

GLENCOE CITY COUNCIL MEETING MINUTES
FEBRUARY 4, 2019
7:00 P.M.

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

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

Councilor Neid motioned to approve the consent agenda. Councilor Lemke seconded. Councilor Schrupp stated for the record that Councilor Robeck had previously voted in favor of the sewer monthly service charge by resolution in March of 2018. Robeck wants notification of committee meetings. All members voted in favor.

- A. Approve the minutes of the regular meeting of January 22, 2019.
- B. Approve the following building permits:
 - 1. Dave Klobe, 1606 Baxter Ave N; Re-side
- C. Approve the following licenses:
 - 1. Glencoe Country Club; Liquor License Renewal
 - 2. Glencoe VFW, Liquor License Renewal

PUBLIC HEARINGS:

- A. SET PUBLIC HEARING ON MS4

Councilor Schrupp entered the motion to set the MS4-Storm Water Public Hearing for February 19 at 7:05 p.m. Councilor Alexander seconded the motion. All members voted in favor.

BIDS AND QUOTES:

- A. HARPEL'S STORM SEWER & POND PROJECT RESOLUTION NO. 2019-02 APPROVING PLANS & SPECS AND ORDERING ADVERTISEMENT FOR BIDS

John Rodeberg, SEH, reviewed the plans and specifications for the Harpel Development Storm Water Improvements.

Councilor Robeck entered the following resolution to approve the plans and specifications and set bid opening and moved for its adoption:

RESOLUTION NO. 2019-02

APPROVING PLANS AND SPECIFICATIONS AND
ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to a resolution passed by the council on October 15, 2018, the consulting engineer retained for the purpose has prepared plans and specifications for the construction of the **Harpel's Storm Sewer Improvements 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, March 6, 2019, at which time they will be publicly opened in the council chambers of the Glencoe City Hall by the City Administrator and engineer, will then be tabulated, and will be considered by the council at 7:00 p.m. on Monday, March 18, 2019, in the council chambers of the Glencoe City Hall. 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 Schrupp seconded. Upon a roll call vote all members voted in favor. Whereupon said resolution was adopted and approved.

B. UPDATE ON TREE REMOVAL QUOTES

The extreme weather conditions have prevented the contractors from going to the site to assess work to be done prior to issuing a quote. Quotes are now due this Friday, February 8th at 10:00 a.m.

REQUESTS TO BE HEARD:

A. SUPPLEMENTAL LETTER AGREEMENT FOR PROFESSIONAL SERVICES WITH SEH

John Rodeberg reviewed the submittal of the yearly Supplemental Letter Agreements to continue engineering services for calendar year 2019 to provide General Engineering, architectural and other consulting services to the City of Glencoe, as well as Municipal State Aid Engineering services on an "as requested" basis.

1. GENERAL ENGINEERING SERVICES

Councilor Lemke motioned to approve the Supplemental Letter Agreement for General Engineering services with SEH for 2019 not to exceed \$50,000. Councilor Schrupp seconded. Voting in favor of the motion, Neid, Lemke, Alexander and Schrupp. Robeck entered a no vote. Motion carried 4 to 1.

2. MUNICIPAL STATE AID (MSA) SERVICE

Councilor Schrupp motioned to approve the Supplemental Letter Agreement for Municipal State Aid Engineering services with SEH for 2019 not to exceed \$10,000. Councilor Neid seconded. All members voted in favor.

B. CITY ATTORNEY SERVICES

Mayor Wilson, Councilors Schrupp and Alexander and City Administrator Mark Larson have met with the Gavin Law Firm and City Attorney Mark Ostlund in regard to City Attorney services. Several services are in the works with Attorney Ostlund concerning city business and it was concluded that it is best to have Attorney Ostlund continue his services as the City Attorney.

A motion by Councilor Neid to have Attorney Ostlund continue his roll as City Attorney and to review in 8 months. Councilor Schrupp seconded the motion. All members voted in favor.

ITEMS FOR DISCUSSION:

A. TRANSPORTATION OPEN HOUSE –SATURDAY, FEB. 16, 2019; 11:00 A.M. TO 1:00 P.M.

MN DOT will be holding an open house to solicit the public's thoughts on Highway 212 and 22 access and safety issues.

B. ANNUAL TOWNSHIP FIRE MEETING – FEBRUARY 21, 2019; 7:00 P.M.

The new fire rescue truck is here and has been used at a fire call today! Members are encouraged to attend this annual meeting.

C. COUNTY BOARD WORKSHOP ON MORNINGSIDE AVENUE

February 5th at 10:00 a.m. at the City Center.

D. WASTE WATER TREATMENT PLANT PRECONSTRUCTION MEETING-FEB. 21; 1:00 P.M.

This meeting with the contractor, Rice Contracting, is expected to last 2 to 4 hours. The public may attend.

ROUTINE BUSINESS:

PROJECT UPDATES: None

ECONOMIC DEVELOPMENT: Assistant City Administrator Dan Ehrke updated members on McLeod Coop Power –closing on property February 22nd, final plat hearing February 14th at Planning Commission Meeting, construction to begin in the spring.

Kwik Trip-site plans have been received and are being reviewed –building permits to be pulled soon. Lazy Loon Brewery- Building permits soon- Federal government shutdown has delayed issuance of required licensing-Spring opening. Hotel developer –lending package in place, still looking for more investors.

PUBLIC INPUT: Gary Ballard had concerns regarding police body cameras.

REPORTS: Councilor Lemke reported on his attendance at the Newly Elected Official Training. Councilor Schrupp reported on his attendance at the Experienced Officials Conference.

CITY BILLS: Member Neid entered the motion to approve payment of the city bills. Member Schrupp seconded. All members voted in favor.

ADJOURN: Mayor Wilson called for adjournment at 7:49 p.m. Member Robeck entered that motion. Member Alexander seconded. All members voted in favor.

Mark D. Larson
City Administrator

ATTEST:

Randy Wilson
Mayor