



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

January 16, 2024 – 7:00pm (Tuesday)

City Center Ballroom

1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

2. CONSENT AGENDA

A. Approve Minutes of The Regular Meeting of January 2, 2024

3. APPROVE AGENDA

4. PUBLIC COMMENT (agenda items only)

5. PUBLIC HEARINGS

A. None Scheduled

6. BIDS AND QUOTES

A. Supplemental Letter Agreement (SLA) for SEH Inc. to continue Services as City Engineer for City of Glencoe for 2024 – Justin Black, SEH

B. Proposal for Feasibility report on the 2025 Hennepin Avenue (CSAH 2) Street and Utility Project with McLeod County, Justin Black, SEH

1. **Resolution 2024-02** -Ordering the Preparation of the Report on Improvement

C. Additional Equipment for 2023 Pierce Fire Engine Pumper – Public Safety Grant Funding – City Administrator

7. REQUESTS TO BE HEARD

A. Reappoint Michael Donnay to the Light and Power Commission – City Administrator

B. This item was removed from the City Council Agenda

C. Charter Commission Recommendations – City Attorney

1. **Ordinance No. 624** – An Ordinance Amending Various Sections of the City Charter, including the Fire Department – First Reading and Set Public Hearing

2. **Ordinance No. 625** – An Ordinance Amending section 9.02 relation to the appointment of members of the Light and Power Commission – First Reading and Set Public Hearing

D. Waiver of Monetary Limits on municipal tort liability to the extent of the limits of liability coverage obtained from the League of Minnesota Cities Insurance Trust (LMCIT) – City Administrator

8. ITEMS FOR DISCUSSION

- A.** Community Garden location near Glencoe City Cemetery – City Administrator
- B.** Landlocked unbuildable City Parcels of Property -
 - 1. Deed Lot for \$1.00 to Ken Polifka on Judd Avenue North
 - 2. Deed Lot for \$1.00 to Scott Conklin on Glenmor Lane
- C.** Buffalo Creek Watershed Landowner Meeting – January 23, 2024 at 3:00 PM at Glencoe City Center

9. ROUTINE BUSINESS

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

10. ADJOURNMENT



SMALL CITY & BIG FUTURE

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

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agenda items.**

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



GLENCOE CITY COUNCIL MEETING MINUTES
January 2, 2024 – 7:00pm
City Center Ballroom
Final Meeting of 2023

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.

1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

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

2. CONSENT AGENDA

A. Approve Minutes of December 18, 2023

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

3. ADJOURN

Motion: Neid, seconded by Hueser to adjourn the final meeting of 2023. All in favor, the motion carried.

2024 ORGANIZATIONAL MEETING MINUTES

January 2, 2024

1. ELECT VICE-PRESIDENT OF THE CITY COUNCIL

Motion: Lemke, seconded by Heuser to elect Cory Neid Vice-President of the City Council. All in favor, the motion carried.

2. DESIGNATE DEPOSITORY OF CITY FUNDS

A. Security Bank & Trust Company for City of Glencoe

Motion: Neid, seconded by Olson. All in favor, the motion carried.

3. DESIGNATE REGULAR MEETING NIGHTS & TIME OF CITY COUNCIL MEETINGS

A. First and Third Mondays at 7:00 p.m. Except for Holidays on Following Tuesday

B. Workshops on the 2nd Monday with time to be determined.

Motion: Lemke, seconded by Neid. All in favor, the motion carried.

4. SET PRICES FOR FEES, RENTAL EQUIPMENT & PART-TIME LABOR FOR 2024

A. City of Glencoe Fee Schedule (Fee changes in **BOLD)**

Motion: Neid, seconded by Rivera. All in favor, the motion carried.

5. APPOINTMENTS MADE BY THE CITY COUNCIL

- A. Cemetery Commission- Reappoint Dee Lemke and 2 Open Positions (Gary Vogt and Sue Bacon)
Motion: Lemke, seconded by Neid. All in favor, the motion carried.
- B. Airport Commission – Reappoint Karsten Nordby and 1 Open Position (Daris Remus)
Motion: Olson, seconded by Rivera. All in favor, the motion carried.
- C. Light & Power Commission - 1 Open Position (John Schrupp)
- D. Library Board – Reappoint Debra Donnay
Motion: Neid, seconded by Hueser. All in favor, the motion carried.
- E. Park Board – Reappoint Jim Eiden and 2 Open Positions (Mike Long and Matt Roberts)
Motion: Olson, seconded by Hueser. All in favor, the motion carried.
- F. Planning & Industrial Commission – Reappoint Kevin Dietz and 1 Open Position (Wes Olson)
Motion: Lemke, seconded by Hueser. All in favor, the motion carried.
- G. Charter Commission – **Approve Resolution 2024-01** – Confirmation by First District Court Judge
Motion: Lemke, seconded by Neid to approve Resolution 2024.01. Upon a roll call vote, the following voted in favor: Rivera, Olson, Hueser, Lemke, and Neid. The following voted nay, none. Whereupon the motion carried.

Resolution 2024-01 RESOLUTION FILLING VACANCIES OF THE GLENCOE CHARTER COMMISSION

WHEREAS, the terms of the persons serving on the Charter Commission all expired on the 1st day of May, 2021 or earlier; and

WHEREAS, The City of Glencoe appointed new Charter Commission members to serve on the Charter Commission on January 1, 2022 or earlier; and

WHEREAS, the Chief Judge of Minnesota's First Judicial District confirmed the City's January 1, 2022 appointees on November 15, 2023; and

WHEREAS, the terms of the persons serving on the Charter Commission for a term of two years expires on January 1, 2024; and

WHEREAS, the Chief Judge of the First Judicial District has not appointed persons to fill the positions on the Charter Commission and there are now vacant; and

WHEREAS, Minnesota Statute § 410.05, Subd. 2 permits the governing body of a city to fill vacancies on the Charter Commission should the District Court fail to do so,

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Glencoe, Minnesota that in order to fill the vacancies on the Glencoe Charter Commission, the following persons are hereby appointed to serve four-year terms on the Glencoe City Charter Commission commencing January 1, 2024.

Gary Ziemer
Cory Neid
Greg Ettel
Bob Scheidt

Jason Dahlk
Allen Robeck
Kevin Dietz

H. Economic Development Authority – Appoint 2 City Councilors and 5 open positions.

Motion: Lemke, seconded by Neid to Table until the City has enough applications. All members voted in favor, the motion carried.

6. LIAISONS

- A. Park Board – Yodee Rivera
- B. Library Board – Cory Neid
- C. Light & Power Commission – Paul Lemke
- D. Planning & Industrial Commission – Mark Hueser
- E. Cemetery Commission- Ryan Voss
- F. Airport Commission – Susan Olson
- G. Fire Department – Ryan Voss
- H. Glencoe Wine & Spirits – Ryan Voss
- I. Police Department – Ryan Voss
- J. Administration – Ryan Voss
- K. Economic Development Committee– Paul Lemke

Motion: Neid, seconded by Olson to approve the Liaisons. All members voting in favor, the motion carried.

REGULAR BUSINESS MEETING

JANUARY 3, 2024

7. APPROVE AGENDA

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

8. CONSENT AGENDA

- A. Approve License / Permits
 - Glencoe Tobacco Inc. dba Glencoe Tobacco & Vape
722 11th St. E., Glencoe MN 55336
 - Hy-Vee Dollar Fresh, Tobacco
3225 10th St. E., Glencoe MN 55336

Motion: Hueser, seconded by Neid. All members voting in favor, the motion carried.

9. PUBLIC COMMENT (agenda items only)

Motion: Allen Robeck, 828 Armstrong Avenue north, thanked the City Council for having public input. Commented on watermain breaks and amount of gravel used.

10. PUBLIC HEARINGS – None Scheduled

11. BIDS AND QUOTES

- A. Official Newspaper Bid for 2024 Printing – City Administrator

Motion: Neid, seconded by Hueser to approve the Chronicle Advertiser, dba Harold Journal as the official newspaper of the City of Glencoe for 2024. All members voting in favor, the motion carried.

- B. Crushing Concrete and Bituminous Pile (approximately 22,000 Tons) at Yard Waste Site – PW Director Voigt review the need to crush concrete and bituminous at the yard waste site. He explained that every 3 or 4 years, the City of Glencoe receives quotes for crushing the concrete and Bituminous at the yard waste

site. This reclaimed material is used for fill for watermain breaks and is placed on alleys in place of class 5 gravel.

With the large pavement project in 2023, the pile has grown to about 22,000 tons (estimated).

PW Director Voigt has obtained 3 quotes to crush the pile as follows:

Holtmeier, Mankato MN (\$4.00 per ton) for an estimated total of \$94,460.00

Rachael Aggregates, Arlington (\$5.15 per ton) for an estimated total \$114,800.

Doboszinski & Sons, Loretto, MN (\$5.65 per ton) for an estimated total of \$122,900

Voigt noted that Holtmeier crushed the pile the last time and did a great job and cleaned up the site after they had completed the crushing. City Administrator Larson noted that since the City used very little of the contingency in the 2023 Pavement Project, it is recommended to split the cost of the crushing between Water, Wastewater and the 2023 Pavement Project at \$31, 486.66 per fund.

Neid asked if the work would be done this winter and Voigt indicated late winter, early spring. City crews had spread additional material at the yard waste site in case of spring mud.

Motion: Lemke, seconded by Neid to approve the low quote of Holtmeier of Mankato to crush the concrete and Bituminous at the Yard Waste site. All members voted in favor, the motion carried.

12. REQUESTS TO BE HEARD

A. City Council Rules of Decorum – City Attorney

City Attorney Ostlund reviewed the City Council Rules of Decorum with the City Council.

B. Appoint Matthew Gospodarek as the Assistant City Attorney

Motion: Lemke, seconded by Rivera to appoint Matthew Gospodarek as the Assistant City Attorney. All members voted in favor, the motion carried.

C. Update on Charter Commission Meeting 12/27/23 – City Attorney

City Attorney Ostlund reviewed the activities of the Charter Commission on 12/27/2023. This information will be brought forward to the City Council at the second meeting in January.

D. 2024 Total Budget – City Administrator Larson reviewed the total city budget for 2024. This includes the General Fund Budget, Special revenue funds, Debt Service funds, Capital Improvement Funds, and the Enterprise Funds. The Total Revenues of \$17,403,932 and Total Expenses of \$17,017,789 for a difference of + \$386,160. Larson recommended the approval of the budget. Everything will now move to the approved line (8).

Motion: Neid, seconded by Olson to approve the overall 2024 City Budget. All members voted in favor, the motion carried.

13. ITEMS FOR DISCUSSION

Decertification of Tax Increment District #4 – East Industrial Park and Tax Increment District #17 – Miller Manufacturing – City Administrator informed the City Council that Tax Increment District #4, which is the original East Industrial Park District that was established in 1987 to build the industrial park that includes Delta Fabrication, TCW Railroad, Concrete Mobility and Starkey Labs and extended through special legislation in 2007 to help pay for the improvements in the second east industrial park ended by statute on 12/31/23.

Tax Increment District #17, which was established in 2014 to assist Miller Manufacturing in site improvements for their last expansion, also ended on 12/31/23.

The City of Glencoe currently has two remaining tax increment districts, Panther Heights and the Bus Garage Condos. No action was required.

14. ROUTINE BUSINESS

- a. Project Updates – update on airport terminal and roofing project.
- b. Economic Development - None
- c. Public Input - None
- d. Reports
- e. City Bills

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

15. ADJOURNMENT

Motion: Neid, seconded by Hueser to adjourn the meeting. All members voted in favor, the motion carried.



SMALL CITY & BIG FUTURE

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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: January 12, 2024

Re: **Item 6A** – Supplemental Letter Agreement (SLA) for Engineering Services

Item 6A – It is recommended to approve the attached SLA for the continued services of SEH as the Glencoe City Engineer. Costs for General Engineering are not to exceed \$50,000 and costs for Municipal State Aid (MSA) services are estimated at \$10,000.

