



Mayor: Ryan Voss
Precinct 1 Councilor: Sue Olson
Precinct 2 Councilor: Mark Hueser
Precinct 3 Councilor: Paul Lemke
Precinct 4 Councilor: Cory Neid
At-Large Councilor: Luz Duvall

GLENCOE CITY COUNCIL MEETING AGENDA

March 20, 2023 – 7:00pm

City Center Ballroom

- 1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**
- 2. CONSENT AGENDA**
 - A. Approve City Council minutes from March 6, 2023
 - B. Approve the Liquor License for the Brewer's Baseball Association
 - C. Mayor for a Day – Essay Winner and Proclamation – Kaden Strobel
- 3. PUBLIC COMMENT (agenda items only)**
- 4. PUBLIC HEARINGS – None Scheduled**
- 5. BIDS AND QUOTES**
 - A. 2023 Bobcat Toolcat Quote – City Administrator
 - B. Pierce Fire Truck Financing – City Administrator
 - C. 2023 Pavement Management Project – Justin Black, SEH
 1. Resolution 2023-06 approving Plans and Specifications and setting a bid opening for May 4, 2023.
- 6. REQUESTS TO BE HEARD**
 - A. FFA Presentation – Glencoe/Silver Lake FFA
 - B. Construction Easement with MNDOT for Morningside/212 Roundabout – City Administrator
 - C. Jurisdictional Road Authority Presentation – Justin Black, SEH
- 7. ITEMS FOR DISCUSSION**
 - A. Airport Terminal Project – Sale of existing Terminal Building
 - B. Light and Power Commission update – Dave Meyer, General Manager
 - C. 2023 Flower Basket Program – Jon Jerabek, Assistant City Administrator
- 8. ROUTINE BUSINESS**
 - A. Project Updates
 - B. Economic Development
 - C. Public Input
 - D. Reports
 - E. Pay Bills
- 9. ADJOURNMENT**

Attendees: Ryan Voss, Sue Olson, Cory Neid, Luz Duvall, Mark Hueser, Paul Lemke

City Staff: City Administrator Mark Larson, City Attorney Mark Ostlund, Public Works Director Mark Lemen, Police Chief Tony Padilla, Public Works Director Jamie Voigt, Assistant City Administrator Jon Jerabek, Finance Director Todd Trippel

Others: Al Robeck

1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Meeting was called to order by Mayor Voss at 7:00pm with all members present.

2. CONSENT AGENDA

A. February 21, 2023 City Council Minutes

Motion: Lemke, seconded by Neid to approve the Consent Agenda. All in favor, motion carries.

3. PUBLIC COMMENT (agenda items only) - none

4. PUBLIC HEARINGS

Mayor Voss mentioned an award that McLeod County, City of Glencoe and SHE received from the MN Engineering Companies for Morningside Project.

A. 7:05 PM - Annual Public Hearing on Municipal Separated Storm Sewer System (MS4) – Mark Lemen, Public Works Director

The public meeting was opened by Mayor Voss at 7:05pm.

Public Works Director Mark Lemen provided information on the required MS4 (Municipal Separate Storm Sewer System) Annual Public Hearing which is required by MPCA. Information can be obtained by Mark Lemen at his office in the City Office and will be available on the website. Last year we sold 80 rain barrels and will be getting additional this year.

Motion: Neid, seconded by Hueser to close the public hearing at 7:12pm. All in favor, motion carries.

B. Move Public Hearing Date for Tax Increment District from March 20, 2023, to April 17, 2023 due to statutory public notice requirements – Jon Jerabek, Assistant City Administrator

Assistant City Administrator, Jon Jerabek, noted that to meet the requirements of notifying the County Board and the School Board, Resolution 2023-004 sets the public hearing date to April 17, 2023 at 7:00pm.

Motion: Olson, seconded by Duvall to adopt Resolution 2023-004. Vote 3 – 2 with Hueser and Neid voting against, motion carries.

5. BIDS AND QUOTES

A. Quote for 2023 Toolcat to Replace 2016 Toolcat – Jamie Voigt, Public Works Director

\$40,000 was budgeted and with the 2016 trade-in the cost for a new Toolcat would be \$34,163.30.

Public Works Director Jamie Voigt stated that he would like to have the rotation be every 4 years as recommended by the implement dealers. The current machine has 3100 hours. Hueser asked why there weren't multiple bids. Jamie noted that the price would be the same from anyone as it is state-bid. There were issues on the Toolcat that was purchased in 2021 and that dealer would not help with things that should have been on warranty and it wound up costing the city additional money.

Hueser said that we owe it to the residents of the City of Glencoe to get multiple bids. Olson noted that it is important that the council trust the staff as they are experienced with things that the council doesn't even know about.

Motion: Neid, seconded by Hueser to table for two weeks to get additional bids. All in favor, motion carries.

- B. Delay of 2023 Pavement Management Project – Memo from City Engineer Justin Black
Light & Power approved the design and installation of the streetlights in the downtown. No action is needed tonight.

6. REQUESTS TO BE HEARD

- A. Charter Commission Amendment for Light and Power Commission membership – Mark Ostlund, City Attorney

City Attorney Mark Ostlund included a memo in the packet regarding the Charter Commission Amendment for Light and Power Commission membership. As it stands, the charter amendment ordinance the City had previously been considering is deficient due to the timeline requirements in the state statute. Ostlund stated that he would not be charging for this issue.

Motion: Lemke, seconded by Hueser to send this back to the Charter Commission and to ask them to hold a special meeting. All in favor, motion carries.

- B. Funding Agreement with MNDOT for Greeley Avenue Rail Crossing Street Improvements – City Administrator

With the pavement project 2023 including Greeley Avenue, MNDot would like improved signals with arms at Greeley Avenue Rail Crossing Improvement; MNDot would provide funding of \$90,000. Olson asked if with the railroad crossings that have been closed could be more pleasing to the eye.

Motion: Lemke, seconded by Olson to adopt Resolution 2023-005 to authorize the City to execute the agreement with MNDot for the improvement funding. All in favor, motion carries.

7. ITEMS FOR DISCUSSION

- A. Airport Commission Terminal Project Kick-off Meeting, March 7, 2023 at 1:00 PM

The last Airport Commission Terminal Project Kick-off meeting was canceled due to weather and has been rescheduled for March 7, 2023 at 1:00pm at the airport.

8. ROUTINE BUSINESS

- A. Project Updates - none

- B. Economic Development - none

- C. Public Input - none

- D. Reports – Olson wanted to thank the city for letting her go to the Elected Leaders Conference. It was very informative.

- E. City Bills

Motion: Neid, seconded by Duvall to approve the City bills. All in favor, motion carries.

9. ADJOURNMENT

Motion: Lemke, seconded by Olson to adjourn at 7:46pm. All in favor, motion carries.

Ryan Voss, Mayor

Mark Larson, City Administrator



City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586

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separate agenda items**



City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: March 17, 2023

Re: **Item 5A – 2023 Toolcat Quote**

Item 5A – Attached are three (3) Quotes for a 2023 Bobcat Toolcat to replace the 2016 Bobcat Toolcat, as requested at the last City Council meeting. The quote from Farm-Rite Equipment was published in a story in the McLeod Chronicle after the last City Council meeting. Farm-Rite was allowed to re-quote the 2023 Toolcat, but opted to stand by their initial quote. The City had budgeted \$40,000.00.

Quotes were received as follows, including trade-in:

Farm-Rite Equipment	
Dassel, MN	\$34,163.30

Lano Equipment	
Norwood-Young America, MN	\$34,562.00

United Farmers Cooperative	
Lafayette, MN	\$33,000.00

2023 Toolcat Quotes

Farm-Rite Equipment

Dassel, MN

Base Quote	\$ 55,484.60
Deluxe Road Package	\$ 2,460.75
Other Options	<u>\$ 5,167.95</u>
Sub-total	\$ 63,113.30
Dealer Costs	\$ 1,550.00
Sub-Total	\$ 64,663.30

Trade-in	<u>\$ (30,500.00)</u>
Total	\$ 34,163.30

Lano Equipment

Norwood-Young America, MN

Base Quote	\$ 58,459.20
Deluxe Road Package	\$ 2,364.00
Other Options	\$ 4,688.80
Block heater and Strobe	<u>\$ 500.00</u>
Sub-total	\$ 65,512.00
Dealer Costs	\$ 1,550.00
Sub-Total	\$ 67,562.00

Trade-in	<u>\$ (33,000.00)</u>
Total	\$ 34,562.00

United Farmers Cooperative

Lafayette, MN

Base Quote	\$ 56,594.70
Deluxe Road Package	\$ 2,460.75
Other Options	\$ 5,100.08
Sub-total	<u>\$ 64,155.53</u>
Dealer Costs	\$ 1,665.00
Sub-Total	\$ 65,820.53

Trade-in	<u>\$ (32,820.53)</u>
Total	\$ 33,000.00

FARM-Rite

Jamie Voigt

From: david.cox@farmriteequip.com
Sent: Tuesday, February 28, 2023 8:39 AM
To: Jamie Voigt
Subject: RE: Toolcat Quote
Attachments: 2016 Trade in quote.pdf

I would still honor this quote

Thank you,

Dave Cox

Farm-Rite Equipment Inc.

Office: (888) 679-4857

Cell: (320) 250-4393

Email: david.cox@farmriteequip.com

www.farmriteequip.com



From: Jamie Voigt <jvoigt@ci.glencoe.mn.us>
Sent: Tuesday, February 28, 2023 8:27 AM
To: david.cox@farmriteequip.com
Subject: Re: Toolcat Quote

3070

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From: david.cox@farmriteequip.com <david.cox@farmriteequip.com>
Sent: Tuesday, February 28, 2023 7:48:08 AM
To: Jamie Voigt <jvoigt@ci.glencoe.mn.us>
Subject: Toolcat Quote

Jamie,

Can you let me know current hours on the 2016 Toolcat 5600 and I will get you the updated quote. Looks like it had 2900 when I looked at it last.

Thank you,

Dave Cox

Farm-Rite Equipment Inc.

Office: (888) 679-4857

Cell: (320) 250-4393

Email: david.cox@farmriteequip.com
www.farmriteequip.com





Product Quotation

Quotation Number: 3231E032985

Date: 2022-10-06 10:15:30

Ship to	Bobcat Dealer	Bill To
City of Glencoe Attn: Jamie Voigt 1107 11th St E Glencoe, MN 55336 Phone: (320) 510-0369 Email: jvoigt@ci.glencoe.mn.us	Farm-Rite Equipment, Inc 901 PARKER AVE P.O. BOX 26 DASSEL MN 55325-0026 Phone: (320) 275-2737 ----- Contact: David Cox Cellular: 320-250-4393 david.cox@farmriteequip.com	City of Glencoe Attn: Jamie Voigt 1107 11th St E Glencoe, MN 55336 Phone: (320) 510-0369

Description	Part No	Qty	Price Ea.	Total
Bobcat UW56	M1225	1	\$55,484.60	\$55,484.60
Adjustable Vinyl Seats	Hydraulic Dump Box			
All-Wheel Steer	Instrumentation: Standard 5" Display with Keyless Start,			
Automatically Activated Glow Plugs	Engine Temperature and Fuel Gauges, Hour meter, RPM			
Auxiliary Hydraulics	and Warning Indicators. Includes maintenance interval			
Variable Flow with dual direction detent	notification, fault display, job codes, quick start, and			
Beverage Holders	security lockouts.			
Bob-Tach	Joystick, Manually Controlled with Lift Arm Float			
Boom Float	Lift Arm Support			
Cargo Box Support	Parking Brake, automatic			
Cruise Control	Power Steering with Tilt Steering Wheel			
Speed Management	Radiator Screen			
Enclosed Cab with HVAC	Rear Receiver Hitch			
Dual Port USB charger	Seat Belts, Shoulder Harness			
Lower Engine Guard	Spark Arrestor Muffler			
Limited Slip Transaxle	Suspension, 4-wheel independent			
Engine and Hydraulic Monitor with Shutdown	Tires: 27 x 10.5-15 (8 ply), Lug Tread			
Front LED Work Lights	Toolcat Interlock Control System (TICS)			
Full-time Four-Wheel Drive	Two-Speed Transmission			
Horsepower Management	Machine Warranty: 12 Months, unlimited hours			
Roll Over Protective Structure (ROPS) . Meets Requirements	Bobcat Engine Warranty: Additional 12 Months or total			
of SAE-J1040 & ISO 3471	of 2000 hours after initial 12 month warranty			
Falling Object Protective Structure (FOPS) . Meets				
Requirements of SAE-J1043 & ISO3449, Level I				
Dome Light				
Deluxe Road Package	M1225-P01-C01	1	\$2,460.75	\$2,460.75
Deluxe Road Package includes: Backup Alarm, Turn Signals,				
Flashers, Tail Lights, Brake Lights, Rear view mirror, Side				
Mirrors, Horn, Rear work lights, and headlights				
High Flow Package	M1225-R03-C02	1	\$1,475.60	\$1,475.60
29 X 12.5 Turf Tires	M1225-R05-C05	1	\$668.10	\$668.10
Heavy Duty Battery	M1225-R07-C02	1	\$82.45	\$82.45
Attachment Control	M1225-R08-C02	1	\$200.60	\$200.60
Power Bob-Tach	M1225-R14-C03	1	\$934.15	\$934.15
Radio Option	M1225-R15-C02	1	\$453.05	\$453.05
Traction Control	M1225-R16-C02	1	\$463.25	\$463.25
Rear View Camera	M1225-R20-C01	1	\$306.00	\$306.00
Engine Block Heater	M1225-A01-C02	1	\$110.50	\$110.50
Interior Trim	M1225-A01-C04	1	\$174.25	\$174.25
Description	Part No	Qty	Price Ea.	Total
LED Strobe		1	\$300.00	\$300.00

Total of Items Quoted	\$63,113.30
Dealer P.D.I.	\$150.00
Freight Charges	\$1,400.00
Discount Trade 2016 Toolcat 5600 AHG813256, 2900 hours.	(\$30,500.00)
Quote Total - US dollars	\$34,163.30

Notes:

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes.

