

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

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

Others: Lowell Anderson, Rich Glennie, Al Robeck, Justin Black SEH, Matthew Lenrmann, Russell Harnois, Brody Bratsch SEH, Matt Foss GSL, Whitney Peters GSL, Victor Garcia, Milan Alexander, Myranda Vandamme

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

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

**2. APPROVE THE AGENDA**

*Motion: Duvall, seconded by Olson to approve the agenda with the addition. All in favor, motion carried.*

**3. CONSENT AGENDA**

**A. Approve City Council Minutes of May 1, 2023**

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

**B. Special Event Car Show**

Victor Garcia spoke on behalf of the car show. He said that the car show in June would still happen, but it wouldn't include the Happy Hour area. They would like to include the Happy Hour and music at the car show on July 16. The owner of Happy Hour said that they would follow the stipulations that were in the memo they received: all glass would remain inside, plastic containers would be used outside, and they will have extra coverage to make sure people that have alcohol would stay within the fenced in area. The car show in June (coincides with Glencoe Days) will be a fundraiser for the Fire Department so they will sell alcohol and be the main food vendor.

*Motion: Lemke, seconded by Hueser to approve the Special Event Car Show. All in favor, motion carried.*

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

**5. PUBLIC HEARINGS - none**

**6. BIDS AND QUOTES**

**A. Bid Results for 2023 Pavement Management Plan – Justin Black, SEH**

**1. Resolution 2023-10 Award Bid for Project to GMH Construction**

29 contractors and sub-contractors requested information on the project, five contractors submitted bids. Bids ranged from \$300,000 to \$600,000 under the estimate \$5.1 million. Neid asked about the extra \$32,000 for colored concrete and if there was a purpose for it. Mr. Black said that it offers a difference between the part of the concrete that is ADA compliant and the curb and gutter sidewalk. He also said that often times you get your best price through the bid and it is easier to remove items than it is to add things to a project. Olson requested photos of the colored concrete sidewalk and then the council can decide at the next meeting if they want to remove it.

*Motion: Lemke, seconded by Neid to approve Resolution 2023-10 Award Bid for Project to GMH Construction. All in favor, motion carried.*

**2. Supplemental Letter Agreement (SLA) with SEH for Inspection Services**

Hourly rate contract not to exceed \$440,000, which is approximately 17.5%.

*Motion: Neid, seconded by Hueser to approve Supplemental Letter Agreement (SLA) with SEH for Inspection Services. All in favor, motion carries.*

**3. Change Order Number 1 – potential additional work to be presented June 5, 2023**

As discussed in item 6.A.1.

- B.** Resolution **2023-11** authorizing execution of Airport Improvement Grant (**AIG** with MNDOT Aeronautics for \$291,154.00 (Local share \$29,115) for Terminal Construction

*Motion: Lemke, seconded by Neid to approve Resolution 2023-11 authorizing execution of Airport Improvement Grant (AIG with MNDOT Aeronautics for \$291,154.00 (Local share \$29,115) for Terminal Construction. All in favor, motion carried.*

- C.** Resolution **2023-12** authorizing execution of Airport Improvement Program Grant (**AIP** with MNDOT Aeronautics for \$229,600.00 (State share \$17,779; Local share \$14,260) for Airport Terminal Design

*Motion: Neid, seconded by Olson to approve Resolution 2023-12 authorizing execution of Airport Improvement Program Grant (AIP with MNDOT Aeronautics for \$229,600.00 (State share \$17,779; Local share \$14,260) for Airport Terminal Design. All in favor, motion carried.*

- D.** Resolution **2023-13** authorizing execution of Airport Terminal (**ATG** with MNDOT Aeronautics for \$750,000.00 (Local share \$37,500) for Airport Terminal Construction

*Motion: Olson, seconded by Lemke to approve Resolution 2023-13 authorizing execution of Airport Terminal (ATG with MNDOT Aeronautics for \$750,000.00 (Local share \$37,500) for Airport Terminal Construction. All in favor, motion carried.*

## **7. REQUESTS TO BE HEARD**

- A.** Glencoe Days 2023 – Myranda VanDamme, Co-Chair  
Request assistance of City staff with setting up and tearing down at Oak Leaf Park. Approve the temporary liquor license, extend the park hours for Friday and Saturday at 12:30am, waive the amusement license and the fireworks permit.

