

GLENCOE CITY COUNCIL MEETING MINUTES
JUNE 15, 2020
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, Robeck, Lemke and Schrupp. Also present: City Administrator Mark Larson, City Attorney Mark Ostlund, Finance Director Trippel, Ass't City Administrator Lynn Neumann, Captain Padilla, PWDs Voigt and Schreifels.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

Councilor Alexander motioned to approve the consent agenda as presented. Councilor Lemke seconded. All members voted in favor.

- A. Approve the minutes of the regular meeting of June 1, 2020.
- B. Approve the following building permits:
 - 1. Kenneth Rand, 335 Scout Hill Dr; Garage addition
 - 2. Heather DeCasas, 2006 15th St E; Above Ground Pool
 - 3. Josh Simrell, 2020 20th St W; Fence
 - 4. Steven Nelson, 601 Fir Circle; Window Replacement
 - 5. Brian O'Donnell. 1612 Louden Ave N; Window Replacement
 - 6. Trilogy Propeties, 927 16th St E; Re-Roof, Re-side, Window Replacement
 - 7. Howard Dittmer, 1815 Ives Ave N; Re-roof shed
 - 8. Megan Hallat, 1722 11th St E; Window Replacement
 - 9. Antonio Vega, 1209 18th St E; Re-roof
 - 10. Theodore Neumann, 105 13th St E; Fence
 - 11. Tom Wright, 1106 Abbott Ave N; Fence
 - 12. Larry Anderson, 1321 20th St E; Re-roof
 - 13. Richard Sommerville, 2006 10th St E; Garage
 - 14. Hy-Vee Dollar Fresh, 3225 10th St E; Fire Alarm Panel
 - 15. Miguel Cruz, 1026 Pryor Ave N; Deck rebuild
 - 16. Chad Stoneburg, 404 9th St E; Re-roof
- C. Approve the following licenses:
 - 1. Casey's General Stores, 801 13th St E & 2101 10th St E; Liquor License Renewal
 - 2. Pla-Mor Ballroom, Consumption & Display License Renewal

PUBLIC HEARINGS:

- A. RESOLUTION NO. 2020-14 SETTING HEARING ON PROPOSED ASSESSMENT FOR 2020 STREET IMPROVEMENT PROJECT FOR JULY 20, 2020 AT 7:15 P.M.

John Rodeberg, SEH reviewed the project status and assessment roll information. Bids came in lower than anticipated and this reflects in the special assessments to property owners.

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

RESOLUTION NO. 2020-14
DECLARING COST TO BE ASSESSED,
ORDERING PREPARATION OF PROPOSED ASSESSMENT, AND
CALLING FOR HEARING ON PROPOSED ASSESSMENT

WHEREAS, costs have been determined for the 2020 Street Improvement Project, for the construction of edge mill and overlay, pavement reclamation, bituminous street surfacing, drain tile, concrete curb and gutter repairs, turf restoration, and miscellaneous items required to complete the improvements, and the estimated final contract price for such improvements is \$617,668.68, and the estimated final expenses incurred or to be incurred in the making of such improvements amount to \$94,883.43, so that the estimated final total cost of the improvements will be \$712,552.11.

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 \$545,505.80, and the portion of the cost to be assessed against benefited property owners is declared to be \$167,046.31.
2. Assessment shall be payable in equal annual installments extending over a period of 5 years, the first of the installments to be payable on or before the first Monday in January, 2021, 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 20th day of July, 2020, 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 November 1, 2020. 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 Neid seconded the motion. Upon a roll call vote members Lemke, Alexander, Neid and Schrupp entered a yes vote. Robeck entered a no vote. Whereupon said resolution was adopted and approve.

BIDS AND QUOTES: None Scheduled

REQUESTS TO BE HEARD:

A. PLANNING COMMISSION RECOMMENDATIONS

SPECIAL USE PERMIT REQUEST –KEN POLIFKA, 2107 JUDD AVE N

The Planning Commission held a public hearing at their June 11th meeting for the request of Ken Polifka to build a structure larger than allowed by ordinance on a lot that does not have a principal structure. The Planning Commission recommended approval of the Special Use Permit Request.

Councilor Robeck motioned to approve the request as recommended by the Planning Commission. Councilor Neid seconded. Motion carried in a 5 to 0 vote.

SPECIAL USE PERMIT REQUEST –HEATHER DECASAS, 2006 15TH ST E

The Planning Commission held a public hearing at their June 11th meeting for the request of Heather Decasas to construct a swimming pool over 5000 gallons. The Planning Commission recommended approval of the Special Use Request.

Councilor Alexander motioned to approve the request as recommended by the Planning Commission. Councilor Lemke seconded. Motion carried in a 5 to 0 vote.

