

GLENCOE CITY COUNCIL MEETING MINUTES  
APRIL 6, 2020  
7:00 P.M.

Mayor Wilson called the regular meeting of the City Council to order at 7:00 p.m. via GoToMeeting video conferencing. All members eventually were present. Also present: City Administrator Mark Larson, City Attorney Mark Ostlund, Police Chief Raiter. SEH Engineers Justin Black, John Rodeberg and County Engineer John Brunkhorst.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

Motion to approve consent agenda items A & B entered by Councilor Neid and seconded by Councilor Schrupp. Motion carried 4 to 1 with Councilor Robeck voting no.

**A. Approve the minutes of the regular meeting of March 16, 2020 AND Special Meeting Minutes of March 30, 2020.**

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

1. Derrick Johnson, 1413 Elsie Dr; Finish Unit
2. City of Glencoe, 200 DeSoto Ave; Softball Concession Re-roof
3. Glen Knoll Properties, 814 16<sup>th</sup> St W; Manufactured home
4. Michael Jannusch, 205 13<sup>th</sup> St E; Re-roof
5. City of Glencoe, 1128 Hennepin Ave N; Demolition
6. Jean Pagel, 1707 11<sup>th</sup> St E; Windows and Entry Door
7. Travis LaFontaine, 1303 Elm Ave N; Windows and Entry Door
8. Steve Wolf, 1427 Owen Ave N; Re-roof
9. Werth Investment Trust, 1408 Baldwin Ave N; Finish Unit
10. Sigfredo Lopez, 1704 16<sup>th</sup> St E; Finish Basement & Plumbing Permits
11. Kathleen Peterka, 1311 15<sup>th</sup> St E; Fence
12. Mark Janke, 609 16<sup>th</sup> St E; Re-side, Window Replacement
13. Tim Eischens, 714 9<sup>th</sup> St E; Windows and Entry Door
14. Gene Litzau, 1314 15<sup>th</sup> St E; Handicap ramp

**C. Approve the following licenses:**

1. Coborn's; Retailer's Fireworks license

Motion entered by member Alexander and seconded by member Neid to approve license as presented on the consent agenda. Motion carried 5 to 0.

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

- \$30,000 from Water to 2018 Storm Water Improvement Bond for bond payment
- \$51,000 from WWTP to 2018 Storm Water Improvement Bond for bond payment
- \$141,000 from Storm Water Management to 2018 Storm Water Improvement Bond for bond payment
- \$70,000 from Water to 2017 Street Improvement Bond for bond payment
- \$40,000 from WWTP to 2017 Street Improvement Bond for bond payment
- \$55,000 from Storm Water Management to 2017 Street Improvement Bond for bond payment
- \$60,000 from Water to 2016 Street Improvement Bond for bond payment

\$20,000 from WWTP to 2016 Street Improvement Bond for bond payment  
\$127,549 from Municipal State Aid to 2016 Street Improvement Bond for bond payment  
\$120,000 from Water to 2015 Street Improvement Bond for bond payment  
\$180,000 from WWTP to 2015 Street Improvement Bond for bond payment  
\$10,000 from General Fund to Park Improvement Fund for campground reimbursement  
\$70,000 from Storm Water Management to General Fund for employee wages  
\$7,000 from Sanitation to General for leaf vacuum  
\$170,000 from Liquor Store to City Center Bonds for debt service  
\$11,000 from General to Cemetery for deficit reduction  
\$30,000 from Tax Increment #4 to 2003 Tax Increment Bond for debt service  
\$112,500 from Tax Increment #4 to 2007 Tax Increment Bond for debt service  
\$45,000 from Water to General Fund for Administrative expenses  
\$45,000 from WWTP to General Fund for administrative expenses  
\$71,500 from General Fund to Aquatic Center for deficit reduction  
\$33,500 from General Fund to 2014 Tax Increment Bond for debt service  
\$5,000 from Tax Increment #18 to 2014 Tax Increment Bond for debt service  
\$30,000 from Cable TV to General Fund

Motion entered by member Lemke and seconded by member Schrupp to approve book transfers as presented on the consent agenda. Discussion concerned the cemetery fund deficit and the aquatic center deficit and led to all members present voting in favor.

