

GLENCOE CITY COUNCIL MEETING MINUTES
JUNE 7, 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, Schrupp, Olson, Lemke, Neid. Also present: City Administrator Larson, City Attorney Ostlund, Assistant City Administrator Jerabek, Finance Director Trippel, Police Chief Padilla and Public Works Directors Schreifels and Voigt.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

Councilor Schrupp entered the motion to approve the consent agenda with correction to minutes with Mayor Voss calling the meeting to order. Councilor Neid seconded. All members voted in favor.

- A. Approve the minutes of the regular meeting of May 17, 2021.
- B. Approve the following building permits:
 - 1. McLeod County, 830 11th St E; Mechanical Permit
 - 2. Glencoe Country Club, 1325 1st St E; Deck
 - 3. Justin Stuve, 2110 9th St E; Remodel & Sign permits
 - 4. Dale McCrea, 215 20th St W; Deck
 - 5. Josh Koopmeiners, 1607 Ives Ave N; Mechanical Permit
 - 6. Tim Emery, 1607 Judd Ave N; Mechanical Permit
 - 7. Glencoe Silver Lake Schools, 1621 16th St E; Plumbing Permit
 - 8. Edgar Torres, 1606 Knight Ave N; Fence
 - 9. Mark Robertson, 1003 20th St E; Deck
 - 10. Nancy Arandia, 1415 Pryor Ave N; Window Replacement
 - 11. Samantha Hussong, 1930 Loudon Ave N; Patio Door Replacement
 - 12. Marcus Lothka, 1827 15th St E; Re-roof
 - 13. Jessyca Ramirez, 1807 11th St E; Re-side
 - 14. David Hegstad, 1529 Greeley Ave N; Mechanical Permit
 - 15. Clint Bell, 1403 Chandler Ave N; Mechanical Permit
- C. Approve the following licenses:
 - 1. Casey's General Stores; 3.2 off Sale Liquor License Renewal

PUBLIC COMMENT/AGENDA ITEMS ONLY

PUBLIC HEARINGS:

- A. 7:15 P.M. –PUBLIC HEARING ON PROPERTY LOCATED AT 1908 9TH STREET

Public hearing opened at 7:15 pm – 1st Schrupp, 2nd Neid, Motion carried 5 to 0. City attorney Ostlund communicated procedure for hearing, rules of decorum, legal standards and possible decisions council could vote in favor of.

City Building Inspector Scott Qualle presented the findings of his April 6, 2021 report and answered questions to support his opinion that the building is hazardous to public safety or health.

City Fire Marshall Bob Scheidt presented the finding of his April 7, 2021 report and March 5, 2020 report, and answered questions to support his opinion that the building is a fire hazard.

Several citizens presented to the city council.

The Property owner presented to the city council and answered questions.

City council directed various questions to city staff and the city attorney.

Close hearing – 1st Schrupp, 2nd Neid. Motion carried 5 to 0.

City council continued their dialogue and questioning regarding potential options.

Resolution 2021-07 and Order deeming the referenced property to be hazardous under the statute. Motion entered by Lemke, 2nd Neid. Upon roll call vote all members voted in favor.

B. PUBLIC HEARING ON 2021 PUBLIC IMPROVEMENT PROJECT

Motion to open the public hearing entered by Member Lemke, second by Member Neid. All members voted in favor.

Brody Bratsch, SEH presented the information on the 2021 Street Improvement Project. Engineer's estimate is \$815,000. Assessments were presented and time line given.

No public input was given.

Motion to close the public hearing entered by Member Schrupp, second by Member Neid. All members voted in favor.

Councilor Neid entered the motion approving the following resolution and moving for its adoption:

RESOLUTION NO. 2021-05

ORDERING IMPROVEMENT AND PREPARATION OF PLANS

WHEREAS, a resolution of the city council adopted the 3rd day of May, 2021, fixed a date for a council hearing on the proposed improvement of the following streets:

18th Street from Louden 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 WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on the 7th day of June 2021, at which all persons desiring to be heard were given an opportunity to be heard thereon,

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

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.

2. Such improvement is hereby ordered as proposed in the council resolution adopted the 3rd day of May, 2021.
3. Short Elliott Hendrickson Inc. (SEH[®]) is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement, according to the feasibility report dated May 3, 2021.
4. The city council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of the tax exempt bond.

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

Councilor Neid entered the motion approving the following resolution and moving for its adoption:

RESOLUTION NO. 2021-06
APPROVING PLANS AND SPECIFICATIONS AND
ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to a resolution passed by the council on June 7, 2021, the consulting engineer retained for the purpose has prepared plans and specifications for the construction of the **2021 Street Improvement Project**, and has presented such plans and specifications to the council for approval;

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official paper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published as required by law, shall specify the work to be done, and shall state that online bids will be received by the City Administrator until 10:00 a.m. on Thursday, July 1, 2021, at which time they will be publicly opened and read aloud via GoTo Meeting by the City Administrator and engineer, will then be tabulated, and will be considered by the council at 7:00 p.m. on Tuesday, July 6, 2021, in the council chambers of the Glencoe City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the City Administrator and accompanied by a cashier's check, bid bond, or certified check payable to the clerk for 5 percent of the amount of such bid.

