

GLENCOE CITY COUNCIL MEETING MINUTES  
AUGUST 6, 2018  
7:00 P.M.

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

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

Councilor Neid motioned to approve the consent agenda as presented. Councilor Ziemer seconded. All members voted in favor.

- A. Approve the minutes of the regular meeting of July 16, 2018.
- B. Approve the following building permits:
  1. Glencoe Multi Family LLC, 2905 15<sup>th</sup> St E; New Apartment Bldg
  2. Erik Duvall, 1304 Sunrise Dr; House Move-In
  3. Ryan Freitag, 1326 DeSoto Ave N; Deck
  4. Skyler Baker, 204 7<sup>th</sup> St E; Detached Garage
  5. Marjorie Strasmann, 1812 12<sup>th</sup> St E; Re-roof, Re-side
  6. Kenneth Lenzen, 1524 13<sup>th</sup> St E; Re-roof
  7. Dennis Roisum, 2003 14<sup>th</sup> St E; Window Replacment
  8. Rosella Miller, 1113 13<sup>th</sup> St E; Mechanical Permit
  9. Ryan Dagen, 1413 Baxter Ave N; Fence
  10. Kevin Boozikee, 1810 Loudon Ave N; Re-roof
  11. John Kalal, 1504 McLeod Ave N; Re-roof
  12. City of Glencoe, 912 13<sup>th</sup> St E; Demolition
  13. Gloriann Kappel, 1806 Ives Ave N; Re-roof
  14. Sarah Ruder, 1223 Abbott Ave N; Re-roof
  15. Joel Bieganek, 1723 Ford Ave N; Window Replacement
  16. Dale Johnson, 1605 Loudon Ave N; Overhead garage door replacement
  17. Gary Heater, 606 Chestnut St; Re-roof
  18. VFW, 923 Chandler Ave N; Re-roof
  19. Kristen Nelson, 330 Scout Hill Dr; Re-roof

PUBLIC HEARINGS: None Scheduled

BIDS AND QUOTES:

A. 1128 HENNEPIN AVENUE DEMOLITION

Discussion of this demolition and its cost to tear down resulted in a motion to deny the bids by Councilor Ziemer and second by Councilor Schrupp. All members voted in favor. Members are going to look at options and costs to refurbish building. A structural engineer will need to look at the building to see if rehabbing the building is feasible.

B. ELLIOTT AVENUE RAILROAD CROSSING

City Administrator Mark Larson presented the quote from Twin City and Western Railroad to upgrade the Elliott Avenue crossing from wood to concrete. Total project cost as quoted is \$47,060.49. The City's cost would be \$22,127.33 for the materials.

MNDOT has no funds available to provide flashers at this crossing and there is not enough traffic to warrant flashers.

Councilor Schrupp motioned to table this proposed upgrade and bring to the 2019 budget process. Councilor Alexander seconded the motion with all members voting in favor.

#### C. PEER REVIEW OF WWTP PROJECT

No action was taken on this proposal for a peer review of the Waste Water Treatment Facility Project. Councilor Neid stated that this was discussed extensively at the recent council workshop and all questions were answered satisfactorily.

#### D. CROSS CONNECT/BACKFLOW PROPOSAL

Public Works Director Schreifels and Scott Qualle with MN Spect reviewed the proposal for a survey which identifies all properties, within the corporate limits of the City, that will need a backflow device.

The City Council passed the ordinance which helps protect the city water supply with backflow devices. The ordinance is now in place and the WTP needs to move forward with Phase II- which is the survey. This work needs to be done by a Master Plumber, intimately familiar with the requirements of the MN State Plumbing Code and the hazards that have been identified in that code requiring protection.

Costs to perform the inspections, create the database framework, catalog and identify all existing and required BPD's, document inspection results, etc. are proposed at \$95.00/hour not to exceed \$25,000.

Council members wanted more information on this proposal and the ordinance language that they passed. What are other cities doing to provide this service and at what cost? Member Schrupp motioned to table this proposal for the survey. Councilor Robeck seconded. All members voted in favor.

### REQUESTS TO BE HEARD:

#### A. BLANDIN COMMUNITY LEADERSHIP PROGRAM- GLENCOE CHAMBER OF COMMERCE

The Community of Glencoe has been selected to participate in the Blandin Leadership Program. Becky Adams with the Blandin Foundation reviewed the leadership program. This program provides intensive leadership training to leaders in rural Minnesota communities to deepen their understanding of community dynamics and strengthen their skill for initiating and managing change.

24 people are being recruited by the Foundation for the training. They are seeking a cross section of the community in terms of age, gender, ethnicity, occupation, and involvement, representing a wide variety of networks including; businesses, nonprofits, government, healthcare and education, among others.

