

GLENCOE CITY COUNCIL MEETING MINUTES
TUESDAY, JANUARY 22, 2019
7:00 P.M.

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

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

Motion to approve the consent agenda as presented entered by Councilor Neid, seconded by Councilor Robeck. All members voted in favor.

- A. Approve the minutes of the regular meeting of January 7, 2019.
- B. Approve the following building permits:
 - 1. Myron Schuette Construction, 1004 Mitchell Court; New Twin home
 - 2. Cheryl Herout, 1006 Mitchell Court; New Twin home
 - 3. Jerrod Fisher, 1719 Ford Ave N; Re-side
 - 4. City of Glencoe, 301 Lindbergh Trail; Cemetery Vault re-roof

PUBLIC HEARINGS: None Scheduled

BIDS AND QUOTES:

A. AWARD OFFICIAL NEWSPAPER

State Statute requires the designation of a newspaper for official publications and the paper is to be a local newspaper.

Councilor Lemke motioned to award the McLeod Chronicle as the official newspaper for the sum of \$7.50 per column inch and \$5.25 per column inch for camera ready. Councilor Neid seconded. All members voted in favor.

B. MANHOLE REHABILITATION QUOTE

Public Works Director Schreifels presented the budgeted sanitary sewer manhole rehabilitation quote in the amount of \$52,890 from Innovative Supportworks. The City will be given a 5% discount for the work to be performed in February.

Motion to approve the quote in the amount of \$52,890 for the manhole rehabilitation to be performed by Innovative Supportworks was entered by Member Alexander and seconded by Member Neid. Members voting in favor, Alexander, Schrupp, Lemke and Neid. Robeck entered a no vote. Motion carried 4 to 1.

C. QUOTE FOR TRACKED SKID STEER

Public Works Directors Voigt and Schreifels presented the quote for the budgeted tracked skid steer and attachments, which include a flail cutter, snow blower, and pallet fork. Total cost with trade is \$49,904.60 from Farm Rite Equipment of

Dassel, Minnesota. Costs of the skid steer, flail cutter and pallet fork will be split by water department, waste water department, storm water department and streets and parks department. Cost of the snow blower will be split by the waste water department and streets/parks department.

Council members Schrupp and Lemke both felt that the hand control option should be purchased for the approximate \$600.00.

Motion entered by Member Schrupp and seconded by Member Alexander to accept the low quote of Farm Rite Equipment with the hand control option to be included. Members voting in favor, Neid, Lemke, Schrupp and Alexander. Robeck entered a no vote. Motion carried. 4 to 1.

D. APPROVE PLANS AND REQUEST QUOTES FOR HARPEL DEVELOPMENT TREE REMOVAL

John Rodeberg of SEH presented plans for the removal of the trees along the Harpel property and the MNDot right-of-way on Highway 212. A resolution is needed to approve the plans and specifications and authorizing invitation to bid for the tree removal portion of the Harpel's Storm Sewer Improvements. This work was included in the Feasibility Report. It was proposed to be bid separately so the work could be completed this winter, prior to other work occurring. A significant portion of the work is in MnDOT right-of-way making this project have certain specifications regarding qualifications of the bidders.

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

RESOLUTION NO. 2019-01

APPROVING PLANS AND SPECIFICATIONS AND INVITATION TO BID

WHEREAS, the consulting engineer retained for the purpose has prepared plans and specifications for the tree removal portion of the **Harpel's Storm Sewer Improvements**, 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, with the assistance of the consulting engineer, shall forthwith prepare and distribute an invitation to bid upon the making of such improvement under such approved plans and specifications. The invitation shall specify the work to be done, and shall state that quotes will be received by the City Administrator until 10:00 a.m. on Thursday, January 31, 2019, will then be tabulated, and will be considered by the council at 7:00 p.m. on Monday, February 4, 2019, in the council chambers of the Glencoe City Hall.

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

REQUESTS TO BE HEARD:

A. WORKSHOPS VS. COMMITTEE RECOMMENDATION

Mayor Wilson took this opportunity to reason with the council members concerning having subcommittees with three council members on one committee and the Mayor and two council members on another committee as was done for many years. All council members would be able to attend and have discussion leaving recommendations to the committee members.

Committees recommendations offer direction to staff and the helps to make public aware of city business concerns.

No action was taken.

B. APPROVE 2019 RATES AND CHARGES FOR CITY SERVICES

Motion to approve rate increases for city services was entered by Councilor Neid, seconded by Councilor Lemke. Motion passed 4 to 1 with Robeck entering the no vote.

C. APPROVE BODY CAMERA POLICY

Chief Raiter recommended approval of the Police Department Body Camera Policy. There has been no additional input from the public concerning the policy since the public hearing was held at the previous city council meeting.

Councilor Schrupp entered the motion to approve the policy as written and reviewed by County Attorney and City Attorney. Councilor Alexander seconded the motion. Discussion was held in regards to the ability to make changes to the policy. The policy that can be changed if the need arises.

All members voted in favor.

D. AUTHORIZE MAYOR & CITY ADMINISTRATOR TO EXECUTE DRAINAGE EASEMENT WITH TLC PROPERTIES FOR HARPEL DEVELOPMENT

Councilor Alexander motioned to authorize the Mayor and City Administrator to execute the agreement prepared by the City Attorney, with TLC Properties, Inc. for a drainage easement across their property at the east end of the Harpel Development. Councilor Neid seconded. All members voted in favor.

ITEMS FOR DISCUSSION:

A. CITY ATTORNEY SERVICES

The resignations of the City Attorney Mark Ostlund and Assistant City Attorney Amber Donley were brought before the Council.

The Gavin Law Firm has requested a meeting with the City. Mayor Wilson, City Administrator Mark Larson and Councilors Alexander and Schrupp will attend the meeting with Gavin to hear the firm's proposal for services.

B. CITY WEBSITE & STREAMING MEETINGS UPDATE

City website upgrades and improvements will go live Wednesday, January 23rd. Navigating the pages has been improved and mobile device response now available.

Streaming of council meetings upgrade with the purchase of an encoder launched at this meeting. Some issues need to be addressed as the streaming did not always work during this meeting.

ROUTINE BUSINESS:

PROJECT UPDATES: None

ECONOMIC DEVELOPMENT: Planning Commission at its February 14th meeting will hold a public hearing on the Glencoe Industrial Park 3rd Addition final plat. McLeod Coop Power will close on the property February 22nd when all platting is complete.

PUBLIC INPUT: None

REPORTS: Member Neid requested a department head report for Streets and Parks. The January report will be in the February 4th council packet.

CITY BILLS: Motion to approve payment of the city bills entered by Member Lemke, seconded by Member Schrupp. Robeck questioned a ditch assessment bill and was directed to discuss with Public Works Director Schreifels and Mayor Wilson. Members voting in favor of the motion were Neid, Lemke, Alexander and Schrupp. Robeck entered a no vote. Motion carried.

ADJOURN: Mayor Wilson called for adjournment at 7:55 p.m. Councilor Robeck entered that motion. Seconded by Councilor Neid. All members voted in favor.

Mark D. Larson
City Administrator

ATTEST:

Randal Wilson
Mayor