

GLENCOE CITY COUNCIL MEETING MINUTES
MAY 4, 2020
7:00 P.M.

Mayor Wilson called the regular meeting of the city council to order at 7:00 p.m. Members present: Schrupp, Neid, Robeck, Lemke, Alexander. Also present: City Administrator Larson, City Attorney Ostlund, Assistant City Administrator Lynn Neumann, Finance Director Trippel, Public Works Directors Schreifels and Voigt, Police Chief Raiter, Police Captain Padilla.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

Councilor Alexander entered the motion to approve the consent agenda as presented. Councilor Schrupp seconded. Motion carried 4 to 1 with Robeck entering a no vote.

- A. Approve the minutes of the regular meeting of April 6, 2020.
- B. Approve the following building permits:
 - 1. Jesse Truman, 114 Edgewood Dr So; New Home
 - 2. Donna Trippel, 2326 Hennepin Ave N; Detached garage
 - 3. Hortencia Flores, 1327 10th St E; Re-roof house and garage
 - 4. Aaron Busse, 1604 Fairway Dr; Roof solar panel and re-roof permits
 - 5. Nathan Hardel, 1410 Cedar Ave N; fence
 - 6. Joel Bieganek, 1723 Ford Ave N; Partial Re-side
 - 7. Ken Polifka, 2107 Judd Ave N; Re-roof
 - 8. Tom Schatz, 560 Edgewood Dr; Re-side repairs
 - 9. Don Koestecka, 1106 10th St E; Entry doors replacement
 - 10. Steve Krueger, 831 11th St E; Window Replacement
 - 11. Randy Gores, 1702 Birch Ave N; Re-roof
 - 12. Ryan Voss, 1010 Reeds Lane; Fence
- C. Approve the following licenses:
 - 1. Glencoe Softball Assoc; 3.2 on-sale liquor license renewal
 - 2. Pla-Mor Ballroom; dance permit renewal
 - 3. Go For It Gas; 3.2 off-sale liquor license renewal

PUBLIC HEARINGS: None Scheduled

BIDS AND QUOTES:

A. CRACK SEAL QUOTES

PWD Voigt presented the quotes for crack sealing. Bertram Asphalt Company of Paynesville provided the low quote of \$16,500 with alternates for Armstrong and Baxter Avenue projects to be included for \$1500.00 additionally for each.

Councilor Robeck entered the motion to award the project to Bertram Asphalt Company for base project and alternates. Councilor Schrupp seconded. All members voted in favor.

B. 2020 PUBLIC IMPROVEMENT PROJECT

Justin Black, City Engineer, SEH, presented information and references on Molnau Trucking of Norwood Young America. References were very favorable and it is recommended to award the bid for the 2020 Public Improvement Project to the low bidder Molnau Trucking as well as the alternates.

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

RESOLUTION NO. 2020-08 ACCEPTING BID

WHEREAS, pursuant to an advertisement for bids for the construction of the **2020 Street Improvement Project**, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

<u>Contractor</u>	<u>Total Base Bid</u>	<u>Alternate 1</u>	<u>Alternate 2</u>	<u>Alternate 3</u>	<u>Alternate 4</u>
Molnau Trucking, LLC Norwood, MN	\$337,050.63	\$146,690.30	\$39,288.00	\$41,950.00	\$52,689.75
Wm. Mueller & Sons, Inc. Hamburg, MN	\$395,149.21	\$162,500.47	\$48,450.35	\$42,762.80	\$55,578.25
GMH Asphalt Corp. Chaska, MN	\$403,751.20	\$173,280.29	\$44,445.42	\$48,741.10	\$64,782.20
Duininck, Inc. Prinsburg, MN	\$483,787.53	\$195,011.55	\$59,828.15	\$61,367.53	\$936,152.50
Minnesota Paving & Materials Rogers, MN	\$498,027.76	\$215,531.70	\$55,666.19	\$57,449.34	\$70,908.27
S.M. Hentges & Sons, Inc. Jordan, MN	\$523,752.35	\$185,913.85	\$54,434.60	\$55,526.15	\$72,053.75

AND WHEREAS, it appears Molnau Trucking, LLC, of Norwood, 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 Molnau Trucking, LLC, of Norwood, Minnesota, in the name of the City of Glencoe, Minnesota, for the construction of the 2020 Street Improvement Project, for the Base Bid, Alternate 1, Alternate 2, Alternate 3 and Alternate 4,

according to the plans and specification therefore approved by the city council and on file in the office of the city administrator.

