

GLENCOE CITY COUNCIL MEETING MINUTES
APRIL 1, 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, Robeck, Lemke, Alexander and Schrupp. Also present: City Administrator Mark Larson, City Attorney Mark Ostlund, Finance Director Trippel, Ass't City Administrator Ehrke, PWDs Schreifels and Voigt, Police Chief Raiter.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

Motion to approve the consent agenda entered by Councilor Lemke and seconded by Councilor Schrupp. Discussion led to a 4 to 1 vote in favor with Robeck entering the no vote.

A. **Approve the minutes** of the regular meeting of March 18, 2019.

B. **Approve the following building permits:**

1. Mike Berg, 1330 10th St E; Roof Repairs
2. Lazy Loon Brewery, 610 13th St E; Remodel
3. McLeod County Court House; Mechanical Permit
4. Jeff Schrader, 730 1st St E; Windows and patio doors replacement
5. Eric Westlund, 820 Sumac Lane; Interior Drain Tile
6. Tri-Valley, 1820 Knight Ave N; Demolition
7. Jerry Marth, 1608 Loudon Ave N; Window Replacement
8. Forever Smiles, 2100 11th St E; Sign Permit

C. **Approve the following licenses:**

1. Coborn's Inc.; Retailers Fireworks License

D. **Approve the following book transfers:**

1. \$50,000 from Water to General for administrative expenses
2. \$50,000 from WWTP to General for administrative expenses
3. \$40,000 from Cable TV to General
4. \$30,000 from Storm Water Management to General for administrative expenses
5. \$122,000 from Water to General for Hennepin Ave Project
6. \$146,904.41 from 2015 Street Improvement to City Sinking to close out fund-sealcoating use
7. \$165,570.04 from 2016 Street Improvement to City Sinking to close out fund-sealcoating use
8. \$5,000 from Liquor Store to City Center operating for deficit reduction
9. \$130,000 from Liquor Store to City Center bonds for debt service
10. \$64,000 from General to Aquatic Center for deficit reduction
11. \$900 from City Sinking to 1999 Swimming Pool Bond for deficit reduction
12. \$10,500 from Tax Increment #14 to 2003 Tax Increment Bond for debt service
13. \$19,500 from Tax Increment #4 to 2003 Tax Increment Bond for debt service
14. \$137,000 from Tax Increment #4 to 2007 Tax Increment Bond for debt service
15. \$39,100 from General to 2014 Tax Increment Bond for debt service
16. \$1,300 from City Sinking to 2008 11th Street/Morningside Bond for deficit reduction

17. \$79.30 from 1997 McLeod/North Central Pond Bond to City Sinking to close out fund
18. \$70,000 from Water to 2017 Street Improvement Bond for bond payment
19. \$40,000 from WWTP to 2017 Street Improvement Bond for bond payment
20. \$55,000 from Storm Water Management to 2017 Street Improvement Bond for bond payment
21. \$60,000 from Water to 2016 Street Improvement Bond for bond payment
22. \$20,000 from WWTP to 2016 Street Improvement Bond for bond payment
23. \$127,549 from Municipal State Aid to 2016 Street Improvement Bond for bond payment
24. \$120,000 from Water to 2015 Street Improvement Bond for bond payment
25. \$180,000 from WWTP to 2015 Street Improvement Bond for bond payment
26. \$10,000 from General to Park Improvement for campground reimbursement
27. \$70,000 from Storm Water Management to General for employee wages
28. \$7,000 from Sanitation to General for leaf vacuum

PUBLIC HEARINGS: None Scheduled

BIDS AND QUOTES:

A. AWARD BID ON HARPEL DEVELOPMENT STORM WATER IMPROVEMENTS CONTINGENT UPON ARMY CORPS OF ENGINEERS PERMIT RESOLUTION 2019-10

John Rodeberg, SEH, reviewed the nine bids opened on March 6, 2019. The low bid of Schneider Excavating was in the amount of \$175,736.60. The engineers estimate was \$248,487.50.

Member Robeck entered the following resolution accepting the low bid, contingent upon Army Corps of Engineers permit and moved for its adoption:

RESOLUTION NO. 2019-10 ACCEPTING BID

WHEREAS, pursuant to an invitation to bid for the construction of **Harpel's Storm Sewer Improvements**, bids were received, opened and tabulated according to law, and the following bids were received complying with the invitation:

<u>Contractor</u>	<u>Total Bid</u>
Schneider Excavating & Grading, Inc. Young America, MN	\$175,736.60
Landwehr Construction, Inc. St. Cloud, MN	\$178,873.00
Hjerpe Contracting, Inc. Hutchinson, MN	\$184,435.00
Northern Lines Contracting Bloomington, MN	\$194,017.10
The Mathiowetz Construction Co. Sleepy Eye, MN	\$203,769.60

Rehnelt Excavating, Inc. Kasota, MN	\$252,164.69
Land Pride Construction, LLC Paynesville, MN	\$296,444.10
R & R Excavating, Inc. Hutchinson, MN	\$299,873.45
G.F. Jedlicki, Inc. Chanhassen, MN	\$339,743.50

AND WHEREAS, it appears that Schneider Excavating and Grading, Inc. of Young America, 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 Schneider Excavating and Grading, Inc. of Young America, Minnesota, in the name of the City of Glencoe, Minnesota, for the Harpel's Storm Sewer Improvements, according to the plans and specification therefore approved by the city council and on file in the office of the city administrator.

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

B. SUPPLEMENTAL LETTER AGREEMENT WITH SEH FOR ADDITIONAL WORK ON HARPEL POND AND CONSTRUCTION ADMINISTRATION

John Rodeberg, SEH, presented the Supplemental Letter Agreement for the Harpel's Storm Sewer Improvements Project for development of a regional pond that will serve as both water quality and rate control for the entire Harpel's development. The agreement will provide construction administration, a resident project representative and record drawings for a fee no to exceed \$24,940.00.

