

GLENCOE CITY COUNCIL MEETING MINUTES
SEPTEMBER 19, 2011
7:00 P.M.

Mayor Wilson called to order the regular meeting of the city council with the following members present: Dan Perschau, Lori Adamietz, Greg Copas, John Schrupp and Gary Ziemer. Also present: City Administrator Mark Larson, City Attorney Jody Winters, Finance Director Todd Trippel and Chief Raiter.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

Councilor Ziemer motioned to approve the consent agenda as presented. Councilor Perschau seconded the motion. All members voted in favor. Motion carried.

- A. Approve the minutes of the regular meeting of September 6, 2011.
- B. Approve the following building permits:
 - 1. Bill Hustad, 104 Pleasant Ave N; Interior Drain Tile
 - 2. Sam McNellis, 530 1st St E; Re-side, Window Replacement
 - 3. Gary Metag, 102 Pleasant Ave N; Re-roof
 - 4. Holly Holtkamp, 1126 14th St E; Re-roof
 - 5. Dennis Matuska, 303 20th St W; Re-roof
 - 6. Lowell Brelje, 307 20th St W; Re-roof
 - 7. Jim Zaske, 311 20th St W; Re-roof
 - 8. Sandra Dammann, 315 20th St W; Re-roof
 - 9. Kris Laney, 1705 15th St E; Window Replacement
 - 10. Jim Schiro, 1612 Judd Ave N; Re-roof
 - 11. Midwest Porcine, 3413 11th St E; Mechanical Permit, Sign Permit
 - 12. Joseph Knowles, 1100 Reeds Lane, Re-roof
 - 13. Eric Metag, 403 17th St W; Re-roof
 - 14. Jeff Boesche, 1520 McLeod Ave N; Re-roof
 - 15. Randy Eggersgluess, 610 5th St E; Re-roof
 - 16. Jan Crenshaw, 1408 14th St E; Mechanical Permit
 - 17. Ruth Karg, 918 Ford Ave N; Re-roof
 - 18. Florence Robertson, 1407 Union Ave N; Mechanical Permit
 - 19. Bernard Mansager, 1523 Russell Ave N; Re-roof
 - 20. Tim Kaczmarek, 1404 Birch Ave N; Re-side
 - 21. Jim Murray, 1119 Abbott Ave N; Plumbing Permit
 - 22. Hortencia Flores, 818 Chandler Ave N; Re-roof
 - 23. Margaret Parker, 1605 Judd Ave N; Re-roof

PUBLIC HEARINGS: None Scheduled

BIDS AND QUOTES:

A. BID OPENING FOR BUFFALO HIGHLANDS TRAIL-PHASE ONE

Justin Black, SEH presented the tabulation of bids for Phase I of the Buffalo Highlands Trail. Five bids were opened with the low bid of Wm Mueller and Sons at \$287,151.60. This phase will consist of a gravel base trail from Morningside Avenue to County Road 1. The trail must be paved in the near future to be viable. Mowing issues were discussed. Once again it was stated that the federal enhancement dollars are for trails only. If the City does not proceed with the dollars awarded for the first phase the monies granted would go to another trail project.

Concern to raise the \$61,800 for the next phase to pave the trail was voiced by all members. All parties, namely the County, City of Plato and Helen Township would have to get involved and committed soon to get the required funding match for Phase II. It was agreed by a majority that this trail would be of benefit for the community.

After lengthy discussion Councilor Perschau motioned to approve the low bid of William Mueller and Sons of \$287,151.60 for Phase One of the Buffalo Highlands Trail project and submission of the bid to MN DOT for approval. Councilor Copas seconded the motion and upon a roll call vote members Perschau, Adamietz, Copas and Ziemer voted in favor. Councilor Schrupp voted nay. Motion carried.

REQUESTS TO BE HEARD:

A. CHARTER COMMISSION APPOINTMENT

The League has informed the City of Glencoe that to change our precinct boundaries due to population changes requires a Charter change. Mayor Wilson recommended appointing a member of each board and commission as suggested by each board and commission of the City. Sitting council members could also serve on the Charter Commission leaving a couple members appointed at-large to also sit on the commission and possibly former charter commission and council members. 9 to 13 members are needed and would serve for a maximum of three meetings. The City Attorney would review the existing charter and have potential changes available at the first meeting. It was recommended to have all members in place by the end of October.