The Actual cost for General Engineering in 2023 was \$32,327 and MSA Services was \$7,308.

The other engineering costs in 2023 were project specific.

It is recommended to approve the attached SLA for engineering services for 2024.

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



Building a Better World
for All of Us®

January 1, 2024

RE: City of Glencoe, Minnesota
2024 Agreement for Professional
Services
SEH No. GLENC 171828 10.03

Mark Larson
City Administrator
City of Glencoe
1107 11th Street East, Suite 107
Glencoe, MN 55336

Dear Mark:

Short Elliott Hendrickson Inc. (SEH®) is honored to serve as the City Engineer for the City of Glencoe. As a supplement to the Master Agreement for Professional Services dated January 1, 2020, we are submitting our yearly Supplemental Letter Agreements (SLA) to continue our services for calendar year 2024.

This work may include tasks such as:

- Preparing cost estimates for various projects
- Water Resources and MS4 Coordination
- Site plan review
- Agency coordination (MnDOT, MDH, MPCA, BCWD, and McLeod County)
- Architectural review
- Structural review
- Wetland delineation and environmental services
- Reviewing infrastructure needs or issues
- Specialized RPR services
- Other city engineering tasks as requested

SEH only completes this work at the specific request of the City.

For the Municipal State Aid System work, we complete all work required as part of state requirements for updating and reporting, which include:

- Yearly Certification of Mileage updates
- State Aid Needs System on-line yearly updates
- Funding review related to advances, bonds, federal funding, and balances
- Communication and coordination with State Aid services staff
- Communication and coordination with MnDOT related to federal funding, ATP, and other opportunities
- Jurisdictional Route Changes to MSA System including County turnback routes

Engineers | Architects | Planners | Scientists

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

320.587.7341 | 800.838.8666 | 888.908.8166 fax | sehinc.com

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

As has been our long-term practice, the City would be provided a detailed invoice of the work completed.

For all significant projects with the City, a separate SLA is developed that outlines the specific scope and estimated cost for the project.

Notes regarding SEH services:

- *SEH generally attends City Council meetings at no cost. Some time may be charged for the time when individual projects are discussed. We may also be asked to present at Planning Commission, Finance Team, or other community meetings, and often attend these meetings at no cost.*
- *SEH also attends Director's Meetings at no cost, unless specific projects are discussed.*

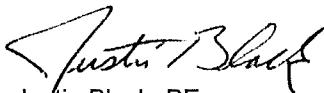
PROPOSED FEES

We propose to provide the services outlined above for the City of Glencoe on an hourly basis estimated at \$50,000 for City Engineering services and \$10,000 for Municipal State Aid services in calendar year 2024.

Please contact us with any questions or comments concerning this proposal/agreement.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Justin Black, PE
Principal/Client Service Manager
(Lic. MN)

jb
Enclosures

Supplemental Letter Agreement

In accordance with the Master Agreement for Professional Services between City of Glencoe, Minnesota ("Client"), and Short Elliott Hendrickson Inc. ("Consultant"), effective January 1, 2020, this Supplemental Letter Agreement dated January 1, 2024, authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: 2024 General Engineering Services.

Client's Authorized Representative: Mark Larson, City Administrator
Address: 1107 11th St E, Ste 107, Glencoe, MN 55336-2137
Telephone: 320.864.5586 **email:** mlarson@ci.glencoe.mn.us

Project Manager: Justin Black
Address: 1390 Highway 15 South, Suite 208, PO Box 308, Hutchinson, MN 55350
Telephone: 952.913.0702 **email:** jblack@sehinc.com

Scope: The Services to be provided by Consultant:

General engineering, architectural, or other consulting services as indicated in the attached letter dated January 1, 2024.

Schedule: Services to be provided in calendar year 2024.

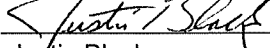
Payment: The fee is hourly estimated to be \$50,000 including expenses and equipment.

The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-1.

Other Terms and Conditions: Other or additional terms contrary to the Master Agreement for Professional Services that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein: Subconsultant services shall be contracted directly with the Client when possible, and otherwise the Consultant cost shall include actual expenditures but not the 10% markup for the cost of administration and insurance as noted, unless otherwise approved by the Client.

Short Elliott Hendrickson Inc.

City of Glencoe, Minnesota

By: 
Full Name: Justin Black
Title: Principal/Client Service Manager

By: _____
Full Name: _____
Title: _____

Exhibit A-1
to Supplemental Letter Agreement
Between City of Glencoe (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated January 1, 2024

Payments to Consultant for Services and Expenses
Using the Hourly Basis Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Hourly Basis Option

The Client and Consultant select the hourly basis for payment for services provided by Consultant. Consultant shall be compensated monthly. Monthly charges for services shall be based on Consultant's current billing rates for applicable employees plus charges for expenses and equipment.

Consultant will provide an estimate of the costs for services in this Agreement. It is agreed that after 90% of the estimated compensation has been earned and if it appears that completion of the services cannot be accomplished within the remaining 10% of the estimated compensation, Consultant will notify the Client and confer with representatives of the Client to determine the basis for completing the work.

Compensation to Consultant based on the rates is conditioned on completion of the work within the effective period of the rates. Should the time required to complete the work be extended beyond this period, the rates shall be appropriately adjusted.

B. Expenses

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client. Their costs are not included in the hourly charges made for services but instead are reimbursable expenses required in addition to hourly charges for services and shall be paid for as described in this Agreement:

1. Transportation and travel expenses.
2. Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets.
3. Lodging and meal expense connected with the Project.
4. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
5. Plots, Reports, plan and specification reproduction expenses.
6. Postage, handling and delivery.
7. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
8. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.
9. All taxes levied on professional services and on reimbursable expenses.
10. Other special expenses required in connection with the Project.
11. ~~The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.~~
Subconsultant services shall be contracted directly with the Client when possible, and otherwise the Consultant cost shall include actual expenditures but not the 10% markup for the cost of administration and insurance as noted, unless otherwise approved by the Client.

The Client shall pay Consultant monthly for expenses.

C. Equipment Utilization

The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Client. The Client, therefore, agrees to pay the cost for the use of such specialized equipment on the project. Consultant invoices to the Client will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by Consultant.

The Client shall pay Consultant monthly for equipment utilization.

Supplemental Letter Agreement

In accordance with the Master Agreement for Professional Services between City of Glencoe ("Client"), and Short Elliott Hendrickson Inc. ("Consultant"), effective January 1, 2020, this Supplemental Letter Agreement dated January 1, 2024, authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: 2024 Municipal State Aid (MSA) Services.

Client's Authorized Representative: Mark Larson, City Administrator
Address: 1107 11th St E, Ste 107, Glencoe, MN 55336-2137
Telephone: 320.864.5586 **email:** mlarson@ci.glencoe.mn.us

Project Manager: Justin Black
Address: 1390 Highway 15 South, Suite 208, P.O. Box 308, Hutchinson, MN 55350
Telephone: 952.913.0702 **email:** jblack@sehinc.com

Scope: The Services to be provided by Consultant:

Municipal State Aid (MSA) services as indicated in the attached letter dated January 1, 2024.

Schedule: Services to be provided in calendar year 2024.

Payment: The fee is hourly estimated to be \$10,000 including expenses and equipment.

The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-1.

Other Terms and Conditions: Other or additional terms contrary to the Master Agreement for Professional Services that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein: Subconsultant services shall be contracted directly with the Client when possible, and otherwise the Consultant cost shall include actual expenditures but not the 10% markup for the cost of administration and insurance as noted, unless otherwise approved by the Client.

Short Elliott Hendrickson Inc.

City of Glencoe

By: 
Full Name: Justin Black
Title: Principal/Client Service Manager

By: _____
Full Name: _____
Title: _____

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Dated January 1, 2024

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9. All taxes levied on professional services and on reimbursable expenses.
10. Other special expenses required in connection with the Project.
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The Client shall pay Consultant monthly for expenses.

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The Client shall pay Consultant monthly for equipment utilization.



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: January 12, 2024

Re: **Item 6B** – Feasibility Report for Hennepin Avenue Reconstruction in 2025.

Item 6B – The Survey work and the soil borings have been completed for the improvement of Hennepin Avenue and 18th Street. The next step in the process is to order the preparation of a report that will include cost estimates, assessable costs, and the breakdown of City and County costs.

Attached is Resolution **2024-02** Ordering the Preparation of a Feasibility Report for the reconstruction of Hennepin Avenue from 13th Street to 18th Street, Hennepin Avenue from 18th Street to 20th Street, 18th Street from Ford Avenue to Hennepin Avenue, and 15th Street from Hennepin Avenue to Judd Avenue.

The resolution is required as part of the MSA 429 Public Improvement Process for specially assessing part of this project.

The estimated cost is \$73,200; which will be split 50/50 with McLeod County.

County Engineer Andrew Engel will be in attendance at the City Council meeting. He is preparing a Joint Powers Agreement (JPA) for the project, with the City of Glencoe being the lead agency.

It is recommended to approve Resolution **2024-02**.

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 Neld

RESOLUTION NO. 2024-02
ORDERING PREPARATION OF REPORT ON IMPROVEMENT

WHEREAS, it is proposed to make improvements to the following streets:

- Hennepin Avenue (CSAH 2) from 13th Street (TH 22) to 18th Street
- Hennepin Avenue (CR 83) from 18th Street to 20th Street
- 18th Street from alley between Ford Avenue and Greeley Avenue to Hennepin Avenue (CSAH 2)
- 15th Street from Hennepin Avenue (CSAH 2) to Judd Avenue

and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GLENCOE, MINNESOTA:

That the proposed improvement be refereed to pursuant to Short Elliott Hendrickson Inc. (SEH®) for study and that they are instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

Adopted by the council this 15th day of January, 2024.

Mayor

Attest:

City Administrator



Building a Better World
for All of Us®

January 15, 2024

RE: City of Glencoe, Minnesota
Proposal for Feasibility Report
2025 Hennepin Avenue (CSAH 2) Street
and Utility Improvement Project

Honorable Mayor and
Members of the City Council
City of Glencoe
1107 11th Street East, Suite 107
Glencoe, MN 55336

Dear Mayor and Council Members:

This letter outlines our proposed services for a feasibility report on the 2025 Hennepin Avenue (CSAH 2) Street and Utility Improvement Project.

PROJECT UNDERSTANDING

The 2025 Hennepin Avenue (CSAH 2) Street and Utility Improvement Project has been discussed with both the City of Glencoe and McLeod County over the past several years. State Aid funding will be used for this project. State Aid design standards will be utilized to develop the proposed improvements outlined in the feasibility report.

A Project Map is attached to this letter to show the proposed project areas that will be included in the feasibility report.

The Public Improvement Process as outlined in State Statute Chapter 429 requires a Feasibility Report to be prepared identifying the proposed improvement, costs of the improvements, and an estimate of the proposed amount to be assessed.

SCOPE OF SERVICES

The feasibility report outlines recommendations for proposed improvements. The report will include drawings, updated cost estimates, and estimated assessments.

After the feasibility report is presented to the city council and a public hearing is held, we would submit a proposal for final design services based on the project scope and improvement areas as approved by the city council at the public hearing.

FEE

Our fee is based on the project areas described above and shown on the attached map. A detailed task hour budget is attached. A summary of the fee is shown below.

Engineers | Architects | Planners | Scientists

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

320.587.7341 | 800.838.8666 | 888.908.8166 fax | sehinc.com

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

Honorable Mayor and
Members of the City Council
January 15, 2024
Page 2

Fee for:

Feasibility Report (including Open House, Public
Hearing, and Draft Assessment Roll)

\$73,500

Total Proposed SEH Fee

\$73,500 Hourly, Not-to-exceed

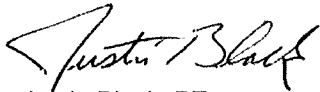
SCHEDULE

The open house would be held in spring with the feasibility report submittal and public hearing to follow. A schedule is attached.