B. RESOLUTION NO. 2020-15 APPOINTING ELECTIONS JUDGES FOR 2020 PRIMARY AND GENERAL ELECTIONS

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

RESOLUTION NO. 2020-15

RESOLUTION DESIGNATING CITY OF GLENCOE ELECTION JUDGES FOR THE PRIMARY ELECTION TO BE HELD ON AUGUST 11, 2020 AND THE GENERAL ELECTION TO BE HELD ON NOVEMBER 3, 2020

WHEREAS, the election laws of the State of Minnesota providing that the governing body of a municipality must designate election judges for the municipality for the Primary and General Elections:

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

1) That the following persons are hereby declared to be judges of the Primary Election to be held on Tuesday August 11, 2020 and the General Election to be held on November 3, 2020 in the City of Glencoe:

Lesa Hueser
Carol Schrupp

Jodi Sell
Dawn Peterson

Karen Jannusch
Sharel Hoops
Karen Wendlandt
Kevin Dietz
Jan Wendorf
Celine Swift
Cindy Litzau
Eileen Carter
Dennis Oltmann
LaMaine Mueller
Shari O'Donnell
Jeremy Bolling
Tammy Stifter

Coralis Eriksen
Joann Wandrei
Gary Holmgren
Ken Hults
Tammy Matthews
Sharon Hoese
Gary Carter
Louis Graupmann
Ashley Tuebert
Sue Terlinden
Deb Ramirez
Lanette Dammann

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

C. SWIMMING POOL UPDATE

Pool will remain closed. The constraints regarding a possible re-opening were presented by City Administrator Mark Larson and Aquatic Center staff. This discussion was held to acknowledge the public push to open the pool. Information presented for the public concerned insufficient number of guards available and lack of training due to COVID-19 restrictions, 50% capacity restraints on the pool deck and how to gather information on daily attendees for liability reasons concerning possible contraction of the virus and notifying all in attendance.

D. APPOINT POLICE OFFICERS

Captain Padilla recommended to the council to approve the appointments of Officer Bruns and Officer Coates to fill the positions of Police Officers for the City of Glencoe, pending successful completion of a background check, psychological and physical exams.
Councilor Lemke entered that motion with Councilor Alexander seconding.
Motion carried 5 to 0.

E. APPOINT PUBLIC WORKS EMPLOYEE

Public Works Director Voigt recommended the appointment of Garrett Ober to fill the position in the Streets and Parks.
Councilor Schrupp entered that motion. Councilor Neid seconded. Motion carried 5 to 0.

F. COUNCIL MEETING JULY 6TH DISCUSSION

Discussion led to a motion by Member Schrupp to not hold the July 6th council meeting. Member Alexander seconded. All members voted in favor.
A workshop will be held on July 13th.

G. REQUEST TO USE VOLLMER FIELD-GLENCOE BREWERS

Matt Rolf, President of the Brewers and Dave Sell, V.P. of the Brewers requested the use of the City owned Vollmer Field for practice and games beginning June 15, 2020.

The Glencoe Brewers have adopted the Minnesota Baseball Association COVID-19 preparedness plan. The League of Minnesota Cities was consulted and the City will follow the recommendations prescribed for the field use.

A Use Agreement was drafted by the City Attorney laying out liability requirements and all issues associated with the use of the field during the pandemic.

Councilor Schrupp entered the motion to approve the Use Agreement between the City of Glencoe and Glencoe Brewers. Councilor Neid seconded the motion.

Motion carried in a 5 to 0 vote.

ITEMS FOR DISCUSSION:

A. 2020 PUBLIC IMPROVEMENT PROJECT UPDATE

Brody Bratsch, SEH- Contractor is 6 days into a 28 day projected project. Project is progressing quickly –no rain delays to deal with. – Council member Schrupp asked to please have some additional dust control on 11th by Kwik Trip. Brody will address with the contractor.

B. 2019 AUDIT PRESENTATION – JULY 13, 2020, 3:00 P.M.

The audit presentation will be held at the Council Workshop on July 13th.

ROUTINE BUSINESS:

PROJECT UPDATES: Campground expansion complete. Fog seal will be done on June 30th.

ECONOMIC DEVELOPMENT: none

PUBLIC INPUT: none

REPORTS: Comprehensive Plan -4 proposals received. Interview committee is being formed. Contact office to participate.

CITY BILLS: Motion to approve payment of the city bills entered by Councilor Schrupp, seconded by Councilor Lemke. Motion carried in a 5 to 0 vote.

ADJOURN: Mayor Wilson called for adjournment at 7:55 p.m. Councilor Schrupp entered that motion. Councilor Alexander seconded. Motion carried in a 4 to 1 vote with Robeck entering the no vote.