*Motion: Hueser, seconded by Neid to approve the Glencoe Days requests. All in favor, motion carried.*

- B.** Awning Grant/Sign Application – Jon Jerabek Assistant City Administrator

*Motion: Hueser, seconded by Neid to approve the Awning Grant / Sign Application to Edward Jones for \$2281. All in favor, motion carried.*

- C.** SLA with SEH for Sound Study at BIT49 Facility – City Administrator

*Motion: Lemke, seconded by Hueser to approve the sound study of Bit 49 for \$3800, to be reimbursed by Bit 49. All in favor, motion carries.*

- D.** Electric Vehicle Charging Station - Dave Meyer

Grant process started in November 2020 for an electric vehicle charging station. Location will be at the first four stalls in the Burger King parking lot.

*Motion: Neid, seconded by Lemke to approve the location of the Electric Vehicle Charging Station, with the Council being able to provide input before the price is set. All in favor, motion carried.*

## **8. ITEMS FOR DISCUSSION**

- A.** Employee Compensation Study – Jon Jerabek, Assistant City Administrator

As discussed in a workshop, the City received three bids for completing a wage study. The lowest bid was from David Drown & Associates at \$6600 and the highest bid was \$34,000. It has been over 30 years since the last wage study. The League no longer does a wage study. Hueser said that he doesn't want to look at a wage survey that doesn't include the benefits portion. He expects Administration and Department Heads be reaching out to the cities to find out what the other cities pay.

*Motion: Olson, seconded by Hueser to accept the bid from David Drown and Associates. Vote 1 – 4 with Olson being the only one to approve.*

*Motion: Lemke, seconded by Hueser to have David Drown and Associates to give a presentation at a workshop. All in favor, motion carries.*

- B.** Ordinance Amendment regarding Farm Animals and Chickens – City Attorney Ostlund  
Will be bringing a draft of an ordinance to the next meeting.

- C.** Ad-hoc committee to review Economic Development Authority – Mayor Voss

*Motion: Neid, seconded by Duvall to create an Ad-hoc committee exploring an EDA with Hueser, Neid and the Mayor being on the committee. All in favor, motion carries.*

**9. ROUTINE BUSINESS**

**A. Project Updates**

**B. Economic Development**

**C. Public Input**

Matt Foss, one of the Principals at GSL, noted that the School Resource Officer has been invaluable at the schools. They are looking at possibly getting a therapy dog. If anyone has any suggestions and/or recommendations to please contact him.

Resident Al Robeck noted that there are holes in the sidewalks by Rhema’s like it didn’t get sealed properly.

Olson received a call from a resident about the train whistle and was wondering if there is a different type of whistle they could use.

**D. Reports**

**E. City Bills**

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

**10. ADJOURNMENT**

*Motion: Lemke, seconded by Hueser to adjourn at 8:43pm. All in favor, motion carried.*

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

Mark Larson, City Administrator

Resolution **2023-10** Award Bid for Project to GMH Construction.

Motion by Lemke seconded by Neid. Vote 5 – 0.

- YES Luz Duvall
- YES Sue Olson
- YES Mark Hueser
- YES Paul Lemke
- YES Cory Neid

Resolution **2023-11** Authorizing Execution of Airport Improvement Grant (**AIG** with MNDOT Aeronautics for \$291,154.00 (Local share \$29,115) for Terminal Construction.

Motion by Lemke seconded by Neid. Vote 5 – 0.

- YES Luz Duvall
- YES Sue Olson
- YES Mark Hueser
- YES Paul Lemke
- YES Cory Neid

Resolution **2023-12** Authorizing Execution of Airport Improvement Program Grant (**AIP** with MNDOT Aeronautics for \$229,600.00 (State share \$17,779; Local share \$14,260) for Airport Terminal Design.

Motion by Neid seconded by Olson. Vote 5 – 0.

- YES Luz Duvall
- YES Sue Olson
- YES Mark Hueser
- YES Paul Lemke
- YES Cory Neid

Resolution **2023-13** authorizing execution of Airport Terminal (**ATG** with MNDOT Aeronautics for \$750,000.00 (Local share \$37,500) for Airport Terminal Construction.

Motion by Olson seconded by Lemke. Vote 5 – 0.

- YES Luz Duvall
- YES Sue Olson
- YES Mark Hueser

YES Paul Lemke  
YES Cory Neid