Customer Acceptance:

Purchase Order: _____

Authorized Signature:

Print: _____ Sign: _____ Date: _____

LANO

Jamie Voigt

From: davelatzke.lanoequip@gmail.com
Sent: Friday, March 10, 2023 2:53 PM
To: Jamie Voigt
Subject: Toolcat pricing
Attachments: doc01122320230310135802.pdf

Jamie,

Attached is the state bid quote I received back from Bobcat, with freight and setup it is \$67062. look at the options to make sure they match the other quotes, I'll allow \$33000 for your trade in Toolcat leaving a trade difference of \$34062. You mentioned you wanted a low profile beacon, it is \$190 + \$50 for a harness + \$160 install that is not included from the factory, there are cheaper ones available, this one is very nice and bright. If you go with us, the Toolcat would be put on order at that time, it would hopefully show up sometime in the next few months. Let me know if you have any questions, or if anything needs to be added.

Thanks for the opportunity to bid,

Dave



Dave Latzke

Sales

Lano Equipment of Norwood

Phone 952-467-2181

Mobile 952-237-0373

Web www.lanoequipofnorwood.com



Bobcat

Product Quotation

Quotation Number: HMM-29723

Date: 2023-03-09 14:37:06

Customer Name/Address:	Bobcat Delivering Dealer	ORDER TO BE PLACED WITH: Contract Holder/Manufacturer
CITY OF GLENCOE 579313 1107 11th St E ATTN JAMIE VOIGT Glencoe, MN 55336-2312	Dave Lano Equipment of Norwood, Norwood Young America, 1015 HWY 212 WEST P.O. BOX 299 NORWOOD YOUNG AMERICA MN 55368-0299 Phone: (952) 467-2181 Fax: (952) 467-3259	Clark Equipment Co dba Bobcat Company 250 E Beaton Dr, West Fargo, ND 58078 Phone: 701-241-8719 Fax: 855-608-0681 Contact: Heather Messmer Heather.Messmer@doosan.com

Description	Part No	Qty	Price Ea.	Total
Bobcat UW56	M1225	1	\$58,459.20	\$58,459.20
Adjustable Vinyl Seats	Hydraulic Dump Box Instrumentation: Standard 5" Display with Keyless Start, Engine Temperature and Fuel Gauges, Hour meter, RPM and Warning Indicators. Includes maintenance interval notification, fault display, job codes, quick start, and security lockouts. Joystick, Manually Controlled with Lift Arm Float Lift Arm Support Parking Brake, automatic Power Steering with Tilt Steering Wheel Radiator Screen Rear Receiver Hitch Seat Belts, Shoulder Harness Spark Arrestor Muffler Suspension, 4-wheel independent Tires: 27 x 10.5-15 (8 ply), Lug Tread Toolcat Interlock Control System (TICS) Two-Speed Transmission Machine Warranty: 12 Months, unlimited hours Bobcat Engine Warranty: Additional 12 Months or total of 2000 hours after initial 12 month warranty			
All-Wheel Steer				
Automatically Activated Glow Plugs				
Auxiliary Hydraulics				
• Variable Flow with dual direction detent				
Beverage Holders				
Bob-Tach				
Boom Float				
Cargo Box Support				
Cruise Control				
Speed Management				
Enclosed Cab with HVAC				
Dual Port USB charger				
Lower Engine Guard				
Limited Slip Transaxle				
Engine and Hydraulic Monitor with Shutdown				
Front LED Work Lights				
Full-time Four-Wheel Drive				
Horsepower Management				
• Roll Over Protective Structure (ROPS) . Meets				
Requirements of SAE-J1040 & ISO 3471				
• Falling Object Protective Structure (FOPS) . Meets				
Requirements of SAE-J1043 & ISO3449, Level I				
Dome Light				
Deluxe Road Package	M1225-P01-C01	1	\$2,364.00	\$2,364.00
Deluxe Road Package includes: Backup Alarm, Turn				
Signals, Flashers, Tail Lights, Brake Lights, Rear				
view mirror, Side Mirrors, Horn, Rear work lights,				
and headlights				
High Flow Package	M1225-R03-C02	1	\$1,388.80	\$1,388.80
29 X 12.5 Turf Tires	M1225-R05-C05	1	\$688.00	\$688.00
Heavy Duty Battery	M1225-R07-C02	1	\$80.00	\$80.00
Attachment Control	M1225-R08-C02	1	\$204.00	\$204.00
Power Bob-Tach	M1225-R14-C03	1	\$920.00	\$920.00
Radio Option	M1225-R15-C02	1	\$452.00	\$452.00
Traction Control	M1225-R16-C02	1	\$484.00	\$484.00
Rear View Camera	M1225-R20-C01	1	\$300.00	\$300.00
Interior Trim	M1225-A01-C04	1	\$172.00	\$172.00

Total of Items Quoted
Dealer P.D.I.
Freight Charges
Dealer Assembly Charges
Quote Total - US dollars

\$65,512.00
\$150.00
\$1,400.00
\$0.00
\$67,062.00

Block heater \$100.00
LED stroke \$400.00
Trade in (\$33,000.00)
\$34,562.00

Notes:

Sourcewell Member: ID# 3879

***Prices per the Sourcewell Contract #040319-CEC.**

***Terms Net 60 Days. Credit cards accepted.**

***FOB Destination**

***State Sales Taxes apply. IF Tax Exempt, please include Tax Exempt Certificate with order.**

***TID# 38-0425350**

***Orders Must Be Placed with: Clark Equipment Company dba Bobcat Company, Govt Sales, 250 E Beaton Drive, West Fargo, ND 58078.**

***Quote valid for 30 days**

ORDER ACCEPTED BY:

SIGNATURE

DATE

PRINT NAME AND TITLE

PURCHASE ORDER NUMBER

DELIVERY ADDRESS: _____

BILLING ADDRESS (if different than Ship To): _____

TAX EXEMPT? _____ YES _____ NO

Exempt in the State of _____

Tax Exempt ID:

FEDERAL - _____

STATE - _____

Expiration Date: _____



Bobcat

UFC

Product Quotation

Quotation Number: NTC-00929

Date: 2023-03-13 16:42:54

Customer Name/Address:	Bobcat Delivering Dealer	ORDER TO BE PLACED WITH: Contract Holder/Manufacturer
CITY OF GLENCOE 579313 1107 11th St E ATTN JAMIE VOIGT Glencoe, MN 55336-2312	SCOTT MAYNARD United Farmers Cooperative, Lafayette, MN 840 PIONEER AVENUE BOX 4 LAFAYETTE MN 56054 Phone: (507) 228-8224 Fax: (507) 228-8766	Clark Equipment Co dba Bobcat Company 250 E Beaton Dr, West Fargo, ND 58078 Phone: 701-241-8719 Fax: 855-608-0681 Contact: Heather Messmer Heather.Messmer@doosan.com

Description	Part No	Qty	Price Ea.	Total
Bobcat UW56	M1225	1	\$56,594.70	\$56,594.70
Adjustable Vinyl Seats				
All-Wheel Steer				
Automatically Activated Glow Plugs				
Auxiliary Hydraulics				
<ul style="list-style-type: none"> Variable Flow with dual direction detent 				
Beverage Holders				
Bob-Tach				
Boom Float				
Cargo Box Support				
Cruise Control				
Speed Management				
Enclosed Cab with HVAC				
Dual Port USB charger				
Lower Engine Guard				
Limited Slip Transaxle				
Engine and Hydraulic Monitor with Shutdown				
Front LED Work Lights				
Full-time Four-Wheel Drive				
Horsepower Management				
<ul style="list-style-type: none"> Roll Over Protective Structure (ROPS) . Meets Requirements of SAE-J1040 & ISO 3471 Falling Object Protective Structure (FOPS) . Meets Requirements of SAE-J1043 & ISO3449, Level I 				
Dome Light				
Deluxe Road Package	M1225-P01-C01	1	\$2,460.75	\$2,460.75
Deluxe Road Package includes: Backup Alarm, Turn Signals, Flashers, Tail Lights, Brake Lights, Rear view mirror, Side Mirrors, Horn, Rear work lights, and headlights				
High Flow Package	M1225-R03-C02	1	\$1,475.60	\$1,475.60
29 X 12.5 Turf Tires	M1225-R05-C05	1	\$668.10	\$668.10
Heavy Duty Battery	M1225-R07-C02	1	\$82.45	\$82.45
Attachment Control	M1225-R08-C02	1	\$200.60	\$200.60
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Radio Option	M1225-R15-C02	1	\$453.05	\$453.05
Traction Control	M1225-R16-C02	1	\$463.25	\$463.25
Rear View Camera	M1225-R20-C01	1	\$300.00	\$300.00
Engine Block Heater	M1225-A01-C02	1	\$110.50	\$110.50
Interior Trim	M1225-A01-C04	1	\$174.25	\$174.25
Strobe Light	7424783	1	\$238.13	\$238.13

Total of Items Quoted	\$64,155.53
Dealer P.D.I.	\$150.00
Freight Charges	\$1,400.00
Dealer Assembly Charges	\$115.00
Trade-in 2016 BOBCAT TOOLCAT 5600AGH813256	(\$32,820.53)
Quote Total - US dollars	\$33,000.00

Notes:

*Prices per the MINNESOTA - Toolcat/UTV Contract # 202992
 *Terms Net 60 Days. Credit cards accepted.
 *FOB Destination
 *State Sales Taxes apply. IF Tax Exempt, please include Tax Exempt Certificate with order.
 *TID# 38-0425350

*Orders Must Be Placed with: Clark Equipment Company dba Bobcat Company, Govt Sales, 250 E Beaton Drive, West Fargo, ND 58078.

 *Quote valid for 30 days

ORDER ACCEPTED BY:

SIGNATURE

DATE

PRINT NAME AND TITLE

PURCHASE ORDER NUMBER

DELIVERY ADDRESS: _____

BILLING ADDRESS (if different than Ship To): _____

TAX EXEMPT? _____ YES _____ NO

Exempt in the State of _____

Tax Exempt ID:

FEDERAL - _____

STATE - _____

Expiration Date: _____



City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586

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City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: March 17, 2023

Re: **Item 5B** – Fire Truck Financing

Item 5B – On November 1, 2021, the Glencoe City Council approved the purchase of a Pierce Engine Pumper Fire Truck for the Glencoe Fire Department. At that time, it was anticipated that the time for constructing the truck, according to the City's specifications, would be approximately 18 months. At this time, it is estimated that the truck will be completed in August of 2023.

The proposal at the time of purchase was to finance the truck through Security Bank and Trust of Glencoe at 2% interest for a five-year repayment term. Due to situations outside of our control, the proposed interest rate at this time is 4.19%. The townships will pay approximately 24% of the truck cost (based upon their share of building valuations in the Fire District). We had initially informed the townships that the City could provide payment terms for the townships share; at the time, we had informed them that they would not have to make this decision until delivery.

We have talked to Pierce Fire and they have informed the City that if the City paid for the truck at this time, Pierce would provide the City with an \$11,200 discount. The Cost for the truck, including trade-in (\$20,000), would be \$764,938.62. The total cost for the truck, including principal and interest would be \$859,383.40.



SMALL CITY & BIG FUTURE

City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586

If the City waited to pay for the truck after as delivery in August at full cost of \$776,158.62, the total cost of the truck, including principal and interest at 4.19% would be \$860,154.64. There would be **no** discount on the purchase price. Security Bank and Trust **cannot** guarantee the interest rate would be 4.19% in August.

If the City agrees to pay for the truck at this time, we will need to reach out to the townships now and have them make a decision on whether or not the City would be providing the financing for them.

The City could use internal funds to pay for the truck now and reimburse ourselves with the loan proceeds and township payments at a later date.