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

BIDS AND QUOTES: None scheduled

REQUESTS TO BE HEARD:

A. POLICE DEPARTMENT POLICY CHANGES

Chief Padilla reviewed the proposed policy changes for CJIS Security Policy and Personal Appearance Policy.

The purpose of the security policy is to provide an aggregate collection of standards, controls and requirements necessary to ensure full compliance with the FBI Criminal Justice Information Services Security Policy for accessing CJIS information and services consistent with all applicable laws, executive orders, directives, policies, regulations, standards and guidance.

The personal appearance policy changes requested pertain to beards and tattoos. Discussion led to a motion entered approving the policy changes as requested by Councilor Schrupp and seconded by Councilor Neid. Motion carried in a 4 to 1 vote with Robeck entering the no vote.

B. DEVELOPMENT AGREEMENT WITH GLENCOE MULTI-FAMILY HOUSING

City Attorney Mark Ostlund reviewed the Third Amended and Restated Contract for Private Development for Glencoe Multi Family, LLC construction of an additional 36 apartment complex.

Discussion led to a motion to approve the Development Agreement as presented entered by Member Lemke, second by Member Schrupp. All members voted in favor.

Construction may begin this summer depending on material availability and cost.

C. AUTHORIZE CITY ATTORNEY TO DRAFT CHANGES TO CITY ORDINANCE REGARDING ATV/UTV AND GOLF CARTS

City Attorney Mark Ostlund opened the discussion concerning the request of Councilor Neid to change the city ordinance for ATV/ UTV and Golf Carts for licensed and insured drivers can use the vehicles for commuting around town for business and pleasure. Input from the police department will be needed to make this an enforceable use on city roads.

Concerns were shared regarding the safety of the vehicles as manufacturers do not recommend them on paved roads. Public does not respect the rules and regulations and the lack of enforcement of the regulations of the current ordinance.

Discussion was tabled to later in the meeting due to public hearing scheduled for 7:15 p.m. with motion by Member Lemke, second by Member Neid. Motion carried.

At 9:03 p.m. Member Neid motioned to resume discussion, Member Schrupp seconded the motion. Motion carried.

After further discussion and concerns, Member Schrupp entered the motion to authorize the City Attorney to draft proposed changes to the ordinance and bring

to workshop for further discussion. Councilor Neid seconded. Motion carried in a 4 to 1 vote with Councilor Olson entering the no vote.

D. REQUEST FOR ADDITIONAL EMPLOYEE AT WASTE WATER TREATMENT PLANT FACILITY

Public Works Director Schreifels reviewed the memorandum from SEH's Jessica Hedin regarding the need for additional operations staff at the Wastewater Treatment Facility. The table in the memo provided a breakdown of estimated labor hours for the new wastewater treatment facility. The estimated hours for O & M labor hours for the current facility is estimated to be 8,932. However the plant staff has other responsibilities that are not included in this total. Actual total hours are 10,573. This calculates to the need to have 1.7 more employees to address the workload for wastewater operations. The original facility study for the Glencoe Waste Water Treatment Facility renovation indicated that the new facility would require 4+ operators once the plant was completed.

With the amount of accumulated overtime hours at 225 for the 5 months of 2021 it is apparent that an additional employee will be required.

Discussion led to a motion to deny the hiring of an additional employee at the WWTP until more time has been spent operating the new facility, entered by Councilor Neid with a second by Councilor Robeck. Motion failed in a 2 to 3 vote with Schrupp, Olson and Lemke voting no.

Councilor Schrupp then entered a motion approving the hire of an additional employee at the WWTP with Councilor Olson seconding. Motion carried in a 3 to 2 vote with Robeck and Neid entering the no votes. Councilor Robeck commented that we should probably hire two employees and buy two more trucks.

E. HANGAR RENTAL RATES- AIRPORT COMMISSION

The Airport Commission recommended that hangar rents increase as follows:

\$65/month hangar to \$85/month

\$80/month hangar to \$105/month

\$90/month hangar to \$125/month

\$100/month hangar to \$130/month

Discussion led to a motion to approve the rent increases as stated entered by Councilor Lemke, seconded by Councilor Schrupp. All members voted in favor.

ITEMS FOR DISCUSSION:

A. AMERICAN RESCUE PLAN FUNDS

Finance Director Todd Trippel attended a County meeting last week. Exact amount of funds to be given still not sure of at this time. Guidelines for spending the funds will be provided.

B. AQUATIC CENTER UPDATE

Pool opened Saturday, June 5th. Hot weather good for business! 350 plus patrons visited the pool.

Lilly pad play feature –some issues- will look for donations to replace

ROUTINE BUSINESS:

PROJECT UPDATES: Morningside Avenue Project on schedule for completion around July 4th.

10th Street Project bid opening will be virtual on Thursday at 2:00 p.m.

ECONOMIC DEVELOPMENT: None

PUBLIC INPUT: Lorraine Krueger – path buckled – railroad property mowing concern

REPORTS: in packet –Street Department not submitted.

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

ADJOURN: Mayor Voss called for adjournment at 9:43 p.m. Councilor Schrupp entered that motion with Councilor Neid seconding. All members voted in favor.