

GLENCOE CITY COUNCIL MEETING MINUTES
MAY 17, 2021
7:00 P.M.

Mayor Voss called the regular meeting to order at 7:00 p.m. Members present: Olson, Schrupp and Lemke. Robeck and Neid were absent. Also present: City Administrator Mark Larson, City Attorney Mark Ostlund, Assistant City Administrator Jon Jerabek, Finance Director Trippel, Police Chief Padilla, PWDs Schreifels and Voigt.

CONSENT AGENDA

Councilor Lemke motioned to approve the consent agenda. Councilor Schrupp seconded with the approval of the revision to the closed meeting minutes. All members present voted in favor.

A. Approve the minutes of the regular meeting of May 3, 2021.

B. Approve the following building permits:

1. Seneca Foods, Mechanical Permit
2. Jolene Phillips, 1528 Ives Ave N; Mechanical Permit
3. Gregory Scott, 1407 DeSoto Ave N; Mechanical Permit
4. Judy Litzau, 630 Ford Ave N; Re-roof
5. Sue Goebel, 1320 Armstrong Ave N; Window Replacement
6. Tom Warren, 1705 9th St E; Fence
7. Garrett Ober, 1816 Judd Ave N; Fence
8. Sam McNellis, 530 1st St E; Re-roof

PUBLIC COMMENT/AGENDA ITEMS ONLY

PUBLIC HEARINGS: None scheduled

BIDS AND QUOTES:

A. SET NEW BID OPENING DATE FOR 10TH STREET IMPROVEMENT PROJECT TO JUNE 10, 2012 AT 2:00 P.M.

The bid opening for this project was delayed pending approval from the State of Minnesota. This approval has been received with assurance that Federal monies are available for this year and 2024 for funding of the project.

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

**RESOLUTION NO. 2021-04
APPROVING PLANS AND SPECIFICATIONS AND
ORDERING ADVERTISEMENT FOR BIDS**

WHEREAS, pursuant to a resolution passed by the council on November 2, 2020, the consulting engineer retained for the purpose has prepared plans and specifications for the

construction of the **10th 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 2:00 p.m. on Thursday, June 10, 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 Monday, June 21, 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 Olson seconded. Upon a roll call vote all members present voted in favor. Whereupon said resolution was adopted and approved.

REQUESTS TO BE HEARD:

A. GLENCOE DAYS INC. REQUEST

Jon VanDamme, on behalf of the Glencoe Days Committee, made the annual requests for assistance for the 2021 Glencoe Days Celebration. Waive the parade permit, amusement license and fireworks permit, assistance from city parks department for setting up and tearing down, approve 3.2 beer license for the two day celebration, extend park hours to 12:30 a.m. on Friday and Saturday.

Councilor Lemke motioned to approve the stated requests for the Glencoe Days Committee for the Glencoe Days Celebration on June 26 and 27. Councilor Schrupp seconded. All members present voted in favor.

B. APPROVE SUPPLEMENTAL LETTER AGREEMENT WITH SEH FOR THE 2021 STREET IMPROVEMENT PROJECT

City Administrator Mark Larson presented the Supplemental Letter Agreement with SEH for proposed scope of services for professional engineering services for the final design, final assessment documents and bidding services for the 2021 Street Improvement Project. Total proposed fee not to exceed \$23,600.

Councilor Schrupp entered the motion to approve the Supplemental Letter Agreement with SEH for the 2021 Street Improvement Project for engineering services for a fee not to exceed \$23,600. Councilor Olson seconded. All members present voted in favor.

ITEMS FOR DISCUSSION:

A. MORNINGSIDE AVE UPDATE- 16TH STREET PAVING

City Administrator Mark Larson informed the members that the County will contribute to paving the stretch of 16th Street from the round-a-bout to Union Avenue. Estimated cost is \$44,000 of which the City will be responsible for half of the cost.

B. AQUATIC CENTER UPDATE

Public Works Director Voigt informed the members that the pool work is near completion and staff will begin to fill the pool on Wednesday. Preparations for the June 5th opening will begin. With new guidelines and Governor's order the pool will be open at full capacity and concessions will be available.

C. INTRODUCE ASSISTANT CITY ADMINISTRATOR JON JERABEK

City Administrator Mark Larson introduced the new Assistant City Administrator Jon Jerabek. Jon thanked the council for approving his hire and looks forward to working with all members.

ROUTINE BUSINESS:

PROJECT UPDATES: None
ECONOMIC DEVELOPMENT: None
PUBLIC INPUT: None

REPORTS: Councilor Olson recently toured of the WWTP facility and found it to be a very interesting and impressive facility. Staff was very informative. She encouraged all councilors to take the time to tour the facility.

CITY BILLS: Councilor Lemke entered the motion to approve payment of the city bills. Councilor Schrupp seconded. All members present voted in favor.

ADJOURN: At 7:15 p.m. Mayor Voss called for adjournment. Councilor Schrupp entered that motion with Councilor Olson seconding. All members present voted in favor.