City of Glencoe

Purpose: Finance the Purchase of a 2023 Pierce Enforcer Pumper

Interest Rate: 4.19% Fixed (both proposals)

Financing Options

<u>Option #1</u>				
Prepay w/Discount				
		<u>Principal</u>	<u>Interest</u>	<u>Total</u>
3/23/2023	Fund Loan	\$ 764,938.62		
8/1/2023	Interest Payment		\$ 11,662.98	
2/1/2024	P & I Payment	\$ 153,162.51	\$ 16,381.58	\$ 169,544.09
2/1/2025	P & I Payment	\$ 143,483.45	\$ 26,060.64	\$ 169,544.09
2/1/2026	P & I Payment	\$ 149,650.11	\$ 19,893.98	\$ 169,544.09
2/1/2027	P & I Payment	\$ 156,007.54	\$ 13,536.55	\$ 169,544.09
2/1/2028	P & I Payment	\$ 162,635.01	\$ 6,909.05	\$ 169,544.06
Totals		\$ 764,938.62	\$ 94,444.78	\$ 859,383.40

<u>Option #2</u>				
Fund loan @ Delivery				
		<u>Principal</u>	<u>Interest</u>	<u>Total</u>
8/1/2023	Fund Loan	\$ 776,158.62		
2/1/2024	P & I Payment	\$ 155,409.07	\$ 16,621.86	\$ 172,030.93
2/1/2025	P & I Payment	\$ 145,588.04	\$ 26,442.89	\$ 172,030.93
2/1/2026	P & I Payment	\$ 151,845.15	\$ 20,185.78	\$ 172,030.93
2/1/2027	P & I Payment	\$ 158,295.83	\$ 13,735.10	\$ 172,030.93
2/1/2028	P & I Payment	\$ 165,020.53	\$ 7,010.39	\$ 172,030.93
Totals		\$ 776,158.62	\$ 83,996.02	\$ 860,154.64

Difference **\$ (771.24)**

* Finance amount is subject to change if Townships decide to pay cash upfront



City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586

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City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: March 17, 2023

Re: **Item 5C** – 2023 Pavement Management Project

Item 5C – City Engineer Justin Black will review the plans and specifications for the 2023 Pavement Management Project on Monday night.

If all is in order, it is recommended to approve **Resolution 2023-06** approving the plans and specifications and setting the bid opening for May 4, 2023.

**RESOLUTION NO. 2023 - 06
APPROVING PLANS AND SPECIFICATIONS AND
ORDERING ADVERTISEMENT FOR BIDS**

WHEREAS, pursuant to a resolution passed by the council on January 17, 2023, the consulting engineer retained for the purpose has prepared plans and specifications for the construction of the **2023 Pavement 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, May 4, 2023, at which time they will be publicly opened and read aloud via Microsoft Teams by the City Administrator and engineer, will then be tabulated, and will be considered by the council at 7:00 p.m. on Monday, May 15, 2023, 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.

Adopted by the council this 20th day of March, 2023.

Mayor

City Administrator

**ENGINEER'S ESTIMATE
2023 PAVEMENT IMPROVEMENT PROJECT
GLENCOE, MINNESOTA
SEH NO. GLENC 170394
MARCH 20, 2023**

PROJECT TYPE	TOTAL ESTIMATED PROJECT COST
RECLAIM & OVERLAY	\$1,382,000
DOWNTOWN PARTIAL RECONSTRUCTION	\$1,822,000
1" OVERLAY	\$1,615,000
TOTAL BASE BID	\$4,819,000
ALTERNATE 1 - MCLEOD AVENUE FULL RECONSTRUCTION	\$536,000
ALTERNATE 2 - FIR, ELM AND DOGWOOD AVENUE 2", 8' MILL AND FILL	\$103,000
ALTERNATE 3 - OAK LEAF PARK 1" OVERLAY	\$323,000
TOTAL BASE BID + ALTERNATES 1, 2, AND 3	\$5,781,000



Building a Better World
for All of Us®

FREQUENTLY ASKED QUESTIONS

2023 Pavement Improvement Project
Glencoe, Minnesota
Project Manager: Justin Black, PE (Lic. MN)

SEH No. GLENC 170394

Where is the proposed work taking place?

The project includes 11th Street from Greeley Avenue to Judd Avenue (except for intersection of Hennepin Avenue) and Greeley Avenue from 10th Street to 12th Street.

What construction work will be completed?

Removal and replacement of all sidewalks, curb and gutter, and street pavement. The project will also include installation of drain tile, replacement of several catch basins and a hydrant. The gravel base will remain in place, no subgrade work is proposed.

How long will construction last on this part of the project?

Construction is estimated to last 6-8 weeks for the downtown area.

Can I park on the street?

There will be no on-street parking during the entire construction timeline.

Will the streets be closed to vehicles this entire time?

Streets will be re-opened for deliveries and through traffic when construction allows. There will be partial or full closures of the streets on an interim basis during the construction timeline.

Will people be able to walk in the downtown area?

Yes, but there may be partial sidewalk closures during certain phases of the work. Contractor will use temporary walk surfaces, like crushed rock or plywood. The contractor may also leave portions of the sidewalk in place next to the building to allow for temporary pedestrian access.

Will the entrance to my building be restricted during construction?

Yes, there will be no access on the day they are placing concrete sidewalk directly in front of it. Otherwise, the contractor will make provisions to provide access.

Will there be work taking place in the alleys?

No work is planned for the alleys, if your business has a back door entrance, we encourage you to start planning now for using that entrance during construction.

When will construction occur?

Summer of 2023. A more detailed timeline will be provided in the future.

Who is the contractor?

That hasn't been determined. The project will go through the public bidding process in March/April of 2023.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 1390 Highway 15 South, Suite 200, P.O. Box 308, Hutchinson, MN 55350-0308

320.587.7341 | 800.838.8666 | 888.908.8166 fax | sehinc.com

SEH is 100% employee-owned | Affirmative Action–Equal Opportunity Employer

Will there be changes to the configuration of the sidewalk, street lighting, or on-street parking?

- The sidewalk will be wider on the east side of Greeley Avenue from 10th Street to 12th Street and on 11th Street from Hennepin Avenue to Ives Avenue. This is required to meet the minimum slopes for ADA accessible sidewalks.
- The existing light poles will be removed and re-installed on new bases. They will be installed back in the same general configuration with only some minor adjustments for new pedestrian ramps and curb locations. There will be several weeks where the lights will be out of service.
- On-street parking configuration will stay the same, with the same number and location of handicap stalls.
- The project will include an area with about 4 feet in width of color tinted concrete behind the curb and gutter.

Will police, fire and ambulance be aware of the project and the street closures associated with the construction?

Yes, all emergency services are contacted prior to project start. They also attend weekly construction meetings and receive the weekly project update newsletters.

Will special assessments be levied?

Yes. As part of that statutory process, public hearings are required and estimated assessments published.

How much are the assessments?

The final assessment amounts will be determined after the bid opening, and they will be provided to each property owner. Assessments will be based on the City's Assessment Policy, with costs assessed based upon the property footage abutting the project.

Do I have to pay for this assessment at one time? Can I pay off the assessment early?

No, it can be financed over 5-15 years. There will be an option to pay some or all of the assessment upfront. Some property owners meeting age and income guidelines may be able to defer some or their assessment. Interest rates are based on the rate of the project bonds, and are typically between 4% and 5%.

Could I pay off just a portion of the assessment?

Yes, you can make partial payments to the office of the City Administrator at any time prior to certification of the assessment to the County. **No interest will be charged for any amount paid before October 31, 2023.** You may at any time thereafter, pay to the City Administrator the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made.

What happens to the assessment if I choose to sell my property?

Assessments are typically settled at the time of the sale. Settlement of the assessment obligation is usually part of the negotiation process between the buyer and the seller.

**PROPOSED SCHEDULE
2023 PAVEMENT IMPROVEMENT PROJECT
GLENCOE, MINNESOTA
MARCH 20, 2023**

Task	Date
Present Final Plans and Specifications; Council Authorizes Advertisement for Bids	March 20, 2023*
Advertise for Bids	Wednesday April 12, 2023 (Submit to paper Thursday, April 6, 2023)
Bid Opening	Thursday, May 4, 2023
Council Receives Bids, and Considers Award of Bid	May 15, 2023*
Construction Open House	June 1, 2023
Construction	June–October 2023
Substantial Completion	October 6, 2023
Final Completion	June 15, 2024

*Milestones where City Council Actions/Resolutions are required



SMALL CITY & BIG FUTURE

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Phone: (320) 864-5586

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: March 17, 2023

Re: **Item 6A** – FFA Presentation

Item 6A – The GSL FFA will make a presentation to the City Council. They are required to make a presentation to a public presentation to 5 different public bodies by April 1, 2023. No action is required by the City Council. The presentation should last approximately 15 minutes.

How Food Security is Driving Insecurity



Table of Fears

- | | |
|---------------------------|---------------------------|
| 01
Finances | 02
Food Safety |
| 03
Food Quality | 04
Trust |
| | 05
World Trends |



How Food Security is Driving Insecurity



Buzz Words

- Fear** The root of the issue for both sides that we will meet today
- "Pro"sumers** Consumers who are pro-agriculture and trust the farm to table process
- "Con"sumers** Consumers who are anti-agriculture, skeptical, or curious about agriculture.

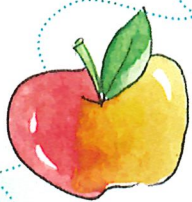


Pro and Con of the Issue

Pro The Trusting

"Pro"sumers and production agriculturalists

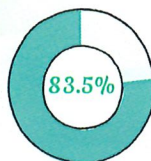




Con The Skeptical

Concerned, Questioning and Anti-Ag Consumers

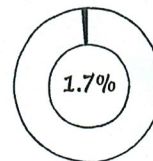
Percentages



Prosumer



Uninformed



Anti-Ag

Facing our Fears



Fear 1

Finances

The ability to choose between processing techniques and provide for our needs.



Same Fear, Different Seed

Pro:

Fear of not making a profit with the costs of rising inputs and the fear of sustaining their farm for generations to come.

On average, farmers make about 15 cents in profit for every dollar spent on food. The other 85 cents goes towards processing, transportation, marketing, distribution, and retail.

Con:

Fear of inflation and not being able to afford quality, healthy food.



Fear 2

Food Safety

Safeguard our food supply at all levels through safe handling, sanitization and disease prevention.



Same Fear, Different Seed



Pro:

Farmers fear consumer exposure to chemical residue, bacteria and other food borne illnesses from livestock and crops.



Con:

Consumers fear that they will eat food that is tainted with chemical residue or medicinal residue, and contains food-borne illnesses that will harm them.

Fear 3

Food Quality

Application of science to consistently provide abundant, economical and nutritious food.



Same Fear, Different Seed



Pro:

With more foods being imported, those responsible for our US food supply have begun to fear our ability to always provide fresh and uncontaminated food.



Con:

Consumers have a fear of cancer or disease causing chemicals such as unnecessary additives or preservatives, pesticides, and fertilizers.

Fear 4

Trusting the Source

The connection we have to the source of our food and the faith we have in their choices.



Same Fear, Different Seed



Pro:

Fear that consumers have lost trust in their food supply, or that their trust is constantly at risk. Fear that one story leads to a bad reputation and that consumers view the agriculture industry as broken and corrupt. This has led to agriculturalists being fearful of transparency and even of telling their stories.



Con:

Fear misleading information and fake news. Skeptical consumers are questioning everything. An abundance of self-proclaimed experts has made finding an unbiased source become seemingly impossible.

Fear 5

World Trends

Social influence of dietary trends, processing techniques and beliefs related to the world's food supply.



Same Fear, Different Seed

Pro:

The fear of the ever-changing preferences and demand for food.

Con:

The fear of dietary "trends" push consumers to eat and drink new or popular products based on a social cause or worldwide disruption.

2 Points
1 Issue

How Food Security is Driving Insecurity





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Phone: (320) 864-5586

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: March 17, 2023

Re: **Item 6B** – Construction easement for Roundabout Project

Item 6B – MNDOT is requesting a temporary construction easement during the construction of the Roundabout at Morningside Avenue and Highway 212. The actual dimensions of the easement are approximately 6 feet X 16 feet.

It is recommended to approve the construction easement with MNDOT.

Mark Larson

From: Torkelson, Timothy (DOT) <timothy.torkelson@state.mn.us>
Sent: Wednesday, February 22, 2023 5:19 PM
To: Mark Larson
Cc: Jaeger, Patrick (DOT); Keranen, Jonathan (DOT)
Subject: Roundabout documents to be signed and returned
Attachments: PERMIT TO CONSTRUCT city of glencoe.pdf

Hello Mark,

I attached the permit to construct document for the 2024 roundabout on Morningside Drive & US 212.

We need **TWO (2) WET INK SIGNED ORIGINAL** documents from the city in order to proceed.

We also need **ONE (1) SIGNED MEETING MINUTES** of the city council meeting that this was agreed to.

I also attached the project sketch showing the tiny area of land involved **IN GREEN** (looks yellow).

Please mail both original signed documents & signed meeting minutes to:

Tim Torkelson – R/W

MN Dept. of Transportation

2505 Transportation Road

Willmar, MN 56201

(telephone = 320-214-6373)

Thank You!

