



GLENCOE CITY COUNCIL MEETING MINUTES
February 5, 2024 – 7:00 PM
City Center Ballroom

Attendees: Ryan Voss, Yodee Rivera, Susan Olson, Mark Hueser, Paul Lemke, Cory Neid
City Staff: Mark Larson, Mark Lemen, Mark Ostlund, Todd Trippel, Tony Padilla, and James Voigt
Others: Rich Glennie and Lowell Anderson.

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 the Regular Meeting of January 16, 2024
- B. Special Event Application for Glencoe Car and Bike Show – June 23, July 28, and September 8, 2024 – Glencoe City Center Parking Lot
- C. Liquor License for Main Street Sports Bar, 1226 Greeley Avenue North
- D. Beer License for Glencoe Baseball Association, Vollmer Field, Oak Leaf Park

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

3. APPROVE AGENDA

Motion: Neid, seconded by Hueser to add “Winter Parking” to the agenda. All in favor, the motion carried.

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

4. PUBLIC COMMENT (agenda items only)

There were no public comments regarding agenda items.

5. PUBLIC HEARINGS

A. 7:00 PM - Ordinance No. 624 – An Ordinance Amending Various Sections of the City Charter, including the Fire Department – Second Reading

At this time, Mayor Voss opened the public hearing on Ordinance number 624. City Attorney Mark Ostlund reviewed the proposed changes to the Charter to allow the Fire Department to eliminate their bylaws and be covered by the City Personnel Policy.

Motion: With no Public comment, Councilor Lemke made a motion to close the public hearing. Seconded by Olson, with all in favor, the motion carried.

Motion: Rivera, seconded by Hueser to approve the second reading of Ordinance Number 624. Upon a roll call vote, the following members voted in favor: Neid, Olson, Rivera, Hueser and Lemke. Voting nay, none, where upon the motion for the Second Reading of Ordinance Number 624 was approved.

B. 7:00 PM - Ordinance No. 625 – An Ordinance Amending section 9.02 relation to the appointment of members of the Light and Power Commission – Second Reading –

At this time, Mayor Voss opened the public hearing on Ordinance number 625. City Attorney Mark Ostlund reviewed the proposed changes to the Charter to allow one member of the Light and Power Commission to live outside the City limits of the City of Glencoe, but to be a resident of the Light and Power Service Territory.

Motion: With no Public comment, Councilor Lemke made a motion to close the public hearing. Seconded by Neid, with all in favor, the motion carried.

Motion: Neid, seconded by Hueser to approve the second reading of Ordinance number 625. Upon a roll call vote, the following members voted in favor: Neid, Olson, Rivera, Hueser and Lemke. Voting nay, none, where upon the motion for the Second Reading of Ordinance Number 625 was approved.

C. Set Public Hearing for Municipal Separated Storm Sewer System (MS4) for March 4, 2024, at 7:00 PM

Public Works Director Lemen recommended the City Council set a public hearing for the education requirement for Glencoe's MS4. He also indicated that the City was going to bring back the practice of having an annual Contractor's meeting that had not been held since prior to COVID.

Motion: Lemke, Seconded by Rivera to set the MS4 Hearing for March 4 2024 at 7:00 PM. All in favor, the motion carried.

6. BIDS AND QUOTES

- A. Assessment Agreement with McLeod County for McLeod County Assessor's office to provide property valuations for the City of Glencoe – City Administrator Larson reviewed the Assessment Agreement with McLeod County to value properties in the City of Glencoe in 2024. Larson indicated that this fee would be abolished in 2025 as McLeod County was going to absorb the cost of the County Assessors office and assess all properties in McLeod County. The cost per assessable property was not changing from 2023; but the number of parcels was increasing by seven.

Motion: Hueser, Seconded by Neid to approve the Assessment Agreement with McLeod County and to authorize the Mayor and City Administrator to execute said agreement. All in favor, the motion carried.

