

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

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

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

Motion to approve consent agenda as presented by Councilor Ziemer and second by Councilor Robeck. All members voted in favor.

- A. Approve the minutes of the regular meeting of July 17, 2017.
- B. Approve the following building permits:
  - 1. Concrete Mobility, 1207 Cardinal Ave N; Remodel Permit
  - 2. GRHS, 1805 Hennepin Ave N; Plumbing Permit
  - 3. Brian Blomer, 504 20<sup>th</sup> St W; Deck
  - 4. Andrea Mackenthun, 1328 Baxter Ave N; Window Replacement
  - 5. Roger Gronholz, 1105 Mitchell Ct; New Home
  - 6. Glen Knoll Properties, 606 15<sup>th</sup> St W; New Mobile Home
  - 7. Mike Knapper, 810 Glenmoor Lane; Re-roof
  - 8. Beth Winter, 1014 13<sup>th</sup> St E; Window Replacement
  - 9. Steve Ruder, 1510 16<sup>th</sup> St E; Re-roof
  - 10. Bryce Hanson, 407 16<sup>th</sup> St W; Mechanical Permit
  - 11. Jim Tieman, 1729 Hennepin Ave N; Fence
  - 12. Rich Ward, 1313 13<sup>th</sup> St E; Re-roof
  - 13. Charlie Guerrero, 1706 Fairway Dr; Re-roof
  - 14. Paul Christensen, 2018 10<sup>th</sup> St E; Window Replacement
  - 15. Mary Ellen Bullert, 1415 Birch Ave N; Mechanical Permit
- C. Approve the following licenses:
  - 1. Tomas Budrys, Peddler's Permit for door to door book sales

PUBLIC HEARINGS:

- A. SET WELLHEAD PROTECTION PUBLIC HEARING FOR NOVEMBER 6  
AT 7:15 P.M.

Public Works Director Schreifels requested a hearing be set for the Wellhead Protection Plan for November 6, 2017 at 7:15 p.m. Councilor Schrupp entered that motion. Councilor Alexander seconded. All members voted in favor.

BIDS AND QUOTES:

#### A. FIRE RESCUE TRUCK BIDS

Fire Chief Grack presented bids for a new rescue truck. Bids ranged from a low of \$422,209.00 to a high of \$650,000.00. At the February township meetings it was decided to consider the purchase of the vehicle for not more than \$500,000. The townships will fund 23% at \$97,000 and the City of Glencoe the balance. Financing of the truck would be through First Bankers at 2.35% interest. Motion to approve the low bid for the Rosenbauer fire rescue truck in the amount of \$422,209.00 contingent on township funding made by Councilor Alexander and second by Councilor Schrupp. All members voted in favor.

#### B. TRACTOR BIDS

Public Works Director Voigt presented bids from Arnold's and Midwest Machinery for two sizes of tractors for use with leaf vacuum and for snow blowing. Staff recommended the purchase of the Case Puma 165 from Arnold's for \$100,500 and finance with Security Bank and Trust for 60 months and \$7,000 from the sanitation/recycling fund annually. Discussion led to Councilor Alexander motioning approval of the purchase of the Case Puma 165 with financing through Security Bank and \$7,000 annually from the sanitation/recycling fund. Councilor Ziemer seconded the motion. All members voted in favor.

#### C. FLAIL MOWER REPLACEMENT

Public Works Director Voigt budgeted for a replacement of a flail mower. Quotes were presented. It was recommended to accept the quote of Midwest Machinery for \$8,000 which includes a trade in value of \$2,000. Councilor Ziemer entered that motion. Councilor Neid seconded. All members voted in favor.

#### D. ADDITIONAL MANHOLE REHABILITATION

Public Works Director Schreifels presented the need of the restoration of 7 additional manholes at the cost of \$24,510.00. Five were previously approved for rehabilitation by Innovative Foundation Supportworks at the February 2017 council meeting making the total amount \$47,025 for 12 manholes. This was budgeted for 2017. IFS plans to do the work by the end of August.

Councilor Neid motioned approval of seven extra sewer manholes to be rehabilitated at a cost of \$24,510. Councilor Alexander seconded. All members voted in favor.

#### REQUESTS TO BE HEARD:

##### A. FIRE RELIEF 2018 BUDGET REQUEST

Kelly Mahon, President of the Fire Relief Association, presented the request for an increase in their contribution per year of service from \$2,500 per year to \$2,900 per year.