TEMPORARY PERMIT TO CONSTRUCT FOR GOVERNMENTAL ENTITIES

C.S. 4310 (212=12) 261
Parcel 243A
County of McLeod

Dated: February 22, 2023

The State of Minnesota, by its Commissioner of Transportation, has established and designated the route of Trunk Highway No. 212 in McLeod County, Minnesota. It is necessary that the State of Minnesota use for highway purposes real property situated in McLeod County, Minnesota, described as follows:

The right to use that part of Tract A described below for highway purposes, which right shall cease on December 1, 2028, or on such earlier date upon which the Commissioner of Transportation determines by formal order that it is no longer needed for highway purposes:

Tract A. That part of Block 15 and the vacated North-South alley and the vacated East-West alley in said Block 15, Town of Glencoe, according to the plat thereof on file and of record in the office of the County Recorder in and for McLeod County, Minnesota, described as follows: Commencing at the northwest corner of said Block 15; thence an assumed bearing of South 89 degrees 58 minutes 39 seconds East along the north line of said Block 15, a distance of 54.61 feet to the point of beginning of the tract to be described; thence continuing South 89 degrees 58 minutes 39 seconds East along said north line of Block 15 a distance of 253.72 feet to the point of termination of Line B; Line B described as follows: Beginning at a point on a line run parallel with and distant 100 feet northwesterly of the centerline of the west bound lane of Trunk Highway No. 212, distant 150 feet northeasterly of its intersection with the west line of Section 18, Township 115 North, Range 27 West; thence run northwesterly to a point on said west section line, distant 150 feet northerly of said intersection; thence continue on the last described course for 100 feet and there terminating; thence South 56 degrees 26 minutes 30 seconds East along said Line B, a distance of 22.94 feet to the east line of said Block 15; thence South 00 degrees 20 minutes 31 seconds West along said east line of Block 15, a distance of 123.87 feet to a point on Line A; Line A is described as follows: Beginning at a point on the east line of Section 18, Township 115 North, Range 27 West, distant 2470.6 feet south of the northeast corner thereof; thence run northwesterly at an angle of 85 degrees 10 minutes 00 seconds from said east section line (measured from north to west) for 1491 feet; thence deflect to the left an an angle of 05 degrees 31 minutes 00 seconds for 2257.8 feet to tangent spiral point; thence deflect to the left on a spiral curve of decreasing radius (spiral angle 02 degrees 00 minutes 00 seconds) for 200 feet to spiral curve point; thence deflect to the left on a 02 degrees 00 minutes 00 seconds) for 200 feet to spiral curve point; thence deflect to the left on a 02 degree 00 minute 00 second curve (delta angle 22 degrees 27 minutes 00 seconds) for 1122.5 feet to curve spiral point; thence deflect to the left on a spiral curve of increasing radius (spiral angle 02 degrees 00 minutes 00 seconds) for 200 feet to spiral tangent point; thence on tangent to said curve for 208.5 feet to tangent spiral

point; thence deflect to the right on a spiral curve of decreasing radius (spiral angle 02 degrees 00 minutes 00 seconds) for 200 feet; thence at right angles to the centerline of the west bound lane of Trunk Highway No. 212 for 100 feet; thence run northeasterly parallel to said centerline of the west bound lane of Trunk Highway No. 212 for 285.3 feet; thence run northeasterly to a point on the east line of Section 13, Township 115 North, Range 28 West, distant 150 feet northerly of its intersection with a line run parallel with and distant 100 feet northwesterly of said centerline of the west bound lane of Trunk Highway No. 212 and there terminating; thence South 39 degrees 38 minutes 06 seconds West along said Line A, a distance of 61.81 feet to a point on a 539.47 foot radius curve. The center of circle of said curve bears South 54 degrees 18 minutes 56 seconds West from said point; thence northwesterly along said curve, a distance of 289.01 feet; central angle 30 degrees 41 minutes 44 seconds; thence North 66 degrees 22 minutes 48 seconds West along tangent, a distance of 11.61 feet to the point of beginning; the title thereto being registered as evidenced by Certificate of Title No. 4521.0; which lies northerly of a line run parallel with and distant 6 feet southerly of the following described line: Commencing at the northeast corner of said Section 13; thence South 179 degrees 16 minutes 48 seconds East for 1225.30 feet; thence South 86 degrees 02 minutes 21 seconds West 104.17 feet; thence South 00 degrees 44 minutes 12 seconds East for 1075.26 feet to the point of beginning of the line to be described; thence South 88 degrees 48 minutes 48 seconds West for 16.00 feet and there terminating.

The undersigned, having an interest in the above described real property, understand that they are not required to surrender possession of the property without just compensation and are not required to surrender lawfully occupied real property without at least 90 days notice. By signing this Permit, the undersigned waives these rights and grants to the State of Minnesota the immediate right to enter the above described property to construct, maintain, and operate the Trunk Highway.

This temporary right to construct will expire on December 1, 2027.

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Phone: (320) 864-5586

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: March 17, 2023

Re: **Item 6C** – Jurisdictional Authority of Certain Streets in the City of Glencoe

Item 6C – City Engineer Justin Black will review the Jurisdictional Authority of certain County State Aid Streets and Certain Municipal State Aid Streets in the City of Glencoe.

This presentation was made to the City Council at a workshop in December 2022.

No action is required on Monday night.

McLeod County/City of Glencoe Proposed Initiatives **Jurisdictional Changes and Hennepin Avenue Project**

What is the reason this Jurisdictional Change is proposed?

The City and County have been talking for close to 15 years about the need to reconstruct County Roads and State Aid Highways as well as City State Aid routes in the City of Glencoe. Over the decades some of the jurisdictions have changed and now many of the routes are not appropriately aligned with their use or funding.

After previous analysis and review by the County and City, the recent Regional Transportation Study verified the changes that have been recommended. This change will align the routes with their use, provide access to state aid and other funding, accelerate reconstruction by partnering on improvements, allow for coordinated pedestrian and bicycle facilities and support the overall transportation system in the community. MnDOT State Aid supports the changes, and developed some draft documents and forms several years ago for the City and County to utilize.

Will this change add traffic to 18th Street or change traffic patterns on other routes?

Traffic will continue to follow the routes that make the most sense for their origins and destinations, which can be determined by GIS systems, past experience and practice, intersection design and other factors.

- With the recent opening of the Morningside Avenue/CSAH 15 corridor we expect that traffic patterns have changed for many vehicles, including large trucks and agricultural traffic. Additional traffic analysis is being completed by the County to identify truck traffic and other patterns that will be considered as part of the final design.
- Revising the route of designated CSAH 2 may revise the routing for some traffic, but all routes will be on the State Aid System and will remain Truck Routes. Most people using the routes will not know whether the routes are under County or City Jurisdiction.
- Analysis of many of the involved, major intersections on these routes indicate similar geometries and issues (see attached figures). The intersections will be reviewed as part of the design process for specific turning movements and safety, and recommended improvements will be included in the final design and construction.
- Ford Avenue is 2' narrower than 18th Street and has dozens of small, residential lots. 18th Street is wider, has only a couple of lots fronting on it, and there has been discussion of limiting parking on one side, as Glencoe Regional Health noted previously they expected staff to utilize their on-site parking. Utilizing 18th also brings traffic to the Hennepin Avenue corridor, which aligns with TH 22 and CSAH 2 to the south.

Are either the City or County responsible for more costs as part of this proposal?

Both the City and County are responsible for bringing their routes up to acceptable standards prior to transfer, so the financial responsibility is not changed by this proposal. Regarding maintenance costs, the County is proposing to accept slightly more mileage of city routes than those being transferred to the City, so long-term maintenance responsibility also does not appreciably change.

What would be included in the proposed Hennepin Avenue project, currently proposed for 2024?

The project is proposed to include complete reconstruction of all street and underground infrastructure on Hennepin Avenue between 13th Street/TH 22 and 20th Street (Glencoe Regional Health entrance). Pedestrian and bike improvements are proposed to be included to provide safe access to Glencoe Regional Health and other destinations. It is also proposed to include the reconstruction of 18th Street between Ford Avenue and Hennepin Avenue.

City officials asked about maintenance and updating of Hennepin Avenue/CR 83 between 20th Street and CSAH 3, as that section is getting rough as well. The County noted that they would consider looking at rehab/overlay work for that portion of Hennepin Avenue in conjunction with the project.



Jurisdictional Review

Monday, December 12, 2022



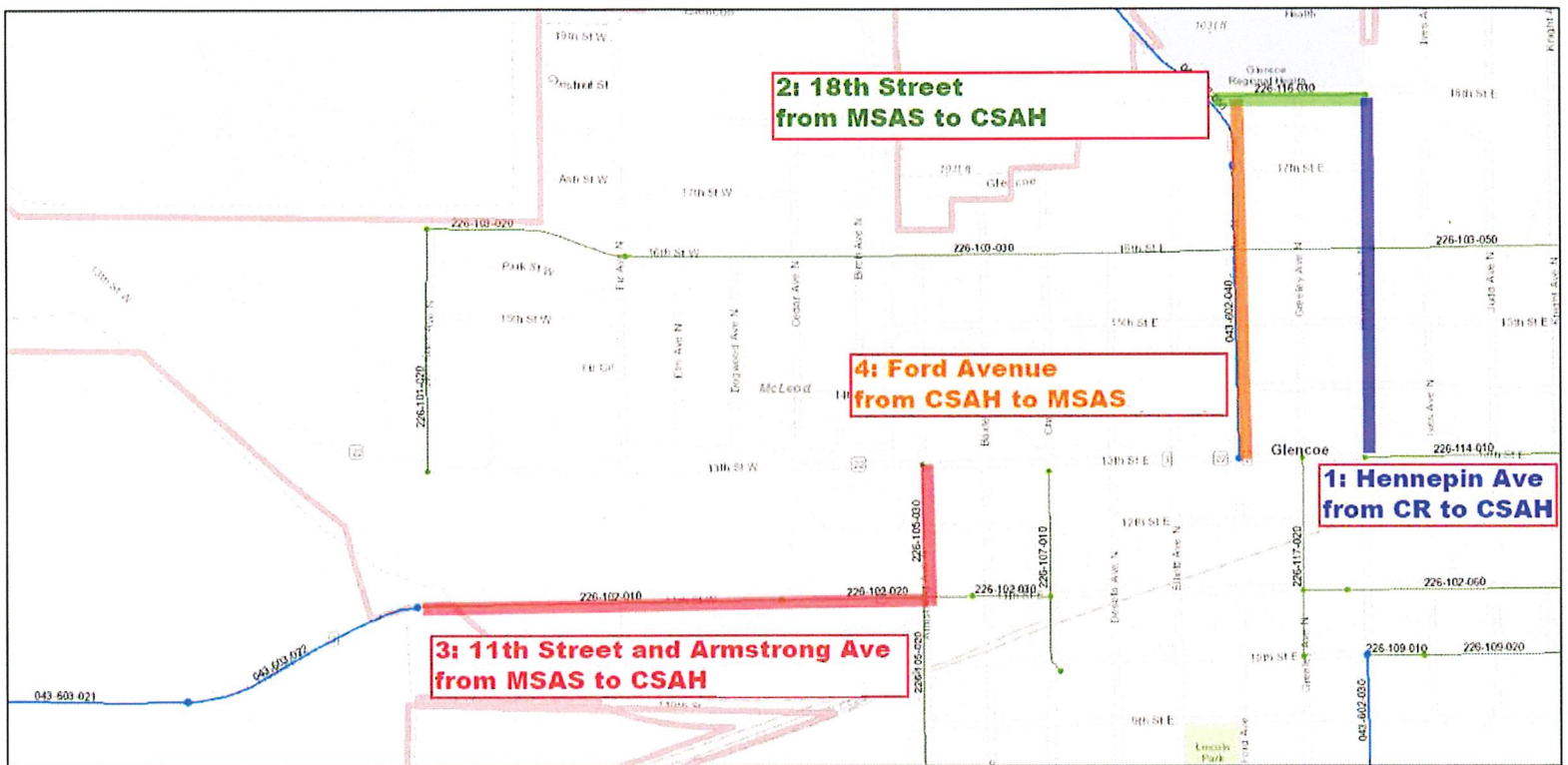
Jurisdictional Review Background

- Study completed by City/County and verified in the Comprehensive Transportation Plan
 - MnDOT State Aid supports the proposal
- Focus on Functional Class and primary use
 - Takes into account if routes are primarily local or regional traffic
 - Involves exchange of routes
 - MSAS = Municipal State Aid Street
 - CR = County Road (non-State Aid)
 - CSAH = County State Aid Highway

Background Information

- “Turnback” Process follows standards
 - MnDOT State Aid must formally approve
 - Each road to be brought up to acceptable conditions by the other party as part of transfer
 - Route added to MSAS system (Ford Avenue) receives additional yearly SA Needs allocation
- Cost Estimates
 - Includes storm sewer and street related expenses that are typically State Aid Eligible
 - Sanitary Sewer and Water System Improvements would be the City’s responsibility *(not included in estimates)*

Proposed Jurisdictional Changes



Cost Estimates

<u>McLeod County/City of Glencoe Jurisdictional Changes Analysis</u>					
Cost Obligations to Bring up to Standards					
*Costs include 5% inflation per year above 2022 dollars		<i>Responsibility</i>			Total
		McLeod County	City of Glencoe		
		<i>Cost to Bring Streets to standards</i>		<i>Utilities</i>	
2024	11th Street (City limits to Armstrong)		\$420,000		\$420,000
2024	18th Street (Ford to Hennepin Ave.)		\$740,000	\$280,000	\$1,020,000
2026	Ford Avenue (13th to 18th Street)	\$3,630,000		\$1,650,000	\$5,280,000
		A	B		
	Sub-Total	\$3,630,000	\$1,160,000	\$1,930,000	\$6,720,000
	Total	\$3,630,000	\$3,090,000		\$6,720,000
County Costs above City Costs (A-B)		\$2,470,000			
<u>McLeod County/City of Glencoe Cooperative Project (2024)</u>					
Proposed to also include 18th Street from above as part of project					
		McLeod County	City		Total
	Hennepin Avenue (County)				
2024	13th to 18th Street	\$3,250,000	\$1,800,000		\$5,050,000
2024	18th to 20th Street (GAHC)	\$1,060,000	\$630,000		\$1,690,000
2024	15th Street (City)		\$1,370,000		\$1,370,000
	Total	\$4,310,000	\$3,800,000		\$8,110,000

Next Steps

- Complete Cooperative Agreement with City
 - Would include details of changes and outline cost sharing
- Complete and Approve State Aid documents
 - Resolutions required for each route
- Begin Planning for Projects
 - 11th Street (*County to complete project on their own schedule*)
 - Hennepin Avenue and 18th Street (2024)
 - Would include 15th Street between Hennepin and Ives
 - Ford Avenue (2026?)





