

GLENCOE CITY COUNCIL MEETING MINUTES
OCTOBER 16, 2017
7:00 P.M.

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

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

Motion approving consent agenda as presented by Member Neid, second by Member Ziemer. Member Robeck called attention to an incorrect second to a motion in the minutes –changed to Robeck making second. All members voted in favor with the noted correction to vote on tabling of fire truck financing.

A. Approve the minutes of the regular meeting of October 2, 2017.

B. Approve the following building permits:

1. TC & W, Misc Permit (tank installation)
2. Cris Eckenrode, 708 11th St E; Remodel
3. Ryan Voss Construction, 1015 12th St, Garage
4. Sharon Beneke, 1705 Judd Ave N; Remodel
5. ADM, Re-roof, Re-side
6. Kenneth Rand, 1321 Baxter Ave N; Egress Window
7. Jonathan Moan, 319 7th St E; Foundation repair
8. Steven Urbia, 1226 Armstrong Ave N; Window Replacement
9. David Sorsoleil, 1207 DeSoto Ave N; Re-roof
10. Louie Matic, 1521 10th St E; Re-roof
11. Tracy Christensen, 1604 Hennepin Ave N; Steps Replacement
12. Gary Reinitz, 1608 Ives Ave N; Re-roof
13. Sheila Stuedamann, 1904 10th St E; Re-roof
14. Howard Ackerson, 1811 9th St E; Plumbing Permit

C. Approve the following licenses:

1. Shopko, 3.2 Off-Sale Liquor License Renewal
2. La Zacatecana, 3.2 Off-Sale Liquor License Renewal

D. Presentation of Vietnam Books to Glencoe Library – Glencoe VFW Post 5102

Post Commander Leon Grack and Quarter Master Ron Knop of the Glencoe VFW presented two books on the Vietnam War to the Glencoe Public Library. The books were accepted on behalf of the library by Council members Robeck and Alexander.

PUBLIC HEARINGS:

A. 7:15 P.M. PUBLIC HEARING - DELINQUENT BILLS OWED TO CITY

Mayor Wilson opened the public hearing. No public comments were made. Motion to close the hearing by Councilor Robeck, second by Councilor Alexander. All members voted in favor.

Motion by Councilor Ziemer to certify delinquent bills with following resolution:

RESOLUTION NO. (2017-31)

RESOLUTION CERTIFYING COLLECTION OF DELINQUENT BILLS WITH 2018 TAXES

WHEREAS, certain properties have incurred costs to the City of Glencoe that have not been paid; and

WHEREAS, published and written notice has been sent to each property owner; and

WHEREAS, the City of Glencoe has held a public hearing regarding the payment of said bills:

NOW THEREFORE, BE IT RESOLVED by the City of Glencoe that:

- 1) The City Administrator is hereby authorized to certify to the County Auditor for collection with 2018 taxes those amounts owed to the City of Glencoe.
- 2) That those delinquent accounts are as follows:

A. Fannie Mae, PID 22 060 3830	\$577.07
B. Amy Raduenz/Gomulak, PID 22 060 4650	\$612.80
C. Delisle Real Estate Co., PID 22 050 3370	\$295.28
D. Sarah Domoradzki, PID 22 050 1890	\$55.49
E. Marco Arandia, PID 22 050 0270	\$166.82
F. Bruce Froemming, PID 22 060 1910	\$327.91
G. Monica Medrano, PID M22 999 0242	\$147.24
H. Sara Neubarth, PID 22 065 0110	\$121.59

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

BIDS AND QUOTES:

A. CHANGE ORDER NUMBER 4 FOR BAXTER AVENUE PROJECT

City Administrator Mark Larson presented Change Order Number 4 for the Baxter Avenue Project revising the date for substantial completion from October 31, 2017 to November 17, 2017. This request is being made due to fact of added work to the project and heavy rains recently.

Completion date of curb and base course paved to remain October 31st. Balance of the work will be completed by the November 17th date.

Councilor Alexander motioned to approve the extension as requested. Councilor Schrupp seconded. All members voted in favor

B. FIRE RESCUE TRUCK – FIRE DEPARTMENT

Fire Chief Grack requested approval to order the fire rescue truck. The townships have been given payment options and notice regarding payment. The question of having the Fire Commission reorganize and convene on a regular basis was mentioned. Chief Grack is working on the organization of the commission. Discussion led to Councilor Ziener motioning with Councilor Schrupp seconding to move ahead with ordering the truck approved for purchase at the August council meeting. All members voted in favor.

REQUESTS TO BE HEARD:

A. CENTRAL STORM SEWER PROJECT

1. ORDERING PREPARATION OF REPORT ON IMPROVEMENT – RESOLUTION NO. 2017-32 AND SET PUBLIC HEARING FOR NOVEMBER 20, 2017 AT 7:15 P.M

City Administrator Mark Larson recommended to authorize SEH to prepare a supplemental report on the Central Storm Sewer Project as there are substantial changes since the original report. Additional properties will be affected and the owners will need proper notice per Minnesota Statutes, Chapter 429.

Discussion led to a motion to authorize the report with the following resolution and to set the public hearing to consider the making of improvement described as Central Storm Sewer Project, for November 20th, 2017 at 7:15 p.m. by Councilor Neid:

RESOLUTION NO. 2017-32

ORDERING PREPARATION OF REPORT ON IMPROVEMENT

WHEREAS, it is proposed to make improvements to 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 to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429,

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

That the proposed improvement be refereed to pursuant to Short Elliott Hendrickson Inc. (SEH[®]) for study and that they are instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-

effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

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

B. LETTER OF SUPPORT FOR MCLEOD COUNTY HISTORIC PARTNERSHIP

Bayley Schluter, Director- McLeod County Historic Partnership, along with the Glencoe Historic Preservation Society asked of the City Council to sign a letter of support stating that the City approves of and will support a research project on several historic sites in Glencoe that will eventually be used to create a Historic Walking Tour of Glencoe. This letter of support from Glencoe City councilors saying that the City will encourage and assist with this research project is instrumental to a successful grant application for research and writing and implementation phases.

