

GLENCOE CITY COUNCIL MEETING MINUTES
SEPTEMBER 21, 2020
7:00 P.M.

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

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

Motion to approve the consent agenda as presented entered by Councilor Neid and seconded by Councilor Lemke. All members voted in favor.

- A. Approve the minutes of the regular meeting of September 8, 2020.
- B. Approve the following building permits:
 - 1. Ron Schwanke, 1029 13th St E; Detached Garage
 - 2. John Wolter, 1409 Birch Ave N; Remodel
 - 3. Jose Amaya, 1430 Owen Ave N; Re-side
 - 4. Bill Gould, 1702 Judd Ave N; Mechanical Permit
 - 5. Ralph Bulau, 1319 Chandler Ave N Mechanical Permit
 - 6. Al Gruenhagen, 312 Pleasant Ave N; Re-roof
 - 7. Kevin Dietz, 1803 Fairway Dr; Plumbing Permit
 - 8. Maddalin Zimmermann, 1304 11th St E; Mechanical Permit
 - 9. Stephanie Rizzio, 911 15th St E; Mechanical & Plumbing Permits
 - 10. Kyle Ewert, 1013 12th St E; Garage, Plumbing Permits
- C. Approve the following licenses:
 - 1. Chandler Go For It Gas, 415 Chandler Ave N; 3.2 Off Sale Liquor License

PUBLIC HEARINGS:

- A. SET PUBLIC HEARING FOR DELINQUENT BILLS OWED TO CITY FOR OCTOBER 19, 2020 AT 7:15 P.M.

Councilor Neid entered the motion to set the public hearing for delinquent bills owed to the city for 7:15 p.m. on October 19, 2020. Councilor Robeck seconded. Motion carried 5 to 0.

BIDS AND QUOTES

- A. SANITARY SEWER MANHOLE REHABILITATION

Public Works Director Schreifels presented the quotes for budgeted manhole rehabilitation. Innovative Coatings quote for 10 manholes was for \$26,816.38.

Councilor Lemke entered the motion to approve the quote of Innovative Coatings. Councilor Alexander seconded the motion. All members voted in favor.

REQUESTS TO BE HEARD:

A. RESOLUTION NO. 2020-19 SETTING PRELIMINARY 2021 TAX LEVY AND 2020 TRUTH IN TAXATION HEARING FOR 2020

City Administrator Mark Larson presented the 2021 Preliminary Tax Levy which must be certified by September 30th. This levy reflects an increase in the tax rate for 2021.

The \$2,877,000.00 proposed levy cannot be increased. Workshops will have further discussions on the final levy.

Councilor Lemke motioned to adopt the Preliminary Levy for 2021 and to set the public hearing for the Truth in Taxation Hearing for December 7, 2020 at 7:15 p.m. and continuation hearing for December 21, 2020 at 7:05 p.m. with the following resolution and moved for its adoption:

RESOLUTION NO. 2020-19
RESOLUTION SETTING PRELIMINARY 2021 TAX LEVY

WHEREAS, the Department of Revenue has set September 30th, 2020 as the deadline for certifying 2021 Preliminary tax levies; and,

WHEREAS, the City Administrator has provided the City Council with the preliminary 2021 City General Fund and Debt Service Budgets, which includes a recommended Ad Valorem Tax Levy.

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

1. That the following sums of money be levied for the current year, collectable in 2021, upon taxable property in the City of Glencoe, for the following purposes:

GENERAL

General Fund/Ad Valorem Levy	\$1,600,000.00
Street Overlay	\$ 400,000.00

DEBT SERVICE/SPECIAL LEVY

11 th Street/Morningside	\$120,000.00
2010 City Center	\$150,000.00
2014 Street Improvement	\$145,000.00
2015 Lincoln Park Project	\$150,000.00
2016 Armstrong Ave Project	\$ 32,000.00
2017 Baxter Avenue Project	\$140,000.00
Central Storm	<u>\$140,000.00</u>
	\$1,277,000.00

TOTAL \$2,877,000.00

2. That the City Administrator is hereby instructed to transmit a certified copy of the levy to the County Auditor of McLeod County, Minnesota by September 30, 2020.
3. This is an increase over the 2020 tax levy.
4. That the Truth in Taxation hearing is set for December 7, 2020 at 7:15 p.m.; continuation hearing is set for December 21, 2020 at 7:05 p.m.