If these proposed services are acceptable to you, please sign the attached SLA and return a scanned copy to me. We look forward to working with you on this project.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Justin Black, PE
Project Manager
(Lic. MN)

jb
Enclosures

x:\fj\glenc175513\1-gen\10-setup-cont\03-proposal\feas rpt\scope of services ltr_feas rpt.docx

Save: 10/12/2023 2:27 PM bbratsch Plot: 10/12/2023 2:29 PM X:\F-J\GLEN\171628\5-final-dsgr1-51-drawings\10-Civil\cad\dwg\2025 Hennepin Ave Proj. Map.dwg



PHONE: 800.838.8666
1390 HWY. 15 S.
SUITE 200, PO BOX 308
HUTCHINSON, MN 55350
www.sehinc.com

FILE NO.

DATE:
10/16/23

**2025 HENNEPIN AVE (CSAH 2)
STREET AND UTILITY IMP. PROJECT
LOCATION MAP**

**EXHIBIT
NO. 1**

DETAILED TASK HOUR BUDGET / COST ANALYSIS



Project : 2025 Hennepin Ave (CSAH 2) Street and Utility Improvement Project
 Location: Glencoe, MN
 Date: Monday, January 15, 2024

	Labor Hours						TOTALS
	Black Sr. Engr PE	Bratsch Proj Eng PE	Rodeberg CSM/Principal	Boggess Civil Tech	Brinkman Admin Tech	Pomplun Lead Technician	
Task 2 - Project Development & Feasibility Report:							
Information Gathering / Project Scoping / Project Initiation / Project Management	6.0	3.0	3.0				12.0
Field Data Collection/Photos/Structure Surveys/Review Sewer Televising		6.0		10.0			16.0
Utility and as-built information gathering		4.0		10.0	1.0	4.0	19.0
Preliminary Utility Design - Storm Sewer, Sanitary Sewer, Water Main	8.0	40.0		18.0			66.0
Preliminary Street Width/Alignment/Geometrics	8.0	30.0		20.0			58.0
Preliminary Intersection Design for 18th & Hennepin and 16th & Hennepin	8.0	14.0					22.0
Preliminary Street Section / Review ROW Needs	5.0	16.0		10.0		10.0	41.0
Preliminary Review of Utility Conflicts	1.0	4.0		4.0			9.0
Prepare Feasibility Study Level Estimates of Probable Construction Costs	2.0	20.0		10.0			32.0
Prepare Draft Assessment Roll	1.0	10.0		4.0	16.0		31.0
Draft Feasibility Study / Exhibits, etc.	4.0	50.0	2.0	40.0	2.0		98.0
Prepare for and Review Draft Report With City Staff / QAQC / Revisions	6.0	6.0					12.0
Prepare for and Attend Open House Event	4.0	4.0			1.0		9.0
Prepare Final Draft of Feasibility Study & Electronic & Hard Copies to City	1.0	24.0		10.0	4.0		39.0
Prepare for and Present Final Feasibility Study to City Council	1.0	4.0					5.0
Prepare for and Attend Public Hearing	1.0	4.0					5.0
SUBTOTAL HOURS	56.0	239.0	5.0	136.0	24.0	14.0	474.0
TOTAL TASK FEE	\$ 73,500.00						

TOTAL PROJECT FEE \$ 73,500.00

**PROPOSED SCHEDULE
2025 HENNEPIN AVENUE (CSAH 2) STREET AND UTILITY IMPROVEMENT PROJECT
GLENCOE, MINNESOTA
JANUARY 15, 2024**

Task	Date
Council Authorizes Preparation of Topographic Survey and Soil Borings*	October 16, 2023*
Council Authorizes Preparation of Feasibility Report*	January 15, 2024*
Neighborhood Open House	April 2024
Present Feasibility Report; Council Calls for Hearing on Improvement*	May 2024
Public Hearing; Council Authorizes Preparation of Plans and Specifications*	June 2024*
Final Design	June–December 2024
Agency Review	December 2024–January 2025
Final Agency Submittal	January 2025
Present Final Plans and Specifications; Council Authorizes Advertisement for Bids*	February 2025*
Bid Opening	March 2025
Construction Begins	Summer 2025
Final Completion	June 2026

*Milestones where City Council Actions/Resolutions are required.

Supplemental Letter Agreement

In accordance with the Master Agreement for Professional Services between City of Glencoe, Minnesota ("Client"), and Short Elliott Hendrickson Inc. ("Consultant"), effective January 1, 2020, this Supplemental Letter Agreement dated January 15, 2024, authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: 2025 Hennepin Avenue (CSAH 22) Street and Utility Improvement Project.

Client's Authorized Representative: Mark Larson

Address: 1107 11th St E, Ste 107, Glencoe, MN, 55336

Telephone: 320.864.5586

email: mlarson@ci.glencoe.mn.us

Project Manager: Justin Black

Address: 1390 Highway 15 South, Suite 208, PO Box 308, Hutchinson, MN 55350

Telephone: 952.913.0702

email: jblack@sehinc.com

Scope: The Services to be provided by Consultant:

Scope includes preparation of feasibility report as indicated in the attached letter and Task Hour Budget dated January 15, 2024.

Schedule: We will start work upon receipt of a signed copy of this Agreement. See attached letter dated January 15, 2024, for proposed project schedule.

Payment: The estimated total estimated fee for SEH's services is hourly subject to a not-to-exceed amount of \$73,500 including expenses and equipment.

The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-1.

Other Terms and Conditions: Other or additional terms contrary to the Master Agreement for Professional Services that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein: Subconsultant services shall be contracted directly with the Client when possible, and otherwise the Consultant cost shall include actual expenditures but not the 10% markup for the cost of administration and insurance as noted, unless otherwise approved by the Client.

Short Elliott Hendrickson Inc.

City of Glencoe, Minnesota

By: 

Full Name: Justin Black

Title: Principal/Client Service Manager

By: _____

Full Name: _____

Title: _____

Exhibit A-1
to Supplemental Letter Agreement
Between City of Glencoe, Minnesota (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated January 15, 2024

Payments to Consultant for Services and Expenses
Using the Hourly Basis Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Hourly Basis Option

The Client and Consultant select the hourly basis for payment for services provided by Consultant. Consultant shall be compensated monthly. Monthly charges for services shall be based on Consultant's current billing rates for applicable employees plus charges for expenses and equipment.

Consultant will provide an estimate of the costs for services in this Agreement. It is agreed that after 90% of the estimated compensation has been earned and if it appears that completion of the services cannot be accomplished within the remaining 10% of the estimated compensation, Consultant will notify the Client and confer with representatives of the Client to determine the basis for completing the work.

Compensation to Consultant based on the rates is conditioned on completion of the work within the effective period of the rates. Should the time required to complete the work be extended beyond this period, the rates shall be appropriately adjusted.

B. Expenses

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client. Their costs are not included in the hourly charges made for services but instead are reimbursable expenses required in addition to hourly charges for services and shall be paid for as described in this Agreement:

1. Transportation and travel expenses.
2. Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets.
3. Lodging and meal expense connected with the Project.
4. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
5. Plots, Reports, plan and specification reproduction expenses.
6. Postage, handling and delivery.
7. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
8. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.
9. All taxes levied on professional services and on reimbursable expenses.
10. Other special expenses required in connection with the Project.
11. ~~The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.~~ Subconsultant services shall be contracted directly with the Client when possible, and otherwise the Consultant cost shall include actual expenditures but not the 10% markup for the cost of administration and insurance as noted, unless otherwise approved by the Client.

The Client shall pay Consultant monthly for expenses.

C. Equipment Utilization

The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Client. The Client, therefore, agrees to pay the cost for the use of such specialized equipment on the project. Consultant invoices to the Client will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by Consultant.

The Client shall pay Consultant monthly for equipment utilization.



SMALL CITY & BIG FUTURE

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

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agenda items.**

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



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: January 12, 2024

Re: **Item 6C** – Additional Equipment costs for 2023 Pierce Fire Engine Pumper

Item 6C – Attached is an invoice for additional equipment that was purchased for the new Pierce Fire truck that arrived in December of 2023.

It is recommended that the additional equipment be paid for with the Public Safety Grant received by the City of Glencoe on December 26, 2023 as appropriated by the 2023 Legislature.

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 Neld

Sandry Fire Supply LLC

618 6th Street
DeWitt, Iowa 52742
U.S.A
5636592357

INVOICE

Bill To

GLENCOE MN FIRE DEPARTMENT

509 10TH ST E
GLENCOE, MN 55336

Invoice#

INV-031609

Invoice Date	Terms	Due Date	Reference
12/27/23	Net 30	01/26/24	SO-20994

#	Item & Description	Qty	Rate	Amount
1	tntES-100-28-18V Milwaukee M18 Volt 28 Inch Spreader - Includes 1 Dual Battery Fast Charger and 2 Batteries	1.00 Ea	11,220.00	11,220.00
2	tntESLC-29-18V Milwaukee M18 Volt 8 Inch C-Cutter - Includes 1 Dual Battery Fast Charger and 2 Batteries	1.00 Ea	10,405.00	10,405.00
3	tntER-40-18V Milwaukee M18 Volt 40 Inch Ram - Includes 1 Dual Battery Fast Charger and 2 Batteries	1.00 Ea	7,100.00	7,100.00
4	tntSTRMRAMBASE-EXT Storm Surge Ram Base Extension Kit	1.00 Ea	1,775.00	1,775.00
5	tntSQ-PUSHPLATE 3 Inch Square Push Plate for Ram	2.00 Ea	0.00	0.00

Sub Total	30,500.00
-----------	-----------

Shipping charge	150.00
-----------------	--------

Total	\$30,650.00
--------------	--------------------

Balance Due \$30,650.00

If you are interested in paying through ACH please contact Laura Engler at laura@sandryfire.com for more details.

Terms & Conditions

Shipping and Handling are not included in the above pricing



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: January 12, 2024

Re: **Item 7A** – Reappoint Michael Donnay to Light and Power

Item 7A – Due to an oversight on my part, the City Council did not reappoint Michael Donnay to the Light and Power Commission. I had confirmed with Micheal that he wanted to continue to serve on the Commission, but I forgot to put it on the Agenda of the Organizational meeting on January 2nd.

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



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: January 12, 2024

Re: **Item 7C** – Charter Commission Recommendations

Item 7C – the City Attorney will review the minutes of the Charter Commission on the recommendations that were received by the Commission at their December 27, 2023 meeting.

1. **Ordinance 624** – Ordinance amending various sections of the City Charter, including the Fire Department. It is recommended to approve the first reading and to set a public hearing for February 5, 2024, at 7:00 PM.
2. **Ordinance #625** – Ordinance amending section 9.02 of the Charter relating to the appointments of the members of the Light and Power Commission. It is recommended to approve the first reading and to set a public hearing for February 5, 2024, at 7:00 PM.

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

**The City of Glencoe, Minnesota
Charter Commission meeting
Wednesday, December 27, 2023
Glencoe City Center**

Members present: Gary Ziemer, Greg Ettel, Alan Robeck, Kevin Dietz, Bob Scheidt, Jason Dahlke, Cory Neid, Charles Lemke, Wesley Olson, Sharon Hoese, Paul Lemke.

Members not present: Steve Olmstead, Dr. Maren McDonnel

Others Present: Dave Meyer, Corey Scheidt, Matthew Gospodarek, Assistant City Attorney Gospodarek, Owen Elle of the McLeod County Chronicle.

The meeting was called to order at 7:00 PM by Gary Ziemer. There was a short introduction of the charter Commission members.

Oath of office was given by Matthew Gospodarek, Assistant City Attorney.

Elected for Secretary Cory Neid. Elected Chair was Gary Ziemer and Vice Chair Wesley Olson. A question was asked about how many for a quorum by Sharon Hoese, need a majority if there is 11 members would need seven presents for voting.

Paul Lemke motion to approve the rules of the charter Commission, Sharon Hoese seconded, motion passed 11-0 with all members voting in favor.

Questions brought up about the 2022 meeting with no minutes from the September 12th, after a discussion there were not enough members to have a quorum.

Approved minutes from the October 10th, 2022, Charter Commission meeting, Paul Lemke motioned, Sharon Hoese seconded. The vote was 10-1, with Al Robeck voting no.

