



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: Yodee Rivera

**GLENCOE CITY COUNCIL MEETING AGENDA**  
**September 5, 2023 – 7:00pm**  
**City Center Ballroom**

**1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**

**2. APPROVE THE AGENDA**

**3. CONSENT AGENDA**

- A. Approve City Council Minutes of August 21, 2023.
- B. Welcoming Week Review - Councilors Olson and Rivera
- C. Welcoming Week Proclamation - Mayor Voss

**4. PUBLIC COMMENT (agenda items only)**

**5. PUBLIC HEARINGS**

- A. 7:00 PM - Public Hearing on request to Vacate East/West Alley in Block 40, Town of Franklin by Gerold and Barbara Wolter

**6. BIDS AND QUOTES**

- A. Request for Additional Compensation for Haul Route Change – GMH Asphalt Corporation

**7. REQUESTS TO BE HEARD**

- A. Glencoe Hotel Group Extension Request – Glencoe Hotel Group

**8. ITEMS FOR DISCUSSION**

- A. Third Reading of Ordinance 621 imposing a Moratorium on The Operation of a Cannabis Business in the City of Glencoe – City Attorney
- B. Third Reading of Ordinance 622 prohibiting the use of Cannabis in Public Places or on Public Property

**9. ROUTINE BUSINESS**

- A. Project Updates
- B. Economic Development
- C. Public Input
- D. Reports
- E. City Bills

**10. ADJOURNMENT**

Attendees: Ryan Voss, Sue Olson, Cory Neid, Mark Hueser, Paul Lemke, Yodee Rivera

City Staff: City Administrator Mark Larson, City Attorney Mark Ostlund, Deputy Clerk Kelly Hayes, Public Works Director Jamie Voigt, Public Works Director Mark Lemen, Police Chief Tony Padilla

Others: Lowell Anderson, Rich Glennie, Karin Ramige, Brody Bratsch, Jon Halbert, Dave Stark, Mike Drew

**1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**

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

**2. APPROVE THE AGENDA**

*Motion: Neid, seconded by Lemke to approve the agenda. All in favor, motion carried.*

**3. CONSENT AGENDA**

A. Approve City Council Minutes of August 7, 2023

B. Approve Liquor Licenses: Casey's on 10<sup>th</sup> St, Casey's on 13<sup>th</sup> St, Glencoe Days (Security Bank)

C. Special Event - Security Bank and Trust Block Party – August 29, 2023 – close 11<sup>th</sup> Street between Greeley Avenue and Hennepin Avenue

City Administrator Mark Larson noted that he received a call from Security Bank and the street will not be closed down, just the turn lane will be closed.

*Motion: Neid, seconded by Hueser to approve the consent agenda. All in favor, motion carried.*

**4. PUBLIC COMMENT (agenda items only) - none**

**5. PUBLIC HEARINGS**

A. Reset Public Hearing on Alley Vacation of the East/West Alley in Lot 3, Block 40, Town of Franklin – City Administrator

*Motion: Neid, seconded by Lemke to reset public hearing for September 5, 2023. All in favor, motion carried.*

B. 7:00 PM - Public Hearing and Second Reading of the Ordinance 621 imposing a Moratorium on the Operation of a Cannabis Business in the City of Glencoe – City Attorney

City Attorney Mark Ostlund recommends to put a moratorium on the operation of a cannabis business in the City of Glencoe until January 1, 2025. The statute states that the licenses will not even be in place until January 1, 2025. Resident Dave Stark stated his concerns and thinks the council should require that cannabis cannot be sold within 500 yards of a school or daycare.

C. 7:00 PM - Public Hearing and Second Reading of Ordinance 622 prohibiting the use of Cannabis in Public Places or on Public Property - City Attorney

*Motion: Neid, seconded by Olson to close the public hearing at 7:17pm. All in favor, motion carried.*

*Motion: Neid, seconded by Hueser to approve Second Reading of Ordinance 622 prohibiting the use of Cannabis in Public Places or on Public Property. All in favor, motion carried.*

**6. BIDS AND QUOTES**

A. Request for Additional Compensation due to Haul Route change – 2023 Pavement Project – Gary Harms, GMH Asphalt

Gary Harms, GMH Asphalt, has requested additional payment of \$55,990 for the 2023 Pavement Plan. Mr. Harms's request is due to County Road 41 in Chaska being closed, which has added 22 minutes round trip per truck.

*Motion: Lemke, seconded by Neid to table the request. Vote 4 to 1 with Hueser voting against, motion carried.*

**B. Sealcoat and Crack Repair Quotes – PW Director Voigt**

*Motion: Lemke, seconded by Rivera to accept the quote from Bargan Incorporated for replay, sealcoat and crack repair on 10<sup>th</sup> St and the other crack repairs and chip seals that need to be done. All in favor, motion carried.*

**7. REQUESTS TO BE HEARD**

**A. Coalition of Greater MN Cities Legislative Update – Darrin Lee, CGMC**

Lobbyist Darrin Lee gave an update from the Coalition of Greater MN Cities Legislative.

**B. Planning and Industrial Commission recommendation:**

1. Approve GSC Condominium Plat for former Bus Garage located at 1203 12th Street East – Ryan Voss, RDV Companies.

*Motion: Lemke, seconded by Riviera to Approve GSC Condominium Plat for former Bus Garage located at 1203 12th Street East. All in favor, motion carried.*

2. Approve rezoning request for proposed Residential use of property zoned B-1 at 2020 9th Street East – Jon Halbert, representing Bill Halbert

*Motion: Olson, seconded by Lemke rezoning Residential use of property zoned B-1 at 2020 9th Street East. Vote 1 – 4 with Olson being the only councilor to vote for the application. Motion fails.*

*Motion: Olson, seconded by Lemke to allow Mr. Halbert to live there in a B-1 district and when he sells the property it must be sold as a B-1. Vote 1 – 4 with Olson being the only councilor to vote for the motion. Motion fails.*

3. Approve Variance Request of Ella Hanson, 1511 15th Street East to build a front yard deck to encroach on the 30-foot front yard setback. Deck would reduce setback from 30-feet to 20-feet.

*Motion: Hueser, seconded by Neid to approve the variance request of Ella Hanson at 1511 15th Street East to build a front yard deck to encroach on the 30-foot front yard setback. All in favor, motion carried.*

**C. Police Department Requests – Police Chief Padilla**

1. Public Assembly and First Amendment Activity Policy

*Motion: Neid, seconded by Rivera to approve the Public Assembly and First Amendment Activity Policy. All in favor, motion carries.*

2. New Hire Uniform Allowance

*Motion: Lemke, seconded by Hueser to approve the new hire Uniform Allowance. Lemke amended his motion to state that this is until December 31, 2024 or until the MN state aid money is gone. All in favor, motion carried.*

3. Wage Incentive using Public Safety State Aid Funds

Padilla and the Police Department completed a wage study. Larson stated that this is not going to interfere with the budget since we are down two officers.

*Motion: Hueser, seconded by Neid to approve the Wage Incentive using Public Safety State Aid Funds. All in favor, motion carried.*

**8. ITEMS FOR DISCUSSION**

**A. Oscar Olson Park Comprehensive Plan – Park Board Recommendation**

*Motion: Lemke, seconded by Hueser to accept the Oscar Olson Park Comprehensive Plan from the Park Board Recommendation. All in favor, motion carried.*

**9. ROUTINE BUSINESS**

**A. Project Updates**

Engineer Brody Bratsch of SEH gave an update about the 2023 Pavement Project.  
Attorney Ostlund gave an update on Bit 49

**B. Economic Development**

**C. Public Input**

**D. Reports**

**E. City Bills**

Motion: Neid, seconded by Lemke to approve paying the City bills. All in favor, motion carried.

**F. Close City Council Meeting to review Pending Litigation - City of Glencoe and International Union of Operating Engineers, Local 49, BMS Case No. 24PCE0137**

*Motion: Lemke, seconded by Neid to close the meeting at 9:07pm. All in favor, motion carried.*

Meeting was re-opened at 9:47pm.

**ADJOURNMENT**

*Motion: Lemke, seconded by Neid to adjourn at 9:47pm. All in favor, motion carried.*



SMALL CITY & BIG FUTURE

City of Glencoe ♦ 1107 11<sup>th</sup> Street East, Suite 107 ♦ Glencoe, Minnesota 55336  
Phone: (320) 864-5586 Website: [www.glencoe.mn.org](http://www.glencoe.mn.org) Email: [info@ci.glencoe.mn.us](mailto:info@ci.glencoe.mn.us)

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left blank to separate  
agenda items.**



## **City of Glencoe Welcoming Week Proclamation**

WHEREAS, the City of Glencoe acknowledges and celebrates the fact that the United States of America is a nation of people with diverse backgrounds, and our country's cultural and economic richness is rooted in diversity and its promise of freedom, equity and opportunity; and

WHEREAS, Glencoe is a community that values the fresh perspectives and ideas contributed by people of diverse backgrounds and experiences and is committed to providing a welcoming environment in which all residents have opportunities to strive, grow, and succeed; and

WHEREAS, treating all individuals with compassion and respect, regardless of their background, enhances Glencoe's cultural fabric, economic growth, and overall prosperity for current and future generations; and

WHEREAS, Glencoe aspires to be a welcoming place where people, families and institutions thrive and the contributions of all are celebrated and valued; and

WHEREAS, Glencoe is committed to ensuring a welcoming and neighborly atmosphere in our community, where all people are accepted and encouraged to participate fully in civic life and feel like they belong; and

WHEREAS, Glencoe is stronger and greater when we work together toward those core American values that afford everyone the right to life, liberty, and the pursuit of happiness.

NOW, THEREFORE, I, Ryan Voss, Mayor of Glencoe, do hereby proclaim September 8-17 as

**“Together we are Glencoe Welcoming Week”**

In the City of Glencoe, Minnesota, and encourage all residents to greet their neighbor and those that they don't know and participate in one or more of the **Together we are Glencoe** Welcoming Week events taking place within our community.



## **Together we are Glencoe to celebrate its third annual Welcoming Week!**

Together we are Glencoe is a grassroots effort by residents and businesses in Glencoe to lead local welcoming efforts, ensuring that all voices are heard. This group was started by community members participating in the Welcoming Communities Project (WCP) funded through the Blue Cross and Blue Shield of Minnesota Foundation Healthy Communities Grant.

We are looking forward to celebrating Welcoming Week, a global campaign and opportunity for us to celebrate diversity, advance inclusion, and come together around shared values and interests.

Welcoming Week is an annual campaign and celebration to showcase the movement of communities striving to be more welcoming places for all, including immigrants. Launched in 2012 by Welcoming America and its members, Welcoming Week provides individuals and communities the opportunity to proclaim welcoming values through events and local initiatives that foster mutual understanding between immigrants and non-immigrants, as well as deeper belonging for all.

Establishing a welcoming culture in any community requires ongoing, consistent work to foster equity and inclusion. In many ways, Welcoming Week provides an opportunity for us to cultivate the awareness and energy that's needed to sustain those year-long welcoming efforts.

### **Call to Action for Community Members, Businesses and Agencies in the Community:**

Welcoming Week poses an opportunity for communities to cultivate the awareness and energy that's needed to sustain year-long welcoming efforts. To be truly welcoming, a community needs intentional, inclusive policies, practices, and norms that enable all residents to live, thrive, and contribute fully. Let's work together in creating a community that makes you feel like you belong, and everyone is welcome.

We've included graphics and templates in this document to help you promote and celebrate Welcoming Week. Check out the Welcoming Week Toolkit online for even more ideas, tools and resources:

<https://welcomingweek.org/toolkit>.

Efforts of *Together we are Glencoe* are supported by Glencoe Regional Health, the Southwest Initiative Foundation, Coborn's, Larry Anderson-State Farm Insurance, and community residents' contributions.

## Activities and Events

Celebrate with us! Be a part of our local welcoming week activities!

### Welcoming Week Community Coffee – Friday September 8, 2023 – 7AM to 9AM

- Join us September 8 at Rhema Coffee Shop to enjoy a FREE beverage\*, meet your neighbors and celebrate our community. It's open house style, so drop in on your way to work, sit and stay awhile or whatever works for you.
  - BONUS: There will be a special drink dreamed up by our friends at Rhema "Hello Neighbor" just for Welcoming Week!

\*While supplies last; includes all types of drinks, not just coffee



**WELCOMING WEEK**

**September 8, 7 to 9 a.m.**  
**Rhema Coffee, Glencoe**

- Enjoy a FREE beverage
- Meet your neighbors
- Celebrate our community

Generously sponsored by  
Larry Anderson - State Farm Insurance

**State Farm**

Hosted by  
**TOGETHER we are GLENCOE**

### Welcoming Week Piñata Decorating Party – Thursday September 14, 2023- 4:30 to 6:30 PM at Coborn's -2211 11th St E, Glencoe

- Join us for a piñata decorating party to celebrate Welcoming Week in Glencoe! You can decorate your own mini piñata and make s'mores with Coborn's. All supplies will be provided.
- Thanks to Glencoe Regional Health and Coborn's for sponsoring this FREE community activity!



**WELCOMING WEEK**

**Sept. 14, 4:30-6:30 p.m.**  
**Coborn's, Glencoe**

**FREE!**

- Decorate a mini piñata
- Make s'mores with Coborn's
- Celebrate our community

Generously sponsored by

**Glencoe REGIONAL HEALTH** **COBORN'S**

Hosted by  
**TOGETHER we are GLENCOE**

## Welcoming Week Community Float in the GSL Homecoming Parade – Friday September 15, 2023 – 5:30PM

- Watch for the “Together we are Glencoe” group in the parade and say Hi!

