

GLENCOE CITY COUNCIL MEETING MINUTES
NOVEMBER 1, 2021
7:00 P.M.

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

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

Motion to approve the consent agenda as presented entered by Robeck and seconded by Schrupp. All members voted in favor.

- A. Approve the minutes of the regular meeting of October 18, 2021.
- B. Approve the following building permits:
 - 1. Good Shepherd Lutheran Church, Mechanical Permit
 - 2. Glen Knoll Properties, 807 Park St W; Manufactured Home
 - 3. James Harpel, 120 Edgewood Dr; Interior Drain Tile
 - 4. Brian Restad, 404 20th St W; Mechanical Permit
 - 5. Silverio Hernandez, 105 9th St E; Remodel
 - 6. Jamie Hoffman, 1328 Loudon Ave N; Window Replacement
 - 7. Phavanh Thammovongsa, 308 16th St E; Re-roof
 - 8. Jon Dahlke, 212 Andrew Dr; garage window
 - 9. Fred Stoltenberg, 1721 11th St E; Re-side, Windows, Doors
 - 10. Bruesehoff Seed, 2827 12th St E; Sign permit
 - 11. Copperwood Investments, 2110 9th St E, Sign permit

PUBLIC COMMENT/AGENDA ITEMS ONLY-None

PUBLIC HEARINGS:

- A. 7:05 P.M. PUBLIC HEARING ORDINANCE NO. 609 – UTV/ATV

Mayor Voss opened the public hearing. City Attorney Ostlund reviewed the ordinance. Council members were encourage to consider a fee allowing for the cost to cover resources, including a video of regulations, necessary to implement this ordinance.

No public input was given. Motion to close the hearing entered by Member Neid with Member Lemke seconding. All members voted in favor.

SECOND READING OF ORDINANCE NO. 609

Councilor Robeck motioned to approve the second reading of Ordinance No. 609 amending the UTV/ATV ordinance. Councilor Olson seconded. Motion carried in a 4 to 1 vote with Robeck entering the no vote.

BIDS AND QUOTES:

A. FIRE TRUCK REPLACEMENT

Fire Chief Cory Scheidt reviewed the proposal of the purchase of a Pierce Enforcer Pumper to replace the 1996 Pierce Pumper. Trade in value for the 1996 Pumper is \$26,500 and the Townships contributions total \$178,650 making the City's cost \$568,000. This will be financed over 5 years with a city payment of \$120,000 per year and the Townships \$38,000 per year. The truck will be delivered in March of 2023 with first payment in January of 2024.

Councilor Robeck entered the motion to approve the purchase to the 2023 Pierce Enforcer Pumper. Councilor Lemke seconded. Motion carried in a 4 to 1 vote with Neid entering the no vote.

B. UNION AVENUE CLOSURE

Brody Bratsch, SEH, presented the quote to close the Union Avenue Railroad Crossing. The quote ranged from a high of \$16,273.25 to a low of \$12,234.25. The Engineer's estimate was \$23,057.00. The low quote was submitted by Litzau Excavating, Inc.

Councilor Robeck entered the motion approving the low quote of Litzau Excavating, Inc in the amount of \$12,234.25. Councilor Lemke seconded. Motion carried in a 3 to 2 vote with Robeck and Neid voting no.

REQUESTS TO BE HEARD:

A. 2022 STREET IMPROVEMENT PROJECT

Brody Bratsch, SEH, presented the proposal for services for feasibility report and topographic survey on the 2022 Street Improvement Project. The 2022 project was identified as the third project in the City's 5 year pavement management plan. The project includes street reclamation and overlay, installation of drain tile with sump pump services, thin overlay, replacement of certain curb and cutter sections and trail reclamation and overlay in partnership with McLeod County.

SEH fee is not to exceed \$12,700.

Discussion led to a motion by Councilor Lemke introducing the following resolution and moving for its adoption:

RESOLUTION NO. 2021-30

ORDERING PREPARATION OF REPORT ON IMPROVEMENT

WHEREAS, it is proposed to make improvements to the following streets:

Ives Avenue and Judd Avenue "Horseshoe" north of 16th Street

Ives Avenue from 11th Street to 12th Street

7th Street WWTF Entrance

CSAH 33 Trail from Hennepin Avenue to US Hwy 212

15th Street from Glen Knoll Avenue to Fir Avenue

16th Street at Union Avenue
Birch Avenue from 14th Street to 16th Street
11th Street from McLeod Avenue to Pryor Avenue

and to assess the benefited property 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 pursuant to Short Elliott Hendrickson Inc. (SEH®) 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 Neid seconded the motion. Upon a roll call vote all members voted in favor. Whereupon said resolution was adopted and approved.