Gary Zimmer asked if we should have a public comment on the agenda. After small discussion, Paul Lemke motioned to follow the city council's agenda format, Cory Neid seconded with motion passed 11 – 0.

1. Term Limits Discussion

Kevin Dietz asked about how the term limits work with the new members being done at the end of 2023. Matthew Gospodarek stated after reviewing the relevant statutes, charter sections, ordinances, etc. there does not appear to be any limit on the number of times you can be re-appointed to the charter commission. Again, each member's term is served within either a 2-year or 4-year block of time that started on January 1, 2022. As such, regardless of when you were appointed/elected to fill a vacancy within that block of time that counts as your term. Again, members serving within the 2-year block of time are up for re-appointment on January 1, 2024, which should be confirmed as part of the new Resolution which should come before the Council

on January 3, 2024. As there is no limit on the number of times you can be re-appointed, compliance with the statute, while necessary, becomes more of a formality than anything.

2. Amendment to Section 9.02 of City Charter

Dave Meyer spoke to the Carter Commission members about making an amendment to the charter, allowing one member to the light and power Commission to live outside the city limits but within their service territory.

Dave Meyer made the recommendation regarding amending Section 9.02 - Appointment Qualification by Whom Made. He recommended the following language: "Glencoe light and power Commission shall consist of five members four of whom shall be qualified voters of the city of Glencoe, one member may reside in the in the Glencoe light and power service territory, all must be residential customers of the Glencoe light and power Commission and who shall be appointed by the City Council for the terms and the times of herein set forth."

Sharon Hoese asked about the vacating seat of the light and power commission, to which Dave mentioned that the city just posted the open seat.

The question was asked how many customers live outside of the city, to which Meyer said roughly 170 compared to approximately 2000 in the city of Glencoe.

Bob Scheidt motion to approve the light and power recommendation pending legal review, Kevin Dietz seconded, with 11-0 passed by affirmative vote

3. Amendment to Section 7.02 through Section 7.09 of the City Charter related to the Fire Department

Fire Chief Cory Scheidt asked the commissioners to review a request from the Glencoe Fire Department to Amend Section 7.05 of the City Charter to allow the Fire Department to replace their bylaws with the City of Glencoe personal policy specifically regarding how officers are selected. Currently, officers are voted into office by the membership of the fire department. According to the League of MN Cities, this could ultimately be considered a liability to the City of Glencoe by not selecting the most qualified candidate, but the most popular candidate; this is sometimes referred to as "selection versus election".

Commissioners asked Scheidt how the fire department feels about this current action, Cory stated members are 100% on board with it.

Mayor Voss questioned a proposed revision to section 7.01 which states there shall be a Police Department of the City of Glencoe over which the mayor shall have power to exercise authority, (crossing out on this section and employ such police officers as a council shall deem necessary) and which shall have all the powers and duties as herein and by statute and common law provided. The Council shall provide such real and personal property for police use as the Council shall deem necessary. Mayor Voss was questioning why the Police Department is being

involved in this section with the fire department, and recommended that this portion be omitted from any eventual motion (Commissioner Bob Scheidt's motion did in fact omit this portion)

Bob Scheidt motioned to approve with those certain above referenced changes to Section 7.02 through Section 7.09 related to the Fire Department per the highlighted changes.

Wesley Olson seconded this motion.

11-0 passed by affirmative vote

4. Next Meeting

Setting next meeting date February 7th at 7:00 PM City Hall

Al Robeck motioned for the next meeting date to be set for February 7th at 7:00 PM at City Hall, and Kevin Dietz seconded this motion.

11-0 passed by affirmative vote

5. Adjourned

Greg Ettel motion to adjourn, Wesley Olson seconded. 11-0 passed by affirmative vote .

Meeting adjourned at approximately 8:17 PM



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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 NO. 624

AN ORDINANCE OF THE CITY OF GLENCOE, MINNESOTA, AMENDING VARIOUS SECTIONS OF THE CITY CHARTER:

THE CITY COUNCIL OF THE CITY OF GLENCOE ORDAINS (new material is underlined; deleted material is lined out; sections which are not proposed to be amended are omitted; sections which are only proposed to be re-numbered are only set forth below as to their number and title):

SECTION 1. That City of Glencoe Home Rule Charter, Chapter III – City Council, Section 3.01 – General Powers, be amended as follows:

Section 3.01 General Powers. The legislative power and authority of the City of Glencoe shall be vested in the City Council as provided by this Charter and by the laws and Constitution of the State of Minnesota. The City Council shall have charge of the care, control and supervision of all public streets, alleys, buildings, and grounds of the city, the care and supervision of which are not by this Charter vested in any other board or officer of the city. The City Council, except as in this Charter otherwise provided, shall have the general management and control of the finances and all the property of the city, and shall have full power and authority to make, amend or repeal all such ordinances or resolutions as it shall deem expedient for the government and good order of the city, for the protection of the public and public health, comfort, and safety, for the suppression of vice and for the prevention of crime. It shall have power and authority to declare and impose penalties and punishments for the violation of ordinances and resolutions and to enforce the same against any person who may violate the same, and all such ordinances and resolutions, not inconsistent with laws and Constitution of this state or of the United States, of this Charter, are hereby declared to have full force and effect as the law of the city. In addition the Council shall have the specific powers as now provided by Minnesota Statutes ~~Annotated Section 411.40, and~~ as the same may hereafter from time to time be amended, together with such other specific powers as are from time to time granted by the Constitution and laws of the State of Minnesota to city councils of cities of the class of the City of Glencoe. The City Council shall have the power and authority, to be exercised by the four-fifths vote of the Council, to establish a nursing home and home for the aged, the establishment and operation of which is hereby specifically declared to be a public purpose. ~~In the event the Council so elects to establish such a home, it shall thereafter be constructed, acquired, operated and maintained by the Glencoe Area Health Center Commission.~~

SECTION 2. That City of Glencoe Home Rule Charter, Chapter VII – Departments of the City, be amended as follows:

Section 7.02 Organization of Fire Department and Control of Property. There shall be a fire department in the City of Glencoe, over which the Mayor shall have the power to exercise authority, ~~the members being such persons as shall volunteer or be employed therefor. In addition to appointing employees of the fire department, the Mayor appoints, subject to confirmation of a majority vote of the Council, any volunteers of the fire department.~~ The Council shall provide such real and personal property for the use of the fire department as the Council shall deem necessary ~~to enable the fire department to efficiently perform its duties.~~

Section 7.03 Officers of Fire Department. ~~The members of the fire department, subject to the approval of the Mayor and Council, shall elect a chief of the fire department for such term as the By-laws of the fire department shall provide. The chief may be removed by not less than a three-fifths vote of the Council for cause, provided that written charges against him shall have~~

~~been filed with the City Administrator at least thirty (30) days and served on the accused at least twenty (20) days before hearing and vote thereon. The department members shall also elect an assistant chief who shall act as chief during the absence or incapacity of the chief. They may elect and remove such other officers and employees as may be necessary for the efficient operation of the department. Repealed by Ordinance No. _____, dated _____, 2024.~~

Section 7.04 Powers and Duties of Chief. The chief of the fire department shall be the general superintendent of the fire department and all real and personal property assigned to the department use. The Fire Chief shall direct and control the training of ~~members-employees and volunteers~~ of the department and all activities ~~of members employees and volunteers~~ of the department and other individuals engaged in fighting fires. The Fire Chief shall make an annual report of the activities of the department to the Mayor and Council, together with such other reports as may be required by law.

Section 7.05 By-Laws, Rules and Regulations of Fire Department. ~~The majority of the members of the fire department are authorized and required to make all necessary By Laws and rules and regulations not inconsistent with the laws of this State, the provisions of this Charter or the ordinances of the city, for the government and control of the fire department and for the prevention and extinguishment of fires. All such By Laws, rules and regulations shall be in writing, signed by the chief and shall be filed in the office of the City Administrator and shall be binding upon all persons connected with said department. Repealed by Ordinance No. _____, dated _____, 2024.~~

Section 7.06 Out of Town Calls. ~~The fire chief shall have authority, under such provisions as the Council may enact, and further subject to the provisions of the laws of the State of Minnesota, to send fire apparatus of the department with a complete force of fire personnel, to the relief of any other community, or for the preservation of property endangered by fire outside the limits of the city. Repealed by Ordinance No. _____, dated _____, 2024.~~

Section 7.07 Destruction of Buildings. ~~Whenever any building of the city shall be afire, it shall be lawful for and shall be the duty of the Mayor and the chief of the fire department to order and direct the destruction and removal of and to destroy, pull down and remove such building or any other buildings in the vicinity or any part thereof that they deem hazardous or deem likely to communicate the fire. No action shall be maintained against any person or the city therefor, or on account thereof. Repealed by Ordinance No. _____, dated _____, 2024.~~

Section 7.08 Additional City Departments - Authority to Establish. The City Council shall by ordinance establish such departments as the Council shall deem necessary. ~~Such departments shall consist of such officers and shall perform such duties as permitted by statute and provided by ordinance.~~

Section 7.09 Appropriations and Expenditures of Funds. The City Council may appropriate money from the general fund or other funds through its annual budgeting process in order to fund the various and turn the same over to any of the departments and associated services of the City established as above for the purposes of said department, and subject to the approval by the City Council and the uniform municipal contracting law, Minnesota Statutes, section 471.345, the various departments ~~at governing body~~ may be given the power to expend such monies as the City Council deems its functions.

SECTION 3. That this ordinance shall take effect from and after 210 days following its passage and publication in accordance with Minn. Stat. § 410.12, subd. 7.

Adopted this ____ day of _____, 2024 by the City Council of the City of Glencoe, Minnesota.

Ryan Voss, Mayor

Attest:

Mark Larson, City Administrator

First Reading:

Date: _____

Ayes: _____
Nays: _____
Absent: _____
Abstain: _____

Second Reading:

Date: _____

Ayes: _____
Nays: _____
Absent: _____
Abstain: _____

Third Reading:

Date: _____

Ayes: _____
Nays: _____
Absent: _____
Abstain: _____

Published:

Date: _____



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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

ORDINANCE NO. 625

**AN ORDINANCE AMENDING THE CITY OF GLENCOE
CHARTER, PARTICULARLY SECTION 9.02
RELATING TO THE APPOINTMENT, QUALIFICATION OF COMMISSION
MEMBERS FOR RESIDENTIAL CUSTOMERS RESIDING IN THE GLENCOE LIGHT
AND POWER SERVICE TERRITORY**

WHEREAS, the Glencoe Charter Commission has made certain recommendations to the City Council pursuant to the provisions of Minnesota Statutes §410.12, Subd. 7, and

WHEREAS, the City Council is disposed to adopt the recommendations of the Charter Commission, and

WHEREAS, the public notice and hearings required by Minnesota Statutes §410.12, Subd. 7 have been complied with.

THE CITY COUNCIL OF THE CITY OF GLENCOE ORDAINS:

Section 1: Section 9.02 of the City of Glencoe Charter shall be amended to read in its entirety as follows:

Section 9.02 Appointment, Qualification and By Whom Made. Glencoe Light and Power Commission shall consist of five members, all of whom shall be qualified voters of the City of Glencoe 4 of whom shall be qualified voters of the City of Glencoe, 1 member may reside in the Glencoe Light and Power service territory, all must be residential customers of the Glencoe Light and Power commission, and shall be appointed by the City Council for the terms and at the times as herein set forth.

Section 2: This ordinance shall take effect 90 days following its passage and publication.

[REMAINDER OF PAGE LEFT BLANK]

Adopted this _____ day of _____, 2024.