## Welcoming Week Story Share Contest runs through Sunday September 17, 2023

- Together we are Glencoe is celebrating Welcoming Week in our community by highlighting the different cultures and traditions that make us unique with the Welcoming Week Story Share. This is a great opportunity to share your family's story and learn about the stories of others.
- Do you have a favorite family tradition or a part of your family's heritage that you're proud of? Share it with us and you could win a \$20 gift card or T-shirt!
- Please submit your own story or hand the poster up in your business and encourage others to share their stories.
- Feel free to use the social media posts or share from our [Facebook page](#)
- Submit stories through our online form at [www.SURVEYMONKEY.COM/R/WELCOMING-STORY-SHARE](http://www.SURVEYMONKEY.COM/R/WELCOMING-STORY-SHARE)

### WELCOMING WEEK STORY SHARE

DO YOU HAVE A FAVORITE FAMILY TRADITION OR  
A PART OF YOUR FAMILY'S HERITAGE THAT  
YOU'RE PROUD OF?

SHARE IT AND YOU COULD WIN A GIFT CARD OR T-SHIRT!

The deadline to enter is  
September 17, 2023.  
Three winners will be  
drawn at random from  
the stories shared. One  
winner will receive a 20  
dollar Maria's restaurant  
gift card and two winners  
will receive T-shirts.

### HOW TO ENTER

CLICK THE LINK IN OUR CAPTION, OR  
SHARE YOUR STORY ON FACEBOOK BY  
TAGGING @TOGETHERWEAREGLENCOE  
AND USING THE HASHTAG  
#WELCOMINGWEEK2023.

NOTE: BY SUBMITTING AN ENTRY  
YOU AGREE TO HAVE YOUR  
WORDS AND IMAGES PUBLISHED  
IN PRINT AND ONLINE.



### SEMANA DE BIENVENIDA COMPARTIR HISTORIAS

¿TIENES UNA TRADICIÓN FAMILIAR FAVORITA O  
UNA PARTE DE LA HERENCIA DE TU FAMILIA DE LA  
QUE ESTÁS ORGULLOSO?

¡COMPÁRTELO Y PODRÍAS GANAR UNA TARJETA DE REGALO O UNA CAMISETA!

La fecha límite para  
participar es el 17 de  
septiembre del 2023. Tres  
premios serán sorteados al  
azar de las historias  
compartidas. Un ganador  
recibirá una tarjeta de 20  
dólares del Restaurante  
Mexicano Maria's y dos  
ganadores recibirán una  
camiseta.

### CÓMO PARTICIPAR

SELECCIONA EL ENLACE DE NUESTRO  
PIE DE FOTO O COMPARTE TU HISTORIA  
EN FACEBOOK ETIQUETANDO  
@TOGETHERWEAREGLENCOE  
Y USANDO EL HASHTAG  
#WELCOMINGWEEK2023.

NOTA: AL ENVIAR UNA ENTRADA,  
USTED ACEPTA QUE SUS PALABRAS  
E IMÁGENES SE PUBLIQUEN Y SE  
IMPRIMAN EN LÍNEA.



UNIDOS SOMOS GLENCOE

# WELCOMING WEEK STORY SHARE

**DO YOU HAVE A FAVORITE FAMILY TRADITION OR A PART  
OF YOUR FAMILY'S HERITAGE THAT YOU'RE PROUD OF?**

SHARE IT AND YOU COULD WIN A GIFT CARD OR T-SHIRT!

**Together we are Glencoe** is celebrating Welcoming Week in our community by highlighting the different cultures and traditions that make us unique. This is a great opportunity to share your family's story and learn about the stories of others.

The story share topic is **"What is your favorite family tradition or a part of your family's heritage that you're proud of?"** There is not a required word count, so tell your story the way you want to.

The deadline to enter is September 17, 2023. Three winners will be drawn at random from the stories shared. One winner will receive a 20 dollar Maria's restaurant gift card and two winners will receive T-shirts.

## ABOUT TOGETHER WE ARE GLENCOE

Together we are Glencoe is a grassroots effort by residents and businesses in Glencoe to lead local welcoming efforts and build belonging. Together, we make Glencoe an inclusive community where everyone feels welcomed and valued.



## HOW TO ENTER

SHARE YOUR STORY ON FACEBOOK BY TAGGING  
@TOGETHERWEAREGLENCOE AND USING THE  
HASHTAG #WELCOMINGWEEK2023.

SUBMIT YOUR STORY THROUGH OUR ONLINE FORM AT:  
[SURVEYMONKEY.COM/R/WELCOMING-STORY-SHARE](https://www.surveymonkey.com/r/welcoming-story-share).

MAIL YOUR STORY TO:  
ATTN ANA ALEXANDER  
1805 HENNEPIN AVE  
GLENCOE, MN 55336



SCAN ME

NOTE: BY SUBMITTING AN ENTRY YOU AGREE  
TO HAVE YOUR WORDS AND IMAGES  
PUBLISHED IN PRINT AND ONLINE.

## Welcoming Week Logos:



## Social media and messaging you can use in your business:

Make your own posts or feel free to share ours from our [Facebook Page](#). We have attached the images for you to see. Feel free to print or copy images to use on your social media platforms.

### English

[English Facebook templates](#)

[English Instagram Reel templates](#)

[English Instagram feed templates](#)

[English LinkedIn templates](#)

[English Twitter templates](#)

[Profile photo frames](#)

These links go to Canva if you would like to use them.

### Video Scripts

The following video scripts are designed to accompany Welcoming America's [Instagram Reel/TikTok templates](#). Welcoming Week participants are also welcome to pair these scripts with their independently designed promotional videos.

#### 30-Second Script

Welcoming Week is a global campaign that connects neighbors of all backgrounds in their communities, and we are excited to participate.

Here in [insert CITY/STATE/COUNTRY], we celebrate the values that unite us as immigrants and non-immigrants.

On [DATE(s)], we'll come together and explore the role of [civic engagement, connected communities, economic development, education, equitable access, leadership, other focus area] in building a more inclusive and welcoming [insert CITY/STATE/COUNTRY].

[Visit the link in our bio/Follow us here/Visit our website] to learn more about the event and how you can join us for Welcoming Week 2023!

## 60-Second Script

Welcoming Week is a global campaign that connects neighbors of all backgrounds in their communities, and we are excited to participate.

Here in [insert CITY/STATE/COUNTRY], we celebrate the values that unite us as immigrants and non-immigrants.

We know that a welcoming community leads to a welcoming society, and Welcoming Week acts as a bridge between day-to-day welcoming activities and year-round, sustained welcoming work.

Why do we think Welcoming Week is important here in [insert CITY/STATE/COUNTRY]?

***Please use the script lines that correspond with the Reel/TikTok template slides you choose to use:***

We flourish when everyone contributes to our community, including immigrants and non-immigrants.

We believe in the power of civic engagement to connect us as neighbors.

We are invested in the power of education and believe *all* students should have the opportunity to thrive academically.

We believe local services should be accessible to everyone, including immigrants.

To build a welcoming [insert CITY/STATE/COUNTRY], we need to elect government and community leaders that best represent the people who live here.

We know that safe communities are welcoming communities.

We see refugee co-sponsorship as an opportunity to welcome newcomers.

We're excited to wrap the week by celebrating Citizenship Day on September 17! [For U.S. or Australian communities]

[Visit the link in our bio/Follow us here/Visit our website] to learn more about how you can join us for Welcoming Week 2023!

## Español

[Español Facebook templates](#)

[Español Instagram Reel templates](#)

[Español Instagram feed templates](#)

[Español LinkedIn templates](#)

[Español Twitter templates](#)

[Español Profile photo frames](#)

## Guiones de videos

Los siguientes guiones de videos se diseñaron para acompañar las plantillas para reels de [Instagram/TikTok](#) de Welcoming America. Los participantes de la Semana de Bienvenida también pueden usar estos guiones en sus videos promocionales diseñados independientemente.

### Guion de 30 segundos

La Semana de Bienvenida es una campaña global que conecta vecinos de distintos orígenes en sus comunidades, y estamos muy entusiasmados por participar.

Aquí en [inserte CIUDAD/ESTADO/CONDADO], celebramos los valores que nos unen como inmigrantes y no inmigrantes.

El [FECHA(S)] nos reuniremos y exploraremos el rol de [la participación cívica, las comunidades conectadas, el desarrollo económico, la educación, la igualdad de acceso, el liderazgo y otras áreas centrales] en la construcción de un [inserte CIUDAD/ESTADO/CONDADO] más inclusivo y acogedor.

[Visite el enlace en nuestra bio/Síganos aquí/Visite nuestro sitio web] para conocer más sobre el evento y cómo puede unirse a nosotros en la Semana de Bienvenida 2023.

### Guion de 60 segundos

La Semana de Bienvenida es una campaña global que conecta vecinos de distintos orígenes en sus comunidades, y estamos muy entusiasmados por participar.

Aquí en [inserte CIUDAD/ESTADO/CONDADO], celebramos los valores que nos unen como inmigrantes y no inmigrantes.

Sabemos que una comunidad de bienvenida lleva a una sociedad de bienvenida, y la Semana de Bienvenida sirve como un puente entre las actividades diarias de bienvenida y el trabajo de bienvenida sostenido durante todo el año.

¿Por qué creemos que la Semana de Bienvenida es importante aquí en [inserte CIUDAD/ESTADO/CONDADO]?

***Por favor, use las líneas del guion que correspondan a las diapositivas de la plantilla para reel/TikTok que elija usar:***

Proseparamos cuando todos contribuyen a nuestra comunidad, incluidos los inmigrantes y los no inmigrantes.

Creemos en el poder de la participación cívica para conectarnos como vecinos.

Estamos comprometidos con el poder de la educación y creemos que *todos* los estudiantes deberían tener una oportunidad de prosperar académicamente.

Creemos que los servicios locales deberían ser accesibles para todos, incluidos los inmigrantes.

Para construir un [inserte CIUDAD/ESTADO/CONDADO] de bienvenida, necesitamos elegir los líderes gubernamentales y comunitarios que mejor representen a las personas que vivimos aquí.

Sabemos que las comunidades seguras son comunidades de bienvenida.

Vemos el copatrocinio de refugiados como una oportunidad para dar la bienvenida a los recién llegados.

Estamos muy entusiasmados de cerrar la semana celebrando el Día de la Ciudadanía el 17 de septiembre. [Para comunidades de los EE. UU. o Australia]

[Visite el enlace en nuestra bio/Síganos aquí/Visite nuestro sitio web] para conocer más sobre cómo puede unirse a nosotros en la Semana de Bienvenida 2023.

**About Welcoming America**



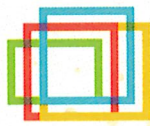
**WELCOMING**  
WEEK

This week we

***Celebrate***

the communities striving to be  
more welcoming places for all.

**#WelcomingWeek2023**



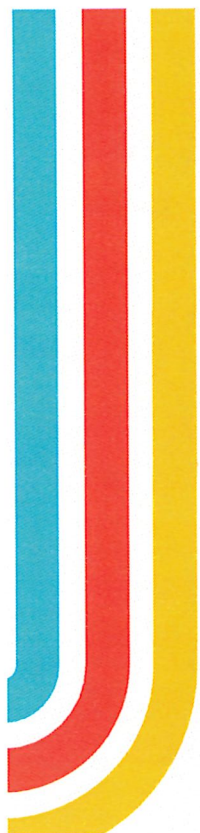
WELCOMING  
WEEK

IS AN OPPORTUNITY TO CELEBRATE THE VALUES THAT

*Unite*

US AS NEIGHBORS, PARENTS, AND  
COLLEAGUES!

#WelcomingWeek2023



UPLOAD  
PHOTO  
HERE

UPLOAD  
PHOTO  
HERE

#WelcomingWeek2023



WELCOMING  
WEEK

*We are  
Welcomers*



WELCOMING  
WEEK

# *Civic Engagement*

#WelcomingWeek2023

Saturday, September 9



WELCOMING  
WEEK

BUILDING BRIDGES THROUGH

*Connected  
Communities*

#WelcomingWeek2023



Today we focus on

*Education*

Our community wants ALL student  
to thrive academically



WELCOMING  
WEEK



We believe local services should be  
accessible to all residents

*Equitable  
Access* =

including immigrants.

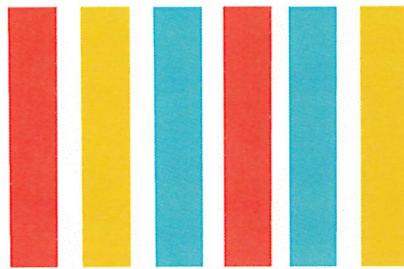


WELCOMING  
WEEK

#WelcomingWeek2023



**WELCOMING**  
WEEK



**Government & Community**  
*Leadership*

is essential in building a welcoming community





WELCOMING  
WEEK

# *Safe Communities* are welcoming communities

#WelcomingWeek2023





LA SEMANA DE  
**BIENVENIDA**

Esta semana

***celebramos***

las comunidades que luchan por convertirse  
en lugares más acogedores para todos.

