

GLENCOE CITY COUNCIL MEETING MINUTES
NOVEMBER 6, 2017
7:00 P.M.

Mayor Wilson called the regular meeting of the Glencoe City Council to order at 7:00 p.m. Members present: Neid, Robeck, Ziemer, Alexander and Schrupp. Also present: City Administrator Mark Larson, City Attorney Mark Ostlund, Finance Director Trippel, Public Works Director Schreifels, Fire Chief Grack and Police Chief Raiter.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

Motion to approve consent agenda as presented by Member Ziemer, second by Member Neid. All members voted in favor.

A. Approve the minutes of the regular meeting of October 16, 2017.

B. Approve the following building permits:

1. TC&W, Plumbing Permit
2. Corey Klaustermeier, 601 Chestnut St W; New Manufactured Home
3. Milan Bonine, 620 11th St E; Re-roof
4. Jennifer Fishbeck, 1505 10th St E; Interior Drain Tile/Wall Anchors
5. Ronald Lewandowski, 803 15th St E; Chimney demolition
6. Karen Covington, 1403 10th St E; Mechanical Permit
7. Gary Metag, 102 Pleasant Ave N; Door Replacement
8. Anthony Paggen, 1503 15th St E; Re-roof
9. Clayton Foley, 1519 13th St E; Re-roof
10. Anne LaPlante, 719 Elliott Ave N; Re-roof
11. Nancy Arandia, 1415 Pryor Ave N; Front door replacement
12. Tyrone Levesque, 1529 Judd Ave N; Re-roof
13. Chris Barnett, 1519 10th St E; Re-roof
14. Darrel Beste, 408 20th St W; Mechanical Permit
15. Ken Englemann, 1604 McLeod Ave N; Window Replacement

PUBLIC HEARINGS:

A. 7:15 P.M. PUBLIC HEARING WELLHEAD PROTECTION PLAN -
KAREN VOZ, MINNESOTA DEPARTMENT OF HEALTH

Mayor Wilson opened the public hearing. Karen Voz with the Minnesota Department of Health offered an introduction and background information. The wellhead protection (WHP) plan for the City of Glencoe was prepared in cooperation with the Minnesota Department of Health (MDH). It contains specific actions that the city will take to fulfill WHP requirements that are specified under Minnesota Rules, part 4720.5510 to 4720.5590. Also, the support that Minnesota State agencies, federal agencies, McLeod County, and others will provide is presented to identify their roles in protecting the city's drinking water supply. The

plan is effective for 10 years after the approval date specified by MDH and the city is responsible for implementing the WHP plan of action, as described in Table 11 of this report. Furthermore, the city will evaluate the status of plan implementation at least every 2 ½ years to identify whether its WHP plan is being implemented on schedule. Grant monies are available and will be applied for actions items needed in Part 2 of this plan.

No public comments or input where given. Motion to close the hearing by Member Schrupp, second by Member Neid. All members voted in favor.

Councilor Ziemer entered the following resolution and moved for its adoption:

RESOLUTION NO. 2017-35
WELLHEAD PROTECTION POLICY
AND APPROVAL OF PLAN (PART 2)

PREAMBLE:

Statement of Purpose:

The purpose of this resolution is to approve the Wellhead Protection Plan for the City's wells which has been presented to the Glencoe City Council.

Background:

Groundwater is an essential source of fresh water for the public water supply system of Glencoe.

Virtually any activity on the surface of the ground which involves hazardous substances may contaminate the groundwater. Once polluted, groundwater is difficult, and sometimes impossible, to clean. The natural microorganisms which help break down some pollutants on the surface of the ground and in the top soil layers are not present (or not present in sufficient quantities) in groundwater. The slow rates of groundwater flow, ranging from one foot per day to one foot in fifty years, limit dilution or dispersal of contaminants. Groundwater contaminated by today's land uses and activities may remain contaminated for hundreds of years.

