

GLENCOE CITY COUNCIL MEETING MINUTES
MARCH 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: Schrupp, Alexander, Neid, Robeck and Lemke. Also present: City Administrator Mark Larson, City Attorney Mark Ostlund, Finance Director Trippel, PWDs Voigt and Schreifels, Police Chief Raiter and Fire Chief Scheidt.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

Motion entered by Councilor Lemke, second by Councilor Neid to approve consent agenda as presented. Motion passed on a 5-0 vote.

- A. Approve the minutes of the regular meeting of February 19, 2019.
- B. Approve the following building permits:
 - 1. Joel Jacobson, 425 Edgewood Dr; Fence
 - 2. Nikki Horner, 819 15th St E; Mechanical Permit
- C. Approve the following licenses:
 - 1. Glencoe Brewers Baseball Assoc.; 3.2 On-Sale Liquor License Renewal
 - 2. Glencoe Softball Assoc.; 3.2 On-Sale Liquor License Renewal
 - 3. Pla-Mor Ballroom; 3.2 On-Sale Liquor License Renewal

PUBLIC HEARINGS:

A. 7:05 P.M. PUBLIC HEARING VACATION & UTILITY EASEMENT

City Attorney Mark Ostlund reviewed for the council and public the need for the vacation of a portion of 11th Street East and utility easement of the Glencoe Industrial Park 2nd Addition for the McLeod Cooperative Power Development.

Mayor Wilson opened the public hearing. No public input was given. Motion to close the public hearing entered by Councilor Lemke, second by Councilor Robeck. Carried on a 5-0 vote.

Councilor Robeck then entered the motion to approve the vacation and the following resolution was entered and moved for adoption:

RESOLUTION NO. 2019-05

A RESOLUTION VACATING A PORTION OF 11TH STREET AND A PLATTED UTILITY EASEMENT WITHIN LOT 2, BLOCK 2, GLENCOE INDUSTRIAL PARK SECOND ADDITION

WHEREAS, the City Council desires to vacate a portion of 11th street and a platted utility easement within Lot 2, Block 2, Glencoe Industrial Park Second Addition, pursuant to Minnesota Statute §412.851, legally described as follows:

All that portion of 11th Street adjacent to Lot 2, Block 2, GLENCOE INDUSTRIAL PARK SECOND ADDITION, which lies north of the following described line:

Commencing at the southwest corner of said Lot 2, as originally platted in said GLENCOE INDUSTRIAL PARK SECOND ADDITION; thence South 89 degrees 22 minutes 50 seconds East along the south line of said Lot 2, said line also being the north line of said 11th Street, a distance of 64.08 feet to the point of beginning of the line described herein; thence continue South 89 degrees 22 minutes 50 seconds East 145.75 feet to its intersection with the easterly limits of said 11th Street, as originally platted, and said line there terminating.

AND ALSO

All that portion of the 16 foot wide drainage and utility easement adjoining the east line of Lot 2, Block 2, GLENCOE INDUSTRIAL PARK SECOND ADDITION, bounded on the south by the northerly line of the 66 foot wide roadway and municipal utility easement, recorded as Document No. 301309, and bounded on the north by a line distant 25.00 feet southerly from and parallel with the north line of said Lot 2.

and setting a public hearing to consider the vacation of such street; and

WHEREAS, a public hearing to consider the vacation of such street was held on the 4th day of March, 2019, before the City Council in the City Hall located at 1107 11th St E at 7:05p.m. after due published and posted notice had been given, as well as personal mailed notice to all affected property owners by the City Clerk on the 20th day of February, 2019 and all interested and affected persons were given an opportunity to voice their concerns and be heard; and

WHEREAS, notwithstanding the specific vacation of the platted utility easement referenced herein, any person, corporation or public body owning or controlling easements contained upon the property vacated, reserves the right to continue maintaining the same or to enter upon such way or portion thereof vacated to maintain, repair, replace or otherwise attend thereto; and

WHEREAS, the Council in its discretion has determined that the vacation will benefit the public interest because the above described right-of-way and utility easement serve no purpose to the City due to the development of certain abutting parcels.

And WHEREAS, four-fifths of all members of the City Council concur in this resolution;

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

That such petition for vacation is hereby granted and the portion of 11th street and a platted utility easement within Lot 2, Block 2, Glencoe Industrial Park Second Addition legally described as follows is hereby vacated:

All that portion of 11th Street adjacent to Lot 2, Block 2, GLENCOE INDUSTRIAL PARK SECOND ADDITION, which lies north of the following described line:

Commencing at the southwest corner of said Lot 2, as originally platted in said GLENCOE INDUSTRIAL PARK SECOND ADDITION; thence South 89 degrees 22 minutes 50 seconds East along the south line of said Lot 2, said line also being the north line of said 11th Street, a distance of 64.08 feet to the point of beginning of the line described herein; thence continue South 89 degrees 22 minutes 50 seconds East 145.75 feet to its intersection with the easterly limits of said 11th Street, as originally platted, and said line there terminating.

AND,ALSO

All that portion of the 16 foot wide drainage and utility easement adjoining the east line of Lot 2, Block 2, GLENCOE INDUSTRIAL PARK SECOND ADDITION, bounded on the south by the northerly line of the 66 foot wide roadway and municipal utility easement, recorded as Document No. 301309, and bounded on the north by a line distant 25.00 feet southerly from and parallel with the north line of said Lot 2.

