

GLENCOE CITY COUNCIL MEETING MINUTES
JUNE 1, 2020
7:00 P.M.

Mayor Wilson called the regular meeting of city council to order at 7:00 p.m. Members present: Schrupp, Robeck, Neid, Alexander and Lemke. Also present: City Administrator Mark Larson, City Attorney Ostlund, Finance Director Trippel, PWD's Schreifels and Voigt and Police Chief Raiter.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

Councilor Neid motioned and Councilor Robeck seconded to approve the consent agenda as presented. All members voted in favor.

- A. Approve the minutes of the regular meeting of May 18, 2020.
- B. Approve the following building permits:
 - 1. Derrick Johnson, 1416 Baldwin Ave N; Finish Unit
 - 2. Hy-Vee Dollar Fresh, 3225 10th St E; Remodel, Plumbing permits
 - 3. Millie Beneke Manor, 1319 Greeley Ave N; Plumbing Permit
 - 4. Charlene Donnelly, 307 Edgewood Dr S; Deck
 - 5. Matt Muenchow, 1706 Ives Ave N; Plumbing & Mechanical Permits
 - 6. Seneca Foods, 701 Armstrong Ave N; Re-roof
 - 7. Amanda Kerber, 204 18th St W; Mechanical Permit
 - 8. Chad Christensen, 1619 11th St E; Re-roof
 - 9. Chris Marsh, 1718 Ford Ave N; Re-side
 - 10. Terry Rowan, 1803 1st St E; Re-side
 - 11. Karla Vega Aguilar, 512 Abby Lane; Fence
 - 12. Fred Werth, 1408 Baldwin Ave N; Mechanical Permit

PUBLIC HEARINGS: None Scheduled

BIDS AND QUOTES: None Scheduled

REQUESTS TO BE HEARD:

A. APPROVE PLAT FOR GLENVIEW ESTATES 2ND ADDITION-
PLANNING COMMISSION RECOMMENDATION

Terry Schneider, Project Developers, Inc. addressed the council with information on the Glenview Estates 2nd Addition. The developer has worked with city staff and held neighborhood meeting concerning this addition. The Final Plat meets all requirement of the Zoning and Subdivision code.

Councilor Neid motioned to approve the Glenview Estates 2nd Addition Final Plat. Councilor Schrupp seconded the motion. Motion carried 3 to 2 with Councilors Alexander and Robeck entering the no votes.

B. AIRPORT COMMISSION RECOMMENDATIONS:

1. AWARD BID FOR AIRPORT HANGAR AREA REHABILITATION AND TAXILANE EXTENSION PROJECT

Shawn McMahon, SEH Airport Engineer, presented the bids for the construction of the Airport Hangar Area Pavement Rehabilitation Project. Four bids were received with Minger Construction Co., Inc. of Jordan, Mn the low bidder in the amount of \$908,985.00.

The project is contingent upon FAA funding, which is dependent upon a ruling on the approach and departure zones. The Federal share is eligible for 100% funding and the State share is eligible for 70% funding. Local share of this amount is anticipated to be \$129,690.00. \$30,000 Federal CARES 2020 grant funding and \$100,000 Airport funds is the proposed plan to fund the local share.

Councilor Alexander entered the following resolution to accept the bid and moved for its adoption:

RESOLUTION NO. 2020-10
ACCEPTING BID

WHEREAS, pursuant to an advertisement to bid for the construction of **Airport Hangar Area Pavement Rehabilitation project**, 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>
Minger Construction Co, Inc. Jordan, MN	\$908,985.00
WM Mueller and Sons Hamburg, MN	\$928,142.20
Molnau Trucking, LLC Norwood Young America, MN	\$991,481.15
Duininck, Inc. Prinsburg, MN	\$1,065,003.00

AND WHEREAS, it appears that Minger Construction Co, Inc. of Jordan, 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 Minger Construction Co, Inc. of Jordan, Minnesota, in the name of the City of Glencoe, Minnesota, for the Airport Hangar Area Pavement Rehabilitation project, **contingent** on reception of the FAA ad State grant funding, according to the plans and specification therefore approved by the city council and on file in the office of the city administrator.

Councilor Lemke seconded the motion. Upon a roll call vote members voting in favor were Alexander, Lemke and Schrupp. Robeck and Neid voted no. Whereupon said resolution was adopted and approved.