**#SemanadeBienvenida2023**



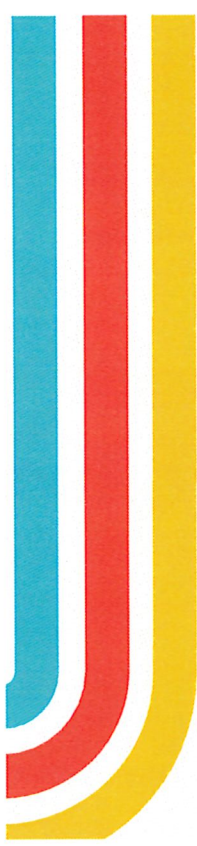
LA SEMANA DE  
**BIENVENIDA**

ES UNA OPORTUNIDAD PARA CELEBRAR LOS VALORES QUE

***nos unen***

COMO VECINOS, PADRES Y COLEGAS

#SemanadeBienvenida2023



SUBIR  
FOTO AQUÍ

SUBIR  
FOTO AQUÍ



LA SEMANA DE  
**BIENVENIDA**

***Damos la  
bienvenida***

**#SemanadeBienvenida2023**



LA SEMANA DE  
**BIENVENIDA**

CONSTRUIMOS PUENTES A TRAVÉS DE

*comunidades*  
*conectadas*

#SemanadeBienvenida2023



Hoy nos concentramos en la

*Educación*

Nuestra comunidad quiere que  
**TODOS** los estudiantes progresen  
académicamente



LA SEMANA DE  
**BIENVENIDA**



Creemos que los servicios locales  
deberían ser accesibles para todos los  
residentes

*Igualdad  
de acceso*

incluidos los inmigrantes.



LA SEMANA DE  
**BIENVENIDA**

#SemanaDeBienvenida2023



LA SEMANA DE  
**BIENVENIDA**



*El liderazgo*

**del gobierno y la comunidad**

**es fundamental para construir una comunidad de bienvenida**





#SemanaDeBienvenida2023



LA SEMANA DE  
**BIENVENIDA**

*Las  
comunidades seguras*  
**son comunidades de bienvenida**





**WELCOMING**  
WEEK



**WELCOMING**  
WEEK

I'm a  
**WELCOMER**



**WELCOMING**  
WEEK

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# WELCOMES YOU



**WELCOMING**  
WEEK

**ERES  
BIENVENIDO**



**WELCOMING  
WEEK**

**TE DOY LA  
BIENVENIDA**



**WELCOMING  
WEEK**

Welcoming America is a nonprofit, nonpartisan organization that leads a movement of inclusive communities becoming more prosperous by ensuring everyone belongs. Through the Welcoming Network, we work to change systems and culture by providing communities the roadmap they need to create welcoming policies and share new approaches to inclusion to create an environment where everyone can truly thrive. Learn more at [www.welcomingamerica.org](http://www.welcomingamerica.org).

## Questions?

Please contact Kerry Ward, **Together we are Glencoe** committee member, if you have issues with using these materials or if you have further questions about **Together we are Glencoe**, Welcoming Communities, or Welcome Week.

Kerry J. Ward, Health Educator – CPST  
[kerry.ward@mcleodcountymn.gov](mailto:kerry.ward@mcleodcountymn.gov)

McLeod County Health and Human Services  
520 Chandler Ave N  
Glencoe, MN 55336  
PH: 320.864.1512



SMALL CITY  BIG FUTURE

City of Glencoe ♦ 1107 11<sup>th</sup> Street East, Suite 107 ♦ Glencoe, Minnesota 55336  
Phone: (320) 864-5586 Website: [www.glencoe.mn.org](http://www.glencoe.mn.org) Email: [info@ci.glencoe.mn.us](mailto:info@ci.glencoe.mn.us)

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agenda items.**



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: August 31, 2023

Re: Item 5A – Vacation of Alley

Item 5A – At approximately 7:00 PM, the City Council will hold a public hearing on the Vacation of the Alley in Lot 3, Block 40 Town of Franklin to the next City Council meeting at 7:00 PM. There are no Utilities located in this Alley.

It is recommended to approve Resolution 2023–24 to vacate the Alley and release the easements for public utilities.

**Mayor:** Ryan Voss      **City Administrator:** Mark D. Larson

**Councilors:** At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neid

## RESOLUTION 2023 - 026

### RESOLUTION VACATING THE EAST/WEST ALLEY IN BLOCK 40, TOWN OF FRANKLIN (2023-24)

WHEREAS, the City of Glencoe has received a petition from Gerold and Barbara Wolter, owners of Lots 3, Block 40, Town of Franklin which abut the East/West Alley, and

WHEREAS, said petitioners have requested the vacation of East/West Alley in Block 40, Town of Glencoe, and

WHEREAS, the City Administrator has given due and proper notice to all property owners adjacent to said street, and

WHEREAS, a public hearing was conducted at the City Council Chambers in the Glencoe City Hall at 1107 11<sup>th</sup> Street East on the 5<sup>th</sup> of September, 2023 at 7:00 PM and

WHEREAS, at said hearing all persons present were given an opportunity to be heard, and

WHEREAS, the City Council has found that it is in the best interest of the public to vacate said East/West Alley pursuant to said petition and release easements for public Utilities

NOW THEREFORE BE IT RESOLVED that the East/West Alley in Block 40, Town of Glencoe is hereby vacated pursuant to the provisions of the Glencoe City Charter 3.07 and Minnesota Statutes 412.851, it is also noted that all utility easements are hereby released.

BE IT FURTHER RESOLVED that a certified copy of this resolution be filed with the McLeod County Recorder.

\_\_\_\_\_  
Ryan Voss, Mayor

Attest:

\_\_\_\_\_  
Mark D. Larson, City Administrator

**RESOLUTION 23-26, RESOLUTION  
VACATING THE EAST/WEST ALLEY  
IN BLOCK 40, TOWN OF FRANKLIN**

VOTE \_\_\_\_\_ TO \_\_\_\_\_

\_\_\_\_\_ Yodee Rivera

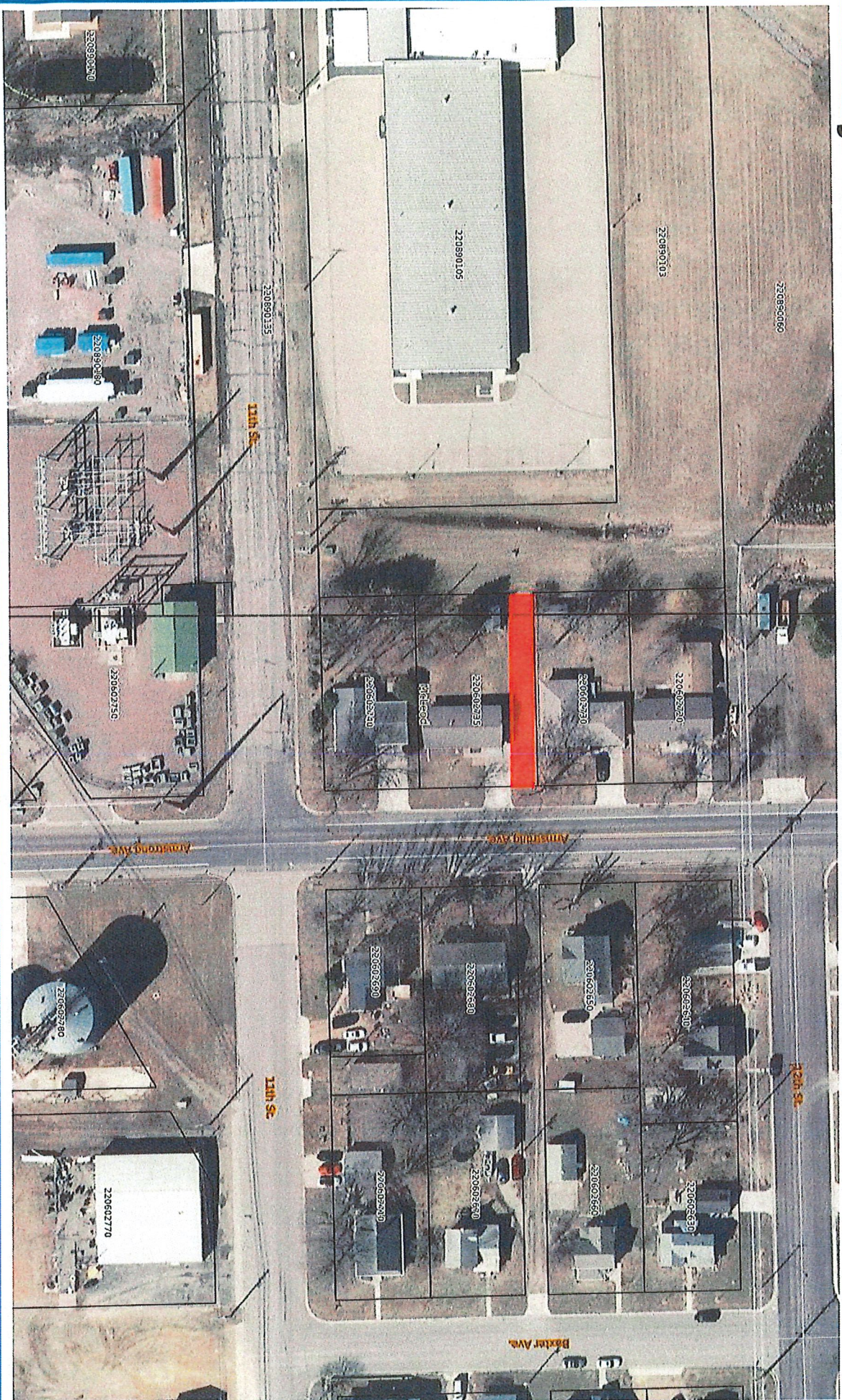
\_\_\_\_\_ Sue Olson

\_\_\_\_\_ Mark Hueser

\_\_\_\_\_ Paul Lemke

\_\_\_\_\_ Cory Neid

# Alley Vacation - Wolter Request



Disclaimer: McLeod County does not warrant or guarantee the accuracy of the data.  
The data is meant for reference purposes only and should not be used for official decisions.  
If you have questions regarding the data presented in this map, please contact the McLeod County GIS Department.

This information is to be used for reference purposes only.



SMALL CITY  BIG FUTURE

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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: August 31, 2023

Re: Item 6A – Request for Additional compensation by GMH Asphalt

Item 6A – The City Council tabled the attached request of GMH Asphalt for additional compensation due to Highway 41 shut down in Chaska requiring him to adjust his haul route.

I have attached an email from City Attorney Ostlund with his legal advice on how to handle this request.

There was no official request from the City of Victoria for additional compensation. GMH was a subcontractor in that project and the Prime Contractor absorbed the additional costs which were estimated at less than \$5,000 on that contract.

Our previous discussion with the City of Waconia is that they were not going to approve a request.

City Engineer Brody Bratsch has estimated that the additional cost would be \$55,990 based upon the quantities that were bid. An Official Change order will be prepared and signed by both parties if approved.

It is my recommendation to deny this request.

**Mayor:** Ryan Voss      **City Administrator:** Mark D. Larson

**Councillors:** At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neid

## Mark Larson

---

**From:** Mark W. Ostlund <mwo@priorlakelaw.com>  
**Sent:** Wednesday, August 16, 2023 3:26 PM  
**To:** Mark Larson  
**Cc:** Jamie Voigt; Mark Lemen; Brody Bratsch; Justin Black; John Rodeberg  
**Subject:** RE: GMH Contracting  
**Attachments:** Re: Glencoe 2023 Pavement Project

Mark:

Understood.

I will just reiterate the counsel communicated on August 4<sup>th</sup> (see attached).

GMH is asking for a change proposal to adjust all bituminous tons by \$2.75 in the contract. Here is the applicable contractual language (provided by SEH):

### SC-13.03 Unit Price Work

Delete Paragraph 13.03.E in its entirety and insert the following in its place:

E. The unit price of an item of Unit Price Work shall be subject to re-evaluation and adjustment under the following conditions:

1. if the extended price of a particular item of Unit Price Work amounts to 50 percent or more of the Contract Price (based on estimated quantities at the time of Contract formation) and the variation in the quantity of that particular item of Unit Price Work performed by Contractor differs by more than 50 percent from the estimated quantity of such item indicated in the Agreement; and
2. if there is no corresponding adjustment with respect to any other item of Work; and
3. if Contractor believes that Contractor has incurred additional expense as a result thereof; Contractor may submit a Change Proposal, or if Owner believes that the quantity variation entitles Owner to an adjustment in the unit price, Owner may make a claim, seeking an adjustment in the Contract Price.

According to the language above, the City and Contractor must re-evaluate and adjust a Unit Price if the unit price in question amounts to 50% or more of the Contract Price and the variation in quantity differs by more than 50% of the estimated quantity. It is my understanding that the \$2.75 increase to the Unit Price for bituminous does not constitute 50% or more of the Contract price and the adjustment does not amount to 50% of the estimated quantity under the Contract.

For that reason, the City is under no obligation to grant this change proposal. Granting change proposals on a permissive basis puts the City in a difficult position. The City's policy really needs to be (and I assume this has been the case) that any contractual changes which dictate the Contract Price need to be mandated under the contract, and that is not the case here. Otherwise, Contractors can strong arm the City into inflating the Contract Price.