B. THIRD READING OF ORDINANCE NO. 610 – GAS FRANCHISE EXTENSION

Councilor Neid motioned to approve the third reading of the Gas Franchise Ordinance No. 610. Councilor Schrupp seconded. Motion carried 5 to 0.

C. THIRD READING OF ORDINANCE NO. 611- CABLE FRANCHISE EXTENSION

Councilor Schrupp motioned to approve the third reading of the Cable Franchise Ordinance No. 611. Councilor Neid seconded. Motion carried 5 to 0.

D. AT&T WATER TOWER LEASE AGREEMENT

Mark Ostlund, City Attorney, reviewed AT&T Third Amendment to Structure Lease Agreement for additional railing and antenna placement. Discussion led to Councilor Schrupp motioning approval of the lease agreement as presented. Councilor Neid seconded. Motion carried 5 to 0.

E. AIRPORT GRANTS

1. AUTHORIZING EXECUTION OF MN DOT GRANT FOR FAA EXPENSE REIMBURSEMENT-ARPA FUNDS-\$13,000

Councilor Schrupp entered the motion approving the following resolution and moved for its adoption:

RESOLUTION NO, 2021-31

It is resolved by the City of Glencoe as follows:

1. That the state of Minnesota Agreement No. 1046687, "Grant Agreement for Federal Airport Expenses Reimbursement," for State Project No. A4301-C2 at the Glencoe Municipal is accepted.
2. That the Mayor and City Administrator are authorized to execute this Agreement and any amendments on behalf of the City of Glencoe.

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

2. TO EXECUTE MN DOT GRANT FOR MAINTENANCE & OPERATIONS AT AIRPORT-\$22,642.00

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

RESOLUTION NO. 2021-32

It is resolved by the City of Glencoe as follows:

1. That the state of Minnesota Contract Number 1047459, "Airport Maintenance and Operation Grant Contract," at the Glencoe Municipal Airport is accepted.
2. That the Mayor and City Administrator are authorized to execute this Contract and any amendments on behalf of the City of Glencoe.

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

F. 1. JOINT POWERS AGREEMENT WITH MN DEPT OF PUBLIC SAFETY FOR BCA RESOURCES FOR CITY PROSECUTIONS

Councilor Schrupp entered the following resolution and moved for its adoption;

RESOLUTION NO. 2021-33

RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF GLENCOE ON BEHALF OF ITS CITY ATTORNEY AND POLICE DEPARTMENT

WHEREAS, the City of Glencoe on behalf of its Prosecuting Attorney and Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the City is eligible. The Joint Powers Agreements further provide the City with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the City to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Glencoe, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal

Apprehension and the City of Glencoe on behalf of its Prosecuting Attorney and Police Department, are hereby approved.

2. That the Police Chief, Tony Padilla, or his or her successor, is designated the Authorized Representative for the Police Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.

3. That the City Attorney, Ken Janssen, or his or her successor, is designated the Authorized Representative for the Prosecuting Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.

4. That Ryan Voss, the Mayor for the City of Glencoe, and Mark Larson, the City Administrator, are authorized to sign the State of Minnesota Joint Powers Agreements.

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

2. APPROVE COURT DATA SERVICES SUBSCRIBER AGREEMENT AMENDMENT BETWEEN CITY OF GLENCOE AND THE BCA

Councilor Neid entered the motion to approve the Court Data Services Subscriber Agreement Amendment between the City of Glencoe and the BCA. Councilor Schrupp seconded the motion. Motion carried 5 to 0.

ITEMS FOR DISCUSSION:

A. 16TH STREET EXTENSION MORNINGSIDE AVENUE TO PRAIRIE AVENUE

A second access is needed to the Panther Heights subdivision. A proposal is being put together for an extension of 16th Street from the round-a-bout east to the apartment complex.

B. MORNINGSIDE AVENUE UPDATE

Paving was completed today. There is one day of concrete work and will be completed by this Friday. Seeding will be done also. Next week striping and street lighting will be completed.

ROUTINE BUSINESS:

PROJECT UPDATES: 2021 Street Improvement Project is substantially complete. The Airport Wetland Project is complete.

ECONOMIC DEVELOPMENT: Assistant City Administrator Jon Jerabek provided a handout of the summary of the Hotel Study. This study will be presented at the next EDC meeting.

PUBLIC INPUT: None

REPORTS: None

CITY BILLS: Councilor Neid motioned to approve payment of the city bills. Councilor Lemke seconded. All members voted in favor.

ADJOURN: Mayor Voss called for adjournment at 7:54 p.m. Councilor Robeck entered that motion with Councilor Lemke entering a second to the motion. All members voted in favor.