CITY OF GLENCOE

By _____
Ryan Voss, Its Mayor

ATTEST:

By _____
Mark D. Larson, Its City Administrator

First Reading:

Date: _____

Ayes: _____

Nays: _____

Absent: _____

Abstain: _____

Second Reading:

Date: _____

Ayes: _____

Nays: _____

Absent: _____

Abstain: _____

Third Reading:

Date: _____

Ayes: _____

Nays: _____

Absent: _____

Abstain: _____

Published:

Date: _____



SMALL CITY & BIG FUTURE

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

From: Mark D. Larson, City Administrator

Date: January 12, 2024

Re: **Item 7D** – Waiver of Monetary Limits on municipal tort liability to the extent of the limits obtained from the League of MN Cities Insurance Trust (LMCIT)

Item 7D – The City is currently going through the renewal process for liability insurance with the LMCIT. Our local agent is Kevin Post at Atlas Insurance.

The City of Glencoe has historically waived the monetary limits on municipal tort liability (\$500,000) and has obtained excess liability coverage from the LMCIT of \$1,000,000/\$2,000,000.

It is recommended that the City continue this practice and again waive the tort limits and obtain excess liability coverage from the LMCIT.

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

LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage.
Email completed form to your city's underwriter, to pstech@lmc.org, or fax to 651.281.1298.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. *The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.* The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: _____

Check one:

☐ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).

☒ The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: _____

Signature: _____

Position: _____



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: January 12, 2024

Re: **Item 8A** – Community Garden Location on the West side of Glencoe.

Item 8A - As was discussed and requested at the City Council Workshop on January 8, 2024, I have attached a map of the potential location of community gardens on land owned by the City of Glencoe by the City Cemetery.

The City of Glencoe has approximately 2 + Acres adjacent to the City Cemetery on the west side of Glencoe that could be community gardens.

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

An aerial photograph of a residential or commercial area in Baxter, Minnesota. A large parcel of land is highlighted in red, consisting of two adjacent lots. The top lot is labeled "1.5 Acres" and the bottom lot is labeled ".61 Acres". The address "Baxter Ave" is visible on the right side of the red parcel. Surrounding the red parcel are several other lots with addresses: 220604530, 220604590, 220605190, 220605170, 220605150, 220605130, 220605110, 220605090, 220605070, 220605050, 220605030, 220605010, 220604990, 220604970, 220604950, 220604930, 220604910, 220604890, 220604870, 220604850, 220604830, 220604810, 220604790, 220604770, 220604750, 220604730, 220604710, 220604690, 220604670, 220604650, 220604630, 220604610, 220604590, 220604570, 220604550, 220604530, 220604510, 220604490, 220604470, 220604450, 220604430, 220604410, 220604390, 220604370, 220604350, 220604330, 220604310, 220604290, 220604270, 220604250, 220604230, 220604210, 220604190, 220604170, 220604150, 220604130, 220604110, 220604090, 220604070, 220604050, 220604030, 220604010, 220603990, 220603970, 220603950, 220603930, 220603910, 220603890, 220603870, 220603850, 220603830, 220603810, 220603790, 220603770, 220603750, 220603730, 220603710, 220603690, 220603670, 220603650, 220603630, 220603610, 220603590, 220603570, 220603550, 220603530, 220603510, 220603490, 220603470, 220603450, 220603430, 220603410, 220603390, 220603370, 220603350, 220603330, 220603310, 220603290, 220603270, 220603250, 220603230, 220603210, 220603190, 220603170, 220603150, 220603130, 220603110, 220603090, 220603070, 220603050, 220603030, 220603010, 220602990, 220602970, 220602950, 220602930, 220602910, 220602890, 220602870, 220602850, 220602830, 220602810, 220602790, 220602770, 220602750, 220602730, 220602710, 220602690, 220602670, 220602650, 220602630, 220602610, 220602590, 220602570, 220602550, 220602530, 220602510, 220602490, 220602470, 220602450, 220602430, 220602410, 220602390, 220602370, 220602350, 220602330, 220602310, 220602290, 220602270, 220602250, 220602230, 220602210, 220602190, 220602170, 220602150, 220602130, 220602110, 220602090, 220602070, 220602050, 220602030, 220602010, 220601990, 220601970, 220601950, 220601930, 220601910, 220601890, 220601870, 220601850, 220601830, 220601810, 220601790, 220601770, 220601750, 220601730, 220601710, 220601690, 220601670, 220601650, 220601630, 220601610, 220601590, 220601570, 220601550, 220601530, 220601510, 220601490, 220601470, 220601450, 220601430, 220601410, 220601390, 220601370, 220601350, 220601330, 220601310, 220601290, 220601270, 220601250, 220601230, 220601210, 220601190, 220601170, 220601150, 220601130, 220601110, 220601090, 220601070, 220601050, 220601030, 220601010, 220600990, 220600970, 220600950, 220600930, 220600910, 220600890, 220600870, 220600850, 220600830, 220600810, 220600790, 220600770, 220600750, 220600730, 220600710, 220600690, 220600670, 220600650, 220600630, 220600610, 220600590, 220600570, 220600550, 220600530, 220600510, 220600490, 220600470, 220600450, 220600430, 220600410, 220600390, 220600370, 220600350, 220600330, 220600310, 220600290, 220600270, 220600250, 220600230, 220600210, 220600190, 220600170, 220600150, 220600130, 220600110, 220600090, 220600070, 220600050, 220600030, 220600010, 220599990, 220599970, 220599950, 220599930, 220599910, 220599890, 220599870, 220599850, 220599830, 220599810, 220599790, 220599770, 220599750, 220599730, 220599710, 220599690, 220599670, 220599650, 220599630, 220599610, 220599590, 220599570, 220599550, 220599530, 220599510, 220599490, 220599470, 220599450, 220599430, 220599410, 220599390, 220599370, 220599350, 220599330, 220599310, 220599290, 220599270, 220599250, 220599230, 220599210, 220599190, 220599170, 220599150, 220599130, 220599110, 220599090, 220599070, 220599050, 220599030, 220599010, 220598990, 220598970, 220598950, 220598930, 220598910, 220598890, 220598870, 220598850, 220598830, 220598810, 220598790, 220598770, 220598750, 220598730, 220598710, 220598690, 220598670, 220598650, 220598630, 220598610, 220598590, 220598570, 220598550, 220598530, 220598510, 220598490, 220598470, 220598450, 220598430, 220598410, 220598390, 220598370, 220598350, 220598330, 220598310, 220598290, 220598270, 220598250, 220598230, 220598210, 220598190, 220598170, 220598150, 220598130, 220598110, 220598090, 22059



SMALL CITY & BIG FUTURE

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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



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: January 12, 2024

Re: **Item 8B** – Landlocked and unbuildable City property

Item 8B – As discussed at the workshop on January 8, 2024, there are a couple of landlocked unbuildable City properties that are landlocked and unbuildable due to both shape and size of the lots.

It is recommended to deed Parcel ID # 22 113 1000 (Willow Ridge Pond Estates 1st Addition, Outlot A) to Ken Polifka, 2107 Judd Avenue for \$1.00. Polifka has been maintaining the City property since 1997.

It is recommended to deed Parcel ID # 22 122 0010 (Verndale Addition, Outlot A) to the neighboring property owner Scott and Amanda Conklin, 815 Sumac Lane for \$1.00. The Conklins have been mowing and maintaining the City property for the past 20 years.

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



SMALL CITY & BIG FUTURE

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

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: January 5, 2024

Re: Item 3 – Judd Avenue property owned by the City of Glencoe

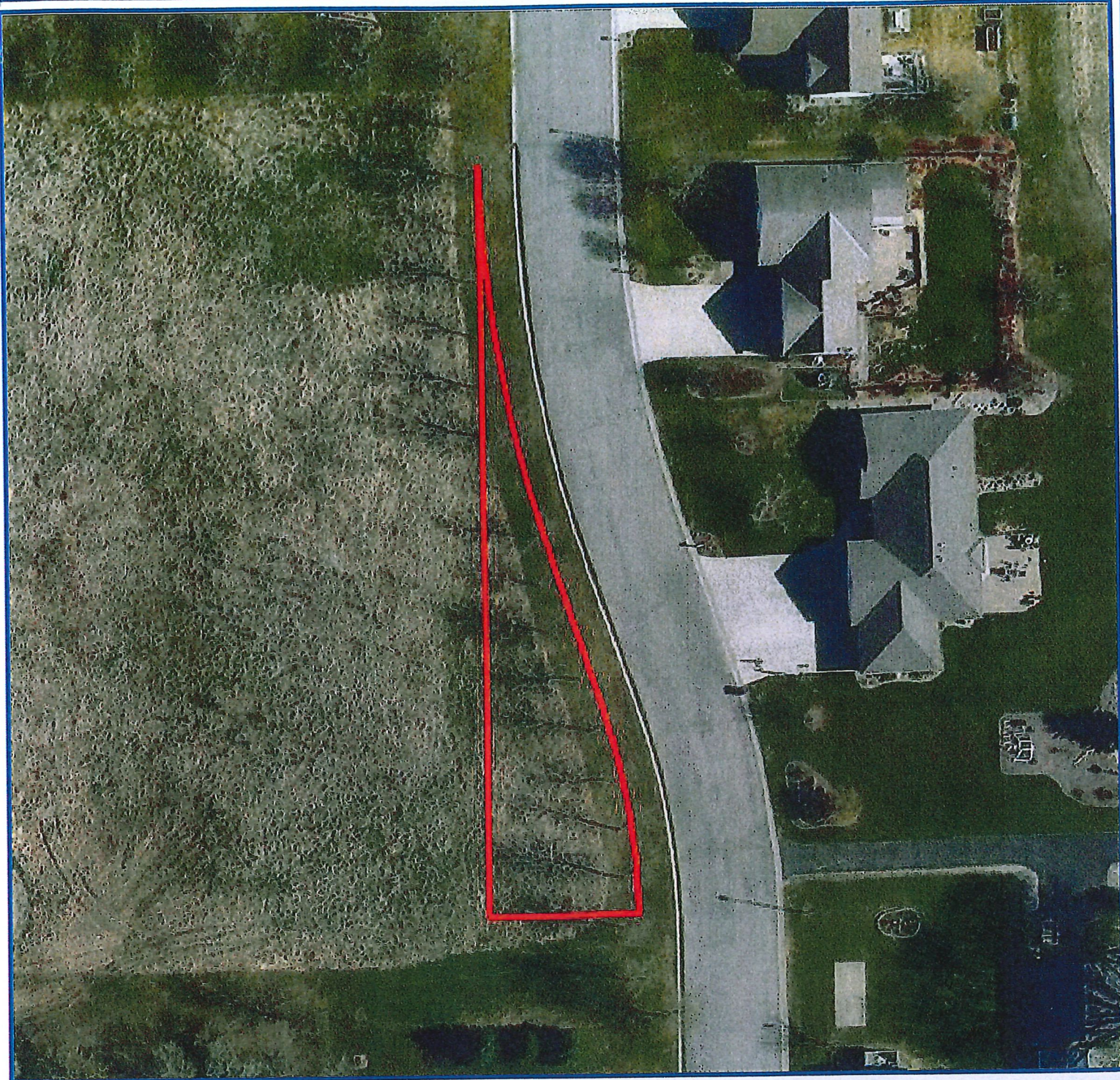
Item 3 – Kenny Polifka approached me last week regarding two parcels of property that he owns on the west side of Judd Avenue, north of 20th Street. There is a strip of City property that is located between his lots and Judd Avenue. He was wondering what could be done to make sure that future homes built here would not end up set back too far from Judd Avenue due to the City parcel. He was hoping that the two homes could have a staggered setback similar to the east side of the street.

I think that the easiest way to correct this is to deed the strip of land to Polifka. There is no benefit of the City maintaining ownership of this parcel. The City currently does not maintain the parcel.

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 Neld

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Parcel ID: 221131000

Acres: 0

Taxpayer Name: GLENCOE CITY

Taxpayer Address: 1107 11TH ST E SUITE 107, GLENCOE MN 55336

Property Address: ,

Owner Name: GLENCOE CITY

Owner Address: 1107 11TH ST E SUITE 107, GLENCOE MN 55336

Land Value: 1400

Building Value: 0

Total Value: 1400

Year Built:

Legal Description: WILLOW RIDGE POND ESTATES 1ST OUTLOT A

Bedrooms:

Bathrooms:

Total Square Feet:

Stories:



Printed 01/05/2024

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.