2. The city administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

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

Councilor Lemke motioned to authorize the Supplemental Letter Agreement with SEH for construction administration and inspection services not to exceed \$35,000. Councilor Neid seconded the motion. Motion carried 4 to 1 with Robeck entering the no vote.

Councilor Alexander motioned to authorize execution of the contract with Braun Intertec for inspection testing for the 2020 Public Improvement Project in the amount not to exceed \$6413.00. Councilor Neid seconded the motion. All members voted in favor.

C. AIRPORT HANGAR REHABILITATION PROJECT

City Administrator Mark Larson reviewed for the council the bid opening on the Hangar Area Pavement Rehabilitation Project. Project scope includes the pavement removal, excavation of existing poor quality material, subgrade strengthening, and construction of new pavement.

Low bid was submitted by Minger Construction Co. Inc. in the amount of \$908,985.00. Base bid amount was \$612,289.00 and the Alternate 1 was \$296,696.00 for the eastern portion of the pavement.

Project funding will be provided from the FAA and MnDOT Aeronautics. No action is required at this time.

D. MOWER QUOTES-PARK DEPARTMENT

PWD Voigt presented the mower quotes with the recommendation to purchase two John Deere gasoline, 72 inch mowers, for the price of \$13,498.00 with trade in of two mowers. John Deere also has an annual replacement program, that for \$2,000 per mower and a 3% increase, the City could upgrade in 2021 for approximately \$4,720 for the two mowers. This anticipates about 300 hours per mower.

Discussion led to a motion entered by Councilor Lemke and seconded by Councilor Schrupp to purchase the two mowers as presented for \$13,498.00. Motion carried 3 to 2 with Neid and Alexander entering no votes.

E. UTILITY VEHICLE QUOTES

PWD Schreifels reviewed quotes for a side by side ATV for use by the WWTP to replace the 20 year old rear wheel drive EZGO.

Councilor Schrupp motioned to approve the purchase of the Bobcat Utility Vehicle for the cost of \$17,222 from Farm-Rite of Dassel, MN. Councilor Lemke seconded the motion. Motion failed in a 3 to 2 vote with Robeck, Neid and Alexander voting no.

REQUESTS TO BE HEARD:

A. POLICE CAPTAIN RECOMMENDATION

Police Chief Raiter made the recommendation to the city council to appoint Officer Jamey Retzer to the position of Captain of the Glencoe Police Department commencing November 1, 2020. This recommendation is a result of a process consisting of two separate interviews with two interview panels. Councilor Neid motioned to appoint Officer Retzer to the Captain position. Councilor Alexander seconded. All members voted in favor.

B. PRESENTATION OF MNDOT PROJECTS

Ron Mortensen, Project Manager, MNDOT, via conference call, reviewed for the council the Glencoe Area Construction Projects consisting of several road improvement projects in Glencoe over the next few years. Two J-Turns will be constructed in 2022 at the intersection of Hwy 212 and County Road 1 and intersection of Hwy 212 and Hwy 22 (Chandler Avenue). Both projects will enhance safety for vehicles and pedestrians.

C. 10TH STREET STATEWIDE TRANSPORTATION IMPROVEMENT PROJECT PROPOSAL FOR FEASIBILITY REPORT AND FEDERAL PROJECT MEMO

1. SOIL BORINGS- BRAUN PROPOSAL

John Rodeberg, SEH, reviewed the letter for proposed services for feasibility report, preliminary design and project memorandum services regarding the project on 10th Street between Hennepin Avenue and Morningside Avenue. This project has received approval for \$1,000,000 in federal grant funding for ADA and Mill and Overlay improvements. As part of the STIP process, additional environmental review and financial accounting is required.

Councilor Lemke entered the motion to approve the Supplemental Letter Agreement for Preliminary Design and Feasibility Report, Project Memorandum (Environmental Review) for the 10th Street State Transportation Improvement Program (STIP) Project for a proposed fee not to exceed \$36,400. And approval of Braun Intertec soil borings quote not to exceed \$6,940. Councilor Schrupp seconded. All members voted in favor.

Member Schrupp requested of SEH to run numbers on the project without state funding and the ADA guidelines.

D. CONVEYANCE OF STORMWATER PARCEL FROM HARPEL PROPERTIES

City Attorney Mark Ostlund reviewed the conveyance of a parcel from Harpels for the stormwater pond as a donation to the City. This needs to be accepted by resolution.