The recruitment is taking place from now until December 3<sup>rd</sup>. The training retreat will take place the week of February 11<sup>th</sup>, 2019 at Sugar Lake Lodge in Grand Rapids, MN.

## B. CENTRAL & EAST DRAINAGE PRESENTATION

Lisa Odens of Houston Engineering, consultant for the Buffalo Creek Watershed District, presented Phase II of the Glencoe East and Central Basic Water Management Project. This project is a result of the City petition to the BCWD to develop a comprehensive stormwater management plan for the purpose of reducing flood damages along Central/East ditches and improve predictable function and maintenance as a primary conveyance through the City. Phase II is the development of a Regional Comprehensive Stormwater and Flood Management Plan. Problem prioritization includes flooding at North and Central Ponds, Flooding of School wetland which was resolved with the school outlet, maintenance of Central Ditch and Outlet for Morningside Drive.

Recommendations include construction of 14<sup>th</sup> Street Pond/Morningside Outlet, GRHS-County Building Outlet, Central Ditch Maintenance and Central Ditch Buffers.

Next steps if the City decides to continue with the project – Phase III – establish priorities and an initial project timeline, address project funding sources, develop more detailed project costs and coordinate with the CSAH 15/Morningside Avenue Project.

Council members will take under consideration next steps to move forward at a future council workshop.

## C. RESOLUTION TO ENTER INTO GRANT AGREEMENT WITH MN DEPARTMENT OF PUBLIC SAFETY

Police Chief Raiter made the request of the City Council to adopt the Department of Public Safety's resolution to have Office Fiebelkorn be the financial coordinator for traffic safety projects. The financial coordinator along with the Finance Department of the City of Glencoe will be in charge of billing agencies within McLeod County for monies received from the State of Minnesota for safety projects, (i.e. seatbelt, speed, DUI projects).

Councilor Schrupp entered the following resolution and called for its adoption:

### RESOLUTION NO. 2018-22

#### RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT

Be it resolved that the Glencoe Police Department enter into a grant agreement with the Minnesota Department of Public Safety, for traffic safety projects during the period from October 1, 2018 through September 30, 2019.

Officer Fiebelkorn is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of the Glencoe Police Department and to be the fiscal agent and administer the grant.

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

## D. WASTE WATER TREATMENT PLANT TIME TABLE

Public Works Director Schreifels reviewed the timetable for the Waste Water Treatment Facility Project.

Councilor Neid entered the motion to move ahead with the timetable as presented for this project. Councilor Ziemer seconded. All members voted in favor.

## E. APPOINT CITY COUNCIL REPRESENTATIVE TO TRANSPORTATION STUDY MANAGEMENT TEAM

Member Schrupp entered the motion to appoint Councilor Neid and then restated motion to appoint Neid with Councilor Alexander as the alternate. Member Alexander seconded. All members voted in favor.

**F. APPOINT FULL TIME POLICE OFFICER**

Chief Raiter appeared before the council to recommend that Taylor Schultz be appointed to the full-time officer position vacancy created by Officer Rohloff's retirement.

Councilor Schrupp entered the motion to approve the appointment of Taylor Schultz to the full-time officer position. Councilor Alexander seconded. All members voted in favor.

**ITEMS FOR DISCUSSION:**

**A. CENTRAL STORM PROJECT UPDATE**

9<sup>th</sup> Street ponds in place and seeding almost complete. St. Pius parking lot to be paved this week.

**B. COALITION OF GREATER MN CITIES CONFERENCE**

City Administrator Mark Larson and Councilor Alexander attended the conference recently held in Mankato. City Administrator Mark Larson received a Service Award.

Several workshops were held and tours given. Legislative updates, labor relations update and Gubernatorial Debate was held. Alexander stated the daycare shortage concern was a topic of discussion at the conference.

**ROUTINE BUSINESS:**

**PROJECT UPDATES:** Working on South water tower this week. Hennepin Avenue Project-some panels being replaced due to incorrect grade and stripping will be re-done correctly.

**ECONOMIC DEVELOPMENT:** Purchase Agreement for industrial park land purchase for McLeod Coop.

**PUBLIC INPUT:** Resident complaint regarding kids safety when riding bicycles and jumping curbs in her neighborhood. Chief Raiter will address her concerns.

**REPORTS:** None

**CITY BILLS:** Motion to approve payment of the city bills entered by Member Ziemer with second by Member Robeck. All members voted in favor.

**ADJOURN:** Mayor Wilson called for adjournment at 8:50 p.m. Councilor Alexander entered the motion with Councilor Neid seconding. All members voted in favor.

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Mark D. Larson, City Administrator

ATTEST:

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Randy Wilson, Mayor