2. AWARD BID FOR RUNWAY AND TAXIWAY CRACK SEAL PROJECT

Shawn McMahon, SEH, presented the bids for the Airport Crack Seal Project. Three bids were received with low bid in the amount of \$20,240.00 from Fahrner Asphalt Sealers, LLC of Eau Claire, WI.

The project is funded 100% by the FAA.

Discussion led to the motion to award the bid to the low bidder.

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

RESOLUTION NO. 2020-11

ACCEPTING BID

WHEREAS, pursuant to an advertisement to bid for the construction of **Airport Crack Seal project**, 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>
Fahrner Asphalt Sealers, LLC. Eau Claire, WI	\$20,240.00
Struck and Irwin Paving, Inc. DeForest, WI	\$23,061.00
Asphalt Surface Technologies St. Cloud, MN	\$34,590.00

AND WHEREAS, it appears that Fahrner Asphalt Sealers, LLC. of Eau Claire, Wisconsin, is the lowest responsible bidder,

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

2. The mayor and city administrator are hereby authorized and directed to enter into a contract with Fahrner Asphalt Sealers, LLC. of Eau Claire, Wisconsin, in the name of the City of Glencoe, Minnesota, for the Airport Crack Seal project, contingent on reception of the FAA ad State grant funding, according to the plans and specifications on file in the office of the city administrator.

Councilor Schrupp seconded the motion. Upon a roll call vote members voting in favor were Schrupp, Neid, Lemke and Alexander. Councilor Robeck entered the no vote.

Whereupon said resolution was adopted and approved.

3. AUTHORIZE MAYOR & CITY ADMINISTRATOR TO EXECUTE CONTRACT WITH SEH FOR CONSTRUCTION ADMINISTRATION SERVICES –SHAWN MCMAHON, SEH AIRPORT ENGINEER

a. INDEPENDENT FEE ESTIMATE REVIEW FROM
BECHER/HOPPE

A letter from Becher Hoppe as required by the FAA to determine that the engineering fees are appropriate for the projects. The letter states the fees SEH is requiring are appropriate.

Motion entered by Councilor Lemke and seconded by Councilor Schrupp to authorize the Mayor and City Administrator to execute the agreement with SEH for Construction Administration Services for the Airport projects in the amount of \$166,500. Motion carried 4 to 1 with Councilor Robeck entering the no vote.

4. APPROVE TRANSFER AND REPAYMENT OF FAA ENTITLEMENT
FUNDING

Shawn McMahon, SEH Airport Engineer reviewed for the council the proposed transfer and repayment of Entitlement funds for the Rehabilitation Project from the cities of Longville and Walker. Longville and Walker will each advance \$150,000 of their Entitlement funding to the City of Glencoe to complete the Rehabilitation project. The City of Glencoe will transfer the funds back to them in 2021 and 2022 from our \$150,000 annual entitlement funds.

Councilor Schrupp entered the following resolution and moved for its adoption:
RESOLUTION NO. 2020-12

TRANSFER AND REPAYMENT OF FAA ENTITLEMENT FUNDING

WHEREAS, the FAA allows communities to share entitlement funding to fund FAA eligible portions of projects. The City of Glencoe has coordinated with the Cities of Longville and Walker to transfer FAA entitlement funding to Glencoe to fund FAA eligible portions of the Hangar Area Pavement Rehabilitation project.

AND WHEREAS, the City of Longville has transferred \$150,000 of FAA entitlement funding to the City of Glencoe, with a proposed repayment year of 2021,

AND WHEREAS, the City of Walker has transferred \$150,000 of FAA entitlement funding to the City of Glencoe, with a proposed repayment year of 2022,

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

3. The mayor and city administrator are hereby authorized and directed to coordinate with the Cities of Walker and Longville, in the name of the City of Glencoe, Minnesota, to transfer FAA funds from those respective cities to the City of Glencoe, according to FAA rules and procedures.

Councilor Lemke seconded the motion and upon a roll call vote members Alexander, Lemke, Neid and Schrupp voted in favor. Councilor Robeck entered the no vote. Whereupon said resolution was adopted and approved.

5. UPDATE ON PAPI (PRECISION APPROACH PATH INDICATOR)
REPAIR AND FUEL SYSTEM CHIP READER GRANTS

Shawn McMahon then reviewed two additional projects of which grant funding is being requested to update and repair.

