

Attendees: Ryan Voss, Sue Olson, Allen Robeck, Cory Neid, Paul Lemke, Arnold Brinkmann

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

Others: Justin Black, Brody Bratsch, Carolyn Schiro, Bob Shanahan, Rich Glennie, Phyllis Sopkowiak, Larry Ostendorf, Ken & Bonnie Teschendorf, Travis Stradtman, Dennis Wolter

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

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

**2. CONSENT AGENDA**

**A.** Approve Minutes of the Regular Meeting of October 3, 2022

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

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

**4. PUBLIC HEARINGS**

**A.** Public Hearing on Delinquent Bills Owed to the City of Glencoe at 7:00 PM

**1)** Approve Resolution 2022-023 certifying the collection of delinquent bills with the 2023 Property Taxes

Mayor Voss opened the Public Hearing at 7:02pm on Delinquent Bills Owed to the City of Glencoe. There was no public comment.

*Motion Lemke, seconded by Neid to close the public hearing at 7:03pm. All in favor, motion carried.*

*Motion: Neid, seconded by Robeck to Approve Resolution 2022-023 certifying the collection of delinquent bills with the 2023 Property Taxes. All in favor, motion carried.*

**B.** Public Hearing on proposed Special Assessments for the 2022 Pavement Improvement Project

**1)** Review 2022 Pavement Project and proposed Assessments - SEH

**2)** Approve Resolution 2022-024 adopting the assessment for the 2022 Pavement Improvement Project

Mayor Voss opened the Public Hearing at 7:04pm.

Brody Bratsch, SEH Engineering, reviewed the 2022 Pavement Plan. Total project cost was \$1,206,245. There was no public comment.

*Motion: Lemke, seconded by Olson to close the Public Hearing at 7:12pm. All in favor, motion carried.*

*Motion: Neid, seconded by Robeck to approve Resolution 2022-024 adopting the assessment for the 2022 Pavement Improvement Project at 2% financing since letters were sent out stating 2%. All in favor, motion carried.*

**5. BIDS AND QUOTES**

**A.** Miller Manufacturing Land Purchase – Approve Business Subsidy Agreement – City Attorney Ostlund  
This is a business subsidy that the City of Glencoe would sell the Glen Tech Industrial Park to Miller Manufacturing for \$265,000. Robeck was concerned about there not being an easement and the two properties on the other side of the highway wouldn't have access to City water and sewer. Larson responded that there is an easement along the platted property and adequate space.

*Motion: Neid, seconded by Brinkmann to Approve the Business Subsidy Agreement with Miller Manufacturing. Vote 4 – 1 with Robeck against.*

*Motion: Lemke, seconded by Neid to execute the closing. Vote 4 – 1 with Robeck against, motion carried.*

- B.** Proposal for a Geotechnical Evaluation for 2023 + Glencoe Pavement Improvements for Various Streets and Avenues from Braun Intertec – SEH

Justin Black from SEH, has requested to complete 25 soil boring to cover the next five years of street improvements. Neid questioned if 25 borings was enough. Neid requested a copy of the locations of the boring. Robeck also requested the results of the borings.

*Motion: Neid, seconded by Robeck to approve the Geotechnical Evaluation for 2023 plus Glencoe Pavement Improvements for Various Streets and Avenues from Braun Intertec. All in favor, motion carried.*

## **6. REQUESTS TO BE HEARD**

- A.** Abatement and Business Subsidy Agreement with Hotel Group – Set Interest Rate – City Administrator Larson

Larson is recommending setting the interest rate at 4% based on what the current interest rate is. Neid said that with the way interest rates are going, he thinks 4% is too low and he would recommend it to be set at 5%. Robeck asked if they would have to put a pond in. Larson said that if they do a pond, it will be the hotels responsibility.

*Motion: Lemke, seconded by Olson to Abatement and Business Subsidy Agreement with Hotel Group with an interest rate of 4%. Vote 3 – 2 with Robeck and Neid against, motion carried.*

- B.** Special Use Permit request of Tracy Larson, 430 Edgewood Drive for Installation of an above ground pool exceeding 5,000 gallons – Planning Commission Recommendation

Planning Commission recommends that this be a Building Permit (not a Special Use Permit) which is typically found in other neighboring communities and that it would require a 6ft privacy fence for safety.

*Motion: Lemke, seconded by Olson to approve the Special Use Permit following the recommendations of the Planning Commission. Vote 5 – 0, motion carried.*

- C.** Final Plat for Helen Baker Estates – Planning Commission Recommendation

Preliminary plat was for three twin homes in six lots, now it is being requested to build 12 single family homes. These homes would not have basements; it is more like a patio home. This was approved by the Planning Commission last week. Neid questioned if there would be enough green space. City Attorney Ostlund noted that the Council would have flexibility with green space since it is a Planned Unit Development. There was discussion about water and sewer.

*Motion: Lemke seconded by Olson to approve the final plat for Helen Baker Estates based on the Planning Commission's recommendation. All in favor, motion carried.*

- D.** Police Department Policy changes – Chief Padilla

**1)** Awards Policy

*Motion: Neid, seconded by Brinkmann to approve the Awards Policy. All in favor, motion carries.*

**2)** Off-Duty Employment Policy

*Motion: Lemke, seconded by Neid to approve the Off-Duty Employment Policy. All in favor, motion carried.*

## **7. ITEMS FOR DISCUSSION**

- A.** Airport Terminal Building Update – City Administrator

**1)** Well and Septic System Update

Based on tests from a local well driller, a new well needs to be drilled. With the help of the County, a new septic mound system will need to be constructed. Airport Commission meeting this week to go over the entire plan. The bid opening will be set for November 22. A Special City Council meeting will need to take place on November 28 to award the bid. Everything needs to be sent into the FAAA no later than December 1, 2022.

**2)** Set City Council Meeting for November 28, 2022, at 5:00 PM to award Terminal Building Bid

*Motion: Brinkmann, seconded by Olson to set a City Council special meeting on November 28, 2022, at 5:00pm. All in favor, motion carried.*

B. Reminder City Council Meeting Date Change from November 7, 2022, To October 31, 2022.

**8. ROUTINE BUSINESS**

**A. Project Updates**

William Mueller paved the trail on Friday. For the most part the project is completed, they still need to complete the patching.

**B. Economic Development - none**

**C. Public Input**

Resident Bob Shanahan questioned if the city was paying their part of the assessments on his street because he has to pay nearly \$15,000. The City is paying approximately \$52,000.

Robeck questioned why the water breaks haven't been fixed yet, there are dead trees that need to be taken down, and he received a complaint about the dog station at the east end of Glenview Woods and is requesting that it be moved farther east.

Brinkmann came across street signs that need some work. Jamie is aware of these signs and will get them taken care of.

**D. Reports – none**

**E. City Bills**

Motion: Neid, seconded by Brinkmann to pay the city bills. All in favor, motion carried.

**9. ADJOURNMENT**

Motion: Robeck, seconded by Neid to adjourn at 8:15pm. All in favor, motion carried.

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Ryan Voss, Mayor

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Mark Larson, City Administrator