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City Parcel on Glenmor Lane

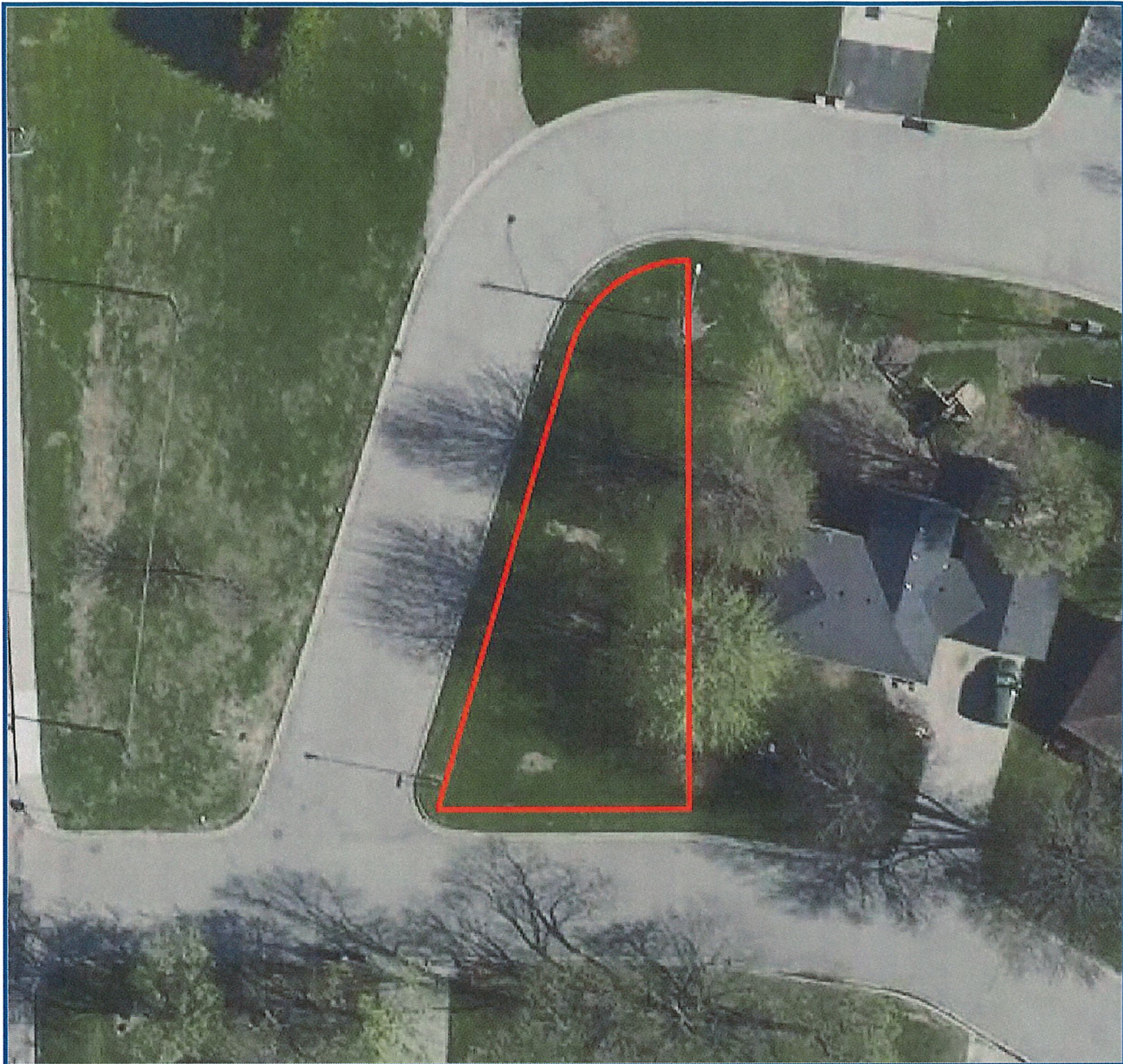


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Parcel ID: 221220010

Acres: 0

Taxpayer Name: GLENCOE CITY

Taxpayer Address: 1107 11TH ST E SUITE 107, GLENCOE MN 55336

Property Address: ,

Owner Name: GLENCOE CITY

Owner Address: 1107 11TH ST E SUITE 107, GLENCOE MN 55336

Land Value: 0

Building Value: 0

Total Value: 0

Year Built:

Legal Description: VERNDALE ADD OUTLOT A



Printed 01/12/2024

Bedrooms:

Bathrooms:

Total Square Feet:

Stories:

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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: January 12, 2024

Re: **Item 8C** – Buffalo Creek Watershed District Meeting

Item 8C – Attached is an invitation to the Landowners (from Buffalo Creek Watershed District (BCWD)), adjacent to the Central and East Ditch systems, on the north side of the City of Glencoe, to attend a landowners meeting on January 23rd at 3:00 PM at the City Center.

BCWD is proposing some improvements to the drainage system at the meeting and is looking for adjacent landowner input.

City Staff and SEH will be attending to represent the City of Glencoe. The City Council is invited to attend to become informed on possible improvements.

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

STATE OF MINNESOTA
BUFFALO CREEK WATERSHED DISTRICT BOARD OF MANAGERS

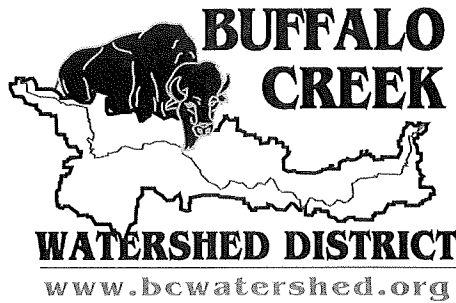
NOTICE OF SPECIAL MEETING (LANDOWNER INFORMATION)

PLEASE TAKE NOTICE that the Board of Managers of the Buffalo Creek Watershed District will hold a special meeting on Tuesday, January 23, 2024, at 3:00 p.m. at the Glencoe City Center, 1107 11th Street E., Glencoe, MN. The purpose of the meeting is to hold an informational meeting for landowners regarding the Glencoe Central-East Stormwater Basic Water Management Project and to receive information and an update on proposals to repair and address other issues on the Central Ditch north of the City Limits. The public is welcome to attend the meeting, gather information and ask questions regarding proposal to manage stormwater and drainage within the project area. If you are receiving this notice by mail, you are an owner of property within the Water Management District established for the project.

Agenda:

1. Welcome and Introductions – Board President
2. Presentation by Lisa Odens, P.E., appointed project engineer
3. Questions and Discussion by Board and Public.
4. Adjourn

Posted at the Glencoe City Center not later than January 18, 2024, and remaining through January 23, 2024.



January 12, 2024

Attention Landowners along Buffalo Creek:

At the last regular meeting of the Buffalo Creek Watershed District, the Board of Managers decided to clean out the Buffalo Creek. We plan on a creek clean out of the channel in your area. At this time of the year, the water levels are low and the ice is acceptable.

We have hired Castle Rock Contracting, Perry Collins, to do the work. Perry and his crew have done other cleanouts of Buffalo Creek in past years. Castle Rock Contracting and crew will be removing any trees and brush that have fallen in the creek, and any trees that are hanging over the channel that may soon fall in, and also any natural dams or beaver dams in the creek.

Aaron or Perry may be contacting you as to an appropriate area to pile wood. Also, if you would like the wood, please contact one of them as they work through your area. If you have any special concerns, contact either Aaron or Perry, or myself in regards to driving in certain areas, and saving any of the trees, etc. They will also be contacting some landowners looking for an easier access to the creek and secure areas to leave his equipment overnight and weekends.

Costs incurred in this cleanout project will be paid for by the Buffalo Creek Watershed District. This cleanout project will start on or about January **17, 2024** and, weather permitting, will be completed in approximately 75 days.

Any additional information or concerns you may have, please contact one of our contractors at Castle Rock Contracting.

Aaron at **952-807-5559**

Perry at **612-867-9134**

We thank you for your cooperation

Buffalo Creek Watershed District

Larry Phillips, representative for BCWD **320-510-0504** (cell)



AUDITOR-TREASURER'S OFFICE

Connie M. Kurtzweg, Auditor-Treasurer, Deputy Registrar

AIRPORT DITCH

NOTICE OF MCLEOD SIBLEY JOINT DITCH 08 McS BOARD MEETING

You are hereby notified that a meeting of the Joint Drainage Authority of JD 08 McLeod and Sibley Counties will be held on Wednesday, January 17, 2024 at 1:00 p.m. at the McLeod County Government Center, 520 Chandler Avenue North, Glencoe, MN.

The purpose of the meeting is for the Joint Drainage Authority of JD 08 McS to approve terms of the separable maintenance and improvement assessments and certify the assessments to the auditors of McLeod and Sibley counties. Prepayment letters including the assessment dollar amounts were previously sent out in September, as authorized by the Buffalo Creek Watershed District Board; those letters did state the final terms would be determined and approved by the Joint Drainage Authority of JD 08 McS.



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Glencoe Liquor Store - 2023 Net Sales

<u>Month</u>	<u>Description</u>	<u>Sales</u>
January	Liquor, Beer & Wine- taxed at 9.875%	\$153,203.28
	Other Merchandise- taxed at 7.375% & non taxable	\$3,275.07
	Liquor, Beer & Wine- taxed at 9.875%(at City Center)	\$91.00
	Other Merchandise- taxed at 7.375% & non taxable (at C.C.)	\$0.00
February	Liquor, Beer & Wine- taxed at 9.875%	\$160,460.09
	Other Merchandise- taxed at 7.375% & non taxable	\$3,339.23
	Liquor, Beer & Wine- taxed at 9.875%(at City Center)	\$8,234.81
	Other Merchandise- taxed at 7.375% & non taxable (at C.C.)	\$271.65
March	Liquor, Beer & Wine- taxed at 9.875%	\$178,828.15
	Other Merchandise- taxed at 7.375% & non taxable	\$3,566.63
	Liquor, Beer & Wine- taxed at 9.875%(at City Center)	\$2,152.66
	Other Merchandise- taxed at 7.375% & non taxable (at C.C.)	\$46.57
April	Liquor, Beer & Wine- taxed at 9.875%	\$188,279.33
	Other Merchandise- taxed at 7.375% & non taxable	\$3,962.64
	Liquor, Beer & Wine- taxed at 9.875%(at City Center)	\$8,447.32
	Other Merchandise- taxed at 7.375% & non taxable (at C.C.)	\$195.57
May	Liquor, Beer & Wine- taxed at 9.875%	\$215,493.20
	Other Merchandise- taxed at 7.375% & non taxable	\$5,506.90
	Liquor, Beer & Wine- taxed at 9.875%(at City Center)	\$1,840.14
	Other Merchandise- taxed at 7.375% & non taxable (at C.C.)	\$152.44
June	Liquor, Beer & Wine- taxed at 9.875%	\$256,719.82
	Other Merchandise- taxed at 7.375% & non taxable	\$8,544.75
	Liquor, Beer & Wine- taxed at 9.875%(at City Center)	\$3,519.91
	Other Merchandise- taxed at 7.375% & non taxable (at C.C.)	\$201.16
July	Liquor, Beer & Wine- taxed at 9.875%	\$231,292.18
	Other Merchandise- taxed at 7.375% & non taxable	\$6,366.60
	Liquor, Beer & Wine- taxed at 9.875%(at City Center)	\$5,535.84
	Other Merchandise- taxed at 7.375% & non taxable (at C.C.)	\$139.47
August	Liquor, Beer & Wine- taxed at 9.875%	\$224,141.88
	Other Merchandise- taxed at 7.375% & non taxable	\$5,645.09
	Liquor, Beer & Wine- taxed at 9.875%(at City Center)	\$10,451.09
	Other Merchandise- taxed at 7.375% & non taxable (at C.C.)	\$666.38
September	Liquor, Beer & Wine- taxed at 9.875%	\$219,344.74
	Other Merchandise- taxed at 7.375% & non taxable	\$5,697.64
	Liquor, Beer & Wine- taxed at 9.875%(at City Center)	\$4,583.40
	Other Merchandise- taxed at 7.375% & non taxable (at C.C.)	\$258.34
October	Liquor, Beer & Wine- taxed at 9.875%	\$194,462.38
	Other Merchandise- taxed at 7.375% & non taxable	\$3,809.59
	Liquor, Beer & Wine- taxed at 9.875%(at City Center)	\$4,705.79
	Other Merchandise- taxed at 7.375% & non taxable (at C.C.)	\$331.07
November	Liquor, Beer & Wine- taxed at 9.875%	\$199,993.00
	Other Merchandise- taxed at 7.375% & non taxable	\$3,558.90
	Liquor, Beer & Wine- taxed at 9.875%(at City Center)	\$2,707.18
	Other Merchandise- taxed at 7.375% & non taxable (at C.C.)	\$217.00
December	Liquor, Beer & Wine- taxed at 9.875%	\$255,282.64
	Other Merchandise- taxed at 7.375% & non taxable	\$4,947.47
	Liquor, Beer & Wine- taxed at 9.875%(at City Center)	\$327.82
	Other Merchandise- taxed at 7.375% & non taxable (at C.C.)	\$54.95
<hr/>		
Total 2023	Liquor, Beer & Wine- taxed at 9.875%	\$2,477,500.69
	Other Merchandise- taxed at 7.375% & non taxable	\$58,220.51
	Liquor, Beer & Wine- taxed at 9.875%(at City Center)	\$52,596.96
	Other Merchandise- taxed at 7.375% & non taxable (at C.C.)	\$2,534.60
<hr/>		
Grand Total		\$2,590,852.76