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Flower Basket Program 2023



GLENCOE
SMALL CITY & BIG FUTURE



For more information, contact Jon Jerabek at 320.864.6951

FUND BALANCES

FUND #	2022 CASH BALANCES	MONTH NOVEMBER	MONTH OCTOBER	MONTH SEPTEMBER
101	General-Operating	\$ (15,017.06)	\$ 743,530.23	\$ 1,162,481.34
101	General-Childhood Intervention	\$ 886.55	\$ 886.55	\$ 886.55
101	General-Crime Prevention	\$ 3,087.59	\$ 7,301.17	\$ 5,203.97
601	Water-Operating	\$ 2,637,268.18	\$ 2,573,905.18	\$ 2,517,441.13
601	Water-Water Availability Charge	\$ 566,610.83	\$ 566,493.03	\$ 566,147.48
601	Water-Trunk Water Charge	\$ 25,258.48	\$ 25,253.23	\$ 25,248.97
601	Water-Bonds	\$ 1,918.41	\$ 1,918.01	\$ 1,917.69
601	Water-Construction	\$ -	\$ -	\$ -
602	W.W.T.P.-Operating	\$ 2,433,150.94	\$ 2,328,082.44	\$ 2,185,439.76
602	W.W.T.P.-Sewer Availability Charge	\$ 1,099,610.92	\$ 1,099,382.31	\$ 1,098,946.84
602	W.W.T.P.-Trunk Sewer Charge	\$ 128,830.31	\$ 128,803.53	\$ 128,781.80
602	W.W.T.P.-Bonds	\$ (1,180.28)	\$ (4,579.33)	\$ 32,705.15
602	W.W.T.P.-Construction	\$ -	\$ -	\$ -
603	Sanitation	\$ 30,395.26	\$ 29,940.57	\$ 29,193.85
604	City Center-Operating	\$ (86,285.57)	\$ (68,103.02)	\$ (59,201.51)
604	City Center-Bonds	\$ (557,423.66)	\$ (557,307.77)	\$ (557,213.73)
609	Liquor Store	\$ 180,832.39	\$ 213,925.53	\$ 167,342.86
612	Airport	\$ (240,034.40)	\$ (37,454.42)	\$ (55,298.30)
651	Storm Water Management	\$ 348,361.71	\$ 304,947.54	\$ 260,247.50
213	Park Improvement	\$ 165,402.28	\$ 165,312.02	\$ 158,541.14
223	Aquatic Center	\$ (84,988.88)	\$ (84,855.79)	\$ (84,094.12)
223	Aquatic Center-Lifeguard Training	\$ 2,702.43	\$ 2,702.43	\$ 2,702.43
225	Cable TV	\$ 36,077.41	\$ 36,069.91	\$ 29,209.50
226	Cemetery	\$ (30,177.58)	\$ (28,764.15)	\$ (28,538.53)
229	Municipal State Aid	\$ 327,095.33	\$ 327,027.33	\$ 327,411.07
230	Engineering/Inspection Services	\$ (135,440.99)	\$ (135,412.83)	\$ (135,389.98)
231	American Rescue Plan	\$ -	\$ -	\$ -
300	City Sinking	\$ 37,424.38	\$ 37,416.60	\$ 37,410.29
382	2007 Tax Increment Bond-2007 Industrial Park	\$ (64,703.03)	\$ (64,689.58)	\$ (64,678.66)
383	2014 Tax Increment Bond-West Industrial Park	\$ (250,546.83)	\$ (5,250.74)	\$ (5,249.85)
384	2018 Tax Increment Bond-Panther Heights	\$ (37,555.48)	\$ (30,986.54)	\$ (30,981.31)
409	Tax Increment #4-Industrial Park	\$ 370,282.99	\$ 370,206.01	\$ 370,143.54
421	Tax Increment #14-Downtown Redevelopment	\$ 24,060.86	\$ 24,060.86	\$ 24,060.86
424	Tax Increment #17-Miller Manufacturing	\$ 5,775.97	\$ 5,774.77	\$ 5,773.80
425	Tax Increment #18-West Industrial Park	\$ 219,453.04	\$ (43,197.98)	\$ (39,711.03)
426	Tax Increment #19-Panther Heights	\$ 57,071.69	\$ 57,059.82	\$ 57,050.19
465	2021 Street Improvement-10th Street	\$ 100,354.36	\$ 100,333.50	\$ 102,012.28
523	2008 11th Street/Morningside Bond	\$ (52,058.74)	\$ (52,047.92)	\$ (52,039.14)
524	2014 Street Improvement Bond	\$ (61,906.01)	\$ (61,893.14)	\$ (61,882.70)
525	2015 Street Improvement Bond-Lincoln Park	\$ (411,995.65)	\$ (411,910.00)	\$ (411,840.49)
526	2016 Street Improvement Bond-Armstrong Avenue	\$ (119,256.69)	\$ (119,231.90)	\$ (119,211.78)
527	2017 Street Improvement Bond-Baxter Avenue	\$ (84,314.45)	\$ (84,296.92)	\$ (84,282.70)
528	2018 Storm Water Improvement Bond-Central Storm Sewer	\$ (156,313.98)	\$ (156,281.48)	\$ (156,255.11)
529	2021 Street Improvement Bond-10th Street	\$ 69,543.47	\$ 151,536.96	\$ 151,511.39
TOTALS		\$ 6,482,256.50	\$ 7,355,606.02	\$ 7,501,942.44



City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586

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separate agenda items**

Glencoe Municipal Liquor Store
Profit & Loss Statement for September 2022

Sales	
Liquor	62,339.31
Beer	122,617.47
Wine	16,838.09
Other Merchandise	4,967.45
Total Sales	206,762.32

Cost of Sales	
Beginning Inventory	422,521.07
Purchases	174,005.56
Total Merch. Avail. for Sale	596,526.63
Less Inventory Ending	442,297.81
Cost of Sales	154,228.82
Gross Profit on Sales	52,533.50
	25.41%

Operating Expenses	
Sales Tax (Use tax)	129.00
Full-Time Employees	5,711.14
Full-Time Employees- Overtime	0.00
Part-Time Employees	4,714.57
PERA Contributions	768.24
FICA Contributions	642.03
Medicare Contributions	150.17
Health & Life Insurance	2,310.96
Operating Supplies	7,034.65
Cleaning Supplies	0.00
Repair & Maintenance	46.44
Professional Services	0.00
Training	0.00
Computer Repair/Equipment	0.00
Telephone	66.68
Travel Expense	0.00
Advertising	1,428.33
Printing & Binding	0.00
Electricity	1,189.77
Natural Gas	516.35
Uniforms	0.00
Miscellaneous	0.00
Sub-total	24,708.33
Insurance- Liquor, Property, Gen'l Liability	701.96
Depreciation	3,587.18
Audit	250.00
Worker's Comp	456.92
Bond Interest	1,042.29
Total Operating Expenses	30,746.68

Non-Operating Expenses/Income	
Interest Income	25.62
Miscellaneous	52.50
Sales Tax Variance	(1.17)
Cash Drawer +/-	31.53
Bottle Deposit/Paid Out	0.00
Bad/Collected Checks	0.00
Total Non-Operating Exp./Inc.	108.48

Net Income	21,895.30
Year-To-Date Income	178,997.89

Comparative Figures

Previous Year (2021)

Total Sales	197,563.51
Gross Profit on Sales	49,294.70
Total Operating Expenses	28,263.50
Total Non-Operating Exp./Inc.	20.06
Net Income	21,051.26
Year-To-Date Income	211,422.01

Current YTD Cash Balance	167,342.86
Last Month YTD Income	157,102.59

Glencoe Municipal Liquor Store
Profit & Loss Statement for October 2022

Sales	
Liquor	73,921.11
Beer	115,554.96
Wine	18,052.20
Other Merchandise	4,769.40
Total Sales	<u>212,297.67</u>
Cost of Sales	
Beginning Inventory	442,297.81
Purchases	142,346.85
Total Merch. Avail. for Sale	584,644.66
Less Inventory Ending	432,100.61
Cost of Sales	<u>152,544.05</u>
Gross Profit on Sales	59,753.62
	28.15%
Operating Expenses	
Sales Tax (Use tax)	137.00
Full-Time Employees	5,711.14
Full-Time Employees- Overtime	0.00
Part-Time Employees	5,601.13
PERA Contributions	791.29
FICA Contributions	697.01
Medicare Contributions	163.02
Health & Life Insurance	2,310.96
Operating Supplies	7,179.69
Cleaning Supplies	0.00
Repair & Maintenance	41.80
Professional Services	0.00
Training	0.00
Computer Repair/Equipment	0.00
Telephone	100.92
Travel Expense	0.00
Advertising	346.00
Printing & Binding	0.00
Electricity	1,170.85
Natural Gas	553.22
Uniforms	0.00
Miscellaneous	20.00
Sub-total	<u>24,824.03</u>
Insurance- Liquor, Property, Gen'l Liability	701.96
Depreciation	3,587.18
Audit	250.00
Worker's Comp	456.92
Bond Interest	1,042.29
Total Operating Expenses	<u>30,862.38</u>
Non-Operating Expenses/Income	
Interest Income	28.24
Miscellaneous	447.50
Sales Tax Variance	44.64
Cash Drawer +/-	(19.98)
Bottle Deposit/Paid Out	0.00
Bad/Collected Checks	0.00
Total Non-Operating Exp./Inc.	<u>500.40</u>
Net Income	29,391.64
Year-To-Date Income	208,389.53

Comparative Figures	
<u>Previous Year (2021)</u>	
Total Sales	201,956.55
Gross Profit on Sales	54,966.85
Total Operating Expenses	30,476.99
Total Non-Operating Exp./Inc.	(15.20)
Net Income	24,474.66
Year-To-Date Income	235,896.67

Current YTD Cash Balance	213,925.53
Last Month YTD Income	178,997.89

Glencoe Municipal Liquor Store
Profit & Loss Statement for November 2022

Sales	
Liquor	69,890.09
Beer	106,295.13
Wine	28,482.83
Other Merchandise	3,955.66
Total Sales	<u>208,623.71</u>

Cost of Sales	
Beginning Inventory	432,100.61
Purchases	170,517.64
Total Merch. Avail. for Sale	<u>602,618.25</u>
Less Inventory Ending	445,821.42
Cost of Sales	<u>156,796.83</u>
Gross Profit on Sales	51,826.88
	<u>24.84%</u>

Operating Expenses	
Sales Tax (Use tax)	137.00
Full-Time Employees	8,566.71
Full-Time Employees- Overtime	0.00
Part-Time Employees	7,691.66
PERA Contributions	1,157.06
FICA Contributions	1,001.48
Medicare Contributions	234.23
Health & Life Insurance	2,606.04
Operating Supplies	7,450.87
Cleaning Supplies	0.00
Repair & Maintenance	221.23
Professional Services	0.00
Training	0.00
Computer Repair/Equipment	0.00
Telephone	32.38
Travel Expense	0.00
Advertising	266.00
Printing & Binding	0.00
Electricity	919.53
Natural Gas	216.82
Uniforms	0.00
Miscellaneous	690.00
Sub-total	<u>31,191.01</u>
Insurance- Liquor, Property, Gen'l Liability	701.96
Depreciation	3,587.18
Audit	250.00
Worker's Comp	456.92
Bond Interest	1,042.29
Total Operating Expenses	<u>37,229.36</u>

Non-Operating Expenses/Income	
Interest Income	44.48
Miscellaneous	500.00
Sales Tax Variance	(33.32)
Cash Drawer +/-	122.88
Bottle Deposit/Paid Out	0.00
Bad/Collected Checks	0.00
Total Non-Operating Exp./Inc.	<u>634.04</u>

Net Income	15,231.56
Year-To-Date Income	<u>223,621.09</u>

Comparative Figures

Previous Year (2021)

Total Sales	195,670.81
Gross Profit on Sales	51,326.20
Total Operating Expenses	29,154.80
Total Non-Operating Exp./Inc.	507.10
Net Income	22,678.50
Year-To-Date Income	258,575.17

Current YTD Cash Balance	180,832.39
Last Month YTD Income	208,389.53



SMALL CITY & BIG FUTURE

City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586

To: City Council

Date: 03/08/2023

From: Jon VanDamme

Re: Monthly Sales Summary – Glencoe Wine & Spirits

	<u>Monthly (February) Sales</u>	<u>Year-to-date Sales (1/1-2/28)</u>
2023	\$179,867.24 (GP 25.8%)	\$351,685.71
2022	\$170,881.35	\$336,596.53
	+5.26%	+4.48%

February was our best February ever, including the COVID years. Most is due to inflation, but a fair amount is in changing trends – people purchasing more premium items. Customer counts were up 83 transactions and item count was up 38 items for the month. Average transaction size was up from \$28.44 last year to \$29.53.

