

GLENCOE CITY COUNCIL MEETING MINUTES  
AUGUST 20, 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 Trippel, Assistant City Administrator Ehrke, PWD's Schreifels and Voigt, Police Chief Raiter, Fire Chief Scheidt.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

Councilor Ziemer entered the motion to approve the consent agenda as presented. Councilor Schrupp seconded. All members voted in favor.

- A. Approve the minutes of the regular meeting of August 6, 2018.
- B. Approve the following building permits:
  - 1. Glencoe Multi Family, 2905 14<sup>th</sup> St E; Plumbing Permit
  - 2. Jim Raiter, 205 Fairway Circle, Rebuild Deck
  - 3. Greg Wedin, 1703 Fairway Dr; Re-side
  - 4. Curtis Templin, 1413 Elm Ave N; Re-roof
  - 5. Paul Jensen, 1311 Armstrong Ave N; Window Replacement
  - 6. Dave Palm, 1707 Loudon Ave N; Window Replacement
  - 7. Leif Hoklin, 116 12<sup>th</sup> St E; Plumbing Permit
  - 8. Rich Westlund, 820 Sumac Lane; Plumbing Permit
  - 9. Adam Jopp, 1120 Newton Ave N; Re-roof
  - 10. Lynn Ackerson, 611 Chestnut St; Re-roof
  - 11. Howard Ackerson, 1811 9<sup>th</sup> St E; Re-roof
  - 12. Clark Christianson, 310 Wacker Dr; Window Replacement
  - 13. Ron Ernst, 1028 13<sup>th</sup> St E; Re-roof
- C. Approve the following book transfer:
  - 1. \$5,850 from General Fund to Tax Inc. #4, Braun Intertec Coding Error in 2016 per State Auditor's Office-Jason Nord

PUBLIC HEARINGS: None scheduled.

BIDS AND QUOTES:

A. 14<sup>TH</sup> STREET EXTENSION BIDS- RESOLUTION NO. 2018-23

John Rodeberg, SEH, presented the bids for the 2018 14<sup>th</sup> Street Extension Project. The bids ranged from a high of \$294,185.45 to a low of \$254,759.71 for Option 1- the 41 foot wide street. The Engineer's estimate was \$252,381.65 for this option. Option 1 was based on extending the street at its current width of 41 feet, while option 2 was to transition to a

34 foot roadway width to reduce costs. The savings for the 34 foot width roadway was nominal.

William Mueller & Sons, Inc. submitted the low bid and it is recommended to accept this low bid and award it to this contractor.

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

**RESOLUTION NO. 2018-23**

**ACCEPTING BID**

WHEREAS, pursuant to an advertisement for bids for the construction of the **2018 14th Street Extension**, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

<u>Contractor</u>	<u>Option Amount</u>	<u>1 Option Amount</u>	<u>2</u>
Wm. Mueller & Sons, Inc. Hamburg, MN	\$254,759.71	\$235,659.56	
Land Pride Construction Paynesville, MN	\$277,489.30	\$244,922.30	
R & R Excavating, Inc. Hutchinson, MN	\$278,545.24	\$260,230.80	
OMG Midwest, Inc. (dba Chard) Belle Plaine, MN	\$294,185.45	\$271,690.34	

AND WHEREAS, it appears that Wm. Mueller & Sons, Inc. of Hamburg, Minnesota, is the lowest responsible bidder,

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

1. The mayor and city administrator are hereby authorized and directed to enter into a contract with Wm. Mueller & Sons, Inc. of Hamburg, Minnesota, Minnesota, in the name of the City of Glencoe, Minnesota, for the construction of the **2018 14th Street Extension**, Option 1 amount only, according to the plans and specification therefore approved by the city council and on file in the office of the city administrator.
2. The city administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

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

**B. APPROVE PLANS AND SPECIFICATIONS AN SET BID OPENING FOR  
WASTE WATER TREATMENT PLANT BY RESOLUTION 2018-24**

Jessica Hedin, SEH, presented the plans and specifications for the Waste Water Treatment Facility project. The plans were provided to the council electronically for their review.

It was recommended to adopt the resolution to approve the plans and specifications and to set the bid opening for October 17, 2018 at 10:00 a.m.  
Councilor Neid entered the following resolution and moved for its adoption:

RESOLUTION NO. 2018-24  
APPROVING PLANS AND SPECIFICATIONS AND  
ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to a resolution passed by the council on September 5, 2017, the consulting engineer retained for the purpose has prepared plans and specifications for the construction of the **Glencoe Phosphorus Project**, and has presented such plans and specifications to the council for approval;  
NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GLENCOE, MINNESOTA:

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official paper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published as required by law, shall specify the work to be done, and shall state that bids will be received by the City Administrator until 10:00 a.m. on Wednesday, October 17, 2018, at which time they will be publicly opened in the council chambers of the Glencoe City Hall by the City Administrator and engineer. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the City Administrator and accompanied by a cashier's check, bid bond, or certified check payable to the clerk for 5 percent of the amount of such bid.

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

REQUESTS TO BE HEARD:

A. VARIANCE PERMIT REQUEST PANTHER HEIGHTS 1<sup>ST</sup> ADDITION

The Planning Commission recommended to approve the variance permit request of Joe Keller of Team Development, the owner of lots 5-20 of Block 1 of Panther Heights, to build single family homes on lots designed originally for twin homes. No replat will be needed for this request for these lots. The Planning Commission approved the request in a 5-0 vote at their last regularly scheduled meeting.

Discussion led to a motion to approve the variance permit request entered by member Robeck, second by member Ziemer. All members voted in favor.

B. CEMETERY COMMISSION MEMBER APPOINTMENT TO OPEN POSITION

Motion to appoint Paula Bulau to the Cemetery Commission by member Schrupp, second by member Alexander. All members voted in favor.

**C. REQUEST BUFFALO CREEK WATERSHED DISTRICT CONTINUE WITH NEXT PHASE OF EAST AND CENTRAL WATER MANAGEMENT PROJECT**

The City Council will need to formally request that the Buffalo Creek Watershed District continue with Phase 3 of the East and Central Water Management Plan as presented at the August 6<sup>th</sup> council meeting.

Councilor Alexander entered the motion approving the recommendation to continue with Phase 3 and that Mayor Wilson send a letter to BCWD formally requesting continuing on with Phase 3. Councilor Neid seconded. All members voted in favor.

**ITEMS FOR DISCUSSION:**

**A. CENTRAL STORM SEWER PROJECT**

New schedule for the project has been worked out at a recent contractor's meeting and contractor will be pushed to stick to this schedule. St. Pius parking lot will be paved first week in September.

**ROUTINE BUSINESS:**

**PROJECT UPDATES:** Hennepin Avenue Project – railing will be re-installed to specifications.

**ECONOMIC DEVELOPMENT;** Construction has begun on the apartment complex in Panther Heights subdivision.

Oak Leaf Playground ribbon cutting will be at 8:00 a.m. on Tuesday, August 28<sup>th</sup>.

**PUBLIC INPUT:** None

**REPORTS:** None

**CITY BILLS;** Motion to approve payment of the city bills entered by Councilor Schrupp, second by Councilor Ziemer. All members voted in favor.

**CLOSE MEETING FOR REAL ESTATE DISCUSSION;** Motion to close the regular meeting entered by Member Alexander, second by Member Schrupp. All members voted in favor.

Motion to re-open the meeting by Councilor Robeck, second by Councilor Schrupp. All members voted in favor.

**ADJOURN:** Motion to adjourn by Councilor Robeck, second by Councilor Schrupp. All members voted in favor.