Glencoe Municipal Liquor Store
Profit & Loss Statement for August 2023

Sales	
Liquor	79,974.42
Beer	137,077.28
Wine	17,537.08
Other Merchandise	6,315.66
Total Sales	<u>240,904.44</u>

Cost of Sales	
Beginning Inventory	459,344.74
Purchases	182,755.74
Total Merch. Avail. for Sale	642,100.48
Less Inventory Ending	467,923.65
Cost of Sales	<u>174,176.83</u>
Gross Profit on Sales	66,727.61
	27.70%

Operating Expenses	
Sales Tax (Use tax)	140.00
Full-Time Employees	5,825.76
Full-Time Employees- Overtime	0.00
Part-Time Employees	5,836.34
PERA Contributions	799.82
FICA Contributions	718.13
Medicare Contributions	167.95
Health & Life Insurance	2,332.74
Operating Supplies	9,619.07
Cleaning Supplies	0.00
Repair & Maintenance	245.64
Professional Services	0.00
Training	0.00
Computer Repair/Equipment	1,089.43
Telephone	65.19
Travel Expense	0.00
Advertising	588.00
Printing & Binding	0.00
Electricity	1,415.40
Natural Gas	325.58
Uniforms	0.00
Miscellaneous	0.00
Sub-total	<u>29,169.05</u>
Insurance- Liquor, Property, Gen'l Liability	888.12
Depreciation	3,504.41
Audit	250.00
Worker's Comp	450.91
Bond Interest	943.13
Total Operating Expenses	<u>35,205.62</u>

Non-Operating Expenses/Income	
Interest Income	127.27
Miscellaneous	0.00
Sales Tax Variance	(1.35)
Cash Drawer +/-	47.46
Bottle Deposit/Paid Out	0.00
Bad/Collected Checks	0.00
Total Non-Operating Exp./Inc.	<u>173.38</u>

Net Income	31,695.37
Year-To-Date Income	165,468.79

Comparative Figures

Previous Year (2022)

Total Sales	206,767.17
Gross Profit on Sales	54,891.07
Total Operating Expenses	31,214.08
Total Non-Operating Exp./Inc.	43.58
Net Income	23,720.57
Year-To-Date Income	157,102.59

Current YTD Cash Balance	161,125.97
Last Month YTD Income	133,773.42

FUND BALANCES

FUND #	2023 CASH BALANCES	MONTH AUGUST	MONTH JULY	MONTH JUNE
101	General-Operating	\$ 1,616,065.99	\$ 1,828,839.81	\$ 1,453,053.64
101	General-Childhood Intervention	\$ 886.55	\$ 886.55	\$ 886.55
101	General-Crime Prevention	\$ 2,422.81	\$ 2,422.81	\$ 4,717.59
601	Water-Operating	\$ 2,526,761.25	\$ 2,431,473.53	\$ 2,412,396.63
601	Water-Water Availability Charge	\$ 572,056.10	\$ 571,505.93	\$ 570,663.13
601	Water-Trunk Water Charge	\$ 25,467.67	\$ 25,443.18	\$ 25,416.78
601	Water-Bonds	\$ 1,934.31	\$ 1,932.45	\$ 1,930.44
601	Water-Construction	\$ -	\$ -	\$ -
602	W.W.T.P.-Operating	\$ 1,820,372.92	\$ 1,770,298.70	\$ 1,695,259.96
602	W.W.T.P.-Sewer Availability Charge	\$ 1,109,470.66	\$ 1,108,403.64	\$ 1,107,003.69
602	W.W.T.P.-Trunk Sewer Charge	\$ 129,897.32	\$ 129,772.39	\$ 129,637.72
602	W.W.T.P.-Bonds	\$ (269,347.72)	\$ 421,475.67	\$ 352,784.20
602	W.W.T.P.-Construction	\$ -	\$ -	\$ -
603	Sanitation	\$ 33,853.88	\$ 31,988.27	\$ 31,002.52
604	City Center-Operating	\$ (32,113.61)	\$ (29,976.86)	\$ (13,934.13)
604	City Center-Bonds	\$ (643,364.13)	\$ (642,745.38)	\$ (623,296.65)
609	Liquor Store	\$ 161,125.97	\$ 132,208.75	\$ 99,956.10
612	Airport	\$ (863,208.04)	\$ (715,461.13)	\$ (472,893.13)
651	Storm Water Management	\$ 222,439.17	\$ 179,269.78	\$ 142,762.29
213	Park Improvement	\$ 142,492.93	\$ 164,253.11	\$ 153,293.87
223	Aquatic Center	\$ (66,178.96)	\$ (30,746.59)	\$ (17,125.32)
223	Aquatic Center-Lifeguard Training	\$ 2,295.25	\$ 1,795.25	\$ 1,795.25
225	Cable TV	\$ 19,923.41	\$ 19,954.20	\$ 13,086.22
226	Cemetery	\$ (23,931.76)	\$ (22,201.46)	\$ (20,364.69)
229	Municipal State Aid	\$ 222,240.23	\$ 222,243.28	\$ 98,407.30
230	Engineering/Inspection Services	\$ (126,483.15)	\$ (126,361.51)	\$ (126,230.38)
300	City Sinking	\$ 8,239.81	\$ 8,231.89	\$ 8,223.35
382	2007 Tax Increment Bond-2007 Industrial Park	\$ (59,659.40)	\$ (59,602.02)	\$ (58,405.60)
383	2014 Tax Increment Bond-West Industrial Park	\$ -	\$ -	\$ -
384	2018 Tax Increment Bond-Panther Heights	\$ (31,229.50)	\$ (31,199.47)	\$ (31,167.09)
409	Tax Increment #4-Industrial Park	\$ 447,622.03	\$ 447,191.53	\$ 446,727.47
424	Tax Increment #17-Miller Manufacturing	\$ 1,980.05	\$ 31,949.29	\$ 31,916.14
425	Tax Increment #18-West Industrial Park	\$ -	\$ -	\$ -
426	Tax Increment #19-Panther Heights	\$ 40,176.22	\$ 40,137.58	\$ 40,095.93
427	Tax Increment #20-Bus Garage	\$ (9,306.35)	\$ (9,297.40)	\$ (9,287.75)
466	2023 Street Improvement	\$ 1,855,827.52	\$ 3,145,933.70	\$ 4,061,365.76
523	2008 11th Street/Morningside Bond	\$ (42,067.96)	\$ (42,027.50)	\$ 65,204.77
524	2014 Street Improvement Bond	\$ (91,343.09)	\$ (91,255.24)	\$ (89,525.99)
525	2015 Street Improvement Bond-Lincoln Park	\$ (421,643.11)	\$ (421,237.60)	\$ 77,139.77
526	2016 Street Improvement Bond-Armstrong Avenue	\$ (139,689.71)	\$ (139,555.36)	\$ 156,169.91
527	2017 Street Improvement Bond-Baxter Avenue	\$ (118,056.27)	\$ (117,942.73)	\$ 244,902.87
528	2018 Storm Water Improvement Bond-Central Storm Sewer	\$ (197,080.57)	\$ (196,891.03)	\$ 189,384.12
529	2021 Street Improvement Bond-10th Street	\$ 160,935.39	\$ 160,780.61	\$ 160,613.76
530	2023 Street Improvement Bond	\$ -	\$ -	\$ -
TOTALS		\$ 7,989,784.11	\$ 10,201,890.62	\$ 12,313,567.00



SMALL CITY & BIG FUTURE

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

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left blank to separate
agenda items.**

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

JAN 16, 2024 - PREPAID BILLS

Date: 01/12/2024

Time: 1:33 pm

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
BREAKTHRU BEVERAGE	0513	LIQUOR STORE: MERCH FOR RESALE	179205	10/27/2023	14,201.59
				Vendor Total:	14,201.59
JOHNSON BROS - ST PAUL	0504	LIQUOR STORE: MERCH FOR RESALE	179206	10/27/2023	3,415.00
				Vendor Total:	3,415.00
JOHNSON, DANIEL	1562	WATER: OVERCHARGE	179207	10/27/2023	338.36
				Vendor Total:	338.36
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR STORE: MERCH FOR RESALE	179208	10/27/2023	2,300.13
				Vendor Total:	2,300.13
SCHAUER & SONS CONSTRUCTIO	1528	PARK: CONCRETE WORK	179209	10/27/2023	19,368.00
				Vendor Total:	19,368.00
SOUTHERN GLAZER'S OF MN	1429	LIQUOR STORE: MERCH FOR RESALE	179210	10/27/2023	5,112.70
				Vendor Total:	5,112.70
VINOCOPIA, INC.	1353	LIQUOR STORE: MERCH FOR RESALE	179211	10/27/2023	442.00
				Vendor Total:	442.00
VISA	0350	MULTI DEPTS: TONER, SAFETY EQU CAMERA, SOFTWARE, TRAINING	179212	10/27/2023	4,925.63
				Vendor Total:	4,925.63
WINE COMPANY	2004	LIQUOR STORE: MERCH FOR RESALE	179213	10/27/2023	1,150.00
				Vendor Total:	1,150.00
WINE MERCHANTS	0667	LIQUOR STORE: MERCH FOR RESALE	179214	10/27/2023	707.56
				Vendor Total:	707.56
				Grand Total:	51,960.97
				Less Credit Memos:	0.00
				Net Total:	51,960.97
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	51,960.97
Total Invoices:		10			