PUBLIC HEARINGS: None Scheduled

BIDS AND QUOTES:

**A. MORNINGSIDE AVENUE PROJECT RECOMMENDATION**

John Brunkhorst, McLeod County Engineer, joined the meeting to review the CSAH15/Morningside Improvement Project. Pursuant to the Cooperative Construction Agreement between the City of Glencoe and McLeod County approved on 2/12/18, The County received bids for the construction of the project on March 16<sup>th</sup> and subject to approval by the City, to award the contract for construction of the project to the lowest responsible bidder. Low bid was received by Duininck, Inc in the amount of \$5,025,687.09. City is responsible for \$2.52 million.

It has been agreed by the County to work with the contractor following the award of the project to pursue cost saving measures as part of the review process as the bid came in over the engineer's estimate. The County has agreed to work with the City to provide additional turn back funds to cover the additional cost over estimate.

Discussion led to Councilor Lemke motioning to authorize McLeod County to proceed with awarding the bid on the project to Duininck, Inc. Councilor Neid seconded. Motion carried 3 to 2 with Robeck and Schrupp entering a no vote.

#### B. 2020 SEAL COAT PROJECT

Justin Black, SEH, brought before the council that on Thursday, April 2<sup>nd</sup>, three bids were received for the 2020 Seal Coat Project. The bids ranged from a high of \$116,455.39 to a low of \$93,297.58. The engineer's estimate was \$145,245.75. It was recommended to award the contract to the low bidder, Pearson Bros., Inc. Councilor Alexander entered that motion with Councilor Schrupp seconding. Motion carried 4 to 1 with Councilor Robeck voting no.

#### C. 2020 OVERLAY PROJECT - DELAY AWARD

Justin Black, SEH, presented the six bid results that were opened on April 2<sup>nd</sup> for the 2020 Street Improvement Project. The bids ranged from a high of \$523,752.35 to a low of \$337,050.63 for the Base Bid. The engineer's estimate was \$507,881.20. Molnau Trucking, LLC was the low bidder. The City of Glencoe has not completed work with this company in the past. It was recommended that the City receive the bids and table them for future consideration. References were requested from Molnau Trucking. The qualifications will be reviewed by the engineer and presented at a future council meeting. Councilor Robeck entered the motion to receive the bids and table bids for further review. Councilor Schrupp seconded the motion. The motion carried in a 5 to 0 vote.

#### D. APPROVE PLANS & SPECIFICATIONS AND BID OPEN FOR AIRPORT REHABILITATION PROJECT FOR APRIL 29, 2020

City Administrator Mark Larson presented the Airport Building Area Pavement Reconstruction project which requires permission from the Council to advertise for bidding. The project scope includes reconstruction of the building pavements surrounding the airport's T-hangar structures. Estimated costs associated with the project is \$186,250.

The project will be receiving funding from both the FAA and MnDOT Aeronautics.

Discussion led to a motion by councilor Alexander to approve plans and specifications and set bid opening for April 29<sup>th</sup> at 2:00 p.m. Councilor Lemke seconded. Motion carried in a 3 to 2 vote with Neid and Robeck entering no votes.

#### REQUESTS TO BE HEARD:

##### A. APRIL 20, 2020 CITY COUNCIL MEETING

The next scheduled council meeting of April 20<sup>th</sup> will not be held. Council members will hold a workshop on that date via video conferencing.1

#### ITEMS FOR DISCUSSION:

##### A. COVID-19 RESPONSE- CHIEF RAITER

First case confirmed in the county. With no testing available most likely more that are not confirmed.

1. GLENCOE WINE & SPIRITS STORE

Partitions are installed at checkout counter, paying with cash discouraged and hours have been reduced.

2. EMERGENCY RESPONSE AND STAFFING

Staff continues to hold daily meetings- all departments functioning as normal and all staff healthy to date.

Playground equipment is off limits to the public.

ROUTINE BUSINESS:

PROJECT UPDATES: Restrooms in City Center substantially complete.

1128 Hennepin Avenue building –demolition proceeding. Structural engineer found that the buildings are not supporting each other which will make the demo easier

ECONOMIC DEVELOPMENT: None

PUBLIC INPUT

[glencoepublicinput@gmail.com](mailto:glencoepublicinput@gmail.com)

No public input given via the e-mail provided.

REPORTS: Coalition of Greater MN Cities cancelled the summer conference due to COVID-19 pandemic.

Yard wastes site open for the season.

CITY BILLS; Motion to approve payment of the city bills entered by Councilor Neid and seconded by Councilor Schrupp. All members voted in favor.

ADJOURN: Mayor Wilson called for adjournment at 8:23 p.m. Councilor Neid entered that motion with Councilor Schrupp seconding. All members voted in favor.