BE IT FURTHER RESOLVED, that the Mayor and City Administrator are hereby authorized to sign all documents necessary to effectuate the intent of this resolution.

Councilor Alexander seconded. Upon a roll call vote all members voted in favor. Where upon said resolution was adopted and approved.

BIDS AND QUOTES:

A. ADVANCED METERING INFRASTRUCTURE SYSTEM

Public Works Director Schreifels presented the revised Water and Wastewater budgets for the purchase of the new AMI System. Water revised budget item for professional services was reduced by \$30,000 then added to line item for meter replacement/automation. Wastewater budget items reduced were chemicals by \$10,000, professional services by \$10,000, electricity by \$3,000 and inflow and infiltration by \$10,000 and then added to meter replacement and automation line item.

Motion to approve low quote of Eaton Corporation in the amount of \$116,933.00 for purchase of the Advanced Metering Infrastructure System and amend water and waste water budgets as presented entered by Councilor Neid. Second by Councilor Robeck. All members voted in favor.

B. SALE OF FIRE DEPARTMENT RESCUE TRUCK

Motion to advertise the Fire Department rescue truck for sale and set minimum bid of \$25,000 entered by Councilor Alexander. Second by Councilor Lemke. Motion carried 5-0.

REQUESTS TO BE HEARD:

A. TIF DISTRICT 3-19 –PANTHER HEIGHTS AMENDMENT

Shannon Sweeney, David Drown and Associates, presented the State Auditor’s TIF District 3-19 plan budget revision to properly reflect capital costs (not including bond principal), and that language in the section 23 be modified to reflect current statute which regulates the amount of tax increments that can be used to pay administrative expenses. It was recommended to adopt a resolution adopting the modified tax increment financing plan for TIF District 3-19.

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

RESOLUTION NO. 2019-04
RESOLUTION AUTHORIZING AN ADMINISTRATIVE BUDGET AMENDMENT
TO THE TAX INCREMENT FINANCING PLAN
FOR TAX INCREMENT DISTRICT NO. 3-19

WHEREAS:

A. The City of Glencoe adopted the Tax Increment Financing Plan for TIF District No. 3-19 within Municipal Development District No. 3 on June 4, 2018; and

C. The City Council wishes to reallocate line items within the Tax Increment Financing Plan Budget; and

D. The total Budget authorized by the Tax Increment Financing Plan for District No. 3-19 will not increase and therefore no public hearing is required.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Glencoe as follows:

Section 7 of the Tax Increment Financing Plan for TIF District No. 3-19 will be administratively amended to read:

	<u>Original Amount</u>	<u>Amended Amount</u>
Uses of Funds (Public Costs)		
<u>Capital Costs:</u>		
Land Acquisition	\$300,000	\$300,000
Utilities	450,000	450,000
Site Improvements	750,000	750,000
Streets & Sidewalks	<u>450,000</u>	<u>450,000</u>
	1,950,000	1,950,000
<u>Finance Costs</u>		
Bond & Note Principal Payments	\$ 1,000,000	-0-
Bond & Note Interest Payments	350,000	350,000
Capitalized Interest	<u>100,000</u>	<u>100,000</u>
Subtotal Finance Costs	1,450,000	450,000
<u>Administrative Costs</u>		
Administrative costs paid with TIF	\$ <u>347,168</u>	<u>256,566</u>
Total Uses of Funds	\$3,747,168	\$2,656,566
Sources of Funds		
Tax Increments	\$3,471,676	2,574,931
Interest Earnings	<u>275,492</u>	<u>81,635</u>
Total Sources of Funds	\$3,747,168	\$2,656,566

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

B. CHANGE ORDER #2 –CENTRAL STORM SEWER PROJECT

John Rodeberg of SEH, presented Change Order #2 for the Central Storm Sewer Project. The change order reflects new completion dates with no dollar changes to the contract. The change of dates is to minimize the intrusion on the church and school to have access route, and not having construction on 3 sides of their property all at once.

Councilor Neid motioned to approve Change Order #2 with all paving of areas currently gravel to be completed by June 1, 2019. Work remaining in Phase 4 and Phase 5 to be completed by July 30, 2019. Work in Phase 6 by September 30, 2019. Councilor Alexander seconded. All members voted in favor.

C. CITY ATTORNEY AGREEMENTS

1. CIVIL

Motion to approve the Civil Attorney Agreement with Mark Ostlund of the law firm of Huemoeller, Gontarek & Cheskis, PLC from Prior Lake, MN entered by member Robeck and seconded by member Neid. All members voted in favor.

2. CRIMINAL

Motion to approve the Criminal Prosecution Attorney Agreement with teh firm of Gavin, Janssen & Stavenow, Ltd of Glencoe, MN was entered by member Robeck with second by member Lemke. All members voted in favor.

ITEMS FOR DISCUSSION:

A. MCLEOD COOPERATIVE POWER UPDATE

Closing date moved to March 13th.

ROUTINE BUSINESS:

PROJECT UPDATES: Harpel's pond bid opening 10:00 a.m, March 6th

ECONOMIC DEVELOPMENT: Kwik Trip construction to start in August with a 120 day completion date.

PUBLIC INPUT: Live Stream working well – proper use of micro phones needed for audio to work well.

REPORTS: None

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

ADJOURN: Mayor Wilson called for adjournment at 7:31 p.m. Councilor Robeck entered that motion with Councilor Neid seconding. All members voted in favor.