

GLENCOE CITY COUNCIL MEETING MINUTES  
MAY 3, 2021  
7:00 P.M.

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

**PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**

**CONSENT AGENDA**

Motion to approve consent agenda with correction to minutes regarding vote on Request to be Heard Item B - 4 to 1, entered by Member Lemke, seconded by Member Neid. All members voted in favor.

- A. Approve the minutes of the regular meeting of April 19, 2021.
- B. Approve the following building permits:
  - 1. LaZacatecana Market, 740 11<sup>th</sup> St E; Mechanical Permit
  - 2. Mark Robertson, 1003 20<sup>th</sup> S E; Reside, Window Replacement
  - 3. Mark Boesch, 419 15<sup>th</sup> St E; Window Replacement
  - 4. Seneca Foods; Plumbing Permit & Remodel Housing
  - 5. Mark Schmidt, 202 Douglas Dr; Mechanical Permit
  - 6. Andrew Thurn, 1624 11<sup>th</sup> St E Re-roof
  - 7. William Dunham, 304 16<sup>th</sup> St E; Fence
  - 8. Brad Klitzke, 200 Wooddale Dr; Re-roof
- C. Approve the following licenses:
  - 1. Hy-Vee Dollar Fresh; Retailer's Fireworks Permit

**PUBLIC COMMENT/AGENDA ITEMS ONLY**

**PUBLIC HEARINGS:** None

**BIDS AND QUOTES:**

**A. CEMETERY LAWNMOWER QUOTE**

Public Works Director Voigt presented the quotes for the replacement of the lawnmower for the cemetery. Four quotes were received with low quote from Midwest Machinery, Glencoe, for \$6,620.00 including a mulch kit. Discussion led to approving the recommendation of the Cemetery Commission to purchase the John Deere mower by Councilor Robeck and seconded by Councilor Lemke. Motion carried in a 5 to 0 vote.

**REQUESTS TO BE HEARD:**

**A. AIRPORT WETLAND PROJECT**

Adinda Van Espen, SEH presented all aspects of the Airport Wetland Project beginning with the recommendation to award the wetland removal project to

Schneider Excavating for \$38,656.50 contingent on 100 % FAA Grant funding.

It was then recommended to approve the contract for construction administration with SEH for \$9,300.

Also needed for approval was to request an FAA Grant for \$153,148.74 for the Wetland Removal Project at GYL. This request is for 100% funding of the project.

The final item needing approval was to authorize the Mayor and City Administrator to execute the Purchase Agreement for Wetland Credits. A draft of the purchase agreement was presented for the purchase of wetland credits to replace the wetland lost at the GYL at 2 to 1 ration. The cost of the credits is \$64,692.24 and will be reimbursed by the FAA Grant.

Motion to approve all of the stated requirements for this project and costs with contingency of receiving the grant monies was entered by Councilor Robeck and seconded by Councilor Lemke. Motion carried 5 to 0.

#### B. FUEL SYSTEM EMV TERMINAL GRANT REQUEST FROM MNDOT

Adinda Van Espen, SEH, reviewed the quote from Minnesota Petroleum Service for a State mandated upgrade for the airport fueling system for installation of a chip reader, in the amount of \$19,284.50. Funding will be 70% State Grant in the amount of \$13,500.00 with City portion to be funded by the Federal Stimulus dollars received recently for the airport.

Motion by Member Lemke, second by Member Schrupp to approve the quote and authorize the letter to request MNDOT Grant for 70% funding of the required upgrade and local share to come from the FAA grant from the Federal Stimulus Bill. Motion carried 4 to 1 with Member Robeck voting no.

#### C. PRESENTATION OF 2021 PUBLIC IMPROVEMENT PROJECT FEASIBILITY STUDY

Brody Bratsch, SEH, presented a power point reviewing the 2021 Public Improvement Project feasibility study. The project includes improving streets by edge mill and overlay, full-depth reclamation and overlay and 1-inch overlay, along with installation of street drain tile and miscellaneous items required to complete the improvements.

