

GLENCOE CITY COUNCIL MEETING MINUTES
JULY 15, 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, Alexander, Lemke, Robeck and Schrupp. Also present: City Administrator Mark Larson, City Attorney Mark Ostlund, Finance Director Trippel, Ass't City Administration Ehrke, PWDs Schreifels and Voigt, Police Chief Raiter, Fire Chief Scheidt.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

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

A. Approve the minutes of the regular meeting of June 17, 2019.

B. Approve the following building permits:

1. Myron Schuette Construction, 804 Mitchell Court; New Home
2. Chelsea Paggen, 1503 15th St E; Drain Tile Repair
3. Servando Diaz, 810 Baxter Ave N; Mechanical Permit
4. Ken Rand, 335 Scout Hill Dr; Remodel
5. Bob Splichal, 1520 Elliott Ave N; Re-roof
6. John Ehlers, 1321 Elliott Ave N; Re-side
7. KETFANA VONGKHAMTA, 1610 Fir Ave N; Mechanical Permit
8. Denis Brede, 1406 Fir Ave N; Re-roof
9. Dan Barry, 505 9th St E; Egress Window
10. Orchard Estates, 1900 Ford Ave N; Patio Doors Replacement
11. Randy Gores, 1702 Birch Ave N; Fence
12. Sani Baba, 820 Ford Ave N; Mechanical Permit
13. Brian Alsleben, 209 Douglas Dr; Window Replacement
14. Phil Pilarski, 1709 12th St E; Window Replacement
15. Alex Kunkel, 1707 Ives Ave N; Fence
16. Lou Iacona, 115 Edgewood Dr; Window Replacement

C. Approve the following licenses:

1. Casey's General Stores, 801 13th St E & 2101 10th St E; Off Sale Liquor License renewal

PUBLIC HEARINGS:

- A. 7:05 P.M. PUBLIC HEARING ON PROPOSED CHARTER AMENDMENT – ORDINANCE NO. 605

Fire Chief Cory Scheidt gave a brief review of the proposed Charter amendment regarding elimination of the structure of the Fire Department. This policy procedure change is backed by the League of Minnesota Cities and the State Fire Marshals office as well as the Fire Department. The Charter Commission approved it unanimously.

Mayor Wilson opened the public hearing. No public input was given.

Motion to close entered by Member Schrupp, second by Member Alexander. All members voted in favor.

No action was taken at this time.

B. RESOLUTION 2019-20 DECLARING COST TO BE ASSESSED, ORDERING THE PREPARATION OF THE PROPOSED ASSESSMENTS AND CALLING FOR A PUBLIC HEARING FOR AUGUST 19 AT 7:15 PM ON THE SPECIAL ASSESSMENTS FOR CENTRAL STORM SEWER PROJECT

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

**RESOLUTION NO. 2019-20
DECLARING COST TO BE ASSESSED,
ORDERING PREPARATION OF PROPOSED ASSESSMENT, AND
CALLING FOR HEARING ON PROPOSED ASSESSMENT**

WHEREAS, costs have been determined for the Central Storm Sewer Project, for the construction of sanitary sewer, water main, storm sewer, concrete curb and gutter, aggregate base, bituminous street surfacing, pavement reclamation, turf restoration, cured in place pipe lining (CIPP), and miscellaneous items required to complete the improvements, and the estimated final contract price for such improvements is \$5,297,614.21, and the estimated final expenses incurred or to be incurred in the making of such improvements amount to \$1,374,900.00, so that the estimated final total cost of the improvements will be \$6,672,514.21.

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

1. The portion of the cost of such improvement to be paid by the city is hereby declared to be \$6,036,342.24, and the portion of the cost to be assessed against benefited property owners is declared to be \$636,171.97.
2. Assessment shall be payable in equal annual installments extending over a period of 15 years, the first of the installments to be payable on or before the first Monday in January, 2020, and shall bear interest at the rate of 4.00 percent per annum from the date of the adoption of the assessment resolution.
3. The City Administrator, with the assistance of the consulting engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. A hearing shall be held on the 19th day of August, 2019, in the Glencoe City Hall at 7:15 p.m., to pass upon such proposed assessment and at such time and place all persons

- owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
5. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and shall state in the notice the total cost of the improvement. The City Administrator shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
 6. The owner of any property so assessed may, at any time prior to certification of the assessment to the McLeod County Auditor-Treasurer, pay the whole of the assessment on such property with interest accrued to the date of payment, to the City Administrator, except that no interest shall be charged if the entire assessment is paid by October 31, 2019. He may at any time thereafter, pay to the City Administrator the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

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

BIDS AND QUOTES:

A. 2019 SEAL COAT PROJECT BID AWARD

Justin Black of SEH reviewed for the council the bid received on Wednesday, July 10, 2019. A bid in the amount of \$223,226.75 was submitted by Pearson Bros., Inc. The Engineer's estimate was \$254,095.20. It was recommended to award the bid to this contractor.