The State Of Minnesota (Department of Health) Wellhead Protection Program is requiring all public water suppliers to develop local wellhead protection programs. A complete program submission includes the following key elements:

1. Identification of roles and responsibilities
2. Assessment of data elements
3. Delineation of Wellhead Protection Area(s)
4. Vulnerability assessment
5. Identification of potential sources of contamination
6. Establishment of management strategies for the Wellhead Protection Area
7. Evaluation program
8. Water supply contingency strategy
9. Review and comment by the public
10. Implementation of the Wellhead Protection Plan
11. Resolution of disputes
12. Enforcement

As defined by the Federal Safe Drinking Water Act, the wellhead protection area is "the surface and subsurface area surrounding a water well or wellfield, supplying a public water

system, through which contaminants are reasonably likely to move toward and reach such water well or well field”. In order to develop a wellhead protection plan, each of the twelve (12) above-mentioned elements must be addressed. The City has addressed all twelve elements.

RESOLUTION:

WHEREAS, the City of Glencoe recognizes the importance of its groundwater supply as a natural resource used for drinking; and

WHEREAS, it is within the responsibility of the City of Glencoe as a public water supplier, to consider the health, safety and welfare of its customers; and

WHEREAS, the protection of current and potential future sources of groundwater used for drinking water is worthwhile from the standpoint of resource protection; and

WHEREAS, the City has been presented and has reviewed a plan from the City of Glencoe wellhead protection team which details the locations of the potential contaminant sources within the wellhead protection area, identifies goals, opportunities, and action measures to address potential risks to groundwater quality, a plan to evaluate WHP plan implementation efforts by the City of Glencoe, and an Emergency/Contingency Plan in the event of a water system disruption.

NOW THEREFORE BE IT RESOLVED that the City of Glencoe does hereby agree to take action to: protect their well(s) or well field (s) recharge area(s) which have/has been determined in compliance with the State of Minnesota Wellhead Protection Program; and

BE IT ALSO RESOLVED that the City of Glencoe does hereby agree that the Wellhead Protection Plan developed for the aforementioned Wellhead Protection Area, Drinking Water Supply Management Area for the City of Glencoe wells and water supply aquifer is correct and accurate according to the best available information and will be submitted to the governing authority Minnesota Department of Health for review and approval; and

BE IT FURTHER RESOLVED that the City of Glencoe does hereby agree to continue the wellhead protection planning process by implementing the plan which focuses resources on reaching the goals, objectives, and management for the contaminants of concern in addition to maintaining an effective Plan Evaluation Program and Emergency/Contingency Plan.

Councilor Robeck seconded. Upon a roll call vote all members voted in favor. Whereupon said resolution was adopted and approved.

BIDS AND QUOTES:

A. 2018 HEALTH INSURANCE

City Administrator Mark Larson recommended the switch from Blue Cross to Health Partners for employee health insurance coverage. The coverage with Blue Cross will increase by 24.3%. Health Partners plan will increase by 12.35% for a \$3600 deductible.

Motion by Councilor Neid and second by Councilor Alexander to switch to Health Partners for City employee health insurance coverage. All members voted in favor.

REQUESTS TO BE HEARD:

A. FIRE RELIEF PENSION RECOMMENDATION

Finance Committee recommendation was to approve the per year of Service Funding at \$2800 and for the City Council to budget \$29,286 in the 2018 General Fund for the Relief Association. The Fire Relief Association will contribute \$30,000 for the Service Funding.

Councilor Ziemer entered that motion as recommended by the Finance Committee. Councilor Schrupp seconded. All members voted in favor.

B. 2018 COUNTY ASSESSMENT AGREEMENT

Councilor Robeck motioned to authorize the Mayor and City Administrator to execute the Assessment Agreement with McLeod County for 2018 for \$7.50 per parcel for 2415 parcels. Councilor Alexander seconded the motion. All members voted in favor

C. MCLEOD COUNTY HISTORICAL SOCIETY REQUEST

Motion to deny the request of the McLeod County Historical Society for city contribution of \$.50 per person to allow for free admission to the museum by the public made by Councilor Neid and second by Councilor Alexander. All members voted in favor. The City of Hutchinson did not pass this request.

