



SMALL CITY  BIG FUTURE

**Glencoe City Council Meeting Minutes
December 18, 2023
City Center Ballroom**

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

City Staff: Mark Larson, Mark Lemen, Mark Ostlund, Todd Trippel, Jamey Retzer, and James Voigt

Others: Lowell Anderson, Rich Glennie, Allen Robeck, Dan Peterson, Mike Drew, and Lee Forcier

1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

The Meeting was called to order by Mayor Voss with all members present.

2. APPROVE THE AGENDA

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

3. CONSENT AGENDA

A. Approve City Council Minutes of December 4, 2023

B. Approve the following License's

1. A&P Company, Inc. (Happy Hour Inn) 815 11th St E. Glencoe, MN 55336
Tobacco, 1 music machine, 2 amusement devices
2. Casey's General Store #2010, 801 13th St. E, Glencoe, MN 55336
Tobacco
3. Casey's General Store #1688, 2101 10th St. E., Glencoe, MN 55336
Tobacco
4. Chandler Go For It Gas, 415 Chandler Ave N, Glencoe, MN 55336
Tobacco
5. Coborn's Inc, 221 11th St. E., Glencoe, MN 55336
Tobacco
6. Glencoe VFW Post 5102, 923 Chandler Ave. N., Glencoe, MN 55336
2 amusement devices, 1 music machine
7. Kwik Trip #1049, 2600 11th Street East, Glencoe, MN 55336
Tobacco
8. Main Street Sports Bar, 1226 Greeley Ave N, Glencoe, MN 55336
Tobacco, 1 music machine, 5 amusement devices
9. Unhinged Pizza, 2408 9th St. E, Glencoe, MN 55336
Amusement devices
10. Extradra Properties (Pla-Mor), 1904 9th Street e, Glencoe, MN 55336
Annual Dance Permit

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

4. PUBLIC COMMENT (agenda items only)

Allen Robeck made comments about Resolution 2023-44 regarding counting votes. He was not in favor of the City Council approving this resolution.

5. PUBLIC HEARINGS – None Scheduled

6. BIDS AND QUOTES – None Scheduled

7. REQUESTS TO BE HEARD

A. Approve Fire Department Officers for 2024

Fire Chief Cory Scheidt noted that the Fire Department had held recent elections for Fire Department Officers as follows:

Chief – Cory Scheidt
Assistant Chief – Scott Schrupp
Training Officer – Eric Morris
Secretary – Ryan Dording

Engine 31 Truck Company

Captain - Jeremy Mattson
1st Lieutenant - Jon Dahlke
2nd Lieutenant - Scott Mathews

Aerial 33

Captain – Tom Brinkmann
1st Lieutenant – Corey Lemke
2nd Lieutenant – Shawn Abrams

Engine 35 Truck Company

Captain – John Kruger
1st Lieutenant – Jason Oelfke
2nd Lieutenant – Martin Griebel

Motion: Neid, seconded by Rivera. With all members voting in favor, the Motion carried.

B. Approve Resolution 2023-44 – Regarding the counting of Write-in Ballots

City Administrator Larson informed the City Council of a recent law change that allowed the City Council to pass a resolution to not count write ballots if the amount was less than the second person that was actually on the Ballot. This would save the election judges time at the end of an election by not having to count ballots for votes for Donald Duck and Mickey Mouse.

Councilor Neid asked about a recent write in election for mayor that was extremely close. Larson Said they would count if there was not a second name on the ballot. Rivera, an election judge, said that they would be placed in an envelope at the end of the night and the total ballots would be counted.

Motion: Rivera introduced Resolution **2023-44** Regarding the Counting of Write-in Ballots:

RESOLUTION NO. 2023-44

**RESOLUTION ESTABLISHING REGULATIONS RELATED TO
COUNTING OF WRITE-IN VOTES**

WHEREAS, current voting regulations require election workers to count and tabulate each write-in vote under certain conditions; and

WHEREAS, counting of write-in votes is time consuming on election night and rarely, if ever, results in a winning candidate; and

WHEREAS, recent legislative changes have provided cities/townships/schools with options for how to deal with write-in votes; and

WHEREAS, the new State regulations provide the ability for cities/townships/schools to adopt a resolution requiring that either write-in candidates must submit a request in order to have their individual votes tallied, or write-in candidates will only have their individual votes tallied if the number of write-in votes for the contest is greater than or equal to the fewest number of votes cast for a non-write-in candidate; and

WHEREAS, the second option is recommended for adoption in City of Glencoe.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GLENCOE, MCLEOD COUNTY, MINNESOTA, THAT: the City of Glencoe's procedure for counting of write-in votes cast during a primary, special, or general election, unless otherwise required by State Statute, shall be as follows effective December 19, 2023:

Write-in candidates will only have their individual votes tallied if the number of write-in votes for the contest is greater than or equal to the fewest number of votes cast for a non-write-in candidate.

The Motion was seconded by Hueser, with the following voting in favor, Rivera, Hueser, Olson, Lemke, and Neid. With the following voting Nay, none.

The Resolution was adopted by the City Council of the City of Glencoe, McLeod County, Minnesota, this 18th day of December,, 2023.