Work is to commence end of August with crack filling to take place prior to the sealcoating.

Councilor Alexander entered the motion to award the bid to Pearson Bros., Inc in the amount of \$223,226.75. Councilor Lemke seconded. All members voted in favor. Discussion will be held at the workshop concerning path sealcoating/repairs.

B. PLOW TRUCK FOR STREET DEPARTMENT

Public Works Director Voigt presented State bid for a new plow truck in the amount of \$98,339.99 and the State bid for the Towmaster equipment package with plows in the amount of \$123,029.00 for a total purchase price of \$221,368.99.

Funding recommendation is with an internal loan from the Water Fund to the General Fund with payback over 2 years at 2% interest. Loan payments to Water Fund will be \$114,015.99 for 2020 and 2021. The current budget has a payment for a 2014 Freightliner plow truck with last payment occurring in 2019 along with the Street Maintenance Facility final payment for a total of \$108,885- these payments will be kept in the budget to fund the remainder of the plow truck purchase.

Councilor Alexander motioned to approve the purchase and funding mechanisms as discussed along with the stipulation to check into transmission size change. Councilor

Neid seconded. Members voting in favor were Neid, Lemke, Alexander and Schrupp. Robeck entered a no vote. Motion carried 4 to 1.

REQUESTS TO BE HEARD:

A. BACK FLOW/CROSS CONNECT CONTRACT WITH MNSPECT

Public Works Director Schreifels and Scott Qualle from MN Spect, Inc. reviewed the contract to survey backflow preventers required by law to protect the potable water supply. The scope also requires the identification of all unprotected hazards that require BPDs under those same Federal, State and Local regulations.

Councilor Schrupp entered the motion to authorize the Mayor to execute the contract with MNSpect, Inc. to conduct a back Flow/Cross Connect Survey of commercial structures and irrigation systems in the amount of \$95 per hour not to exceed \$25,000. Councilor Lemke seconded the motion with members Neid, Alexander, Schrupp and Lemke voting in favor. Robeck abstained. Motion carried 4 to 1.

B. LAZY LOON BREWERY TAX ABATEMENT RECOMMENDATION

Assistant City Administrator Dan Ehrke reviewed the recommendation of the EDC to provide tax abatement assistance on the city portion of the property taxes, estimated at \$4566.00 annually, to the Lazy Loon Brewery for a period of 5 years. It was recommended to cap each years' abatement value based on the tax estimate. Also recommended was that this assistance be contingent on the business to have a certificate of occupancy within 120 days of the council approving said abatement.

Motion by Member Neid and second by Member Alexander to authorize the City Attorney to draft a development agreement with noted recommendations as discussed. All members voted in favor.

This agreement will be brought back to the council for further discussion and approval.

C. DOWNTOWN ADVISORY COMMITTEE APPOINTMENT

Assistant City Administrator Dan Ehrke informed the council that Ashley Dols has resigned from the Downtown Advisory Committee due to scheduling conflicts. It is the recommendation of the staff to appoint Ryan Voss to this vacant position. Mr. Voss has been actively involved with the work of the committee in a supporting role and he has shown interest in filling this position.

Councilor Lemke motioned to appoint Ryan Voss to the Downtown Advisory Committee. Councilor Neid seconded. All members voted in favor.

ITEMS FOR DISCUSSION:

A. CENTRAL STORM SEWER PROJECT UPDATE

Paving completed by Tuesday, July 16th. Pipe work is commencing and should be completed by end of July which leaves building of the streets left to be done. Weather

will play a factor on completion date. Council would like a new time table for the workshop for estimated completion for this project.

B. MORNINGSIDE AVENUE UPDATE

Project bidding is delayed until January 2020 as negotiations are on-going with TC&W Railroad to have an agreement in place on the track crossing and cost sharing for this crossing on Morningside.

C. KWIK TRIP UPDATE

There will be a pre-con meeting on this facility on July 24th at 11:00 a.m. in the West Conference Room.

The contractor plans to break ground on August 5th.

D. MCLEOD COOPERATIVE POWER UPDATE

There will be a ground breaking for this project on July 25th. Excavating to begin in early August. Permits will be approved and issued in phases for this project.

ROUTINE BUSINESS:

PROJECT UPDATES: Discussion led to a motion to hold a council workshop on July 22 at 3:30 p.m. in the West Conference Room by member Neid and seconded by member Alexander. All members voted in favor.

ECONOMIC DEVELOPMENT: Nothing further.

PUBLIC INPUT: There was no public input at this time.

REPORTS: All reports were in the council packet.

CITY BILLS: Motion to approve payment of the city bills entered by member Alexander and seconded by member Neid. All members voted in favor.

ADJOURN: Mayor Wilson called for a motion to adjourn at 8:05 p.m. Member Robeck entered that motion with member Alexander seconding. All members voted in favor.