This would result in an increased City contribution from \$25,491 in 2017 to \$35,207 in 2018. The Relief funded ratio would decrease from 112.37% to 102.12%.

Motion by Member Neid and second by Member Ziemer to table and discuss further at the August 23<sup>rd</sup> Finance Committee Meeting. Members voting in favor, Ziemer, Neid, Schrupp and Alexander. Member Robeck voted no. Motion carried.

#### B. NORTH CENTRAL AND EAST DRAINAGE STUDY –HOUSTON ENGINEERING

Chris Otterness of Houston Engineering presented background and project location of the comprehensive water management planning in the Central and East Ditch subwatersheds. On July 19, 2016, the City of Glencoe petitioned the BCWD to undertake a Basic Water Management Project per M.S. 103D.605 in the East and Central water corridors through the City. The plan is intended to develop a comprehensive stormwater management plan addressing recurring flood issue. This plan is expected to result in recommendations to the Buffalo Creek Board of Managers and the respective City Councils, for a water management project or a series of projects to address the recurring flooding issues.

The Basic Water Management Project as petitioned consists of four phases: 1) Existing Conditions and Conceptualization of Potential Projects, 2) Regional Comprehensive Stormwater and Flood Management Plan, 3) Establish Timelines, Priorities and Costs and 4) Implementation.

Phase I was presented and it will need to be decided if continuing on to Phase 2. BCWD next step is to request input from stakeholders regarding the prioritization of potential projects. Following the input, it is recommended the BCWD proceed with the development of a Regional Comprehensive Stormwater and Flood Management Plan which will assess the feasibility of project components with the highest priority.

#### C. HOLIDAY LIGHTS AND BANNER REQUEST – GLENCOE CHAMBER

The request was tabled for further discussion as there is need for additional information on the banners and Christmas decorations to be presented at the next finance committee meeting by motion of Councilor Alexander and second by Councilor Schrupp. All members voted in favor.

#### D. LIQUOR STORE MANAGER

City Administrator Mark Larson and Assistant City Administrator Dan Ehrke decided to look at the Assistant Liquor Store Manager position upon Sue Deckert's retirement announcement. The job description was reviewed, as well as sales results from stores in similar sized communities, and wages for liquor store managers. It was determined that for the City to remain competitive in the market place and for sales to reflect sales of other municipal stores in similar sized communities, it would need a position of liquor store manager and for wages to reflect the responsibilities of a manager.

The updated job description was presented showing the additional management responsibilities.

Councilor Schrupp motioned approval of the Liquor Store Manager job description. Councilor Ziemer seconded. Members voting in favor, Schrupp and Ziemer. Members voting no, Robeck, Alexander and Neid. Motion failed. Mayor Wilson then requested that this be considered for further discussion at the Personnel and Legislative Committee meeting on August 14<sup>th</sup>. Councilor Robeck entered that motion. Councilor Neid seconded. All members voted in favor.

#### ITEMS FOR DISCUSSION:

##### A. 2018 BUDGET

Starting process. Next Finance Committee Meeting will have 2018 budget on the agenda.

##### B. COALITION OF GREATER MN CITIES SUMMER CONFERENCE

Mayor Wilson recently attended the Coalition of Greater Minnesota Cities Summer Conference in Fergus Falls. Found that several cities have contested cases with regards to MPCA permitting requirements for waste treatment facilities. Encouraged members to attend the fall conference in November.

##### C. BAXTER AVENUE PROJECT UPDATE

12<sup>th</sup> Street paving will be done on Wednesday. Liquidated damages being looked into for Ford Avenue to 11<sup>th</sup> Street-contractor left town and no progress.

#### ROUTINE BUSINESS:

PROJECT UPDATES: None

ECONOMIC DEVELOPMENT: None

PUBLIC INPUT: None

REPORTS: None

CITY BILLS: Motion to approve payment of the city bills made by member Ziemer and second by member Neid. All members voted in favor.

CLOSE MEETING FOR UNION NEGOTIATIONS: Motion by Councilor Neid and second by Councilor Ziemer to close the regular meeting. Members voting in favor, Ziemer, Neid, Alexander and Schrupp. Voting no, Member Robeck. Motion carried.

Motion to re-open the regular meeting by Member Ziemer, second Member Alexander. All voted in favor.

ADJOURN: Motion to adjourn by Councilor Robeck, second by Councilor Alexander. All voted in favor.

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Mark D. Larson, City Administrator

ATTEST:

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Randy Wilson, Mayor