Councilor Neid entered the motion to approve the agreement as presented with fee not to exceed \$24,940.00. Councilor Alexander seconded. All members voted in favor.

REQUESTS TO BE HEARD:

A. APPLICATION OF WERTH DEVELOPING, INC FOR SPECIAL USE PERMIT FOR SINGLE FAMILY RESIDENCE IN A B1 DISTRICT AT 1015 GREELEY AVENUE NORTH

City Attorney Mark Ostlund recommended to deny the Special Use Permit Request of Werth Developing for residential leasing on the ground level in a B-1 zoned district. The use requested is not allowed per ordinance as stated.

Fred Werth, owner of the property at 1015 Greeley Avenue North, zoned B-1, wanted to know how to proceed to have ordinance language changed to accommodate the request.

Mayor Wilson recommended that the Downtown Development Group recently appointed, take this under consideration within the overall downtown action plan.

Motion to deny the Special Use Request of Werth Developing entered by Member Neid, seconded by Member Alexander. Motion carried 5-0.

B. APPOINTMENTS TO BOARDS AND COMMISSIONS

1. APPOINT MICHAEL LONG TO PARK BOARD – PARK BOARD RECOMMENDATION

Motion to approve as recommended the appointment of Mike Long to the Park Board entered by Member Alexander and seconded by Member Neid. All voted in favor.

2. APPOINT KARSTEN NORDBY TO AIRPORT COMMISSION – AIRPORT COMMISSION RECOMMENDATION

Motion to approve as recommended the appointment of Karsten Nordby to the Airport Commission entered by Member Alexander and seconded by Member Lemke. All members voted in favor.

3. DOWNTOWN ADVISORY COMMITTEE – EDC RECOMMENDATION

The strong list of candidates offer a wide array of experiences and talents. It is made up of residents and other business/community leaders that have vested interest in downtown. The City is fortunate that these individuals volunteered to assist the City in this capacity. Monthly meetings will be held with timely reporting to the City Council on the committee's activities with recommendations submitted when City action is requested. Motion to appoint the group as listed to be an ad hoc Downtown Advisory Committee as recommended by the EDC with date of termination to be December 31, 2021 entered by Councilor Alexander and second by Councilor Schrupp. Discussion led to the motion carrying 4-1 with Councilor Robeck voting no as he wanted other individuals to be considered for this advisory committee.

C. AUTHORIZE CITY ATTORNEY TO DRAFT LAND LEASE WITH MARTY ZIERMANN TO CONSTRUCT A HANGAR AT THE GLENCOE AIRPORT – AIRPORT COMMISSION RECOMMENDATION

Motion entered by Councilor Alexander to authorize the City Attorney to draft a land lease with Marty Ziermann to construct a hangar at the Glencoe Airport. Seconded by Councilor Schrupp. Motion carried 5-0.

D. CONTRACT FOR BUILDING INSPECTION SERVICES

Scott Qualle of MN Spect, Inc. reviewed for the council the contract for building inspection services with his company. The general contract terms have not changed.

MN Spect will receive 60% of the building permit fee and 65% of the plan review fee as stated in the proposed three year contract.

Discussion led to Councilor Alexander motioning to approve the three year contract as presented with a review semi-annually at a council workshop. Councilor Lemke seconded. All members voted in favor.

E. SECOND READING OF THE DANGEROUS DOG ORDINANCE UPDATE –
CITY ATTORNEY

Motion to table the second reading until the public hearing is held on April 15th at 7:15 p.m. entered by Member Neid and seconded by Member Alexander. Motion carried 5-0.

ITEMS FOR DISCUSSION:

A. 11TH STREET EXTENSION AND SCOPING STUDY UPDATE

Discussion to continue on this at April 8th Council Workshop.

B. CENTRAL STORM SEWER PROJECT UPDATE

Contractor is planning to be on site April 18th. The pre-con meeting for year two is scheduled for April 11th at 10:00 a.m.

C. HARPEL DEVELOPMENT TREE REMOVAL UPDATE

Contractor has completed this project.

ROUTINE BUSINESS:

A. PROJECT UPDATES: Hennepin Avenue Project – repairs needed are responsibility of contractor as is under warranty.

Street sweeping to start soon – This is done twice during the season.

Grading allies now as weather permits.

Yard waste site open April 15th or sooner if weather permits

B. ECONOMIC DEVELOPMENT: None

C. PUBLIC INPUT: Craig Miller – move forward with zoning ordinance changes to accommodate special use request

D. REPORTS: In packet

D. CITY BILLS: Motion approving payment of the city bills entered by Councilor Schrupp and seconded by Councilor Alexander. Motion carried on a 5-0 vote.

E. CLOSE MEETING TO REVIEW INTERNAL AFFAIRS DATA RELATING TO ALLEGATIONS OF LAW ENFORCEMENT PERSONNEL MISCONDUCT UNDER MINN. STAT. § 13D.05, SUBD. 2(A)(2).

Motion to close the regular meeting entered by Lemke and seconded by Alexander. All voted in favor.

Motion to re-open Alexander and 2nd Robeck

Motion my Councilor Alexander that Officer Johnson will be suspended without pay for 3 days for the reasons stated in and as provided in the letter from City Administrator Mark Larson to Mr. Johnson, dated March 25, 2019. Councilor Schrupp seconded. All voted in favor.

F. ADJOURN: Motion to adjourn entered by Councilor Alexander and seconded by Councilor Robeck. All voted in favor.