

GLENCOE CITY COUNCIL MEETING MINUTES  
OCTOBER 3, 2011  
7:00 P.M.

Mayor Wilson called to order the regular meeting of the city council of the City of Glencoe to order at 7:00 p.m. with members Perschau, Adamietz, Copas, Schrupp and Ziemer present. Also present were City Administrator Mark Larson, City Attorney Jody Winters, Finance Director Trippel, Chamber President Dan Ehrke, Police Chief Raiter and Public Works Director Schreifels.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

- A. Approve the minutes of the regular meeting of September 19, 2011.
- B. Approve the following building permits:
  - 1. Jim Murray, 1119 Abbott Ave N, Addition
  - 2. Dennis Haakenson, 1427 Armstrong Ave N; Fence
  - 3. Miller Manufacturing, 1400 13<sup>th</sup> St W; Mechanical Permit
  - 4. Dave Stark, 1801 Ives Ave N; Re-roof
  - 5. Steve Brelje, 202 Andrew Dr.; Re-roof
  - 6. Keith Ruble, 1230 Ives Ave N; Re-roof
  - 7. Jesse Schmitt, 1417 Elm Ave N; Re-roof
  - 8. Glencoe Coop Assn; 305 9<sup>th</sup> St E; Demolition
  - 9. Nancy Ellefson, 1619 Ford Ave N; Window Replacement
  - 10. Glencoe Light & Power Commission, 305 11<sup>th</sup> St E; Re-roof
  - 11. Midwest Porcine Recovery, 3413 11<sup>th</sup> St E; Fire Sprinkler
  - 12. Natalie Schuft, 810 Chandler Ave N; Re-roof
  - 13. Leo Jochum, 1514 Chandler Ave N; Re-roof
  - 14. Melissa Witthus, 1903 12<sup>th</sup> St E; Remodel
  - 15. Viola Rannow, 1840 12<sup>th</sup> St E; Re-roof, Re-side, Window Replacement
  - 16. Andrew Thurn, 1624 11<sup>th</sup> St E; Window Replacement
  - 17. Jeremy Geib, 360 Edgewood Dr; Window Replacement
  - 18. Linette Polifka, 1120 Owen Ave N; Re-roof
  - 19. Duane Nomeland, 614 Elliott Ave N; Deck Permit

PUBLIC HEARINGS: None Scheduled

BIDS AND QUOTES: None

REQUESTS TO BE HEARD:

SECOND READING LIQUOR ORDINANCE AMENDMENT

Councilor Copas motioned to approve the second reading of the ordinance to allow liquor sales at the City Center. Councilor Ziemer seconded the motion with all members voting in favor. Motion carried.

RESOLUTION FOR MSA ADVANCE FUNDING FOR BUFFALO HIGHLANDS TRAIL PROJECT

Justin Black of SEH reviewed the resolution required for the provision of advance funding from the City Municipal State Aid account in the amount of \$90,000 to complete phase one of the Buffalo Highlands Trail

Discussion was in regard to the use of State Aid funds for this project. Clarification was made regarding the balance of the account and future projects needing funding and will monies be available. City Administrator Mark Larson stated that the Morningside Avenue project to 16<sup>th</sup> Street is on the agenda for completion in 2014 and funds will be available as the City has a yearly allotment for State Aid.

Councilor Copas then said he would abstain from the vote as he is a resident living on Morningside Avenue.

Councilor Ziemer then made the motion to approve the following resolution.

RESOLUTION NO.(2011-26)  
STATE AID FOR LOCAL TRANSPORTATION  
MUNICIPAL STATE AID STREET FUNDS ADVANCE RESOLUTION

WHEREAS, the Municipality of Glencoe is planning to implement a Municipal State Aid Street off-system project in 2011 which will require State Aid funds in excess of those available in its State Aid Construction Account, and

WHEREAS, said municipality is prepared to proceed with the construction of said project(s) through the use of an advance from the Municipal State Aid Street Fund to supplement the available funds in their State Aid Construction Account, and

WHEREAS, the advance is based on the following determination of estimated expenditures:

Account Balance as of date <u>September 28, 2011</u>	\$ <u>198,054.67</u>
Less estimated disbursements:	
Project # _____	\$ _____
Project # _____	\$ _____
Project # _____	\$ _____
Project # _____	\$ _____
Bond Principle (if any)	\$ <u>70,000.00</u>
Project Finals (overruns-if any)	\$ _____
Other _____	\$ _____
Total Estimated Disbursements	\$ <u>70,000.00</u>
Advance Amount (amount in excess of acct balance)	\$ <u>90,000.00</u>

WHEREAS, repayment of the funds so advanced will be made in accordance with the provisions of Minnesota Statutes 162.14, Subd. 6 and Minnesota Rules, Chapter 8820.1500, Subp. 10b, and

WHEREAS, the Municipality acknowledges advance funds are released on a first-come-first-serve basis and this resolution does not guarantee the availability of funds.