Mark W. Ostlund  
Partner  
Huemoeller, Gontarek & Cheskis, PLC  
16670 Franklin Trail; Ste. 210  
Prior Lake MN 55372  
[651-261-6159](tel:651-261-6159) (cell)  
[952-447-2131](tel:952-447-2131) (office)  
[952-447-5628](tel:952-447-5628) (fax)  
[mwo@priorlakelaw.com](mailto:mwo@priorlakelaw.com)



7/12/2023

To: Mark, City of Glencoe - 2023 Street Rehabilitation

RE: Extra trucking cost due to detour rerouting

Mark,

Please see proposed traffic control plans dated 3/2/22 off plan set TC2. Highlighted in yellow please note that all traffic was to be fully open to traffic within 45 days. This shutdown was to be started in May of 2023 and be completed in early July. During the course of time, after the bid date, different scenarios for closures were implemented. This is confirmed by Matt Clark, City engineer for the city of Chaska. (See June 28<sup>th</sup> email). The implementation of closing 41 to 5 ton traffic only resulted in extra ordinary detours for truck traffic. New detour changes were implemented 3/27/23, 4/28/23 and 5/1/23. GMH had no knowledge of these internal changes as did many others making their livelihood in the trucking industry. Due to the above detours, the project is now set in place to highway 41 in downtown Chaska closed until 11/1/23. This date is well beyond the time given to GMH to complete the Glencoe project. GMH purchases its bituminous from Martin Marietta asphalt plant in Chaska. GMH is a high volume contractor with Martin Marietta and therefore receives large discounts to compete with outside competition. These discounts were passed onto the Glencoe project as bid. Trucking from the plant in Chaska was to go through Chaska north on 41 to HWY 212 and straight to Glencoe. With the onslaught of the 41 closure, GMH now must spend additional hours of trucking detouring southwest to Jordan to CO Rd 9, to Co Rd 50, to Co Rd 40, then to hwy 212. This round trip is taking an additional 22 minutes per load and costing GMH as additional 2.75 per ton in expense (\$135 truck cost/hr / 18 ton avg. per load / 60 min/hr x 22 mins). GMH gave a very competitive bid for the Glencoe Project and is asking for the City's help, as this would severely cut into the profitability to GMH. We are therefor requesting a change order increase of \$2.75 per ton added to all bituminous tons occurring on the project. We are only looking to cover the trucking costs. No markup is included in the \$2.75 per ton. GMH had no knowledge that 41 was to be closed after July 1<sup>st</sup> of the year as of the date of the Glencoe bid. We have also reached out to the City of Victoria and Waconia, where we also have projects, and they have agreed to work with us as well. We hope the City of Glencoe understands our dilemma and will in turn grant us this request.

Thank you in advance for your consideration.

Gary Harms

GMH Asphalt Corporation

## Mark Larson

---

**From:** Brody Bratsch <bbratsch@sehinc.com>  
**Sent:** Monday, July 24, 2023 12:10 PM  
**To:** Mark Larson; John Rodeberg  
**Subject:** RE: GMH Request for additional Hauling costs

Plan quantity for tons of paving is 20,360.

\$2.75 per ton would be \$55,990.

Brody Bratsch, PE (MN)  
Project Engineer  
Short Elliott Hendrickson, Inc. (SEH®)  
320.223.8418 cell

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100% Employee Owned

-----Original Message-----

From: Mark Larson <mlarson@ci.glencoe.mn.us>  
Sent: Monday, July 24, 2023 12:03 PM  
To: John Rodeberg <jrodeberg@sehinc.com>; Brody Bratsch <bbratsch@sehinc.com>  
Subject: GMH Request for additional Hauling costs

Here is the Request from Gary Harms that I received last week.

He had some supporting documents that really didn't say much, so I did not include.

What would the total dollar amount be of the additional costs?

Mark D. Larson  
City Administrator

1107 11th Street East, Suite 107  
City of Glencoe, MN 55336  
320-864-6500 Direct Line  
320-510-0350 Cell phone  
mlarson@ci.glencoe.mn.us

-----Original Message-----

From: cityhall@nutelecom.net <cityhall@nutelecom.net>  
Sent: Monday, July 24, 2023 12:04 PM  
To: Mark Larson <mlarson@ci.glencoe.mn.us>  
Subject: Message from "RNP5838796C178E"

This E-mail was sent from "RNP5838796C178E" (IM C4500).

Scan Date: 07.24.2023 12:04:05 (-0500)  
Queries to: cityhall@nutelecom.net

## Gary Harms

---

**From:** Matt Clark <MClark@chaskamn.gov>  
**Sent:** Wednesday, June 28, 2023 2:50 PM  
**To:** Gary Harms  
**Subject:** Re: [EXTERNAL]5 ton weight restriction

Gary – The City recognizes that TH 41 river crossing and CSAH 61 are key links to the southwest metro regional freight network and the closures. There is no question, with the closures that were put in place this spring that will continue until this fall have impacted both regional and local commerce. While we look forward to the safety and mobility improvements to the state and county highway through downtown, the City also recognizes the regional detours have been played a role with construction projects. The closure date in downtown shown on the attached exhibit are listed below for reference.

Stage 2 A Closure Date – **March 27**

Stage 2B Closure Date – **April 28**

Stage 3A Closure Date – **May 1**

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**From:** Matt Clark <MClark@chaskamn.gov>  
**Sent:** Wednesday, June 28, 2023 2:48:43 PM  
**To:** Gary Harms <gary@gmhasphalt.com>  
**Subject:** Re: [EXTERNAL]5 ton weight restriction

Gary – The recognizes that TH 41 river crossing and CSAH 61 are key links to the southwest metro regional freight network . There is no question, with the closures policy in place this spring and will continue until the fall have impacted both regional and local commerce. While we look forward to the safety and mobility improvements to the state and county highway through downtown, the City also recognizes the regional detours have been played a role with construction projects. The closure date in downtown shown on the attached exhibit are listed below for reference.

Stage 2 A Closure Date – **March 27**

Stage 2B Closure Date – **April 28**

Stage 3A Closure Date – **May 1**

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---

**From:** Matt Clark  
**Sent:** Wednesday, June 28, 2023 2:21:50 PM  
**To:** Gary Harms <gary@gmhasphalt.com>  
**Subject:** RE: [EXTERNAL]5 ton weight restriction

## Erica Johnson

---

**From:** Jason Kusske <jason@kusskeconstruction.com>  
**Sent:** Wednesday, July 19, 2023 10:55 AM  
**To:** Brandon Butorac  
**Cc:** Erica Johnson  
**Subject:** RE: Stieger Lake Ln/ 2023 Prices

Brandon

This is approved but only for the Bavaria Rd trail and Green Crest at this time. If 41 is still closed when it comes time to pave Stieger Lake Lane we will add the \$ 3.50 to those unit prices as well

Thanks

### Jason Kusske

jason@kusskeconstruction.com

582 Bavaria Lane  
Chaska, MN 55318  
612-282-0954 Mobile  
952-448-3321 Office

[www.kusskeconstruction.com](http://www.kusskeconstruction.com)



**From:** Brandon Butorac <brandon@gmhasphalt.com>  
**Sent:** Wednesday, July 19, 2023 8:07 AM  
**To:** Jason Kusske <jason@kusskeconstruction.com>  
**Cc:** Erica Johnson <erica@gmhasphalt.com>  
**Subject:** RE: Stieger Lake Ln/ 2023 Prices

Jason,

Please see added unit price per line item for additional \$3.50/TN trucking cost.

Stieger Lake Ln  
35. \$3.50/TN  
36. \$3.50/TN  
87. \$0.59/SY

Green Crest Sidewalk  
8. \$1.29/SY  
13. \$0.59/SY

Bavaria Road Trail

13. \$3.50/TN  
14. \$3.50/TN  
18. \$0.04/SF  
19. \$0.07/SF

Thank you,

Brandon Butorac  
Vice President  
GMH ASPHALT CORP.  
Phone: 952-442-5288  
Fax: 952-442-5656  
Cell: 612-366-4244  
[www.gmhasphalt.com](http://www.gmhasphalt.com)



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Any views expressed in this message are those of the individual sender and may not necessarily reflect the views of the company.

**From:** Jason Kusske <[jason@kusskeconstruction.com](mailto:jason@kusskeconstruction.com)>  
**Sent:** Wednesday, July 19, 2023 7:09 AM  
**To:** Brandon Butorac <[brandon@gmhasphalt.com](mailto:brandon@gmhasphalt.com)>  
**Subject:** RE: Stieger Lake Ln/ 2023 Prices

Brandon

Can you line item the adds with the amounts so I can send her a breakdown? Just for the trucking add

Thanks

**Jason Kusske**  
[jason@kusskeconstruction.com](mailto:jason@kusskeconstruction.com)

582 Bavaria Lane  
Chaska, MN 55318  
612-282-0954 Mobile  
952-448-3321 Office

[www.kusskeconstruction.com](http://www.kusskeconstruction.com)

STAGING AND TRAFFIC CONTROL PLAN  
NOTES & GUIDELINES

PROJECT STAGING NOTES

1. THE CONTRACTOR SHALL FOLLOW THE MOST RECENT VERSION OF THE "TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS FIELD MANUAL" FOR ANY SHORT TERM LANE AND/OR SHOULDER CLOSURES OR OTHER TRAFFIC CONTROL MEASURES DETAILED IN THIS PLAN NECESSARY TO COMPLETE THE WORK. IN ADDITION TO THE DEVICES AND LAYOUTS SHOWN IN THE PLAN, THE CONTRACTOR SHALL SUBMIT TO THE ENGINEER FOR APPROVAL A LIST OF LAYOUTS 12 HOURS PRIOR TO COMMENCING THE WORK. THE ENGINEER MAY REQUIRE THE CONTRACTOR AND/OR ADDITIONS TO THE LAYOUTS, MODIFICATIONS AND/OR ADDITIONS TO THE DEVICES SHOWN IN A LAYOUT ARE INCLUDED AS PART OF THE TRAFFIC CONTROL LUMP SUM.
2. THE CONTRACTOR SHALL MAINTAIN PEDESTRIAN ACCESS TO BUSINESSES AT ALL TIMES DURING CONSTRUCTION BY USING ALTERNATE PEDESTRIAN ROUTES AND TEMPORARY PEDESTRIAN ACCESS ROUTES. SEE THE PLANS AND STANDARD PLANS FOR DETAILS.
3. PEDESTRIAN AND VEHICLE ACCESS ACROSS TH 41 SHALL BE MAINTAINED AT EITHER CS&H 61 OR 4TH STREET AT ALL TIMES TO FACILITATE LOCAL MOBILITY, EITHER INTERSECTION SHALL PROVIDE AN ACCESSIBLE AND PAVED CROSSING OF TH 41 TO ALL TRAFFIC BEFORE WORK BEGINS ON THE OTHER INTERSECTION.
4. THE CONTRACTOR SHALL MAINTAIN A SUPPLY ON SITE OF A MINIMUM OF 20 DRAIN BARRELS, 12 STOP SIGNS, 4 LED EXPANDED MOUNT SIGNS AND 20 TYPE III BARRICADES AT ALL TIMES. TYPE III BARRICADES SHALL BE AFFIXED WITH LOCAL TRAFFIC ONLY SIGNS. THIS WORK IS INCLUDED IN THE LUMP SUM TRAFFIC CONTROL BID ITEM.

ALTERNATE PEDESTRIAN ROUTE

1. WHEN CROSSWALKS, SIDEWALKS OR OTHER PEDESTRIAN FACILITIES ARE BLOCKED, CLOSED OR RELOCATED, TEMPORARY FACILITIES SHALL INCLUDE ACCESSIBILITY FEATURES CONSISTENT WITH THE FEATURES PRESENT IN THE EXISTING PEDESTRIAN FACILITY.
2. REFER TO THE UNDOT TEMPORARY PEDESTRIAN ACCESS ROUTE (TPAR) WEB SITE FOR STANDARDS, GUIDANCE AND OPTIONS WHEN BLOCKING, CLOSING, OR RELOCATING PEDESTRIAN FACILITIES.
3. TWO ADJACENT INTERSECTIONS ALONG TH 41 SHALL NOT BE CLOSED TO PEDESTRIANS AT THE SAME TIME. THIS IS REQUIRED TO FACILITATE PEDESTRIAN MOVEMENTS THROUGH THE CLOSURE AND TO LIMIT THE LENGTH OF DETOUR ROUTES. ACCESS TO ALL RESIDENCES AND BUSINESSES SHALL BE MAINTAINED AT ALL TIMES UNLESS ACTIVE CONSTRUCTION ACTIVITIES ARE BEING PERFORMED WITHIN CLOSE PROXIMITY OF THE ACCESS AND IT IS PREVIOUSLY APPROVED BY THE ENGINEER.
4. REFER TO THE UNDOT TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS FIELD MANUAL FOR DETAILS OF TYPICAL ADA PEDESTRIAN DEVICES.
5. REFER TO LAYOUTS IN THE UNDOT TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS FIELD MANUAL (JANUARY 2018) FOR ADDITIONAL DETAILS ON CROSSWALK CLOSURES, PEDESTRIAN DETOURS, AND SIDEWALK BY-PASSES.
6. FOR ADDITIONAL STANDARDS, GUIDANCE, AND OPTIONS FOR DESIGNING TEMPORARY PEDESTRIAN ACCESS ROUTES, REFER TO THE UNDOT TPAR WEB SITE.