- Beer sales were up +5.6%, with good growth across the board, except in Seltzers - Domestics +4.3%, Imports +23.2%, Malt bev +24.2%, Craft +11.7%, and Seltzers -31.5%. Single can sales in Imports and Malt Bev are driving some of the growth – with C-stores not having much available in 3.2.
- Liquor sales were up +6.3%. People seem to be trying different things, but not necessarily new items. Pre-mix is still driving most of the growth, almost doubling sales from last year. Highlights: Bourbon (+19.5%), Canadian (+18.7%), Pre-mix (+93.2%), Rum (+4.9%), Tequila (+10.7%). Vodka was down about 10%.
- Wine sales were down -0.7%, so not as much as other months. Box wines (+31.6%) are trending very strong, but they don't drive as much profit as bottles. Otherwise, Fruit wines (+35.4%), Pinot Grigio (+13.7%), and Sweet Reds (+15.5%) were the high points for the month.
- February promotions included Super Bowl, Valentines, along with whatever was happening with the weather, using Facebook and some radio. We are working on upgrading our POS system and should be moving forward with it in March. We are also getting quotes for a new sign/message center for the pylon sign in front of the building.

- YTD Quantity Sold – Product Count (1/1-2/28)

2023	23,234	(-1.08%)
2022	23,489	

Mayor: Ryan Voss City Administrator: Mark D. Larson
Council Members: Allen Robeck – Paul Lemke – Cory Neid – Arnold Brinkmann – Sue Olson

Sales Item Report

Glencoe Municipal Liquor

Sorfs: Department Description, Description 1

2/1/2023 - 2/28/2023

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Description 1	Description 2		Class Desc	Sales	Gross Profit	Item #		Manufacturer	Size		Style		Color	
	Price 1	GP % SaleQty				Ext Cost	Ext Disc		Gp %	Min Qty	On Order	QoH	PtD Qty	MtD Qty
Dept Desc: BEER - 10														
Subtotal 457		Dept Desc: BEER - 10 5336.00	65581.58	191.02	84615.94	19035.69	22.5		6114.00	835.00	589.00	10621.00	78558.00	
Dept Desc: LIQUOR - 20														
Subtotal 698		Dept Desc: LIQUOR - 20 4590.00	42245.95	184.35	58479.65	16234.96	27.8		15929.00	748.00	527.00	9155.00	56520.00	
Dept Desc: MISC 7.375% TAX														
Subtotal 98		Dept Desc: MISC 7.375% TAX 623.00	2122.44	11.61	2987.86	865.48	29.0		1086.00	87.00	65.00	1308.00	8494.00	
Dept Desc: MISC BEER														
Subtotal 1		Dept Desc: MISC BEER 4.00	0.00	0.00	10.87	10.87	100.0		0.00	0.00	0.00	4.00	32.00	
Dept Desc: MISC NONTAX														
Subtotal 2		Dept Desc: MISC NONTAX 103.00	221.93	0.00	351.37	129.44	36.8		111.00	14.00	9.00	206.00	2446.00	
Dept Desc: WINE - 30														
Subtotal 488		Dept Desc: WINE - 30 1384.00	11423.32	136.65	17353.63	5930.38	34.2		9327.00	212.00	168.00	2525.00	15089.00	
Total 1744			121595.22	523.63	163799.32	42206.82	25.8		32567.00	1896.00	1358.00	23819.00	161139.00	

Sales Item Report

Glencoe Municipal Liquor

Sorts: Department Description, Description 1

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Description 1		Description 2		Class Desc		Item #		Manufacturer		Size		Style		Color	
Avg Cost	Price 1	GP %	SaleQty	Ext Cost	Ext Disc	Sales	Gross Profit	GP %	Min Qty	On Order	QoH	PtD Qty	MtD Qty	YTD Qty	PY Qty
Dept Desc: BEER - 10															
Subtotal 508		Dept Desc: BEER - 10	5107.00	64811.27	197.98	80155.86	15345.97	19.1			5298.00	730.00	511.00	9627.00	77620.00
Dept Desc: LIQUOR - 20															
Subtotal 632		Dept Desc: LIQUOR - 20	4688.00	40808.36	103.55	55030.60	14223.24	25.8			14340.00	630.00	451.00	7740.00	56184.00
Dept Desc: MISC 7.375% TAX															
Subtotal 80		Dept Desc: MISC 7.375% TAX	620.00	1924.92	0.00	2453.89	528.98	21.6			920.00	83.00	62.00	1201.00	8151.00
Dept Desc: MISC BEER															
Subtotal 1		Dept Desc: MISC BEER	10.00	0.00	0.40	87.50	87.50	100.0			0.00	0.00	0.00	4.00	32.00
Dept Desc: MISC LIQUOR															
Subtotal 1		Dept Desc: MISC LIQUOR	3.00	0.00	0.00	71.48	71.48	100.0			0.00	0.00	0.00	1.00	13.00
Dept Desc: MISC NONTAX															
Subtotal 3		Dept Desc: MISC NONTAX	111.00	224.95	0.00	342.89	117.94	34.4			0.00	0.00	0.00	0.00	868.00
Dept Desc: MISC WINE															
Subtotal 1		Dept Desc: MISC WINE	1.00	0.00	0.00	3.99	3.99	100.0			0.00	0.00	0.00	-2.00	5.00
Dept Desc: WINE - 30															
Subtotal 474		Dept Desc: WINE - 30	1462.00	11795.51	183.73	17469.27	5673.77	32.5			8572.00	164.00	132.00	1979.00	15050.00
Total 1700			12002.00	119565.01	485.66	155615.48	36052.87	23.2			29130.00	1607.00	1156.00	20550.00	157923.0

Sales Item Report

Glencoe Municipal Liquor

Sorts: Department Description

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Description 1		Description 2		Ext Cost	Class Desc Ext Disc	Sales	Gross Profit	Item #		Manufacturer		Size		Style		Color	
Avg Cost	Price 1	GP %	SaleQty					GP %	Min Qty	On Order	QoH	PtD Qty	MtD Qty	YtD Qty	PY Qty		
Dept Desc: BEER - 10																	
Subtotal 498		Dept Desc: BEER - 10	10174.00	127785.46	283.47	164852.42	37069.30	22.5			6134.00	117.00	1067.00	11241.00	80672.00		
Dept Desc: LIQUOR - 20																	
Subtotal 865		Dept Desc: LIQUOR - 20	8998.00	84085.78	351.92	116477.59	32394.58	27.8			17871.00	137.00	946.00	9944.00	59887.00		
Dept Desc: MISC 7.375% TAX																	
Subtotal 112		Dept Desc: MISC 7.375% TAX	1278.00	4281.77	31.98	5930.27	1648.57	27.8			1218.00	21.00	139.00	1417.00	8692.00		
Dept Desc: MISC BEER																	
Subtotal 1		Dept Desc: MISC BEER	4.00	0.00	0.00	10.87	10.87	100.0			0.00	0.00	0.00	4.00	32.00		
Dept Desc: MISC LIQUOR																	
Subtotal 1		Dept Desc: MISC LIQUOR	1.00	0.00	0.00	12.99	12.99	100.0			0.00	0.00	0.00	1.00	13.00		
Dept Desc: MISC NONTAX																	
Subtotal 2		Dept Desc: MISC NONTAX	197.00	433.05	0.00	684.03	250.98	36.7			104.00	2.00	16.00	213.00	2446.00		
Dept Desc: MISC WINE																	
Subtotal 1		Dept Desc: MISC WINE	-2.00	0.00	0.00	-26.50	-26.50	0.0			0.00	0.00	0.00	-2.00	5.00		
Dept Desc: WINE - 30																	
Subtotal 617		Dept Desc: WINE - 30	2584.00	21138.11	212.28	32336.00	11198.00	34.6			10650.00	39.00	270.00	2854.00	16851.00		
Total 2097			23234.00	237724.17	879.65	320277.67	82558.79	25.8			35977.00	316.00	2438.00	25672.00	168598.0		

Sales Item Report

Glencoe Municipal Liquor

Sorts: Department Description

1/1/2022 - 2/28/2022

3/7/2023 11:30:03 AM

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Description 1		Description 2		Class Desc		Item #			Manufacturer		Size		Style		Color					
Avg Cost	Price 1	GP %	SaleQty	Ext Cost	Ext Disc	Sales	Gross Profit	GP %	Min Qty	On Order	QoH	PtD Qty	MtD Qty	Ytd Qty	PY Qty					
Dept Desc: BEER - 10																				
Subtotal 569	Dept Desc: BEER - 10		10272.00	129816.48	299.45	158295.76	28482.03	18.0	5301.00								104.00	942.00	10217.00	78959.00
Dept Desc: LIQUOR - 20																				
Subtotal 774	Dept Desc: LIQUOR - 20		8994.00	81674.18	257.40	109517.91	27845.60	25.4	15079.00								125.00	813.00	8361.00	58125.00
Dept Desc: MISC 7.375% TAX																				
Subtotal 100	Dept Desc: MISC 7.375% TAX		1224.00	3724.03	0.00	4763.86	1039.88	21.8	1069.00								22.00	133.00	1326.00	8522.00
Dept Desc: MISC BEER																				
Subtotal 1	Dept Desc: MISC BEER		13.00	0.00	0.40	114.17	114.17	100.0	0.00								0.00	0.00	4.00	32.00
Dept Desc: MISC LIQUOR																				
Subtotal 1	Dept Desc: MISC LIQUOR		3.00	0.00	0.00	76.79	76.79	100.0	0.00								0.00	0.00	1.00	13.00
Dept Desc: MISC NONTAX																				
Subtotal 3	Dept Desc: MISC NONTAX		215.00	433.40	0.00	655.03	221.63	33.8	0.00								0.00	0.00	0.00	868.00
Dept Desc: MISC WINE																				
Subtotal 1	Dept Desc: MISC WINE		2.00	0.00	0.00	8.98	8.98	100.0	0.00								0.00	0.00	-2.00	5.00
Dept Desc: WINE - 30																				
Subtotal 610	Dept Desc: WINE - 30		2766.00	22288.53	311.63	33087.33	10798.82	32.6	9854.00								38.00	252.00	2342.00	16823.00
Total 2059			23489.00	237936.62	868.88	306519.83	68587.90	22.4	31303.00								289.00	2140.00	22249.00	163347.0

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separate agenda items

CITY OF GLENCOE BILLS

MARCH 20, 2023

**** PREPAID PAYROLL & WIRE TRANSFER BILLS ****

VENDOR	DEPARTMENT: DESCRIPTION	TOTAL
CITY OF GLENCOE EMPLOYEES	MULTIPLE DEPTS.: CITY OF GLENCOE PAYROLL 12-14-22	\$91,577.35
CITY OF GLENCOE EMPLOYEES	MULTIPLE DEPTS.: CITY OF GLENCOE PAYROLL 12-28-22	\$70,070.61
WIRE TRANSFER	MULTIPLE DEPTS.: MEDICA INSURANCE PREMIUMS	\$42,941.28
WIRE TRANSFER	MULT DEPTS: STATE SALES TAX	\$21,436.00
WIRE TRANSFER	MULT DEPTS:EMP/CITY PAYROLL TAXES,HSA,PERA,D COMP,CAFE	\$108,655.87
	TOTAL PREPAID BILLS ----->	<u><u>\$334,681.11</u></u>