C. Appoint Wastewater Operator

At this time, PW Director Water/Wastewater – Mark Lemen noted the resignation of Wastewater Operator Zac Pederson on October 6, 2023. There were no internal candidates and the City posted the position for two weeks. The City received 9 applications and interviewed 4 of the applicants. Two candidates moved forward to the final round and met with Wastewater Supervisor VonBerge and Lemen and received a tour of the Wastewater facility and a final question and answer session.

Lemen recommended to the City Council that Lee Forcier be appointed to be the next operator at the Glencoe Wastewater Treatment facility.

Motion: Lemke, seconded by Olson to appoint Lee Forcier as the next Wastewater Treatment facility operator. With all members voting in favor, the motion carried.

D. Assessment Proposal for 1329 13th Street East

At this time, Daniel Peterson, the purchaser of tax forfeited property at 1329 13th Street appeared before the City Council to contest the Assessment of \$18,230.87 that the City on placed back on the parcel after the tax forfeiture sale. The Assessment was for the demolition costs incurred by the City of Glencoe and penalties and interest on the 10 years that it was in tax forfeiture. Peterson presented a packet to the City Council and referred to five highlighted items in the packet. He also contested that McLeod County was withholding the purchase price of the Property from the City of Glencoe due to the Tyler vs. Hennepin County case. He wanted the purchase price of the property to be deducted from the assessment and that the penalties and interest be deducted from the assessment also.

The City Council and Mr. Peterson discussed this for the next 45 minutes.

Lemke said that he was amenable to reducing the assessment by the purchase price, but the \$1,800.00 in penalties and interest would remain for the City mowing the lawn and maintaining the property for the past 10 years. Attorney Ostlund said City had the authority to make changes to the assessment, but there was already a public hearing and Peterson should have argued his case at that time.

Motion: Lemke, seconded by Neid to amend the previous assessment using the \$18,230.87 and crediting the purchase price of the property of \$7,670 for a total assessment of \$10,560.87 either certified or paid by Peterson and defer for one year and that Peterson would be responsible for the difference if the City received less than the \$7,670 from the County.

Peterson then informed the City Council that it is not a threat, and he will be obtaining legal counsel to fight the assessment.

At this time, Lemke rescinded his motion and Neid rescinded his second and the motion was taken off the floor.

8. ITEMS FOR DISCUSSION

A. Salary Survey and Employee COLA for 2024

At this time, City Administrator Larson reviewed two options for a wage adjustment based upon the salary survey from the League of MN Cities. When compared to the averages for similar positions in communities around MN with populations from 4,000 to 8,000. The following positions were determined to be below average at the following amounts:

City Administrator	\$7.80/hr
Finance Director	\$8.67/hr
Finance Assistant	\$6.24/hr
Police Admin Assis	\$1.43/hr
Public Works Street/Parks	\$7.33/hr
Public Works Water/Waste	\$4.79/hr
Liquor Store Manager	\$2.37/hr

The City Council had previously met at a workshop on December 11th, 2023 and discussed for approximately 3 hours. City Administrator Larson presented two options to the City Council. Option number one was to divide the amount of the wage that is below average by 3-years and applying a COLA at 3.25% each year; thereby, reaching the average in three years.

The Second Option was to cap the yearly increase at \$3.00 per year over a 3-year period with a COLA to reach Average.

Councilor Hueser indicated that he had favored capping at \$3.00 per year over 2-years with COLA initially at the workshop. But now favored Option Number one.

Motion: Rivera, seconded by Hueser to approve Option Number One. With all members voting in favor, the motion carried.

Motion: Lemke, seconded by Hueser to provide a COLA of 3.25% for all other employees, except the public works operators as they are now represented by a Union. With all members voting in favor, the motion carried.

B. Approve 2024 Enterprise Fund Budgets

City Administrator Larson reviewed the Water, Wastewater and Glencoe Wine and Spirits budgets with the City Council.

Motion: Neid, seconded by Hueser to approve the 2024 Enterprise Funds. With all members voting in favor, the motion carried.

C. 2024 Board and Commission Openings

City Administrator Larson informed the City Council of the following openings on Boards and Commissions:

- Planning Commission – 1 member
- Airport Commission – 1 member
- Park Board - 1 member
- Cemetery Board – 2 members
- Light and Power Commission – 1
- Economic Development Authority – 5 members

9. ROUTINE BUSINESS

A. Project Updates

Larson updated on the roof project at the PD and Liquor Store, and the Terminal project.

Ostlund updated on 1234 Greeley and demo of the roof to get a structural engineer to inspect the integrity of the Roof. Cory asked about the dumpster on TH 22.

B. Economic Development - none

C. Public Input -

D. Reports – Larson noted that there were reports from Water, Wastewater, street/parks and

E. City Bills

Motion: Lemke, seconded by Neid to pay the City Bills. With all members voting in favor, the motion carried.

F. Close Meeting to discuss the possible purchase of Real Estate.

Motion: Neid, seconded by Hueser to close the meeting to discuss the purchase of real estate.

Motion: Neid, seconded by Heuser to reopen the meeting at 8:50 PM. With all members voting in favor, the motion carried.

G. ADJOURNMENT

Motion: Lemke, seconded by Neid to adjourn the meeting. With all members voting in favor, the motion carried.