STAGE 1

1. STAGE 1 SHALL BE COMPLETED IN YEAR 1 OF CONSTRUCTION (2022).
2. STAGE 1 REGIONAL AND PEDESTRIAN DETOUR ROUTES SHALL BE UTILIZED DURING YEAR 1 OF CONSTRUCTION.
3. CS&H 61, BETWEEN WALNUT ST. AND THE EASTERN PROJECT LIMITS, SHALL BE CONSTRUCTED UNDER TRAFFIC DURING STAGE 1B. TWO-WAY TRAFFIC SHALL BE MAINTAINED AT ALL TIMES. ACCESS SHALL BE MAINTAINED AT THE YELLOW BRICK RD. AND WALNUT ST. INTERSECTIONS AT ALL TIMES. ANY ROAD CLOSURES MUST BE COORDINATED WITH AND APPROVED BY THE ENGINEER. SEE SPECIAL PROVISIONS.
4. THE EXISTING TRAFFIC SIGNAL AT CS&H 61 AND WALNUT ST. SHALL BE REMOVED AND REPLACED DURING STAGE 1. A TEMPORARY TRAFFIC STOP SHALL BE IMPLEMENTED WHEN AN OPERATIONAL SIGNAL SYSTEM IS NOT IN PLACE. AN OPERATIONAL SIGNAL SYSTEM SHALL BE OPERATIONAL DURING THE WINTER SHUT DOWN.
5. THE CONTRACTOR SHALL ENSURE THAT ACCESS FROM CS&H 61 IS PROVIDED AT ALL TIMES TO CHASERS BEVERAGE CENTER AND DOLCE VITA WINE DURING STAGE 1.
6. STAGE 1A MAY OCCUR CONCURRENTLY WITH STAGE 1B.

STAGE 2

1. STAGE 2 SHALL BE COMPLETED IN YEAR 2 OF CONSTRUCTION (2023).
2. STAGE 2 DETOUR ROUTES SHALL BE UTILIZED IN YEAR 2 OF CONSTRUCTION. YEAR 2 PEDESTRIAN DETOUR AND BUSINESS ACCESS STAGING SHALL BE IMPLEMENTED AS NOTED IN THE PLANS.
3. STAGE 2A MAY OCCUR CONCURRENTLY WITH STAGE 2B AND SHALL BE COMPLETED WITH THE AREA FULLY OPEN TO TRAFFIC WITHIN 45 CALENDAR DAYS OF CLOSING THE TH 41 AND CS&H 61 INTERSECTION AND THE WY RIVER BRIDGE TO TRAFFIC.
4. CROSSINGS OF TH 41 SHALL BE PROVIDED AT CS&H 61 AND 4TH ST AT ALL TIMES. WHEN CONSTRUCTION REQUIRES THE CLOSURE OF THE 4TH ST INTERSECTION, 2ND ST SHALL BE OPENED AS AN ALTERNATE CROSSING OF TH 41.
5. TH 41 SHALL REMAIN CLOSED TO TWO-WAY TRAFFIC BETWEEN CS&H 61 AND 1ST STREET UNTIL ALL MAJOR WORK INCLUDED IN STAGE 2B IS COMPLETE, AS APPROVED BY THE ENGINEER.
6. PARKING SHALL BE RESTRICTED DURING STAGE 2 ON PINE STREET AND WALNUT STREET BETWEEN CS&H 61 AND 1ST ST ON BOTH SIDES OF THE ROAD. PARKING SHALL ALSO BE RESTRICTED ON THE SOUTH SIDE OF 1ST ST BETWEEN PINE ST AND WALNUT ST. AND ON THE NORTH SIDE BETWEEN TH 41 AND APPROX. 100 FEET E. OF TH 41.
7. PARKING LOTS INCLUDED IN STAGE 1 SHALL BE COMPLETE AND OPEN TO TRAFFIC PRIOR TO ANY CLOSURES OF TH 41 FOR STAGE 2 WORK UNLESS APPROVED BY THE ENGINEER.

STAGE 2 (CONTINUED)

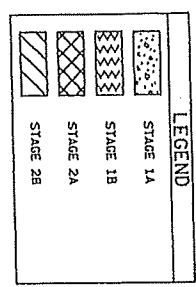
8. DURING STAGE 2A, TRAFFIC CONTROL DEVICES AT THE 1ST ST AND TH 41 INTERSECTION SHALL RESTRICT TRAFFIC FROM CROSSING TH 41 (EASTBOUND -WESTBOUND MOVEMENTS) AND THE NORTH LEG OF THE INTERSECTION SHALL BE FULLY CLOSED TO TRAFFIC. 1ST ST SHALL BE CLOSED TO WESTBOUND TRAFFIC APPROX. 100 FEET E. OF TH 41.
9. THE CONTRACTOR SHALL MAINTAIN ACCESS AT ALL TIMES UNLESS OTHERWISE ARRANGED AND APPROVED BY THE PROPERTY OWNER AND ENGINEER. THE FOLLOWING ACCESS AT THE FOLLOWING PROPERTIES:
  - 500 CHESTNUT ST N SHALL MAINTAIN VEHICLE ACCESS FOR DELIVERIES.
  - 112 5TH ST E SHALL MAINTAIN VEHICLE ACCESS TO PARKING LOT FROM ALLEY AT ALL TIMES.
  - 418 CHESTNUT ST N SHALL MAINTAIN VEHICLE ACCESS AT ALL TIMES FOR DELIVERIES TO THE PARKING LOT ON THE NORTH SIDE OF THE BUILDING.
  - 222 CHESTNUT ST N SHALL MAINTAIN VEHICLE ACCESS FOR DELIVERIES.
  - 218 CHESTNUT ST N SHALL MAINTAIN VEHICLE ACCESS FOR DELIVERIES.
  - 214 CHESTNUT ST N SHALL MAINTAIN VEHICLE ACCESS FOR DELIVERIES.
  - 212 CHESTNUT ST N SHALL MAINTAIN VEHICLE ACCESS FOR DELIVERIES.
  - 208 CHESTNUT ST N SHALL MAINTAIN VEHICLE ACCESS FOR DELIVERIES.
  - 206 CHESTNUT ST N SHALL MAINTAIN VEHICLE ACCESS FOR DELIVERIES.
  - 200 CHESTNUT ST N SHALL MAINTAIN VEHICLE ACCESS FOR DELIVERIES.
  - 100 2ND ST W SHALL MAINTAIN VEHICLE ACCESS AT ALL TIMES TO THE PARKING LOT FROM THE TH 41.
  - 100 CHESTNUT ST N SHALL MAINTAIN VEHICLE ACCESS AT ALL TIMES TO THE DRIVEWAY FROM THE TH 41.
  - 103 CHESTNUT ST N SHALL MAINTAIN VEHICLE ACCESS AT ALL TIMES TO THE DRIVEWAY FROM THE TH 41.



BOLTON & MENK  
12224 WILLOW AVENUE  
BIRMINGHAM, ALABAMA 35247  
Phone: (205) 966-0099  
Email: info@boltonmenk.com  
www.boltonmenk.com

NO.	DATE	REVISION
1	01-20-2022	ISSUED FOR PERMIT

PROJECT NO.	STAGING & TRAFFIC CONTROL PLAN
DATE	01-20-2022
BY	Michael J. Menk
CHECKED BY	Michael J. Menk
DATE	01-20-2022
PROJECT NO.	S.P. 156-000-014, S.P. 156-000-014, S.P. 156-000-014, S.P. 156-000-014
DATE	01-20-2022
BY	Michael J. Menk
CHECKED BY	Michael J. Menk
DATE	01-20-2022
PROJECT NO.	STAGING & TRAFFIC CONTROL PLAN
DATE	01-20-2022
BY	Michael J. Menk
CHECKED BY	Michael J. Menk
DATE	01-20-2022

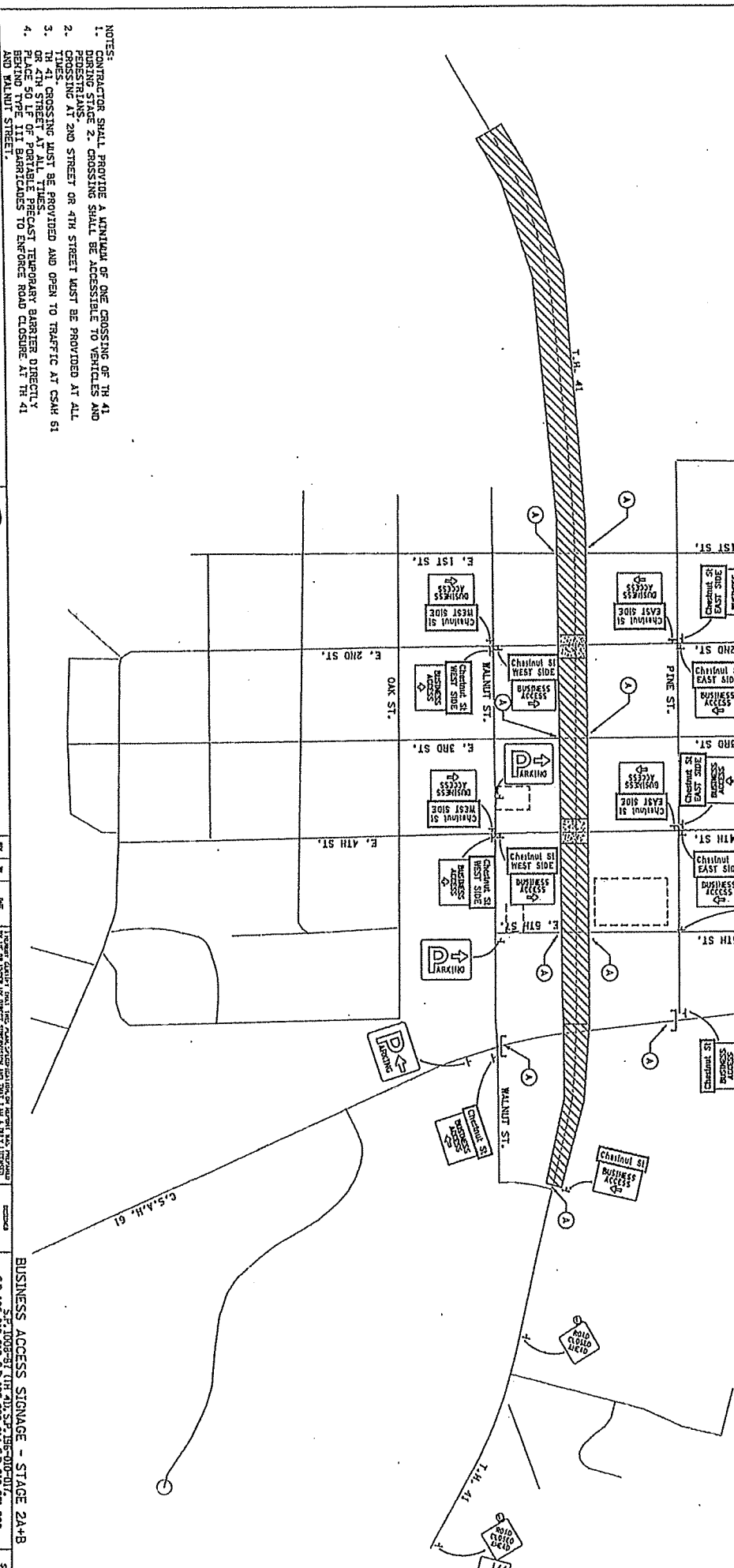
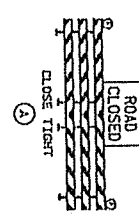


TC	TC	TC
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## STAGING OVERVIEW

**LEGEND**

- WORK ZONE
- MAINTAIN VEHICLE AND PEDESTRIAN ACCESS
- PUBLIC PARKING LOT



NOTES:

1. CONTRACTOR SHALL PROVIDE A MINIMUM OF ONE CROSSING OF TH 41 DURING STAGE 2. CROSSING SHALL BE ACCESSIBLE TO VEHICLES AND PEDESTRIANS.
2. CROSSING AT 2ND STREET OR 4TH STREET MUST BE PROVIDED AT ALL TIMES. CROSSING MUST BE PROVIDED AND OPEN TO TRAFFIC AT CS&H 61 OR 4TH STREET AT ALL TIMES.
3. PLACE 50 LF OF PORTABLE PRECAST TEMPORARY BARRIER DIRECTLY BEHIND TYPE III BARRICADES TO ENFORCE ROAD CLOSURE AT TH 41 AND WALNUT STREET.