Councilor Schrupp entered the following resolution receiving the report and calling for a hearing on the improvement and moved for its adoption:

##### RESOLUTION NO. 2021-03

##### RECEIVING REPORT AND CALLING HEARING ON IMPROVEMENT

WHEREAS, pursuant to resolution of the council adopted April 5, 2021, a report has been prepared by Short Elliott Hendrickson Inc. (SEH<sup>®</sup>) with reference to the improvement of the following streets:

18th Street from Loudon Avenue to Newton Avenue  
Newton Avenue from 16th Street to 18th Street  
14th Street from Union Avenue to Morningside Avenue  
Sunrise Drive  
Greeley Avenue from 13th Street to 18th Street  
17th Street from Ford Avenue to Greeley Avenue  
11th Street from Knight Avenue to McLeod Avenue

and this report was received by the council on May 3, 2021, 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 \$815,000.
2. A public hearing shall be held on such proposed improvement on the 7th day of June, 2021, 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 Neid seconded the motion. Upon a roll call vote all members voted in favor. Whereupon said resolution was adopted and approved.

#### D. PANTHER HEIGHTS APARTMENTS –PHASE 2 REQUEST FOR TAX INCREMENT ASSISTANCE- EDC RECOMMENDATION

City Administrator Mark Larson presented the recommendation of the Economic Development Committee (EDC) to approve the request of Glencoe Multi-Family Housing for Tax Increment Financing assistance of \$36,000 per year for 15 years to construct an additional 36 unit apartment building.

As the taxes are paid by the developer, the City would return the stated increment back to the developer.

A motion was entered by Councilor Neid and seconded by Councilor Robeck to authorize the City Attorney to draft the necessary amendment to the development agreement to include the additional increment for 15 years. Motion carried in a 5 to 0 vote.

Shannon Sweeney at David Drown Associates will run the projections for us.

E. APPOINT DEE LEMKE TO CEMETERY COMMISSION

Motion entered by Member Schrupp and seconded by Member Olson to appoint Dee Lemke to the open position on the Cemetery Commission. All members voted in favor.

ITEMS FOR DISCUSSION:

A. MORNINGSIDE AVENUE PROJECT UPDATE

Duininick, Inc. will start the project on May 10<sup>th</sup> at the roundabout on 16<sup>th</sup> Street and Cty Rd 15. The road curve will be closed to traffic with the detour proposed at 120<sup>th</sup> Street and Hennepin Avenue. The completion of this project is scheduled for July 4<sup>th</sup>.

B. HIGHWAY 212 GROUNDBREAKING

This will take place near Kelly Avenue, Chaska, MN- May 4<sup>th</sup> at 1:00 p.m.

ROUTINE BUSINESS:

PROJECT UPDATES: Work continues at the pool and will be opening the first weekend in June. Campground opens this weekend, May 7<sup>th</sup>.

ECONOMIC DEVELOPMENT- Nothing further

PUBLIC INPUT: None

REPORTS: Mayor Voss attended the Cemetery Commission and commended all for the work they do.

CITY BILLS: Motion to approve payment of the city bills entered by Member Schrupp and seconded by Member Neid. Discussion led to all voting in favor.

CLOSE MEETING – Mayor Voss called for motion to close the regular meeting at 8:05 p.m. for Internal affairs data relating to allegations of law enforcement personnel misconduct under Minn. Stat. sec. 13D.05, subd. 2(a)(2)

Councilor Lemke entered the motion with Councilor Schrupp seconding. Motion carried.

At 8:37 p.m. Mayor Voss called for a motion to re-open the regular meeting. Robeck entered that motion with Neid seconding. All voted in favor.

Motion entered by Neid and seconded by Lemke passing a disciplinary resolution between and among City of Glencoe, Minnesota Public Employees Association and Leon Grack related to the discipline of Leon Grack. Motion carried in a 4 to 1 vote with Robeck entering the no vote.

ADJOURN: Member Robeck entered the motion to adjourn. Member Neid seconded. All voted in favor.