7. REQUESTS TO BE HEARD

- A. Economic Development Authority (EDA) Membership and Appointment – City Council reviewed the applications received for membership on the new EDA.

Motion: Lemke, seconded by Hueser to accept applications for the EDA through the end of the Day on Friday, February 9, 2024. All in favor, the motion carried.

At this time, the City Council submitted names of City Council members to be appointed to represent the City Council on the EDA to Mayor Voss. Mayor Voss tabulated the names and indicated that the following were recommended for appointment to the EDA: Mark Hueser and Cory Neid.

Motion: Lemke, seconded by Rivera to approve appointment of Mark Hueser and Cory Neid to the City Council positions on the EDA. All in favor, the motion carried.

- B. Part-time Community Service Officer – Police Chief Padilla appeared before the City Council to request a second Community Service Officer (CSO) for the Glencoe Police Department until the two full-time vacant Police Officer Positions were filled.

Motion: Hueser, seconded by Neid to approve the second CSO position and to report back to the City Council when the full-time positions were filled to determine the continuance of the CSO positions. All in favor, the motion carried.

- C. Vehicle Pursuit Policy 6.02 update – Police Chief Padilla presented the POST mandate Vehicle Pursuit Police update to the City Council for approval.

Motion: Lemke, second by Hueser to approve the update to Policy 6.02 regarding Vehicle Pursuits. All in favor, the motion carried.

- D. Appoint Haylie (Schmeling) Kusler to position of Deputy City Clerk/Administrative Assistant – City Administrator Larson noted that the City had received 16 applications for the Deputy City Clerk/Administrative Assistant Position. Interviews were held with 5 individuals, and 2 applicants were selected for a second interview.

Larson recommended Haylie Kusler to the position.

Motion: Neid, seconded by Hueser to approve the appointment of Haylie Kusler to the position of Deputy City Clerk/Administrative Assistant. All in favor, the motion carried.

8. ITEMS FOR DISCUSSION

A. Pryor Avenue Railroad Signal upgrade – 2027 – City Administrator informed the City Council that the Pryor Avenue Signals were scheduled for upgrade in 2027. Larson noted that he had reached out to TCW Railroad about improving the grade crossing at that time, also. He had not heard a response from the Railroad.

B. Landlocked unbuildable City Parcels of Property – The City Attorney reviewed the proposed deeds of unbuildable City parcels to adjacent property owners as follows:

1. Deed Lots for \$1.00 to Kenneth and Nancy Polifka on Judd Avenue North
2. Deed Lot for \$1.00 to Debra and Gregory Copas on Judd Avenue North
3. Deed Lot for \$1.00 to Scott Conklin on Glenmor Lane

Motion: Hueser, second by Olson to deed the lots to the adjacent landowners for the cost of recording and deed tax. Surveys would also be the responsibility of the adjacent property owners. All in favor, the motion carried.

C. City Council Workshop – February 12, 2024, at 5:30 PM at the Glencoe Police Department. City Administrator Larson informed the City Council of the meeting date and time of the next City Council workshop. Tours would take place at the Glencoe Police Department and the Glencoe Fire Department.

D. Elected Leaders Institute - City Council Attendees- LMC – City Administrator Larson informed the City Council that Councilor Olson, Lemke, and Rivera would be attending the Elected Leaders institute sponsored by the League of Minnesota Cities in Plymouth, MN on February 9th and 10th.

E. Winter Parking Restrictions – At this time, the City Council reviewed lifting the winter parking restrictions due to the lack of snow, and the lack of frost. The City Council members had received calls from residents concerned about the ability to park on their lawns and the alleys due to no frost. The City Council instructed the Chief of Police and Public Works Director not to enforce winter parking restrictions until further notice.

9. ROUTINE BUSINESS

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

E. City Bills - Motion: Neid, second by Hueser to pay City Bills. All in favor, the motion carried.

10. ADJOURNMENT

Motion: Neid, Seconded by Rivera to Adjourn. All in favor, the motion carried