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

B. RESOLUTION NO. 2020-20 AUTHORIZING EXECUTION OF AGREEMENT TOWARD ZERO DEATHS

Chief Raiter gave an overview of the Toward Zero Deaths Grant. The grant enables participating law enforcement agencies to receive monies from the State of Minnesota for officers to work safety projects throughout the year.

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

RESOLUITON NO. 2020-20
RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT

Be it resolved that the Glencoe Police Department enter into a grant agreement with the Minnesota Department of Public Safety, for traffic safety projects during the period from October 1, 2020 through September 30, 2021. Officer Fiebelkorn is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of the Glencoe Police Department and to be the fiscal agent and administer the grant.

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

C. T- MOBILE TOWER LEASE

City Attorney Mark Ostlund reviewed the leased amendment for T-Mobil Tower Lease Extension. This lease amendment will renew for a 5 year term, retroactive to June 29th with five additional renewal terms for a period of 5 years each making this a 30 year lease. A 12 month notice of cancellation by either party is required. The rent amount shall increase by 5% each year.

Councilor Robeck motioned to approve the lease amendment and to have the Mayor and City Administrator to execute the agreement as proposed. Councilor Alexander seconded. All members voted in favor.

D. COMPREHENSIVE PLAN RECOMMENDATION

City Administrator Mark Larson reviewed the discussion held at the September 14th workshop. A comparison matrix was prepared by Assistant City Administrator Lynn Neumann showing the differences in the top two proposals.

Councilor Lemke motioned to approve the recommendation of the Administration to have the interview committee including Councilor Alexander (replacing Councilor Lemke) meet with CDG/SEH/Moxie to come up with a revised proposal that would be acceptable to the city council. Councilor Schrupp seconded the motion. All members voted in favor.

E. CALL TIME FOR PUBLIC WORKS EMPLOYEES

City Administrator Mark Larson reviewed the workshop discussion held regarding the increase rate to \$250.00 for call time. This rate of pay has not been addressed or changed in approximately 20 years.

Councilor Schrupp entered the motion approving the call time rate of pay to \$250.00 for all public works employees, Water, Wastewater, Parks and Street. Councilor Robeck seconded. Motion carried 5-0.

F. RESPONSE TIME PAY FOR PUBLIC WORKS EMPLOYEES

City Administrator Mark Larson addressed the council concerning the workshop discussion on response time for public works employees. It is currently at 20 minutes. PWD Schreifels contacted 14 communities and found the average response time to be 30 minutes.

Councilor Neid motioned to approve a 30 minute response time for public works employees. Councilor Alexander seconded the motion. Motion carried 5 to 0.

G. APPOINT JERROD FISHER TO THE OPEN PARK BOARD POSITION- PARK BOARD RECOMMNDATION

Councilor Schrupp entered the motion to appoint Jerrod Fisher to the open position on the Park Board with Councilor Alexander seconding. All members voted in favor.

ITEMS FOR DISCUSSION:

A. 10TH STREET FEASIBILITY STUDY PRESENTATION

City Administrator Mark Larson updated the council on the 2021 10th Street Project. Open houses were held and Federal Funding is in place for this project. The Feasibility Study will be presented at the October 5th meeting.

B. COVID-19 UPDATE

The School District has signed the CARES ACT Funding Agreement.

ROUTINE BUSINESS:

PROJECT UPDATES: PWD gave an update on painting at the pool and pool deck replacement.

ECONOMIC DEVELOPMENT: City Administrator Larson informed the council that Assistant City Administrator has completed and passed the first segment for Economic Development certification.

PUBLIC INPUT: None

REPORTS: None

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

ADJOURN: At 7:40 p.m. Mayor Wilson called for adjournment. Councilor Alexander entered that motion with Councilor Neid seconding. Motion carried 4 to 1 with Robeck entering the no vote.