Discussion led to a motion by Councilor Ziemer to have a 9 to 13 member charter commission appointed consisting of board and commission members, sitting council members and at-large members. Councilor Schrupp seconded the motion with all members present voting in favor. Motion carried.

B. BCA JOINT POWERS AGREEMENT

Police Chief Raiter reviewed the Joint Powers Agreement with the Bureau of Criminal Apprehension and the Police Department for the City Council. This agreement allows access to systems and tools available over the State's criminal justice data communications network for a quarterly payment of \$270.00.

Discussion led to a motion by Councilor Copas to approve the joint powers agreement and the following resolution was introduced:

RESOLUTION NO. (2011-25)

RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF GLENCOE ON BEHALF OF ITS CITY ATTORNEY AND POLICE DEPARTMENT

WHEREAS, the City of Glencoe on behalf of its Prosecuting Attorney and Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the City is eligible. The Joint Powers Agreements further provide the City with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the City to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Glencoe, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of Glencoe on behalf of its Prosecuting Attorney and Police Department, are hereby approved. Copies of the two Joint Powers Agreements are attached to this Resolution and made a part of it.

2. That the Chief of Police, James Raiter, or his or her successor, is designated the Authorized Representative for the Police Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, City Administrator is appointed as the Authorized Representative's designee.

3. That the City Attorney, Jody Winters, or his or her successor, is designated the Authorized Representative for the Prosecuting Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, City Administrator is appointed as the Authorized Representative's designee.

4. That Randy Wilson, the Mayor for the City of Glencoe, and Mark Larson, the City Administrator, are authorized to sign the State of Minnesota Joint Powers Agreements.

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

C. FIRST READING OF LIQUOR ORDINANCE

City Attorney Jody Winters presented the ordinance revision to allow the City of Glencoe to serve liquor for consumption at the Glencoe City Center. It was noted that liquor liability insurance minimum would need to be at \$1 million dollars.

Discussion and clarification led to a motion approving the first reading of the ordinance revision allowing the City of Glencoe to serve liquor for consumption at the Glencoe City Center with the liability insurance coverage change to \$1 million by Councilor Ziemer and a second by Councilor Perschau. All members voted in favor. Motion carried.

D. REQUEST OF AMERICAN LEGION FOR PAVER PLACEMENT

American Legion Post 95 requested permission from the City of Glencoe to coordinate a project at Welcome Park on the east side of the City. They would like to install pavers in Welcome Park that will recognize service of veterans from Glencoe an the surrounding area.

This was found to be a favorable venture and discussion led to Councilor Copas motioning approval of the Council to proceed with this project. Councilor Adamietz seconded the motion with all members voting in favor. Motion carried. Post Commander Ernie Breyer is to contact the City with the actual plans.

ITEMS FOR DISCUSSION:

A. GRANT UPDATES

City Administrator Mark Larson gave an update from the previous council meeting regarding the grant applications approved. All the grant applications are complete and in process.

B. FINANCE COMMITTEE MEETING

It was decided to hold the next Finance Committee Meeting on October 5th at 4:00 p.m. This would be the budget workshop meeting with the department heads in attendance.

ROUTINE BUSINESS:

A. PROJECT UPDATES: There was none.

B. ECONOMIC DEVELOPMENT

Mayor Wilson informed the council members that Bosch Security Systems, Inc. would be closing their Glencoe facility by the end of 2011.

C. PUBLIC INPUT

Marie Thurn questioned if the public could attend the Charter Commission meetings when they are held. Public may attend and observe only.

D. REPORTS

City Administrator Mark Larson will be attending the MN Cemetery Association annual meeting September 22 & 23. The Cemetery Board is looking at software options to update cemetery plot records.

E. CITY BILLS

Councilor Perschau motioned to approve payment of the city bills. Councilor Adamietz seconded the motion. All members voted in favor. Motion carried.

F. ADJOURN

Councilor Adamietz motioned to adjourn the meeting with Councilor Ziemer seconding the motion. All voted in favor. Motion carried.

Mark D. Larson
City Administrator

ATTEST:

Randal Wilson
Mayor