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

MARCH 20, 2023 - PREPAID BILLS

Date: 03/17/2023

Time: 1:13 pm

Page: 1

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
BREAKTHRU BEVERAGE	0513	LIQUOR STORE: MERCH FOR RESALE	175934	12/09/2022	<u>2,896.64</u>
				Vendor Total:	<u>2,896.64</u>
JOHNSON BROS - ST PAUL	0504	LIQUOR STORE: MERCH FOR RESALE	175935	12/09/2022	<u>10,010.70</u>
				Vendor Total:	<u>10,010.70</u>
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR STORE: MERCH FOR RESALE	175936	12/09/2022	<u>3,327.90</u>
				Vendor Total:	<u>3,327.90</u>
SOUTHERN GLAZER'S OF MN	1429	LIQUOR STORE: MERCH FOR RESALE	175937	12/09/2022	<u>3,310.45</u>
				Vendor Total:	<u>3,310.45</u>
VINOCOPIA, INC.	1353	LIQUOR STORE: MERCH FOR RESALE	175938	12/09/2022	<u>823.68</u>
				Vendor Total:	<u>823.68</u>
				Grand Total:	<u>20,369.37</u>
				Less Credit Memos:	<u>0.00</u>
				Net Total:	<u>20,369.37</u>
				Less Hand Check Total:	<u>0.00</u>
				Outstanding Invoice Total :	<u>20,369.37</u>
Total Invoices:	5				

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

MARCH 20, 2023 - PREPAID BILLS

Date: 03/17/2023

Time: 1:14 pm

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
A.H. HERMEL CO.	0573	LIQUOR STORE: MERCH FOR RESALE	176010	12/16/2022	996.71
				Vendor Total:	996.71
ARCTIC GLACIER USA, INC	0495	LIQUOR STORE: MERCH FOR RESALE	176011	12/16/2022	299.45
				Vendor Total:	299.45
ARTISAN BEER COMPANY	1258	LIQUOR STORE: MERCH FOR RESALE	176012	12/16/2022	349.50
				Vendor Total:	349.50
BREAKTHRU BEVERAGE	0513	LIQUOR STORE: MERCH FOR RESALE	176018	12/16/2022	11,639.94
				Vendor Total:	11,639.94
C & L DISTRIBUTING	0492	LIQUOR STORE: MERCH FOR RESALE	176013	12/16/2022	19,867.46
				Vendor Total:	19,867.46
CARLOS CREEK WINERY, INC.	0188	LIQUOR STORE: MERCH FOR RESALE	176019	12/16/2022	1,440.00
				Vendor Total:	1,440.00
COLONIAL LIFE	0735	MULT DEPTS: INS PREMIUMS	176020	12/16/2022	263.70
				Vendor Total:	263.70
DAHLHEIMER BEVERAGE	0003	LIQUOR STORE: MERCH FOR RESALE	176014	12/16/2022	20,138.40
				Vendor Total:	20,138.40
JOHNSON BROS - ST PAUL	0504	LIQUOR STORE: MERCH FOR RESALE	176021	12/16/2022	3,585.00
				Vendor Total:	3,585.00
MARLIN'S TRUCKING	1387	LIQUOR STORE: MERCH FOR RESALE	176015	12/16/2022	507.50
				Vendor Total:	507.50
MINNESOTA PUBLIC EMPLOYEE	1439	POLICE: UNION DUES	176022	12/16/2022	126.00
				Vendor Total:	126.00
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR STORE: MERCH FOR RESALE	176023	12/16/2022	5,132.12
				Vendor Total:	5,132.12
VIKING BEVERAGES	0973	LIQUOR STORE: MERCH FOR RESALE	176016	12/16/2022	5,535.40
				Vendor Total:	5,535.40
VIKING COCA-COLA BOTTLING CC 0494		LIQUOR STORE: MERCH FOR RESALE	176017	12/16/2022	782.60
				Vendor Total:	782.60
				Grand Total:	70,663.78
				Less Credit Memos:	0.00
				Net Total:	70,663.78
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	70,663.78
Total Invoices:		14			

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

MARCH 20, 2023 - PREPAID BILLS

Date: 03/17/2023

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Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
ARTISAN BEER COMPANY	1258	LIQUOR STORE: MERCH FOR RESALE	176145	12/27/2022	782.70
				Vendor Total:	782.70
BRASS FOUNDRY BREWING CO	0823	LIQUOR STORE: MERCH FOR RESALE	176146	12/27/2022	232.38
				Vendor Total:	232.38
BREAKTHRU BEVERAGE	0513	LIQUOR STORE: MERCH FOR RESALE	176147	12/27/2022	3,147.75
BREAKTHRU BEVERAGE	0513	LIQUOR STORE: MERCH FOR RESALE	176162	01/04/2023	1,683.80
				Vendor Total:	4,831.55
BUMPS FAMILY RESTAURANT	0961	COUNCIL: CATERED MEAL FOR HOLIDAY PARTY	176148	12/27/2022	773.10
				Vendor Total:	773.10
C & L DISTRIBUTING	0492	LIQUOR STORE: MERCH FOR RESALE	176149	12/27/2022	24,069.47
				Vendor Total:	24,069.47
CROW RIVER WINERY	2067	LIQUOR STORE: MERCH FOR RESALE	176150	12/27/2022	663.60
				Vendor Total:	663.60
DAHLHEIMER BEVERAGE	0003	LIQUOR STORE: MERCH FOR RESALE	176151	12/27/2022	15,708.35
				Vendor Total:	15,708.35
GLENCOE MULTI FAMILY, LLC	1954	TAX INC #19: TIF NOTE PAYMENT	176161	12/28/2022	56,822.00
				Vendor Total:	56,822.00
HAYES, KELLY	1716	ADMIN: REIMB FOR HOLIDAY PARTY DESSERT/SUPPLIES	176163	01/04/2023	88.54
				Vendor Total:	88.54
INDIAN ISLAND WINERY	1512	LIQUOR STORE: MERCH FOR RESALE	176152	12/27/2022	421.92
				Vendor Total:	421.92
JOHNSON BROS - ST PAUL	0504	LIQUOR STORE: MERCH FOR RESALE	176153	12/27/2022	1,612.53
JOHNSON BROS - ST PAUL	0504	LIQUOR STORE: MERCH FOR RESALE	176164	01/04/2023	1,730.75
				Vendor Total:	3,343.28
MARLIN'S TRUCKING	1387	LIQUOR STORE: MERCH FOR RESALE	176154	12/27/2022	654.50
				Vendor Total:	654.50
MINNESOTA PUBLIC EMPLOYEE	1439	POLICE: UNION DUES	176165	01/04/2023	126.00
				Vendor Total:	126.00
NCPERS GROUP LIFE INS	1619	ADMIN: INS PREMIUMS	176166	01/04/2023	16.00
				Vendor Total:	16.00
PAUSTIS WINE COMPANY	0916	LIQUOR STORE: MERCH FOR RESALE	176155	12/27/2022	2,811.00
				Vendor Total:	2,811.00
PERMANENT COATING SOLUTION	1771	PARK IMPROVE: WALL COATING ON PARK RESTROOMS	176156	12/27/2022	5,475.00
				Vendor Total:	5,475.00
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR STORE: MERCH FOR RESALE	176157	12/27/2022	4,261.00
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR STORE: MERCH FOR RESALE	176167	01/04/2023	2,223.89
				Vendor Total:	6,484.89
PPLSI	0485	MULT DEPTS: INS PREMIUMS	176168	01/04/2023	112.60
				Vendor Total:	112.60
SOUTHERN GLAZER'S OF MN	1429	LIQUOR STORE: MERCH FOR RESALE	176158	12/27/2022	2,801.00
SOUTHERN GLAZER'S OF MN	1429	LIQUOR STORE: MERCH FOR RESALE	176169	01/04/2023	5,978.02
				Vendor Total:	8,779.02
SUN LIFE	0926	MULT DEPTS: INS PREMIUMS	176171	01/05/2023	3,096.86
				Vendor Total:	3,096.86
VIKING BEVERAGES	0973	LIQUOR STORE: MERCH FOR RESALE	176159	12/27/2022	4,856.95
				Vendor Total:	4,856.95
VINOCOPIA, INC.	1353	LIQUOR STORE: MERCH FOR RESALE	176160	12/27/2022	1,090.50

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
Vendor Total:					1,090.50
VISA	0350	MULT DEPTS: TRAINING/TRAVEL, BLINDS, TOOLS, SUPPLIES	176170	01/04/2023	5,021.01
Vendor Total:					5,021.01
Grand Total:					146,261.22
Less Credit Memos:					0.00
Net Total:					146,261.22
Less Hand Check Total:					0.00
Outstanding Invoice Total :					146,261.22
Total Invoices:		27			

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

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Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
A.H. HERMEL CO.	0573	PARK, LIQUOR STORE: MERCH FOR RESALE	0	00/00/0000	385.48
				Vendor Total:	385.48
AT&T MOBILITY	1205	MULT DEPTS: CELL PHONE BILL	0	00/00/0000	682.54
				Vendor Total:	682.54
BARTELS, MIKE	0641	WATER: TRAVEL EXP REIMB	0	00/00/0000	52.95
				Vendor Total:	52.95
BEACON ATHLETICS	1905	REIMB: BASEBALL FIELD TURF INLAYS-BASEBALL ASSOC TO REIMB	0	00/00/0000	10,605.00
				Vendor Total:	10,605.00
BERNIE'S FURNITURE	1551	POLCE: OFFICE CHAIRS	0	00/00/0000	2,319.80
				Vendor Total:	2,319.80
BRADLEY SECURITY, LLC	0209	STREET, REIMB: LOCK INSTALLATION, KEYS	0	00/00/0000	1,327.50
				Vendor Total:	1,327.50
CANNON TECHNOLOGIES, INC	1588	WATER: METER NODES	0	00/00/0000	27,417.60
				Vendor Total:	27,417.60
CARD SERVICES	0330	WATER, WWTP, LIQUOR STORE: FUEL, MERCH FOR RESALE, SUPPLIES	0	00/00/0000	334.24
				Vendor Total:	334.24
CARGILL, INC	1636	WATER: SALT	0	00/00/0000	5,264.07
				Vendor Total:	5,264.07
CENGAGE LEARNING INC-GALE	1828	LIBRARY: BOOKS	0	00/00/0000	124.45
				Vendor Total:	124.45
CENTERPOINT ENERGY	0204	AQUATIC CENTER, WWTP: NATURAL GAS	0	00/00/0000	5,684.47
				Vendor Total:	5,684.47
CENTRAL HYDRAULICS	1913	STREET: EQUIPMENT PARTS	0	00/00/0000	340.64
				Vendor Total:	340.64
CLAREY'S SAFETY EQUIPMENT IN	0333	FIRE; FIRE BOOTS	0	00/00/0000	405.17
				Vendor Total:	405.17
DAKOTA SUPPLY GROUP	0523	WATER: METER ADAPTERS, GASKETS	0	00/00/0000	1,062.81
				Vendor Total:	1,062.81
FASTENAL COMPANY	1075	WATER: SECURITY CABLE	0	00/00/0000	105.60
				Vendor Total:	105.60
FLAHERTY & HOOD, P.A.	0441	POLICE: LEGAL FEES	0	00/00/0000	507.50
				Vendor Total:	507.50
GACC TOURISM	0168	REIMB: LODGING TAX	0	00/00/0000	137.76
				Vendor Total:	137.76
GLENCOE AREA CHAMBER OF CO	0094	CITY CENTER: CABINET	0	00/00/0000	50.00
				Vendor Total:	50.00
GLENCOE COLLISION CENTER	0489	WWTP: TRUCK REPAIR	0	00/00/0000	568.25
				Vendor Total:	568.25
GLENCOE CO-OP ASSN.	1842	FIRE, STREET, PARK, WATER, WWTP: FUEL, ICE MELT, LUBRICANTS	0	00/00/0000	7,310.86
				Vendor Total:	7,310.86
GLENCOE FLEET SUPPLY	2074	MULT DEPTS: REPAIR & MAINT SUPPLIES, SAFETY EQUIPMENT	0	00/00/0000	480.84
				Vendor Total:	480.84
HACH COMPANY	0114	WWTP: AUTOMATIC SAMPLER MOTOR, GEAR	0	00/00/0000	563.95
				Vendor Total:	563.95