D. 2018 CENTRAL STORM SEWER PROJECT- JUSTIN BLACK, SEH

Justin Black, SEH gave a presentation of the Supplemental Feasibility Report for the Central Storm Sewer Project slated for 2018. A number of revisions to the scope of the project have been made since the development of the original Feasibility Report for the Central Storm Sewer Projected (dated December 19, 2016). The revisions have been made based on further design review as well as feedback and comments by the community and city staff, and direction of the City Council. Drivers to the revisions include: increased storm sewer size and revised alignment, additional sanitary sewer replacement, realignment, and cured-in-place-pipe lining, additional water main replacement and new water main construction and additional street construction.

Estimated cost totals \$6,788,000. Neighborhood assessments, general tax levy, sanitary utility fund and water fund would fund the project.

Councilor Neid entered the following resolution receiving the report and calling for a hearing on the improvement for November 20, 2017 at 7:15 p.m. and called for its adoption:

RESOLUTION NO. 2017-36

RECEIVING REPORT AND CALLING HEARING ON IMPROVEMENT

WHEREAS, pursuant to resolution of the council adopted October 16, 2017, a supplemental report has been prepared by Short Elliott Hendrickson Inc. (SEH®) with reference to the improvement of the following streets:

- Intersection of 18th Street and Loudon Avenue
- Intersection of 16th Street and McLeod Avenue
- 16th Street from Judd Avenue to Loudon Avenue
- 15th Street from Judd Avenue to Knight Avenue
- 14th Street from 1/2 block West of Judd Avenue to 1/2 block East of Judd Avenue
- 13th Street from Judd Avenue to 1/2 block West
- 12th Street from Hennepin Avenue to Knight Avenue
- 11th Street from Judd Avenue to 1/2 block East
- Judd Avenue from 13th Street to 16th Street
- Knight Avenue from 15th Street to 16th Street
- Storm Sewer and Sanitary Sewer Alignment from 9th Street to 13th Street, generally between Ives Avenue and Knight Avenue
- Sanitary Sewer CIPP on Russell Avenue from 13th Street to 14th Street.

and this supplemental report was received by the council on November 6, 2017, and WHEREAS, the report provides information regarding whether the proposed project is necessary, cost-effective, and feasible,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GLENCOE, MINNESOTA:

1. The council will consider the improvement of such streets in accordance with the report and the assessment of abutting property and properties for which benefit can be attributed for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429, at an estimated total cost of the improvement of \$6,788,000.
2. A public hearing shall be held on such proposed improvement on the 20th day of November, 2017, at the Glencoe City Center at 7:15 p.m. and the city administrator shall give mailed and published notice of such hearing and improvement as required by law.

Councilor Robeck seconded the motion. Upon a roll call vote all members voted in favor. Whereupon said resolution was adopted and approved.

ITEMS FOR DISCUSSION:

A. 2017 BAXTER AVENUE PROJECT

Finishing up with the concrete work. Paving underway with completion expected this week.

ROUTINE BUSINESS:

PROJECT UPDATES: None

ECONOMIC DEVELOPMENT: None

PUBLIC INPUT: None

REPORTS: None

CITY BILLS: Motion to approve payment of city bills by Councilor Robeck, second by Councilor Neid. All members voted in favor.

CLOSE MEETING; DISCUSSION OF INTERNAL AFFAIRS RELATING TO ALLEGATION AGAINST A LAW ENFORCEMENT PERSONNEL

Motion to close regular meeting by Member Ziemer, second by Member Neid. Voting in favor; Ziemer, Neid, Schrupp, Alexander. Voting no, Robeck. Motion carried.

Motion to re-open meeting by Councilor Schrupp, second by Councilor Ziemer with all members voting in favor.

Councilor Ziemer made the motion to suspend Police Officer Todd Rohloff for 20 days without pay from November 21, 2017 to December 22, 2017 for violating Glencoe Police Department Policies/Rules/Procedures. Councilor Schrupp seconded the motion. Mayor Wilson called for a Roll Call vote with the following members voting in favor, Schrupp, Ziemer, Neid. The following voted Nay, Robeck and Alexander. Whereupon the motion passed.

ADJOURN: Motion to adjourn by Councilor Schrupp with second by Councilor Ziemer. All members voted in favor.