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

JAN 16, 2024 - 2023 REG BILLS

Date: 01/12/2024

Time: 1:20 pm

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
4-SQUARE BUILDERS, INC.	0071	PARK, AIRPORT: LUMBER, CONCRETE FORM TUBE	0	00/00/0000	282.44
				Vendor Total:	282.44
ADVANCED POWER SERVICES, IN	1338	WWTP: INSPECTION/SERVICE ON BACKUP GENERATOR, LOAD TEST	0	00/00/0000	3,132.00
				Vendor Total:	3,132.00
AHLBORN EQUIPMENT INC.	0303	STREET: SAFETY EQUIPMENT	0	00/00/0000	464.64
				Vendor Total:	464.64
ALEX AIR APPARATUS 2 LLC	2153	FIRE: FLEX-LITE SUCTION HOSE, LOW LEVEL STRAINER	0	00/00/0000	1,711.92
				Vendor Total:	1,711.92
ARNOLD'S OF GLENCOE, INC.	1449	STREET, PARK: FILTERS, BELTS, COUPLERS	0	00/00/0000	342.67
				Vendor Total:	342.67
AT&T MOBILITY	1205	MULT DEPTS: CELL PHONE BILL	0	00/00/0000	833.36
				Vendor Total:	833.36
AXON ENTERPRISE, INC	0439	POLICE: TRAINING, EQUIPMENT BATTERIES	0	00/00/0000	756.60
				Vendor Total:	756.60
BORDER STATES INDUSTRIES INC	0852	ADMIN: BULBS & BALLASTS	0	00/00/0000	602.10
				Vendor Total:	602.10
BRAUN INTERTEC CORPORATION	0796	MUNI STATE AID: GEOTECHNICAL EVAL FOR HENNEPIN AVE IMPR.	0	00/00/0000	7,275.00
				Vendor Total:	7,275.00
BUDAHN, BRYAN	0967	WATER: REFUND OVERPAYMENT	0	00/00/0000	35.53
				Vendor Total:	35.53
CARD SERVICES	0330	WWTP: LAB & OPERATING SUPPLIES	0	00/00/0000	190.49
				Vendor Total:	190.49
COUNTRYSIDE FLAGPOLE	1694	AIRPORT: FLAGPOLE	0	00/00/0000	2,025.00
				Vendor Total:	2,025.00
DAKOTA SUPPLY GROUP	0523	WATER, WWTP: CURB BOX REPAIR COUPLINGS & LIDS,METER ADAPTER	0	00/00/0000	1,749.84
				Vendor Total:	1,749.84
FLAHERTY & HOOD, P.A.	0441	WATER, WWTP: LEGAL FEES	0	00/00/0000	2,371.25
				Vendor Total:	2,371.25
FOSTER MECHANICAL, INC.	0647	ADMIN: HVAC SYSTEM/ EQUIPMENT REPAIR	0	00/00/0000	420.00
				Vendor Total:	420.00
GALLS, LLC	0452	POLICE: UNIFORMS	0	00/00/0000	70.12
				Vendor Total:	70.12
GLENCOE CO-OP ASSN.	1842	FIRE, STREET, PARK, WATER, WWTP: FUEL, TIRES	0	00/00/0000	3,590.26
				Vendor Total:	3,590.26
GLENCOE FLEET SUPPLY	2074	MULT DEPTS: UNIFORMS, REPAIR & MAINT SUPPLIES, SMALL TOOLS	0	00/00/0000	1,990.24
				Vendor Total:	1,990.24
GOLDEN TONGUE CONSULTANTS	1305	POLICE: TRANSLATION SERVICES	0	00/00/0000	37.50
				Vendor Total:	37.50
GOPHER STATE ONE CALL	0482	WATER, WWTP, STORM WATER: LOCATE TICKETS	0	00/00/0000	179.55
				Vendor Total:	179.55
HAWKINS, INC.	1133	WATER: CHEMICALS	0	00/00/0000	3,766.15

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
				Vendor Total:	3,766.15
HERALD JOURNAL PUBLISHING	1442	ADMIN, LIQUOR STORE: PUBLISHING & ADVERTISING	0	00/00/0000	1,195.26
				Vendor Total:	1,195.26
HILLYARD HUTCHINSON	0122	AIRPORT: CLEANING SUPPLIES	0	00/00/0000	745.35
				Vendor Total:	745.35
HUEMOELLER, GONTAREK &	1800	ADMIN, WATER: LEGAL FEES	0	00/00/0000	9,156.00
				Vendor Total:	9,156.00
JOHN DEERE FINANCIAL	1299	PARK: EQUIPMENT REPAIR PARTS	0	00/00/0000	194.78
				Vendor Total:	194.78
KDUZ - KARP - KGLB	2248	ADMIN, LIQUOR STORE: ADVERTISING	0	00/00/0000	1,534.00
				Vendor Total:	1,534.00
KEN'S EXCAVATION	0144	WWTP: I & I PROGRAM	0	00/00/0000	22,720.00
				Vendor Total:	22,720.00
KWIK TRIP	1653	POLICE: FUEL	0	00/00/0000	1,817.75
				Vendor Total:	1,817.75
LIGHT & POWER COMMISSION	1484	MULT DEPTS: ELECTRICITY, CREDIT CARD & BILLING FEES	0	00/00/0000	27,103.41
				Vendor Total:	27,103.41
LITZAU EXCAVATING	0380	WWTP: SEWER LINE REPAIR	0	00/00/0000	1,510.00
				Vendor Total:	1,510.00
MACQUEEN EMERGENCY	0159	FIRE: HOSE FITTINGS, VALVE, PUMPER TRUCK EQUIPMENT	0	00/00/0000	13,395.44
				Vendor Total:	13,395.44
MED COMPASS	0093	FIRE: MEDICAL EXAMS	0	00/00/0000	5,240.00
				Vendor Total:	5,240.00
METRO SALES, INC	1066	ADMIN, POLICE: OFFICE EQUIPMENT LEASE	0	00/00/0000	839.35
				Vendor Total:	839.35
MINNESOTA UI FUND	0566	CEMETERY: UNEMPLOYMENT INSURANCE	0	00/00/0000	1,132.10
				Vendor Total:	1,132.10
MNSPECT	0722	CODE ENFORCE: BUILDING & RENTAL INSPECTIONS	0	00/00/0000	13,258.00
				Vendor Total:	13,258.00
MVTL , INC.	0353	WWTP: LAB TESTING	0	00/00/0000	52.00
				Vendor Total:	52.00
MY GUY, INC	0940	STREET: PRESSURE WASHER SOAP	0	00/00/0000	459.00
				Vendor Total:	459.00
NORTH AMERICAN SAFETY INC	0903	STREET, PART, WWTP: SAFETY EQUIPMENT	0	00/00/0000	1,324.22
				Vendor Total:	1,324.22
NORTH CENTRAL LABORATORIES	0631	WWTP: LAB SUPPLIES	0	00/00/0000	312.88
				Vendor Total:	312.88
NORTHLAND TRUST SERVICES	1799	'16 ST IMP BOND: FISCAL AGENT FEES	0	00/00/0000	495.00
				Vendor Total:	495.00
OELFKE, JASON	0243	WWTP: SAFETY BOOTS REIMBURSEMENT	0	00/00/0000	220.49
				Vendor Total:	220.49
O'REILLY AUTOMOTIVE, INC	1982	STREET: FLOOR MAT	0	00/00/0000	25.99
				Vendor Total:	25.99
OXYGEN SERVICE COMPANY	0653	STREET: WELDING SUPPLIES	0	00/00/0000	16.74
				Vendor Total:	16.74

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

JAN 16, 2024 - 2023 REG BILLS

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
PITNEY BOWES BANK INC	0271	ADMIN: POSTAGE	0	00/00/0000	415.52
				Vendor Total:	415.52
PLUNKETT'S PEST CONTROL, INC	0446	WWTP: PEST CONTROL	0	00/00/0000	97.74
				Vendor Total:	97.74
POWERPLAN	1171	STREET: LOADER REPAIR PARTS	0	00/00/0000	750.15
				Vendor Total:	750.15
PREMIUM WATERS, INC.	1081	MULT DEPTS: WATER	0	00/00/0000	216.18
				Vendor Total:	216.18
PRO AUTO GLENCOE, INC	0527	STREET, WWTP: VEHICLE MAINTENANCE, TIRE PATCH	0	00/00/0000	80.54
				Vendor Total:	80.54
RUNNING'S SUPPLY, INC.	1616	PARK, WWTP: UNIFORMS	0	00/00/0000	441.68
				Vendor Total:	441.68
SAM'S TIRE SERVICE INC.	0250	STREET: KUBOTA TIRES	0	00/00/0000	2,900.02
				Vendor Total:	2,900.02
SANDRY FIRE SUPPLY	0322	PUBLIC SAFETY AID: FIRE TRUCK EQUIPMENT - CUTTER, SPREADER	0	00/00/0000	30,650.00
				Vendor Total:	30,650.00
SCHIROO ELECTRICAL REBUILDIN	1059	WWTP: VEHICLE TESTING & REPAIRS	0	00/00/0000	1,165.20
				Vendor Total:	1,165.20
SCHLEGEL, BRIAN	0036	WWTP: I & I PROGRAM	0	00/00/0000	1,000.00
				Vendor Total:	1,000.00
SHRED-N-GO, INC	0032	FINANCE, POLICE: PAPER SHREDDING SERVICE	0	00/00/0000	153.78
				Vendor Total:	153.78
STAR GROUP, L.L.C.	0972	MULT DEPTS: FILTERS, LUBRICANTS, BELTS, BATTERIES	0	00/00/0000	1,761.19
				Vendor Total:	1,761.19
STUEWE, MATT	0922	WATER: UNIFORM ALLOWANCE	0	00/00/0000	99.87
				Vendor Total:	99.87
SUN LIFE	0926	POLICE: INS PREMIUMS	0	00/00/0000	504.82
				Vendor Total:	504.82
TRI-COUNTY WATER	1016	STREET, REIMB: WATER	0	00/00/0000	6.00
				Vendor Total:	6.00
VERIZON WIRELESS	1110	POLICE: DATA USAGE FOR SQUAD CARS	0	00/00/0000	200.05
				Vendor Total:	200.05
VONBERGE, RON	1339	WWTP: MILEAGE REIMB	0	00/00/0000	201.00
				Vendor Total:	201.00
WM. MUELLER & SONS, INC.	0206	STREET, WATER, STORM WATER: BLACKTOP, PATCHING	0	00/00/0000	5,603.43
				Vendor Total:	5,603.43
				Grand Total:	180,821.59
				Less Credit Memos:	0.00
				Net Total:	180,821.59
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	180,821.59
Total Invoices:	61				

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

JAN 16, 2024 - 2024 REG BILLS

Date: 01/12/2024

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
AXON ENTERPRISE, INC	0439	POLICE: BODY CAMERAS	0	00/00/0000	13,362.50
				Vendor Total:	13,362.50
BRADLEY SECURITY, LLC	0209	CABLE TV, W.W.T.P: ANNUAL SECURITY RENEWAL	0	00/00/0000	840.00
				Vendor Total:	840.00
GLENCOE AREA CHAMBER OF CO	0094	ADMIN: MEMBERSHIP DUES, SPONSORSHIP	0	00/00/0000	6,160.00
				Vendor Total:	6,160.00
JOHNSON CONTROLS FIRE	0874	MULT DEPTS: ANNUAL FIRE EXT & EMERGENCY LIGHT INSPECTIONS	0	00/00/0000	2,455.66
				Vendor Total:	2,455.66
LEAGUE OF MINNESOTA CITIES	0154	POLICE, STORM: TRAINING, STORM WATER DUES	0	00/00/0000	1,450.00
				Vendor Total:	1,450.00
MN. STATE FIRE CHIEFS ASSOC.	0191	FIRE: MEMBERSHIP RENEWALS	0	00/00/0000	400.00
				Vendor Total:	400.00
MVTL , INC.	0353	WATER, W.W.T.P.: LAB SUPPLIES	0	00/00/0000	160.50
				Vendor Total:	160.50
NUVERA	2120	MULT DEPTS: INTERNET, PHONE, IT SUPPORT	0	00/00/0000	7,653.09
				Vendor Total:	7,653.09
PIONEER RESEARCH CORPORATI	1261	W.W.T.P.: PRODUCT SUPPLIES	0	00/00/0000	690.64
				Vendor Total:	690.64
SANDRY FIRE SUPPLY	0322	FIRE: CHEMGUARD CONCENTRATE	0	00/00/0000	230.00
				Vendor Total:	230.00
SECURITY BANK & TRUST CO.	0259	MULT DEPTS: BOND PRINCIPAL & INTEREST PAYMENTS	0	00/00/0000	824,128.73
				Vendor Total:	824,128.73
THOMSON REUTERS	1260	POLICE: INVESTIGATION SUPPLIES	0	00/00/0000	176.70
				Vendor Total:	176.70
				Grand Total:	857,707.82
				Less Credit Memos:	0.00
				Net Total:	857,707.82
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	857,707.82
Total Invoices:		12			