

GLENCOE CITY COUNCIL MEETING MINUTES
OCTOBER 18, 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, Neid and Lemke. Also present: City Administrator Larson, City Attorney Ostlund, Assistant City Administrator Jerabek, Finance Director Trippel, Police Chief Padilla, Public Works Directors Voigt and Schreifels.

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

CONSENT AGENDA

Motion to approve the consent agenda as presented entered by Councilor Neid, second by Councilor Lemke. All voted in favor.

- A. Approve the minutes of the regular meeting of October 4, 2021.
- B. Approve the following building permits:
 - 1. Taylor Christensen, 1604 Hennepin Ave N; Window Replacement
 - 2. Midwest Research Swine, 3413 11th St E; Plumbing Permit
 - 3. CorTrust Bank, 606 11th St E; Remodel
 - 4. Bryan Schlechter, 1628 Greeley Ave N; Re-roof
 - 5. Patricia Fasching, 1429 Armstrong Ave N; Re-roof
 - 6. Ryan Unterberger, 1619 Knight Ave N; Window Replacement
 - 7. Matthew Wyman, 1015 22nd St E; Pole Shed
 - 8. Tristian Weber, 1612 16th St E; Mechanical Permit
 - 9. Leann Hutton, 1601 Loudon Ave N; Mechanical Permit

PUBLIC HEARINGS:

- A. 7:05 P.M. PUBLIC HEARING ORDINANCE NO. 611, CABLE FRANCHISE EXTENSION

Mayor Voss opened the public hearing. City Attorney Ostlund stated that the ordinance is for amending the name to Nuvera and to extend the term of the franchise agreement to May 13, 2026.

No public input was given.

Motion to close the hearing entered by Councilor Lemke with Councilor Neid seconding. Motion carried in a 5 to 0 vote.

SECOND READING OF ORDINANCE NO. 611

Motion entered by Councilor Schrupp and seconded by Councilor Neid to approve the second reading of Ordinance No. 611 of the Cable Franchise extension and change of Grantee. Motion carried in a 5 to 0 vote.

B. 7:15 P.M. PUBLIC HEARING ORDINANCE NO. 610, GAS FRANCHISE EXTENSION

Mayor Voss opened the public hearing.

City Attorney Ostlund reviewed the Ordinance No. 610 which grants CenterPoint Energy a nonexclusive franchise to construct, operate, repair and maintain facilities and equipment for the distribution, manufacture and sale of gas energy for public and private use.

No public input was given.

Motion to close the public hearing entered by Councilor Lemke and seconded by Councilor Schrupp. All voted in favor.

SECOND READING OF ORDINANCE NO. 610

Motion to approve the second reading of Ordinance No. 610 for Gas Franchise entered by Councilor Lemke, seconded by Councilor Schrupp. Motion carried 5 to 0.

C. 7:15 P.M. PUBLIC HEARING-DELINQUENT BILLS OWED TO CITY

Mayor Voss opened the hearing. The delinquent bills were presented. One resident has a delinquent balance.

Mayor Voss called for public input. There being none, he called for a motion to close the hearing. Councilor Lemke entered that motion with Councilor Schrupp seconding. All members voted in favor.

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

RESOLUTION NO. 2021-30

CERTIFYING COLLECTION OF DELINQUENT BILLS WITH 2022 TAXES

WHEREAS, certain properties have incurred costs to the City of Glencoe that have not been paid; and

WHEREAS, published and written notice has been sent to each property owner; and

WHEREAS, the City of Glencoe has held a public hearing regarding the payment of said bills:

NOW THEREFORE, BE IT RESOLVED by the City of Glencoe that:

- 1) The City Administrator is hereby authorized to certify to the County Auditor for collection with 2022 taxes those amounts owed to the City of Glencoe.
- 2) That those delinquent accounts are as follows:

A. Rueben Rodriguez, PID 22 999 0271 \$51.51

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

BIDS AND QUOTES: None

REQUESTS TO BE HEARD:

A. ATV/UTV ORDINANCE NO. 609

City Attorney Mark Ostlund reviewed the proposed changes to the ATV/UTV Ordinance.

Councilors had several questions and discussion was held.

Councilor Olson entered the motion approving the First Reading and setting the public hearing and Second Reading for the November 1st, 2021 council meeting. Councilor Neid seconded. Motion carried in a 4 to 1 vote with Robeck entering the no vote.

The proposed ordinance is posted on the city web page.

B. CITY PROSECUTING ATTORNEY FEES

Prosecuting Attorney Ken Janssen submitted a letter requesting to increase the contract for prosecution services for the City of Glencoe. The request is being made to adjust the fee schedule to meet the changing needs of the City and their firm. The firm is now requesting to modify the fee schedule to \$145.00 per hour, with a yearly cap of \$55,000 in 2022 and then \$60,000 in 2023 and 2024.

Discussion led to a motion by Councilor Robeck to cap at \$53,000 and \$145.00 per hour for 2022 and then revisit this request. Councilor Neid seconded. Motion failed in a 2 to 3 vote with Lemke, Olson and Neid voting no.

A motion was then entered by Member Neid to table the request for further discussion with the attorney, seconded by Member Lemke. Motion carried in a 5 to 0 vote. Attorney Ken Janssen will be invited to review the request with the council.

C. SPECIAL USE PERMIT FOR MICKENZIE & MELISSA WERTZ TO
INCLUDE RENTAL UNIT IN SINGLE FAMILY HOME IN AN R-1 ZONE
AT 1411 PRAIRIE AVENUE

The Planning and Industrial Commission held a public hearing on October 14, 2021 on this special use request for 1411 Prairie Avenue for a rental unit in a single family dwelling. Comment was given by neighbors that were invited and attended the meeting.

It was recommended to approve, with conditions that the property be owner occupied, and the permit is not assignable or transferable to a future owner of the property.

The owner, Mickenzie Wertz, addressed the council concerning the non-assignable, non-transferable condition of the permit. The units will be completely separate for the rental unit with separate access. The condition of not being able to transfer the special use permit would make this a hardship cost wise to convert back to single family dwelling.

Motion entered by Councilor Lemke to approve the Special Use Permit Request of 1411 Prairie Avenue to have a rental unit in a single family dwelling with the condition that it be owner occupied. Councilor Schrupp seconded the motion. Motion carried in a 5 to 0 vote.

D. RETIREMENT OF PUBLIC WORKS DIRECTOR

Gary Schreifels is retiring effective February 28, 2022. He was thanked for his dedicated service to the City of Glencoe.

The job description for the position has been updated and the hiring process will begin immediately.

ITEMS FOR DISCUSSION:

A. COMPREHENSIVE PLAN OPEN HOUSE

The open house was well attended. The Steering Committee meets this Thursday.

B. MORNINGSIDE AVENUE PROJECT UPDATE

Grading to take place this week and paving-weather permitting

ROUTINE BUSINESS:

PROJECT UPDATES; 2021 Street Improvement Project –close to completion 10th Street Project-punch list being addressed. Subcontractor addressing issue with retaining wall by Security Bank

ECONOMIC DEVELOPMENT- None

PUBLIC INPUT- None

REPORTS- None

CITY BILLS: Motion to approve payment of the city bills entered by Member Schrupp, second by Member Neid. Motion carried 5 to 0.

ADJOURN: Mayor Voss called for adjournment at 7:57 p.m. Councilor Robeck entered that motion with Councilor Olson seconding. All voted in favor.