**BOLTON & MENK**

3200 HICKORY AVENUE  
SUITE 100  
DALLAS, TEXAS 75219  
Phone: (214) 290-0000  
Email: info@boltonmenk.com  
www.boltonmenk.com

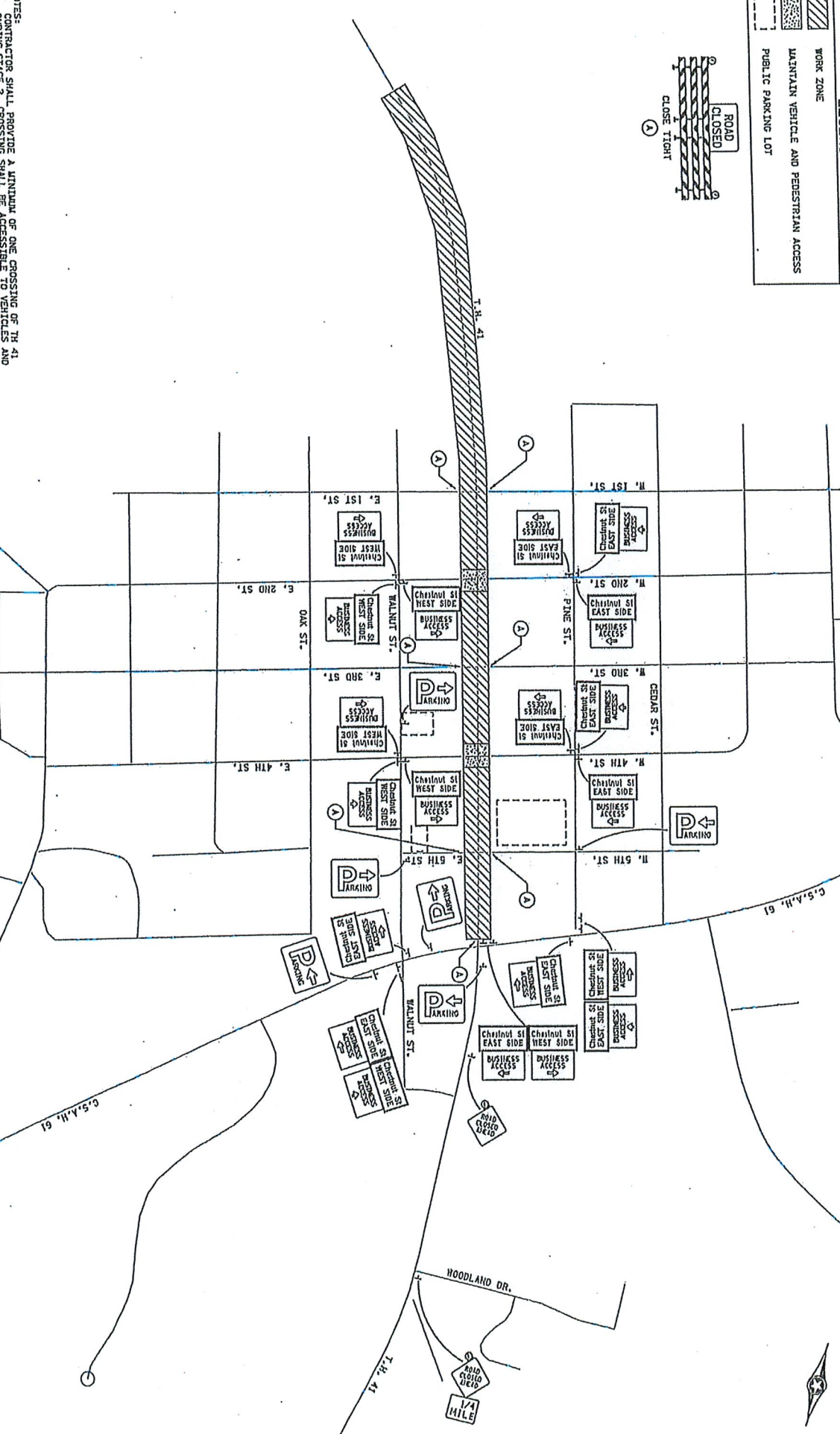
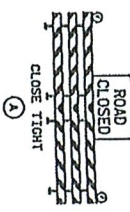
REV	DATE	DESCRIPTION
1	01/20/2020	ISSUED FOR PERMITTING

PROJECT: BUSINESS ACCESS SIGNAGE - STAGE 2A+B  
SHEET: 1 OF 1  
DATE: 01/20/2020

PROJECT	BUSINESS ACCESS SIGNAGE - STAGE 2A+B
DATE	01/20/2020
BY	Michael S. Bolton
CHECKED	Michael S. Bolton
DATE	01/20/2020
PROJECT	BUSINESS ACCESS SIGNAGE - STAGE 2A+B
DATE	01/20/2020
BY	Michael S. Bolton
CHECKED	Michael S. Bolton
DATE	01/20/2020

**LEGEND**

- WORK ZONE
- MAINTAIN VEHICLE AND PEDESTRIAN ACCESS
- PUBLIC PARKING LOT



- NOTES:**
1. CONTRACTOR SHALL PROVIDE A MINIMUM OF ONE CROSSING OF TH 41
  2. CROSSING SHALL BE ACCESSIBLE TO VEHICLES AND PEDESTRIANS
  3. CROSSING AT 2ND STREET OR 4TH STREET MUST BE PROVIDED AT ALL TIMES
  4. 100 LF OF PORTABLE PRECAST TEMPORARY BARRIER DIRECTLY BEHIND THE III BARRICADES TO ENFORCE ROAD CLOSURE AT TH 41 AND CEDAR ST.



2024 HICKORY AVENUE  
BIRMINGHAM, AL 35207  
Phone: (205) 988-0000  
www.boltonandmenk.com

NO.	DATE	REVISION
1	10/1/2023	ISSUED FOR PERMIT
2	10/1/2023	REVISED FOR STAGING

**BUSINESS ACCESS STAGING - STAGE 2B**

S.P. 1008-11 (1/1/21) S.P. 1008-11 (1/1/21)  
S.P. 1008-11 (1/1/21) S.P. 1008-11 (1/1/21)  
S.P. 1008-11 (1/1/21) S.P. 1008-11 (1/1/21)

**STAGING & TRAFFIC CONTROL PLAN**



City of Glencoe ♦ 1107 11<sup>th</sup> Street East, Suite 107 ♦ Glencoe, Minnesota 55336  
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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: August 31, 2023

Re: Item 7A – Request for extension of Hotel Project Tax Abatement

Item 7A – Attached is a letter request from the Glencoe Hotel Group requesting a change in the development agreement to extend the date to next year. Someone from the Glencoe Hotel Group will be at the meeting to respond to questions about the status of the project.

**Mayor:** Ryan Voss      **City Administrator:** Mark D. Larson

**Councilors:** At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neid

GLENCOE HOTEL GROUP, LLC  
1017 HENNEPIN AVE N  
GLENCOE, MN 55336

August 28, 2023

Via Email Only

City of Glencoe  
Attn: Mark Oslund  
1107 11<sup>th</sup> Street East, Ste. 107  
Glencoe, MN 55336  
[mwo@priorlakelaw.com](mailto:mwo@priorlakelaw.com)

RE: Construction of AmericInn Hotel in Glencoe, MN – Tax Abatement

Dear Mark:

Following up on our telephone conversation of August 24, 2023, I am setting forth in this letter the details, which you requested, as to why an Amendment of the Glencoe Hotel Group's Tax Abatement Business Subsidy Agreement with the City of Glencoe is required.

The hotel group encountered several serious impediments to completing this project as originally planned. Had things gone the way they were originally planned, this project would have been completed by the end of this month. Unfortunately, the group's selected lender was saddled with an overly conservative appraisal of the project resulting in inadequate funding.

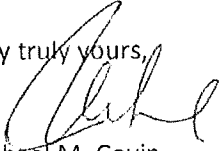
The hotel group then selected a different lender who had their own appraisal, which, while being conservative, appears to be now workable with the addition of a secondary lender who will make up the shortfall in the money needed to complete the project. It is expected that both lenders will have commitments before the group within the next two or three weeks, allowing construction to start this fall.

Because of the delays, the hotel group requests that the substantial completion date set out in Section 2.2(4) be changed from August 31, 2023 to August 31, 2024. Similarly, Section 3.8(1), Tax Abatement Program, which specifies that the 15-year abatement period begin with real estate taxes payable in 2024 through 2038 be amended so that the payment dates begin April 1, 2025 and continue through April 1, 2039.

You should also know that some delay in the project resulted from delivery delays attributable to the pandemic and a stratospheric rise in lumber prices which has subsided.

The group not hopes to proceed shortly and the City's willingness to amend the agreement will ensure that the project can proceed. I thank you for your attention to this. If you need additional information, please let me know at your convenience. Thank you.

Very truly yours,

A handwritten signature in black ink, appearing to read "Mike", written over the closing "yours,".

Michael M. Gavin

cc: Mark Larson  
Kelly Mahon  
Jon Dahlke



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**Councillors:** At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neid



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: August 31, 2023

Re: Item 8A – Third Reading of Ordinance 621

Item 8A - It is recommended to approve the Third reading.

**Mayor:** Ryan Voss      **City Administrator:** Mark D. Larson

**Councilors:** At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neid

## **ORDINANCE 621**

### **AN INTERIM ORDINANCE AUTHORIZING A STUDY AND IMPOSING A MORATORIUM ON THE OPERATION OF CANNABIS BUSINESSES IN THE CITY**

The City Council of the City of Glencoe, McLeod County, State of Minnesota, does hereby ordain:

#### **SECTION 1. BACKGROUND.**

- A. The Minnesota Legislature recently enacted, and the Governor signed, 2023 Minnesota Session Laws, Chapter 63 — H.F. No. 100 ("Act"), which is comprehensive legislation relating to Cannabis including, but not limited to, the establishment of the Office of Cannabis Management ("OCM"); legalizing and limiting the possession and use of cannabis and certain hemp products by adults; providing for the licensing, inspection, and regulation of Cannabis Businesses and hemp businesses; taxing the sale of cannabis flower, cannabis products, and certain hemp products; establishing grant and loan programs; amending criminal penalties; providing for expungement of certain convictions and providing for the temporary regulation of certain edible cannabinoid products.
- B. The Act requires that on or before October 1, 2023, every person or entity selling edible cannabinoid products to consumers must register with the commissioner in a form and manner established by the commissioner. After October 1, 2023, the sale of edible cannabinoid products by a person or entity that is not registered is prohibited.
- C. With respect to Cannabis Businesses, which, under the Act, does not include lower-potency hemp edible manufacturer or lower-potency hemp edible retailer, the Act provides local units of government certain authority related to Cannabis Businesses, including the authority to (1) require local registration of certain Cannabis Businesses operating retail establishments, (2) adopt reasonable restrictions on the time, place, and manner of the operation of Cannabis Businesses, provided that such restrictions do not prohibit the establishment or operation of a Cannabis Businesses, (3) limit the number of certain Cannabis Businesses based on the population of the community, and (4) prohibit the operation of a Cannabis Businesses within 1,000 feet of a school, or 500 feet of a day care, residential treatment facility, or an attraction within a public park that is regularly used by minors, including a playground or athletic field.
- D. The Act requires the OCM, which will be established effective July 1, 2023, to work with local governments to develop model ordinances for reasonable restrictions on the time, place, and manner of the operation of Cannabis Businesses. The Act also requires the OCM to establish additional rules and regulations relating to the operation of Cannabis Businesses. The City will benefit from reviewing and analyzing the OCM's model ordinances, rules and regulations before making any decisions related to the regulation of Cannabis Businesses in the City.
- E. Section 342.02 et. seq. established by the Act directs the OCM to make rules, establish policy and exercise its regulatory authority over both the cannabis industry, as well as the lower potency hemp products and the hemp consumer products.
- F. Section 342.06 established by the Act requires to OCM to create and approve product categories of cannabis flower, cannabis products, lower-potency hemp edibles, and hemp-derived consumer products for retail sale.
- G. Section 342.06 established by the Act requires the OCM to establish limits on the total THC allowed of cannabis flower, in cannabis products, and in hemp-derived consumer products and prohibits

approval of certain forms of cannabis product, lower-potency hemp edible, or hemp-derived consumer product.

- H. Section 342.07 established by the Act requires the OCM to establish certification, testing, and labeling requirements for the methods used to grow new cannabis plants or hemp plants, including but not limited to growth from seed, clone, cutting, or tissue culture.
- I. Section 342.07 established by the Act requires the OCM to establish best practices for: (1) the cultivation and preparation of cannabis plants; and (2) the use of pesticides, fertilizers, soil amendments, and plant amendments in relation to growing cannabis plants.
- J. Section 342.07 established by the Act requires the OCM to regulate businesses that manufacture, process, sell, handle, or store an edible cannabis product or lower-potency hemp edible and will require, for most of those businesses to obtain an edible cannabinoid product handler endorsement.
- K. Section 342.08 established by the Act requires the OCM to provide regulations establishing energy standards, disposal of waste and addressing odor.
- L. The Act amended Minnesota Statutes §340A.412, subd. 14 to allow, effective the day after the final enactment of the bill (the governor's signature), exclusive liquor stores to sell edible cannabinoid products as that term is defined in current statute, 151.72, subd. 1.
- M. Section 342.13 established by the Act contains a provision that allows for a City Council that plans to conduct studies that has held or is considering adoption or amendment of reasonable restrictions on the time, place, and manner of the operation of a cannabis business, to hold a hearing on and adopt an interim ordinance applicable to all or part of its jurisdiction for the purpose of protecting the planning process and the health, safety, and welfare of its citizens until January 1, 2025. This provision only relates to the Cannabis Businesses, which does not include having the ability to study the lower potency hemp business or hemp consumer products, even though the newly created OCM will be issuing licenses related to the lower potency hemp products, as well as engaging in rule making related to both the lower potency hemp products and the hemp consumer products.
- N. Given the uncertainty regarding the model ordinances to be developed by the OCM and the broad scope of the changes to Minnesota law brought about by the Act, the City desires to adopt an interim ordinance for the purpose of protecting the planning process and the health, safety, and welfare of its citizens and to conduct a study for the purpose of considering the adoption or amendment of reasonable restrictions on the time, place and manner of the operation of Cannabis Businesses as well as the other regulations local units of government may adopt under the Act.
- O. On August 7, 2023, the City Council held a properly noticed public hearing regarding the consideration and adoption of an interim ordinance prohibiting the operation of Cannabis Businesses within the City for up to one year.

## SECTION 2. DEFINITIONS.

For purposes of this Ordinance, the following terms shall have the meaning given them in this section.

- (a) "Act" means 2023 Minnesota Session Laws, Chapter 63 (H.F. No. 100).
- (b) "Cannabis Business" has the meaning given the term in Minnesota Statutes, section 342.01, subdivision 14.

- (c) "City" means the City of Glencoe, Minnesota.
- (d) "Edible Cannabinoid Product" has the meaning given the term in Minnesota Statutes, section 151.72, subdivision 1(f).
- (e) "OCM" means the Office of Cannabis Management, established as set forth in Minnesota Statutes, section 342.02, subd. 1.
- (f) "Ordinance" means this interim ordinance, which is adopted pursuant to Minnesota Statutes, section 462 and 342.13(e).