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

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Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
HAWKINS, INC.	1133	WATER: CHEMICALS	0	00/00/0000	30.00
				Vendor Total:	30.00
HAYES, KELLY	1716	COUNCIL: REIMB FOR PICTURE FRAMES	0	00/00/0000	9.66
				Vendor Total:	9.66
HOME SOLUTIONS OF GLENCOE	1947	WWTP: FREEZER	0	00/00/0000	799.99
				Vendor Total:	799.99
HUEMOELLER, GONTAREK &	1800	ADMIN: LEGAL SERVICES	0	00/00/0000	5,415.00
				Vendor Total:	5,415.00
ITRON, INC	0500	WATER: SOFTWARE MAINTENANCE	0	00/00/0000	2,046.07
				Vendor Total:	2,046.07
JOHN DEERE FINANCIAL	1299	STREET: EQUIPMENT REPAIR	0	00/00/0000	290.52
				Vendor Total:	290.52
KDUZ - KARP - KGLB	2248	LIQUOR STORE: ADVERTISING	0	00/00/0000	748.00
				Vendor Total:	748.00
KWIK TRIP	1653	POLICE: FUEL	0	00/00/0000	1,971.03
				Vendor Total:	1,971.03
LIGHT & POWER COMMISSION	1484	MULT DEPTS: ELECTRICITY, CREDIT CARD & BILLING FEES	0	00/00/0000	22,618.66
				Vendor Total:	22,618.66
MACQUEEN EMERGENCY	0159	FIRE: HYDRAULIC REPLACEMENT/ REPAIR FOR DROP TANK HOLDER	0	00/00/0000	11,736.33
				Vendor Total:	11,736.33
MCLEOD COOP. POWER ASS'N.	0201	ADMIN, AIRPORT: ELECTRICITY	0	00/00/0000	918.61
				Vendor Total:	918.61
MCLEOD PUBLISHING, INC.	0339	ADMIN, POLICE: PUBLISHING, ADVERTISING	0	00/00/0000	218.50
				Vendor Total:	218.50
MED COMPASS	0093	FIRE: MEDICAL EXAMS	0	00/00/0000	3,620.00
				Vendor Total:	3,620.00
METRO SALES, INC	1066	ADMIN: OFFICE EQUIPMENT LEASE	0	00/00/0000	454.70
				Vendor Total:	454.70
MN DEPT OF LABOR & INDUSTRY	0246	WWTP: BOILER INSPECTIONS	0	00/00/0000	110.00
				Vendor Total:	110.00
MN FIRE SERVICE CERT. BOARD	0557	FIRE: FIREFIGHTER RECERTIFICATIONS	0	00/00/0000	157.50
				Vendor Total:	157.50
MORRIS ELECTRONICS INC	1372	POLICE: SOFTWARE SUBSCRIPTION RENEWAL	0	00/00/0000	69.82
				Vendor Total:	69.82
MPCA	1680	WWTP, AIRPORT: WATER PERMIT ANNUAL FEES	0	00/00/0000	6,300.00
				Vendor Total:	6,300.00
MVTL, INC.	0353	WATER, WWTP: LAB TESTING	0	00/00/0000	487.70
				Vendor Total:	487.70
MY OWN BODY SHOP	0366	STREET: TRUCK REPAIR - NEW INTERIOR DOOR PANEL	0	00/00/0000	835.60
				Vendor Total:	835.60
OELFKE, JASON	0243	WWTP: BOILERS LICENSE RENEWAL	0	00/00/0000	20.00
				Vendor Total:	20.00
OFFICE OF MN. IT SERVICES	1423	POLICE: INTERNET SERVICE	0	00/00/0000	120.92
				Vendor Total:	120.92
OXYGEN SERVICE COMPANY	0653	STREET: WELDING SUPPLIES	0	00/00/0000	14.56

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

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Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
				Vendor Total:	14.56
PARTS TOWN, LLC	2105	CITY CENTER: PLASTIC LATCH KIT	0	00/00/0000	69.49
				Vendor Total:	69.49
PIONEERLAND LIBRARY SYSTEMS	0227	LIBRARY, REIMB: QUARTERLY FUNDING, CARDS & FINES	0	00/00/0000	23,429.80
				Vendor Total:	23,429.80
PITNEY BOWES BANK INC	0271	ADMIN: POSTAGE	0	00/00/0000	545.43
				Vendor Total:	545.43
PITNEY BOWES GLOBAL	1714	ADMIN: POSTAGE MACHINE LEASE	0	00/00/0000	142.53
				Vendor Total:	142.53
PLUNKETT'S PEST CONTROL, INC	0446	ADMIN: PEST CONTROL	0	00/00/0000	77.36
				Vendor Total:	77.36
PREMIUM WATERS, INC.	1081	ADMIN, POLICE, WWTP, AIRPORT: WATER	0	00/00/0000	239.92
				Vendor Total:	239.92
SAM'S TIRE SERVICE INC.	0250	POLICE: SQUAD REPAIR	0	00/00/0000	29.95
				Vendor Total:	29.95
SANDRY FIRE SUPPLY	0322	FIRE: FIREFIGHTING FOAM	0	00/00/0000	115.00
				Vendor Total:	115.00
SASCS, LLC	0022	FIRE: TRAINING	0	00/00/0000	4,500.00
				Vendor Total:	4,500.00
SHRED-N-GO, INC	0032	POLICE: PAPER SHREDDING SERVICE	0	00/00/0000	10.00
				Vendor Total:	10.00
STAR GROUP, L.L.C.	0972	FIRE: FILTERS	0	00/00/0000	98.57
				Vendor Total:	98.57
STORM TRUCKING, LLC	1687	STREET: SNOW HAULING	0	00/00/0000	402.50
				Vendor Total:	402.50
THOMSON REUTERS	1260	POLICE: INVESTIGATION SERVICES	0	00/00/0000	176.70
				Vendor Total:	176.70
TRI-COUNTY WATER	1016	STREET, REIMB: WATER	0	00/00/0000	116.50
				Vendor Total:	116.50
TRIMARK MARLINN, LLC	0057	CITY CENTER: ICE MACHINE	0	00/00/0000	3,167.00
				Vendor Total:	3,167.00
VONBERGE, RON	1339	WWTP: MILEAGE, TRAVEL EXP REIMB	0	00/00/0000	94.60
				Vendor Total:	94.60
				Grand Total:	157,940.00
				Less Credit Memos:	0.00
				Net Total:	157,940.00
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	157,940.00
Total Invoices:	61				



City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586

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separate agenda items**

April 2023

April 2023							May 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
2	3	4	5	6	7	1	7	1	2	3	4	5	6
9	10	11	12	13	14	8	14	8	9	10	11	12	13
16	17	18	19	20	21	15	21	15	16	17	18	19	20
23	24	25	26	27	28	22	28	22	23	24	25	26	27
30						29	29	29	30	31			

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Mar 26	27	28	29	30	31	Apr 1
2	3 7:00pm City Council Meeting (City Hall)	4	5 9:00am MNSpect in Office 6:00pm Fire Relief (Fire Hall)	6	7	8
9	10 3:30pm City Council Workshop (City Hall)	11 8:30am Department Head (City Hall) 9:00am Safety 10:00am Cemetery	12	13 7:00pm Planning Commission (City Hall)	14	15
16	17 7:00pm City Council (City Hall)	18 8:30am Department Head (City Hall)	19	20 5:00pm Airport Commission (City Hall)	21	22
23	24 7:00pm Library Board (Library) 7:00pm Light & Power (Light Plant)	25	26 12:00pm Economic Development Comm 6:30pm Park Board (City Hall)	27	28	29
30	May 1	2	3	4	5	6

CITY OF GLENCOE
DEPARTMENT SUPERVISOR
MONTHLY SUMMARY REPORT
(Due by 10th of each month)

Department: Streets/Parks/Airport/Cemetery

Supervisor Name: Jamie Voigt

Month: February 2023

Week of 2/6/23

Detail street shop, truck bay, mezzanine
Go through organize products street shop
Catch basins open ice
Leaf Vac detail
Leaf Vac maintenance
Zamboni rinks
Garbage route/Warming house
Equipment maintenance/repairs

Week of 2/13/23

Clean break room, bathrooms
Fire Extinguisher/Ladder inspections
Safety meeting
Plowed snow (2) Blow snow downtown (1) Airport (1) Cemetery (1) Salt (1)
Haul snow piles
Wash snow equipment
Go through organize products park shop
Catch basins open ice
Blacktop patching
Leaf Vac maintenance
Zamboni rinks
Garbage route/Warming house
Equipment maintenance/repairs

Week of 2/20/23

Plowed snow (3) Blow snow downtown (3) Airport (2) Cemetery (3)
Pretreat streets brine
Wash snow equipment
Cemetery mark (1)
Catch Basin clear snow/open
Zamboni rinks
Garbage route/Warming house
Equipment maintenance/repairs

Week of 2/27/23

Clean break room, bathrooms, shop

Plowed snow (1) Blow snow downtown (1) Airport (1) Cemetery (2)

Wash snow equipment/pickups

Haul snow piles

Garbage route/Warming house

Equipment maintenance/repairs

Signature: _____

A handwritten signature in black ink, written over a horizontal line. The signature is stylized and cursive, appearing to be "Sam H. H." or similar.

City of Glencoe
Planning and Industrial Commission
Thursday, March 9, 2023
Glencoe City Center West Conference Room
7:00 PM

The meeting was called to order by Chairperson Wes Olson at 1903 hours. Other Commissioners present were Bob Scheidt and Kevin Dietz. Commissioners Bob Senst and Barbara Jenneke were absent. Also present was Assistant City Administrator Jon Jerabek, City Attorney Mark Ostland and City Council Liaison Mark Hueser.

Also present was Karin Ramige from the McLeod County Chronicle.

Planning Commission Item One: Approve Minutes of the February Meeting.

There were no corrections or additions noted. Dietz motioned to approve. Scheidt seconded. Motion passed 3 – 0

Planning Commission Item Two: Sign Grant Application from CorTrust Bank.

There was an application received from the CorTrust Bank for the City of Glencoe Awning / Sign Grant Program. It was recommended to approve the request for the maximum amount of \$2500. Olson motioned to approve the Grant in the amount of \$2500. Scheidt seconded the motion. Motion passed 3 – 0

Planning Commission Item Three: Zoning Ordinance Update – Mark Ostland, City Attorney.

City Attorney Ostland presented a Memorandum Re. Zoning Code Amendment. There were discussions on 5 areas. 1) There was an introduction with updates on progress drafting ordinances with the First Draft, input on drafting and historical issues and a timeline and checklist for the amendment. 2) Amendment Process, memo on legal process of a Zoning Code Amendment. 3) First Draft of Changes, looking at the high points of the first draft of proposed amendments, and seeking input regarding permitted uses, conditional / special uses in zoning districts. 4) Items for

Commission Consideration, Accessory Building Structures, Ground level dwelling units in commercial areas, Exterior Storage, Fees, Setback, Lot areas and Vertical Siding. 5) Citizen Implementation Committee (CIC)

City Attorney Ostland will come back at the next Planning Commission Meeting to update on the changes that he would make to the Zoning Ordinance.

As this was discussion, there were no motions made.

Planning Commission Item Four: Adjourn

There was no other business at this time. Dietz motioned to Adjourn. Scheidt seconded. Motion passed 3 – 0.

Kevin Dietz

Vicechair Planning Commission

Park Board Minutes
March 1, 2023

Members Present: Amanda Ortloff, Jim Eiden, Matt Roberts

Members Absent: Mike Long, Jerrod Fisher

Others Present: Jamie Voigt, Luz Duvall, Jon Jerabek, Sharon Hoese, Sue Olson, Kevin Dietz, Bob Scheidt, Chris Sonju, Wes Olson, Kerry Ward, Karl Weissenborn, John Rodeberg, Virginia Torzewski

Adopt Minutes:

Motion by Matt, seconded by Amanda to approve the minutes from January 25, 2023. All present voted aye. Motion carried.

Oscar Olson Park Study:

John Rodeberg, Karl Weissenborn, and Virginia Torzewski from SEH Inc. presented the Oscar Olson Park Study. A document was handed out from SEH Inc. that included the proposed scope of services and fees for consideration. SEH shared pictures of the current amenities and spaces available within Oscar Olson Park. Group discussion was had on each of the current amenities and if there is still a use for them and additional amenities that should be considered in the scope of work.

Soccer Fields - It was discussed that the school district has ample soccer fields but it was still important to leave a space at Oscar Olson for more informal pick-up games. The soccer field space noticeably gets used at the Oscar Olson.

Bathroom Facilities – The group discussed that bathroom facilities are important to the functionality of the park. The current restroom structure would stay but it will also be explored to add another restroom structure closer to the shelter area.

Shelter – The park shelter would remain and is in decent condition. No major changes to this space in the park.

Basketball Court/Skate Park – It was discussed that the basketball courts would get more use if in better condition. The basketball courts should stay in the plan. The skate park does not get the use it once did so this feature could be eliminated from the park.

Volleyball Courts – The volleyball courts are not currently maintained or used. There are better courts at Oak Leaf that can be used; so this feature can be eliminated from the Oscar Olson plan.

Playground Equipment – The group agreed playground equipment should be a focus at this park and getting it up to ADA standards. The outdoor gym should also remain in the plan for exploration.

Potential Dog Park – Discussion was had on best location in town for a dog park. Lincoln Park, the EconoMart site, archery park area, and additional area off of 212 were all discussed. Most thought the visibility and high density housing around Oscar Olson made it a good location. There is ample parking between the parking lot and Union Avenue. The dog park functionality would include fenced area, interior cell (breezeway) so dogs don't get out, differentiation areas of small and large dogs, shade, water, seating, signage and dog waste receptacles.

Park Circulation & Pedestrian Connections – This functionality will be included in park plan.

Pickleball – A donation has already been received to incorporate pickleball courts into the community. Outlining a location for this within Oscar Olson will also be incorporated into the study.

SEH Inc. will take into consideration the comments and discussion had by group. They will update Oscar Olson plan study accordingly and will present to the City Council for approval.

Jamie's Report:

The warming house was closed this past week and will most likely remain closed for the remainder of the season.

A hockey tournament was held at the outdoor rink a couple weekends ago. The weather conditions stayed favorable for this tournament.

Seasonal staff has continued to work on picnic table maintenance and repairs.

Adjournment:

Motion by Amanda, second by Matt to adjourn the March 1, 2023, park board meeting. All present voted aye. Motion carried.

Next Meeting Date:

Next meeting date is Wednesday, March 22, 2023.