Councilor Ziemer motioned approval of a letter of support for a grant to provide for an historic walking tour of Glencoe. Councilor Robeck seconded. All members voted in favor.

C. FOOD FOR FINES RESOLUTION NO. 2017-33

City Administrator Mark Larson informed the council that the communities of Hutchinson, Winsted and Lester Prairie are proposing that for parking tickets issued during the month of November, the recipient will be allowed to make a donation to the McLeod Emergency Food Shelf in lieu of paying the ticket. Glencoe police department have allowed persons who receive a “Snow Bird” ticket to make a donation in the amount of the ticket to the local food shelf. This was done to show the citizens that the tickets are not issued to make the City of Glencoe money.

It is recommended to approve this request as the food shelf is always in need of additional funds.

Councilor Neid motioned approval of the food for fines with the following resolution:

RESOLUTION NO. 2017-33

A RESOLUTION APPROVING A FOOD FOR FINES PROGRAM

WHEREAS, the McLeod Emergency Food Shelf is a non-profit 501(c)(3) agency, which was organized in 1983 to assist residents of McLeod County, Minnesota in the area of hunger relief; and

WHEREAS, the McLeod County Emergency Food Shelf receives financial donations and food support donations from the individuals, organizations, civic groups, businesses, food rescue partners, and faith partners of McLeod County; and

WHEREAS, the parking fines levied for Administrative Citations issued for parking violations are not written on Uniform Citation Forms and are not violations of State Law, and the fine revenue generated by this program are not shared with other governmental agencies, and instead belong to the City, and are therefore unrestricted funds; and

WHEREAS, Minnesota Statutes Section 465.039 allows Cities to annually appropriate unrestricted City funds to non-profits that provide food to the needy without charge, and the McLeod Emergency Food Shelf qualifies for an appropriation pursuant to this Statute.

NOW, THEREFORE, BE IT RESOLVED, that for the month of November 2017, persons who receive Administrative Citations for parking violations shall be allowed to pay their fine by delivering an approximate, equivalent value of food for the food shelf to City Hall instead of payment by legal tender, and the City staff is directed to gather the food and to delivered it to the local food shelf for distribution to the needy without charge. However, parking violations written on a Uniform Citation forms pursuant to the MN Statues do not qualify for this program.

Councilor Schrupp seconded. Upon a roll call vote all members voted in favor.

Whereupon said resolution was adopted and approved.

D. RESOLUTION NO. 2017-34 TO DECERTIFY TIF
DISTRICT NO.15 –INDUSTRIAL PARK

City Administrator Mark Larson presented the resolution to decertify TIF District No. 15 for the Industrial Park.

Discussion led to Councilor Ziemer motioning approval of the decertification with the following resolution:

RESOLUTION NO. (2017-34)

RESOLUTION FOR THE DECERTIFICATION OF THE GLENCOE TAX INCREMENT FINANCING DISTRICT NO. 15 INDUSTRIAL PARK ECONOMIC DEVELOPMENT.

WHEREAS, the City of Glencoe City Council created Tax Increment Financing District No.15 Industrial Park Economic Development District on August 27, 2007, pursuant to Minnesota Statutes, Section 469.174, Subd. 12 inclusive, as amended; and

WHEREAS, the City of Glencoe is the official “Authority” for this TIF-15 “Industrial Park” tax increment financing district; and

WHEREAS, the development activity authorized by the TIF-15 Plan has been completed; and

WHEREAS, the required Decertification Date is December 31, 2017 for this 10 year Economic Development District that is eligible to receive 8 years of tax increments; and

WHEREAS, the City has determined that it is appropriate to decertify the District effective December 31, 2017 at this time declining any future tax increments; and

NOW THEREFORE, BE IT RESOLVED by the City Council of Glencoe, Minnesota that the Tax Increment Financing District No. 15 “Industrial Park” is hereby terminated, and the City Clerk is instructed to take all actions including notifying the Glencoe County Auditor, the MN Department of Revenue, and the Office of the State Auditor TIF Division, necessary to decertify the District.

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

ITEMS FOR DISCUSSION:

A. BAXTER AVENUE PROJECT UPDATE

Gravel placement complete. Curb and gutter to be poured this week. A dormant grass seed will be placed yet this fall.

B. CONTESTED CASE WITH MPCA UPDATE

A meeting was held with MPCA regarding the contested case. Before the City withdraws the contested case the City will need the draft permit issued from the MPCA.

ROUTINE BUSINESS:

PROJECT UPDATES: PWD Voigt – patching complete, alley concerns being addressed and will be discussed further as to what options to pursue budget wise.

ECONOMIC DEVELOPMENT: Nothing additional at this time.

PUBLIC INPUT: Helen Baker site topic of interest.

REPORTS: All included in council packet

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

CLOSE MEETING TO DISCUSS REAL ESTATE NEGOTIATIONS

Motion to close regular meeting by Member Schrupp, second by Member Neid. Voting in favor, Neid, Ziemer, Alexander and Schrupp. Robeck voted no. Motion carried. Motion to re-open the closed meeting by Councilor Schrupp, second by Councilor Robeck. All members voted in favor.

ADJOURN: Motion to adjourn by Member Schrupp, second by Alexander. All members voted in favor.