### SECTION 3. FINDINGS.

- A. The City Council finds there is a need to study (i) Cannabis Businesses and (ii) the impact of those businesses, as related to allowed land uses and zoning, in order to assess the necessity for and efficacy of regulation and restrictions in order to protect the public health, safety, and welfares of its residents.
- B. The study will allow the City Council to determine the appropriate changes, if any, that it should make to the City Code, including any necessary zoning changes.
- C. The time will allow for any state agency rulemaking related to licensing Cannabis Businesses; and to create its model ordinances which will further aid the Council in studying and considering restrictions on the operation of Cannabis Businesses and any changes to the City's current provisions related to THC Specialty Providers, identified as Lower Potency Hemp Businesses in the Act.
- D. The City Council therefore finds that there is a need to adopt a city-wide moratorium on Cannabis Businesses while City staff studies the issue.
- E. The City Council finds that ordinance 353 of the City Code remains in effect until otherwise preempted by the Act.

### SECTION 4. MORATORIUM.

- A. Moratorium. A moratorium is hereby imposed regarding the operation of a Cannabis Business within the City. During the term of this Ordinance, no business, person, or entity may establish or operate a Cannabis Business within the jurisdictional boundaries of the City. The City shall not accept, process, or act on any application, site plan, building permit, zoning request, or other approval, including any requested confirmation, certification, approval, or other request from the OCM or other governmental entity requesting City review of any application or proposal for a business proposing to engage in the operation of a Cannabis Business.
- B. This moratorium does not apply to the selling, testing, manufacturing, or distributing of products related to the Medical Cannabis Program as administered by the Minnesota Department of Health, provided that such activity is done in accordance with the regulations and laws of Minnesota regarding Medical Cannabis.

### SECTION 5. STUDY.

The City Council hereby authorizes and directs the City Administer to have City staff conduct a study regarding the adoption or amendment of reasonable restrictions on the time, place, and manner of the operation of Cannabis Businesses, as well as the other potential local regulations allowed under the Act, and report to the City Council on the potential regulation of Cannabis Businesses. The study must include a

review of the model ordinances the OCM is directed to draft under Minnesota Statutes, section 342.13(d), an analysis of potential setback regulations allowed under Minnesota Statutes, section 342.13(c), and such other matters as staff may determine are relevant to the City Council's consideration of this matter. The report shall include the City staff's recommendations on whether the City Council should adopt regulations and, if so, the recommended types of regulations.

#### SECTION 6. ENFORCEMENT.

The City may enforce this Ordinance by mandamus, injunctive relief, or other appropriate civil remedy in any court of competent jurisdiction. The City Council hereby authorizes the City Administrator, in consultation with the City Attorney, to initiate any legal action deemed necessary to secure compliance with this Ordinance. A violation of this Ordinance is also subject to the City's general penalty in City Code and may result in the City reporting the violation to the OCM if relevant to OCM licensing. During the term of the moratorium, it is a violation of this Ordinance for any business, person, or entity to establish or operate a Cannabis Business within the City.

#### SECTION 7. TERM.

Unless earlier rescinded by the City Council, this Ordinance shall become effective on the effective date and after adoption and publication and shall remain in effect until January 1, 2025. This Ordinance may be repealed earlier upon the effective date of an ordinance adopting or amending reasonable restrictions on the time, place and manner of the operation of a Cannabis Business within the City or by resolution of the City Council terminating this Ordinance prior to the expiration date.

#### SECTION 8. EFFECTIVE DATE.

This Ordinance shall be in full force and effect on August 9, 2023, and after its passage and publication according to law.

#### SECTION 9. SEVERABILITY.

Every section, provision, and part of this Ordinance is declared severable from every other section, provision, and part thereof. If any section, provision, or part of this Ordinance is held to be invalid by a court of competent jurisdiction, such judgment shall not invalidate any other section, provision, or part of this Ordinance.

Passed and adopted by the City Council of the City of Glencoe this 7th day of August, 2023.

By: \_\_\_\_\_  
Ryan Voss, Mayor

Attest: \_\_\_\_\_  
Mark Larson, City Administrator



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**Councilors:** At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neid



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: August 31, 2023

Re: Item 8B – Third Reading of Ordinance 622

Item 8B – It is recommended to approve the Third reading.

**Mayor:** Ryan Voss      **City Administrator:** Mark D. Larson

**Councilors:** At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neid

# ORDINANCE 622

## AN EMERGENCY ORDINANCE PROHIBITING USE OF CANNABIS IN PUBLIC SPACES OR ON PUBLIC PROPERTY

**WHEREAS**, The Minnesota Legislature recently enacted, and the Governor signed, 2023 Minnesota Session Laws, Chapter 63 – H.F. No. 100 ("Act"), which is comprehensive legislation relating to Cannabis including, but not limited to, legalizing and limiting the possession and use of cannabis and certain hemp products by adults effective August 1, 2023.

**WHEREAS**, Pursuant to Minn. Stat. section 144.417, subd. 4, the City has legal authority to adopt an ordinance regulating public use of cannabis and desires to pass such an ordinance.

**WHEREAS**, the Act was passed only months prior to the referenced August 1, 2023 effective date, and accordingly, the short time frame to pass this ordinance prior to the Act's effective date has necessitated passing this ordinance on an emergency basis pursuant to City Charter Chapter 3.03 to ensure the immediate preservation of the public peace, health, morals, safety and welfare ("Emergency").

**NOW, THEREFORE**, the City Council of the City of Glencoe, McLeod County, State of Minnesota, ordains:

1. The City Council does hereby find by unanimous vote of all five council members that the Emergency (as referenced herein) is proper and adequate under the City Charter to pass this ordinance on an Emergency basis under City Charter Section 3.03.
2. Section 787 of the Glencoe City Code shall read as follows:

### **787.01** Definitions

A. Public Place: shall include all areas contained within the City corporate boundaries, except the following:

- i. Private residence, including the curtilage and yard; and
- ii. Private property not generally accessible by the public, unless a person is explicitly prohibited from consuming cannabis flower, cannabis product, lower-potency hemp edibles or hemp-derived consumer products on the property by the owner of the property;

And

- iii. The premises of an establishment or event licensed to permit on-site

consumption of cannabis flower, cannabis products, lower-potency hemp edibles or hemp-derived consumer products.

- B. Public Property: shall include all property, real or personal, that is owned, managed, or otherwise controlled by the City, including but not limited to:
- i. City buildings and all the land thereon;
  - ii. Parks;
  - iii. Pathways and trails
  - iv. City rights-of-way consisting of both the traveled portion and any abutting boulevard, sidewalk, or trail.
  - v. Any city personal property, including motor vehicles, city equipment, and the like.

- C. Cannabis Flower, Cannabis Product, Lower Potency Hemp Edibles and Hemp- Derived Consumer Product shall have the meanings as defined in Minn. Stat. 342.01 (enacted under Minnesota Laws 2023).

**787.02** It is unlawful to use in any form Cannabis Flower, Cannabis Products, Lower-Potency Hemp Edibles or Hemp-Derived Consumer Products in any Public Place(s) within the corporate limits of the City or upon any Public Property.

**787.03** Violation of this Section is a petty misdemeanor as defined by Minnesota law. This Section may be enforced by the City of Glencoe's Administrative Penalty ordinance.

3. SUMMARY PUBLICATION. Pursuant to Minn. Stat. 412.191, in the case of a lengthy ordinance, a summary may be published. While a copy of the entire ordinance is available without cost at the office of the City Clerk, the following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance: The City is prohibiting the use of Cannabis Flower, Cannabis Products, Lower-Potency Hemp Edibles or Hemp-Derived Consumer Products in any Public Place(s) within the corporate limits of the City or upon any Public Property. A violation of this Section is a petty misdemeanor.
4. EFFECTIVE DATE. This ordinance shall be given prompt and general publicity and it should be filed promptly by the City Administrator.

Approved and passed on this 7<sup>th</sup> day of August 7, 2023

\_\_\_\_\_  
Ryan Voss, Mayor

ATTEST: \_\_\_\_\_  
Mark Larson, City Administrator



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Park Board Minutes  
August 23, 2023

Members Present: Amanda Ortloff, Mike Long, Matt Roberts

Members Absent: Jim Eiden, Jerrod Fisher

Others Present: Jamie Voigt, Ryan Voss

**Adopt Minutes:**

*Motion by Matt, seconded by Amanda to approve the minutes from July 26, 2023. All present voted aye. Motion carried.*

**Oscar Olson Planning Concepts:**

Jamie advised that the City Council has approved the Oscar Olson concept plan. The board then discussed the priorities of the amenities included in the concept plan. The board thinks the fencing is important due to safety of the Morningside Drive traffic and potential balls being kicked that direction. Jamie is going to get quotes for chain-link and decorative fencing options for Morningside Drive, dog park, and pickleball courts. Jamie is also going to have staff move the goals of the soccer field to be in alignment with concept plan. Will discuss at a later date if any grading or striping needs to be done at the soccer field after it is determined how much use the field will get. The board feels pickleball is also a priority since donations have already been received for this project (approximately \$10,000). Mayor Voss advised he would volunteer to get some pricing together for concrete, contractors, etc. for the pickleball courts for the next park board meeting. Because of the priority of the pickleball courts the board thinks it is important to get restrooms closer to the shelter and expected area of the new pickleball courts. The board discussed obtaining sketch plans for a restroom concept. The trail and basketball courts are expected to be about 4 years out and will be part of a bigger mill and overlay project. The dog park also remains a priority based on the community outreach survey. Even though these have been identified as the priorities in the concept plan it is all dependent on funding that becomes available which is yet to be determined. The board, staff, and City Council are hoping community interest groups will volunteer for fundraising or labor hours as the plan continues to develop.

**Park Bench Update:**

Jamie will bring different options to the next park board meeting so we have a consistent option to offer to the public when they want to donate a bench.

**Other:**

None

**Jamie's Report:**

Oak Leaf paving has been complete. Oscar Olson restrooms will most likely not be finished until September. Drain tile put in at 3<sup>rd</sup> baseline at Volmer Field to help with pooling water. The camp post plans to return next season. Staff still maintaining wood for campground as STS is not a current resource. New mowers have been received but will need to go out for quotes next year. The pool closes for the season on Saturday, August 26<sup>th</sup>.

**Adjournment:**

*Motion by Matt second by Amanda to adjourn the August 23, 2023, park board meeting. All present voted aye. Motion carried.*

**Next Meeting Date:**

Next meeting date is Wednesday, September 20<sup>th</sup>.



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# September 2023

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Aug 27	28	29	30	31	Sep 1	2
3	4 Labor Day - office closed	5 7:00pm City Council Meeting (City Hall)	6 6:00pm Fire Relief (Fire Hall)	7	8	9
10	11 3:30pm City Council Workshop (City Hall)	12 8:30am Department Head (City Hall) 9:00am Safety Committee (City Hall West Conf)	13	14 7:00pm Planning Commission (City Hall)	15	16
17	18 7:00pm City Council (City Hall)	19 8:30am Department Head (City Hall)	20	21 5:00pm Airport Commission (City Hall)	22	23
24	25 7:00pm Library Board (Library) 7:00pm Light & Power (light Plant)	26	27 12:00pm Economic Development Comm Meeting (City Hall West Conference Hall) 6:30pm Park Board (City Hall)	28	29	30