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

RESOLUTION NO. 2020-09

WHEREAS, On or about June 10, 2019, Harpel Properties, LLC, Kwik Trip, Inc. and the City of Glencoe entered into a certain Stormwater Drainage and Utility Easement Agreement, recorded on June 11, 2019 as doc. No. 440562, McLeod County, Minnesota regarding certain stormwater retention pond now constructed on the following parcel: The East 291.00 feet of the West 526.00 feet, lying southerly of the North 140.00 feet of Outlot A, Harpel's Eleventh Street Addition, McLeod County, Minnesota, as measured parallel with and perpendicular to the north and east lines of said Outlot A. PID: 22.153.0020 (the "Parcel"); and

WHEREAS, Harpel Properties, LLC desired to convey a fee interest in the parcel to the City; and

WHEREAS, On or about December 19, 2019 the City of Glencoe received a certain quit claim deed from Harpel Properties, LLC conveying the Parcel, recorded on December 20, 2019, as doc. no. 443601, McLeod County Recorder's office, and

WHEREAS, Harpel Properties, LLC or the taxpayers affiliated therewith, now desire that the City execute a certain Donee acknowledgement on IRS form 808S, which acknowledges that the City has accepted the referenced donation and that it has received real property valued at approximately \$86,000, and

WHEREAS, the City of Glencoe through its City Council has accepted said donation and has received the property referenced above, and

WHEREAS, gifts to municipalities must be accepted by resolution pursuant to Minn. Stat. 465.03.

NOW THEREFORE be it resolved by the City of Glencoe as follows:

1. City of Glencoe hereby accepts the referenced donation and authorizes the City Administrator to execute the reference tax form.

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

E. 1126 HENNEPIN AVENUE –ECONOMIC DEVELOPMENT GRANT

City Administrator Mark Larson reported on the condition of the adjacent wall to the demolition of the building at 1128 Hennepin. The Home Solutions north wall is now exposed and not suited to be an external wall. City Attorney Ostlund has been reviewing the project with the property owner Charlie Guerrero and his attorney. They are requesting assistance in completing covering the wall per the original specifications. The estimate from Rice Companies to supply and install metal wall panels on the Home Solutions building at 1126 Hennepin Avenue is

for \$13,275.00. Recommendation for funding this project are in the form of an Economic Development Grant of \$11,000 with the Home Solutions responsible for the remaining cost.

Discussion and questions led to a motion to table the proposal entered by Councilor Alexander, second by Councilor Neid. Motion failed 3 to 2. Further discussion ensued with Councilor Schrupp then entering another motion for property owner to pay \$5,000 as originally offered and balance of funding in the amount of \$8,275.00 in the form of an economic development grant. Councilor Alexander seconded. All members voted in favor.

ITEMS FOR DISCUSSION:

A. AQUATIC CENTER 2020

City Administrator Mark Larson stated that staff at this time is holding off on any decisions concerning opening date of the aquatic center. Governor's stay-at-home order was extended to May 18th. Discussion will be held at that time as to direction city can take on opening date.

B. COVID-19 UPDATE

Police Chief Raiter shared with the council that staff continues to meet daily regarding the on-going COVID-19 pandemic to discuss any concerns and restrictions this health concern causes staff and the public.

C. COMPREHENSIVE PLAN UPDATE

Assistant City Administrator Lynn Neumann, informed the council that the Request for Proposal to seek qualified planning consultants to prepare a Comprehensive Plan for the City of Glencoe were sent to consultants on May 1, 2020.

Proposals are due on June 15, 2020. Staff review of the proposals submitted will be conducted from June 15 to July 15, 2020.

ROUTINE BUSINESS:

PROJECT UPDATES: Morningside Avenue Project Pre Con will be held Wednesday at 10:00 a.m. via Zoom meeting.
City Center restroom project is complete.

ECONOMIC DEVELOPMENT: Planning Commission will hold the regularly scheduled meeting on May 14th at 7:00 p.m. in the South Ballroom. Preliminary and final plats will be presented at a public hearing for Glenview Estates 2nd Addition.

HyVee, Inc has pulled a remodel, etc. permit for the Shopko building.

PUBLIC INPUT: None

REPORTS: None

CITY BILLS: Councilor Schrupp motioned approval to pay city bills. Councilor Lemke seconded. All members voted in favor.

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 for above stated reason was entered by Member Alexander and seconded by Member Neid. Motion carried 4 to 1 with Robeck entering the no vote.

Motion to re-open entered by Member Neid, second by Member Schrupp. All members voted in favor.

Motion to discharge Officer Patrick Johnson entered by Councilor Schrupp with a second by Councilor Neid. Motion carried 4 to 1 with Councilor Alexander entering the no vote.

ADJOURN: Motion to adjourn the meeting entered by Member Robeck, seconded by Member Schrupp. All members voted in favor.