

GLENCOE CITY COUNCIL MEETING MINUTES  
OCTOBER 5, 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, Schrupp, Robeck and Lemke. Also present: City Administrator Larson, Finance Director Trippel, Assistant City Administrator Neumann, Police Chief Raiter, Public Works Directors Schreifels and Voigt.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

Motion to approve the consent agenda as presented entered by Councilor Neid, second by Councilor Schrupp. All members voted in favor.

- A. Approve the minutes of the regular meeting of September 21, 2020.
- B. Approve the following building permits:
  - 1. Light & Power Commission, 305 11<sup>th</sup> St E; Re-roof
  - 2. Lanette Greinke, 1623 Ford Ave N; Re-roof
  - 3. Jon LeDoux, 620 16<sup>th</sup> St E; Mechanical Permit
  - 4. Sadie Gustafson, 1330 Greeley Ave N; Re-roof
  - 5. Annette Zimmermann, 1603 9<sup>th</sup> St E; Mechanical Permit
  - 6. Mark Kuhn, 1207 DeSoto Ave N; Remodel, Plumbing permits
- C. Approve the following licenses:
  - 1. Chandler Go For It Gas, Tobacco License

PUBLIC HEARINGS: None Scheduled

BIDS AND QUOTES:

A. QUOTE TO UPGRADE VIDEO FOR STREAMING MEETINGS IN CITY COUNCIL CHAMBERS USING CARES FUNDING

City Administrator Mark Larson presented the quote from EMI Audio to upgrade the video for live streaming of the city council meetings. CARES Funding would be used to pay the \$31,780.74 cost of the upgrade. Councilor Alexander entered the motion approving the quote from EMI Audio for \$31,780.74 to upgrade the video equipment. Councilor Lemke seconded. The motion carried in a 5 to 0 vote.

REQUESTS TO BE HEARD:

A. 2021 10<sup>TH</sup> STREET IMPROVEMENT PROJECT FEASIBILITY REPORT

Justin Black and Brody Bratsch of SEH presented the feasibility report on the 2021 10<sup>th</sup> Street Improvement Project. Project goals, scope, scope and

development, proposed improvements, estimated project costs, financing, assessment policy and rates and proposed schedule were all reviewed. \$1 million of the proposed \$1.56 million project will be financed by federal funds thru statewide transportation improvement program. This funding mechanism must be used prior to June 2021 so bid would need to be awarded by that date.

1. RESOLUTION NO. 2020-21- ORDERING THE PREPARATION OF THE REPORT

Councilor Lemke motioned to approve the following resolution and move for its adoption:

RESOLUTION NO. 2020-21

ORDERING PREPARATION OF REPORT ON IMPROVEMENT

WHEREAS, it is proposed to make improvements to 10th Street from Hennepin Avenue (State Hwy 22) to Morningside Avenue (County State Aid Highway 15), and to assess the benefited properties for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429,

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

That the proposed improvement be referred to Short Elliott Hendrickson Inc. (SEH<sup>®</sup>) for study and that they are instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

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

2. RESOLUTION NO. 2020-22 –RECEIVING THE REPORT AND CALLING FOR A HEARING ON THE PUBLIC IMPROVEMENT

Councilor Neid motioned to approve the following resolution and moved for its adoption:

RESOLUTION NO. 2020-22  
RECEIVING REPORT AND  
CALLING HEARING ON IMPROVEMENT

WHEREAS, pursuant to resolution of the council adopted October 5, 2020, a report has been prepared by Short Elliott Hendrickson Inc. (SEH<sup>®</sup>) with reference to the improvement of 10th Street from Hennepin Avenue (State Hwy 22) to Morningside Avenue (County State Aid Highway 15), and this report was received by the council on October 5, 2020, and

WHEREAS, the report provides information regarding whether the proposed project is necessary, cost-effective, and feasible,

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

1. The council will consider the improvement of such streets in accordance with the report and the assessment of abutting property and properties for which benefit can be attributed for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429, at an estimated total cost of the improvement of \$1,560,000.
2. A public hearing shall be held on such proposed improvement on the 2nd day of November, 2020, at the Glencoe City Center at 7:15 p.m. and the city administrator shall give mailed and published notice of such hearing and improvement as required by law.

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

#### B. COMPREHENSIVE PLAN RECOMMENDATION

The Selection Committee met today at noon with CDG/SEH/Moxie to review the revised proposal. The scope of work and time allocation was thoroughly re-examined. The new budget proposed is not to exceed \$89,975. The lower cost was achieved by consolidating tasks, reducing depth of detail on a few selected items, and increasing use of online tools for engagement. Combined with the single-phase approach, CDG/SEH/Moxie have been able to reduce costs while maintaining a scope and services that will serve the Glencoe community well into the future.

Further discussion led to a motion by Councilor Neid and second by Councilor Alexander to move ahead and prepare the comprehensive plan with CDG/SEH/Moxie group for \$89,975.00. Motion carried 4 to 1 with Robeck entering the no vote.

#### C. WASTE WATER TREATMENT FACILITY OPERATOR

City Administrator Mark Larson updated the council on the status of hiring Waste Water Operators as two are now needed. Jerome Jasken is retiring and Derek Palmer recently resigned his position.

Interviews have been conducted this past week. Staff is hoping to offer two of the nine interviewed a position soon.

ITEMS FOR DISCUSSION:

#### A. COVID-19 UPDATES

City Administrator Mark Larson informed the members that the School District has submitted their bills for the CARES Funding reimbursement from City CARES Funds.

City staff continues to get quotes for items that could be purchased using the remaining CARES Funding.

#### B. YELLOWSTONE TRAIL SIGNAGE

Assistant City Administrator Lynn Neumann informed the council members regarding the Yellowstone Trail that runs through the City of Glencoe. Staff has been meeting with the Yellowstone Trail Alliance of MN to recognize the route through Glencoe.

The Tourism Committee is interested in identifying the route with signage that they would fund with lodging tax monies.

Current signage provided by the Yellowstone Trail Association does not conform to MNDOT standards, so the YTA is looking at designing a new sign that incorporates the original logo.

#### ROUTINE BUSINESS:

**PROJECT UPDATES:** Leaf vacuuming to begin October 6<sup>th</sup>. Website has a map of day it comes through each area.

**ECONOMIC DEVELOPMENT:** None

**PUBLIC INPUT:** None

**REPORTS:** None

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

**ADJOURN:** Mayor Wilson called for adjournment at 8:01 p.m. Member Robeck entered that motion with Member Neid seconding. All members voted in favor.