The fuel system at the airport must be updated with a chip reader. A quote from Minnesota Petroleum Services in the amount of \$15,524.00 was reviewed. The state participation is for 70% or \$10,866.80.

PAPI base repair quote was reviewed. Neo Electric submitted a quote in the amount of \$10,900.00 of which 70% state funding would total \$7,630.00 for this repair.

No action was required at this time.

C. RESOLUTION NO. 2020-13 –MUNICIPAL STATE AID ADVANCE
FUNDING MORNINGSIDE PROJECT

John Rodeberg, SEH, reviewed the required resolution to apply for Municipal State Aid Advance Funding. As previously discussed, an advance from the City's MSA account is a standard procedure for completing larger projects.

Discussion led to Councilor Lemke entering the following resolution and moving for its adoption:

RESOLUTION NO. 2020-13

WHEREAS, the Municipality of Glencoe is planning to implement Municipal State Aid Street Projects starting in 2020 and completing in 2021 which will require State Aid funds in excess of those available in its State Aid Construction Account, and
WHEREAS, said municipality is completing the CSAH 15/Morningside Avenue Project in coordination with McLeod County, which includes SAP 43-615-013 (CSAH 15) and 226-103-0020 (16th Street MSA route), and
WHEREAS, said municipality is prepared to proceed with the construction of said projects through the use of an advance from the Municipal State Aid Street Fund to supplement the available funds in their State Aid Construction Account, and
WHEREAS, the advance is based on the following determination of estimated expenditures:

Account Balance as of date: May 18, 2020 \$ 864,328.51

Less estimated disbursements:

Project # 43-615-013

MSA funds on CSAH route \$ 2,112,167

Project # 226-103-0020 \$ 132,282

Total Estimated Disbursements \$ 2,244,449

Advance Amount (amount in excess of acct balance)\$ 1,380,120*

* Assuming utilization of utility and negotiated turnback funds with McLeod County for difference, understanding advance limitations

WHEREAS, repayment of the funds so advanced will be made in accordance with the provisions of Minnesota Statutes 162.14, Subd. 6 and Minnesota Rules, Chapter 8820.1500, Subp. 10b, and

WHEREAS, the Municipality acknowledges advance funds are released on a first-come-first-serve basis and this resolution does not guarantee the availability of funds.

NOW, THEREFORE, Be It Resolved: That the Commissioner of Transportation be and is hereby requested to approve this advance for financing approved Municipal State Aid Street Projects of the Municipality of Glencoe in an amount up to \$ 1,380,120. I hereby

authorize repayments from subsequent accruals to the Municipal State Aid Street Construction Account of said Municipality from future year allocations until fully repaid. Councilor Alexander seconded the motion. Upon a roll call vote Members Alexander, Lemke, Neid and Robeck voted in favor. Member Schrupp entered a no vote. Whereupon said resolution was adopted and approved.

ITEMS FOR DISCUSSION:

A. COVID-19 UPDATE

Chief Raiter gave a brief update. Picnic tables have been delivered to various businesses to accommodate outdoor dining. Campground is open.

B. AQUATIC CENTER UPDATE

PWD Voigt is gathering bids/quotes for various projects at the Aquatic Center and will bring info to future council meeting.

C. 1126 HENNEPIN AVENUE UPDATE

Owner Charlie Guerrero has signed the agreement to contribute \$5,000 to the repair the north wall of his building.

D. 2020 FEDERAL CARES FUNDING

The State has received this stimulus money and it is to be distributed to the counties and cities.

ROUTINE BUSINESS:

PROJECT UPDATES: PWD. Sealcoating project is to begin Wednesday. Braun Intertec will be on site Wednesday to do testing on 10th Street. Contractor for 2020 project plans to start this week.

ECONOMIC DEVELOPMENT: None

PUBLIC INPUT: Chief Raiter fielded question regarding blight issues at 1314 11th St –he has made contact with the property owner and this will be taken care of soon.

REPORTS: Councilor Robeck was informed that the reports he requested are posted on google drive or e-mailed. And if he would like any further reports to call and request.

CITY BILLS: Motion to approve payment of the city bills entered by Councilor Lemke. Second by Councilor Schrupp. All members voted in favor.

ADJOURN: Mayor Wilson called for adjournment at 8:46 p.m. Councilor Neid entered that motion. Councilor Schrupp seconded. All members voted in favor.