NOW, THEREFORE, Be It Resolved: That the Commissioner of Transportation be and is hereby requested to approve this advance for financing approved Municipal State Aid Street Project(s) of the Municipality of Glencoe in an amount up to \$90,000.00. I hereby authorize repayments from subsequent accruals to the Municipal State Aid Street Construction Account of said Municipality from future year allocations until fully repaid.

Councilor Adamietz seconded the motion and upon a roll call vote members Perschau, Adamietz and Ziemer vote in favor. Councilor Schrupp voted no with Councilor Copas abstaining. Whereupon said resolution was adopted and approved.

#### CITY CENTER RESIGNATION

City Administrator Mark Larson recommended the acceptance of the resignation of Kim Busse as the City Center Director and recommended to begin the process of replacing the position of Event Coordinator. Options are being reviewed for an interim coordinator while we evaluate the existing position and job description.

Councilor Ziemer motioned to accept the resignation of Kim Busse with councilor Perschau seconding the motion. All voted in favor. Motion carried.

A motion by Councilor Perschau to open the position for Event Coordinator and hire an interim person to facilitate the position. Councilor Ziemer seconded the motion with all members voting in favor. Motion carried.

#### ECONOMIC DEVELOPMENT QUARTERLY UPDATE

Chamber President Dan Ehrke presented an overview of the Glencoe Area Chamber of Commerce's community and development activities carried out during the past three months. The update covered the current activities of the Economic Development Committee, business retention and expansion visits, completion of grant applications, new business assistance and recruitment, upcoming manufacturers breakfast, partnership opportunity for supporting local manufacturing firms, and the creation of a quarterly Business Development Newsletter.

Dan also informed the council that Miller Manufacturing will be expanding.

#### ITEMS FOR DISCUSSION:

##### CENTER POINT ENERGY REBATE

The City Center facility met the requirements for a rebate from CenterPoint Energy's Conservation Improvement Rebate Program and received a rebate in the amount of \$22,140.

Public Works Director Gary Schreifels was thanked for his efforts in pursuing this rebate.

##### CEMETERY CONFERENCE UPDATE

City Administrator Mark Larson attended Minnesota Association of Cemeteries Annual Meeting last week. This was a very informative in regards to changes being seen in the burial business concerning cremations. He gathered information on above ground cremation burial options, cemetery planning and layout options and record systems software for burial plots, burials and owners of plots.

FINANCE COMMITTEE MEETING- OCTOBER 5, 2011 AT 4:00 P.M.

City Administrator Mark Larson reminded the council of the Budget Workshop/Finance Committee Meeting this Wednesday at 4:00 p.m.

SPECIAL USE PERMIT HEARING GLENCOE LIGHT AND POWER TRANSMISSION LINE, OCTOBER 13, 2011; 7:00 P.M. AT TRAILBLAZER TRANSIT BUILDING

Dave Meyer, Manager of the Light and Power Commission encouraged the council members to attend the public hearing for the Special Use Permit request for the construction of a transmission line in the city limits.

ROUTINE BUSINESS:

PROJECT UPDATES; There was none.

ECONOMIC DEVELOPMENT: Chamber President Dan Ehrke gave an update earlier in the meeting.

PUBLIC INPUT: There was none.

REPORTS: None

CITY BILLS:

Councilor Copas motioned to approve payment of the city bills with Councilor Perschau seconding the motion. All voted in favor. Motion carried.

Councilor Ziemer motioned to close the regular meeting for police negotiations. Councilor Adamietz seconded the motion with all members voting in favor. Motion carried.

Councilor Schrupp motioned to close the police negotiations meeting with Councilor Ziemer seconding the motion. All voted in favor. Motion carried.

Councilor Adamietz motioned to reopen the regular meeting. Councilor Schrupp seconded the motion. All vote in favor. Motion carried.

ADJOURN:

Councilor Adamietz motioned to adjourn the meeting with Councilor Copas seconding the motion. All voted in favor. Meeting adjourned.

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Mark D. Larson  
City Administrator

ATTEST:

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Randal Wilson  
Mayor