## AUGUST 2023 BUILDING PERMITS

Permit Type	Property Address	Valuation	Total Fees Paid	Description of Work
Mechanical (Residential)	1304 20TH ST		\$76.00	replace furnace and a/c
Re-roof (Commercial)	729 10TH ST E	\$25,000.00	\$612.69	REMOVE OLD ROOF TO DECK, INSTALL TAPERED INSULATION & PVC ROOF MEMBRANE.
Mechanical (Commercial)	320 13TH ST W	\$43,353.00	\$904.02	Mechanical work for new construction.
Repair/Remodel/Alteration (Education/Institution/St	1805 HENNEPIN AVE N	\$90,000.00	\$1,428.94	Remodel the old x-ray space to convert to cardiopulmonary.
Mechanical (Education/Institution/State)	1805 HENNEPIN AVE N	\$6,540.00	\$232.21	Two registers and 2 VAV boxes.
Plumbing (Education/Institution/State)	1805 HENNEPIN AVE N	\$6,000.00	\$255.50	Demo 2 existing sinks, install new sing using existing rough-in.
Mechanical (Residential)	1028 13TH ST E		\$76.00	3 head ductless Heat Pump
Re-Window/Exterior Door (Residential)	1429 11TH ST E		\$56.00	replace 4 windows and one patio door in existing places
Re-Roof (Residential)	903 15TH ST E,		\$51.00	re-roof
Re-Window/Exterior Door (Residential)	1421 IVES AVE		\$61.00	3 re-window same size, same opening
Re-Roof (Residential)	1010 22ND ST E		\$56.00	re-roof
Move current garage off of current location and move 5' south and 5' east. Dig new trench down 2'. Install new rock and footings. Concrete to be 6" above grade and 12" below grade. Garage base will be 3.5" slab on grade and connect to existing slab. No changes to electrical. Re single roof upon completion of existing garage move.				
Repair/Remodel/Alteration (Residential)	1519 13TH ST E	\$7,478.88	\$263.30	
Fence (up to 7' high)	1411 DOGWOOD AVE		\$40.00	chain link fence installation in back yard
Repair/Remodel/Alteration (Residential)	1311 15TH ST E	\$5,215.00	\$215.92	7 wall anchors to stabilize bowing wall.
Repair/Remodel/Alteration (Residential)	1406 BIRCH AV	\$4,000.00	\$179.06	Remove small window in basement, excavate for window well, install egress window.
Repair/Remodel/Alteration (Residential)	420 HENNEPIN AVE	\$33,865.00	\$760.77	REMOVE AND REPLACE 12 WINDOWS. CUTTING DOWN 6 WITH NO FOOTER CHANGE
Re-roof (Commercial)	208 11TH ST E	\$20,000.00	\$507.06	Shingle existing building.
Solar System-Res	1212 11TH ST E	\$45,403.00	\$939.74	PV Roof Mount Solar
Re-Roof (Residential)	822 14TH ST E		\$56.00	re-roof house and detached garage
Repair/Remodel/Alteration (Commercial)	330 10TH ST E	\$45,000.00	\$919.69	Reface existing price sign and canopy image.
Re-Window/Exterior Door (Residential)	1111 ABBOTT AVE N		\$56.00	rewindow x3, patio door - all in same location
Plumbing (Commercial)	830 TAYLOR AVE	\$3,500.00	\$253.00	Install new drinking fountain.
Fence (up to 7' high)	1602 IVES AVE		\$40.00	fence
Garage O/H Door Replacement (Residential)	820 SUMAC LN		\$51.00	REPLACE OVERHEAD GARAGE DOOR
New Single Family House (Residential IRC-1)	403 20TH ST W	\$270,000.00	\$3,304.56	New single family home on platted lot, 3 car garage, 2 baths, 3 bedrooms, no basement, slab on grade.
Repair/Remodel/Alteration (Commercial)	2391 N HENNEPIN AVE	\$45,000.00	\$919.69	Remodel 2 rooms inside of building. Install New windows, ACT Ceiling, Paint Walls, cabinets and interior lights.
Repair/Remodel/Alteration (Residential)	1611 12TH ST E	\$6,608.00	\$242.24	Sump pump, sump basket, 54 ft of interior drain tile.
Basement Finish (Residential)	1636 11TH ST	\$23,182.33	\$601.15	Installing 1 egress window, 136' of drain tile, 40' lateral line, and 1 sump pump.

# CITY OF GLENCOE BILLS

SEPTEMBER 5, 2023

## **\*\* PREPAID PAYROLL & WIRE TRANSFER BILLS \*\***

<u>VENDOR</u>	<u>DEPARTMENT: DESCRIPTION</u>	<u>TOTAL</u>
CITY OF GLENCOE EMPLOYEES	MULTIPLE DEPTS.: CITY OF GLENCOE PAYROLL 5-17-23	\$67,717.67
WIRE TRANSFER	MULT DEPTS: STATE SALES TAX	\$20,293.00
WIRE TRANSFER	MULT DEPTS:EMP/CITY PAYROLL TAXES,HSA,PERA,D COMP,CAFE	\$47,887.30
	TOTAL PREPAID BILLS ----->	<u><u>\$135,897.97</u></u>

## INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

SEPT 5, 2023 - PREPAID BILLS

Date: 09/01/2023

Time: 11:29 am

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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	177496	05/26/2023	494.76
				Vendor Total:	494.76
BREAKTHRU BEVERAGE	0513	LIQUOR STORE: MERCH FOR RESALE	177489	05/22/2023	2,562.18
				Vendor Total:	2,562.18
C & L DISTRIBUTING	0492	LIQUOR STORE: MERCH FOR RESALE	177497	05/26/2023	13,363.30
				Vendor Total:	13,363.30
DAHLHEIMER BEVERAGE	0003	LIQUOR STORE: MERCH FOR RESALE	177498	05/26/2023	17,445.68
				Vendor Total:	17,445.68
GLENCOE BASEBALL ASSOCIATIC	0946	LIQUOR STORE: ADVERTISING	177499	05/26/2023	250.00
				Vendor Total:	250.00
JOHNSON BROS - ST PAUL	0504	LIQUOR STORE: MERCH FOR RESALE	177490	05/22/2023	5,475.99
				Vendor Total:	5,475.99
MARLIN'S TRUCKING	1387	LIQUOR STORE: MERCH FOR RESALE	177500	05/26/2023	344.75
				Vendor Total:	344.75
MINNESOTA PUBLIC EMPLOYEE	1439	POLICE: UNION DUES	177491	05/22/2023	110.75
				Vendor Total:	110.75
PAUSTIS WINE COMPANY	0916	LIQUOR STORE: MERCH FOR RESALE	177492	05/22/2023	6,038.00
				Vendor Total:	6,038.00
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR STORE: MERCH FOR RESALE	177493	05/22/2023	8,979.58
				Vendor Total:	8,979.58
SOUTHERN GLAZER'S OF MN	1429	LIQUOR STORE: MERCH FOR RESALE	177494	05/22/2023	8,783.72
				Vendor Total:	8,783.72
VIKING BEVERAGES	0973	LIQUOR STORE: MERCH FOR RESALE	177501	05/26/2023	6,770.80
				Vendor Total:	6,770.80
VIKING COCA-COLA BOTTLING CC	0494	LIQUOR STORE: MERCH FOR RESALE	177502	05/26/2023	568.75
				Vendor Total:	568.75
WINE MERCHANTS	0667	LIQUOR STORE: MERCH FOR RESALE	177495	05/22/2023	843.00
				Vendor Total:	843.00
				Grand Total:	72,031.26
				Less Credit Memos:	0.00
				Net Total:	72,031.26
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	72,031.26
Total Invoices:		14			

# INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

SEPT 5, 2023 - REGULAR BILLS

Date: 09/01/2023

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
BRADLEY SECURITY, LLC	0209	WATER: LOCK INSTALLATION, REKEY CYLINDER, KEYS	0	00/00/0000	1,337.00
				Vendor Total:	1,337.00
C L BENSEN COMPANY, INC	0539	ADMIN: FURNACE FILTERS	0	00/00/0000	429.60
				Vendor Total:	429.60
CARGILL, INC	1636	WATER: SALT	0	00/00/0000	5,278.14
				Vendor Total:	5,278.14
CENGAGE LEARNING INC-GALE	1828	LIBRARY: BOOKS	0	00/00/0000	325.37
				Vendor Total:	325.37
CENTER POINT LARGE PRINT	1349	LIBRARY: BOOKS	0	00/00/0000	146.22
				Vendor Total:	146.22
CENTURYLINK	1394	MULT DEPTS: PHONE BILL	0	00/00/0000	817.32
				Vendor Total:	817.32
CINTAS CORP	1877	AQUATIC CENTER: FIRST AID SUPPLIES	0	00/00/0000	56.43
				Vendor Total:	56.43
COMMUNITY DESIGN GROUP	0284	ADMIN: COMPREHENSIVE PLAN FINAL PAYMENT	0	00/00/0000	1,884.40
				Vendor Total:	1,884.40
EGGERSGLUESS, BRAD	0869	ADMIN: MONTHLY CELL PHONE REIMB	0	00/00/0000	50.00
				Vendor Total:	50.00
FLEET SERVICES DIVISION	2144	POLICE: SQUAD CAR LEASES	0	00/00/0000	3,769.86
				Vendor Total:	3,769.86
FLEXIBLE PIPE TOOLS &	0080	WWTP: LEADER HOSE	0	00/00/0000	358.65
				Vendor Total:	358.65
FOREST CITY MODELS & PATTERN	0129	WWTP: RAIN BARRELS	0	00/00/0000	21,796.28
				Vendor Total:	21,796.28
FOSTER MECHANICAL, INC.	0647	ADMIN: HVAC SYSTEM/ EQUIPMENT REPAIR	0	00/00/0000	942.46
				Vendor Total:	942.46
FREITAG, BENTON	0659	CABLE TV: COUNCIL MEETING RECORDINGS	0	00/00/0000	100.00
				Vendor Total:	100.00
GACC TOURISM	0168	REIMB: LODGING TAX	0	00/00/0000	120.90
				Vendor Total:	120.90
GILLETTE PEPSI COMPANIES, INC	0496	AQUATIC CENTER, LIQUOR STORE: MERCH FOR RESALE	0	00/00/0000	1,756.60
				Vendor Total:	1,756.60
GMH ASPHALT CORP.	0556	'23 ST IMPROVE: 2023 PAVEMENT IMPROVEMENT PROJECT PAYMENT	0	00/00/0000	1,235,699.50
				Vendor Total:	1,235,699.50
GRAINGER	0544	WWTP: LAB SUPPLIES	0	00/00/0000	156.55
				Vendor Total:	156.55
HAWKINS, INC.	1133	AQUATIC CENTER, WATER: CHEMICALS	0	00/00/0000	1,717.97
				Vendor Total:	1,717.97
HILLYARD HUTCHINSON	0122	ADMIN: SMOKING RECEPTACLE	0	00/00/0000	167.43
				Vendor Total:	167.43
HUEMOELLER, GONTAREK &	1800	ADMIN: LEGAL SERVICES	0	00/00/0000	6,459.00
				Vendor Total:	6,459.00
KONE CHICAGO	0800	ADMIN, LIBRARY, CITY CENTER: ELEVATOR REPAIR	0	00/00/0000	3,294.50
				Vendor Total:	3,294.50

# INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

SEPT 5, 2023 - REGULAR BILLS

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
LEEDSTONE	1541	WWTP: ACID RINSE	0	00/00/0000	713.11
				Vendor Total:	713.11
LITZAU EXCAVATING	0380	STORM WATER: REPAIR TILE LINE	0	00/00/0000	3,504.00
				Vendor Total:	3,504.00
MESERB	1843	WATER, WWTP: MEMBERSHIP ASSESSMENT	0	00/00/0000	2,061.00
				Vendor Total:	2,061.00
METERING & TECHNOLOGY	1050	WATER: WATER METERS & PARTS	0	00/00/0000	1,766.00
				Vendor Total:	1,766.00
METRO SALES, INC	1066	ADMIN, POLICE, LIBRARY: OFFICE EQUIPMENT LEASE	0	00/00/0000	984.36
				Vendor Total:	984.36
MINI BIFF	0177	PARK, SANITATION: WASTE REMOVAL	0	00/00/0000	316.20
				Vendor Total:	316.20
MN. RURAL WATER ASSOC.	0175	WATER, WWTP: MEMBERSHIP RENEWAL	0	00/00/0000	400.00
				Vendor Total:	400.00
MVTL , INC.	0353	WATER, WWTP: LAB TESTING	0	00/00/0000	666.10
				Vendor Total:	666.10
NORTH CENTRAL LABORATORIES	0631	WWTP: LAB SUPPLIES & TESTING	0	00/00/0000	1,940.91
				Vendor Total:	1,940.91
PITNEY BOWES BANK INC	0271	ADMIN: POSTAGE	0	00/00/0000	415.52
				Vendor Total:	415.52
PITNEY BOWES GLOBAL	1714	ADMIN: POSTAGE MACHINE LEASE	0	00/00/0000	142.53
				Vendor Total:	142.53
PLUNKETT'S PEST CONTROL, INC	0446	AQUATIC CENTER, CITY CENTER: PEST CONTROL	0	00/00/0000	162.02
				Vendor Total:	162.02
PREMIUM WATERS, INC.	1081	LIBRARY: WATER	0	00/00/0000	52.48
				Vendor Total:	52.48
SCR, INC - ST. CLOUD	0738	ADMIN,LIBRARY,CITY CTR:REPLACE CONDENSER COIL & DRIER CORES	0	00/00/0000	16,637.63
				Vendor Total:	16,637.63
SEH	1757	MULT DEPTS: ENGINEERING SERVICES	0	00/00/0000	83,040.14
				Vendor Total:	83,040.14
STATE OF MN-DEPT PUBLIC SAFE	2269	MULT DEPTS: HAZARDOUS CHEMICAL INVENTORY FEES	0	00/00/0000	500.00
				Vendor Total:	500.00
TOTAL COMPLIANCE SOLUTIONS	1452	ADMIN: EMPLOYEE TESTING	0	00/00/0000	65.00
				Vendor Total:	65.00
TYLER TECHNOLOGIES, INC.	2024	FINANCE: ACCOUNTS RECEIVABLE SOFTWARE & ANNUAL MAINTENANCE	0	00/00/0000	2,813.00
				Vendor Total:	2,813.00
UNHINGED PIZZA	1412	AQUATIC CENTER: PIZZA FOR RESALE	0	00/00/0000	1,606.00
				Vendor Total:	1,606.00
VANDAMME, JON	0136	LIQUOR STORE: MONTHLY CELL PHONE REIMB	0	00/00/0000	50.00
				Vendor Total:	50.00
VERIZON WIRELESS	1110	POLICE: SQUAD CAR PHONES	0	00/00/0000	200.09
				Vendor Total:	200.09
VICTOR'S PC SOLUTIONS	0082	POLICE: COMPUTER HARDWARE & SERVICE	0	00/00/0000	2,667.18

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

SEPT 5, 2023 - REGULAR BILLS

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Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
Vendor Total:					2,667.18
VOSS, RYAN	2217	ADMIN: MONTHLY CELL PHONE REIMB	0	00/00/0000	50.00
Vendor Total:					50.00
WENDOLEK, MACKENZIE	1565	CITY CENTER: DAMAGE DEPOSIT REFUND	0	00/00/0000	200.00
Vendor Total:					200.00
Grand Total:					1,407,617.45
Less Credit Memos:					0.00
Net Total:					1,407,617.45
Less Hand Check Total:					0.00
Outstanding Invoice Total :					1,407,617.45
Total Invoices:	46				