



SMALL CITY  BIG FUTURE

GLENCOE CITY COUNCIL MEETING MINUTES
January 21, 2025 – 7:00 PM
City Center Ballroom

Attendees: Mark Hueser, Jon Dahlke, Scott Maynard, Paul Lemke, Cory Neid, Yodee Rivera

City Staff: Mark Larson, Mark Ostlund, Mark Lemen, Jamie Voigt, Tony Padilla, Todd Trippel

1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

The Meeting was called to order by Mayor Mark Hueser

A. Oath of Office – Scott Maynard, Precinct 2

2. APPROVE AGENDA

A. Approve Minutes of January 6, 2025

Motion: Lemke, seconded by Rivera to approve the agenda. All in favor, the motion carries.

3. CONSENT AGENDA

A. Pool Table Permit X 4, Pla-mor Ballroom, 1905 9th Street East, Glencoe, MN

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

4. PUBLIC COMMENT (agenda items only)

None.

5. PUBLIC HEARINGS – None Scheduled

None.

6. BIDS AND QUOTES

A. Master Agreement and Supplemental Letter Agreement (SLA) for SEH to serve as City Engineer – Justin Black, City Engineer, SEH

SEH is honored to serve as the City Engineer for the City of Glencoe. City Engineers attend weekly Public Works meetings, project cost estimates, development site plan review, architectural, and structural reviews, and environmental services. They coordinate with MnDOT, McLeod County, MPCA, MDH, and BCWD and assist with MS4 and MPCA Wastewater permits. The agreement for Professional Services includes being billed hourly for authorized work, not to exceed \$50,000 for general engineering services, not to exceed \$10,000 for general Municipal State Aid engineering services, and separate agreements for larger standalone projects. It is recommended to approve the Master Agreement with SEH.

Motion: Lemke, seconded by Rivera to approve the Master Agreement and Supplemental Letter Agreement (SLA) for SEH to serve as City Engineer. All in favor, the motion carries.

- B. SLA for Engineering Services for Municipal State Aid (MSA) – Justin Black, City Engineer, SEH

Motion: Lemke, seconded by Dahlke to approve SLA for Engineering Services for Municipal State Aid (MSA). All in favor, the motion carries.

- C. SLA for Wetland Mitigation for Hennepin Avenue Project – Justin Black, City Engineer, SEH
1. Update on Hennepin Avenue Project

It has been made evident that the area North of the hospital is a wetland area and has gone beyond where the cattails are and has extended into the farm area. Regulatory requirements require us to build or construct a stormwater pond as part of the Hennepin Ave Project. It is recommended to approve the SLA for Wetland Mitigation Engineering Services and not to exceed \$12,400.

Motion: Neid, seconded by Lemke to approve the SLA for Wetland Mitigation Engineering Services. All in favor, the motion carries.

7. REQUESTS TO BE HEARD

- A. **Resolution 2025-02** - Approving Jurisdictional Transfer of State Aid Streets with McLeod County – Justin Black, City Engineer, SEH

RESOLUTION NO. 2025-02

RESOLUTION APPROVING MUNICIPAL STATE AID STREET DESIGNATIONS AND REVOCATIONS AS PART OF THE 2025 ROADWAY JURISDICTIONAL TRANSFERS WITH MCLEOD COUNTY

WHEREAS, a Roadway Jurisdictional Transfer Cooperative Agreement has been approved by the City of Glencoe and McLeod County which delineates requirements of the City and County as it relates to the transfer of roadway segments between the two agencies; and

WHEREAS, The County and the City have further agreed to transfer jurisdiction of the following City roadway segments from the City to the County:

Part of MSAS 102: 11th Street W. from the west city limits to N. Armstrong Avenue (0.58 miles)

Part of MSAS 105: N. Armstrong Avenue from 11th Street W. to 13th Street (TH 22) (0.14 miles)

MSAS 116: 18th Street E. from Ford Avenue N. (CSAH2) to Hennepin Avenue N. (CR 83) (0.17 miles)

Collectively, the revoked Municipal State Aid Streets.

WHEREAS, The County and City have agreed to transfer jurisdiction of the following County roadway segments from the County to the City:

CSAH 2 (Ford Avenue N.) from 13th Street E. (TH22) to 18th Street E (0.38 miles)

Collectively, the relinquished County Roadways.

WHEREAS, it appears to the City Council of Glencoe that the streets hereinafter described should be described as or designated as Municipal State Aid streets under the provisions of Minnesota Laws;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Glencoe, Minnesota:

1. That the streets described as follows to-wit:
 - a. Part of MSAS 102: 11th Street W. from the west city limits to N. Armstrong Avenue (0.58 miles)
 - b. Part of MSAS 105: N. Armstrong Avenue from 11th Street to W. to 13th Street (TH 22) (0.14 miles)
 - c. MSAS 116: 18th Street E. from Ford Avenue N. (CSAH2) to Hennepin Avenue N. (CR 83) (0.17 miles)

be revoked as a Municipal State Aid Streets of said City, subject to the approval of the Commissioner of Transportation of the State of Minnesota.

2. That the streets described as follows to-wit:
 - a. Ford Avenue N. from 13th Street E. (TH22) to 18th Street E (0.38 miles)Be hereby established, located and designated as a Municipal State Aid Street of the City of Glencoe, subject to the approval of the Commissioner of Transportation of the State of Minnesota.

BE IT FURTHER RESOLVED that the City Administrator is hereby authorized and directed to forward two (2) certified copies of this resolution to the Commissioner of Transportation for this consideration and that upon the Commissioner's approval of the revocations of said streets or portion thereof, that the same be revoked as Municipal State Street and that upon the Commissioner's approval of the designation of said streets or portions thereof, that same be constructed and improved and maintained as a Municipal State Aid Streets of the City of Glencoe, to be numbered and known as a Municipal State Aid Street.

Adopted and approved this 21st day of January 2025.

Motion: Rivera, seconded by Maynard to approve Resolution 2025-02. Upon a roll call vote, the following voted Aye, Rivera, Dahlke, Maynard, Lemke, and Neid. The following voted Nay, none. Whereupon the resolution was declared adopted and approved.

8. ITEMS FOR DISCUSSION

- A. Cemetery Board – Authorize City Attorney to draft Ordinance Change to assign duties of the Cemetery Board to the Park Board – City Administrator

Motion: Lemke, seconded by Dahlke to authorize City Attorney to draft Ordinance Change to assign duties of the Cemetery Board to the Park Board. All in favor, the motion carries.

- B. Airport Commission Update from January meeting – Assistant City Administrator
Discussion debating surface treatment at the Airport. There are two different types of treatment. One is just a seal, crack seal, and seal coat. The second one is a crack seal and slurry seal.

9. ROUTINE BUSINESS

- A. Project Updates – next Council meeting to have bids and quotes for the work being done at the PD.
- B. Economic Development – there will be an EDA meeting next Monday.
- C. Public Input
- D. Reports
- E. Close Meeting to Discuss Police Union Negotiations/Technology and IT Initiatives of City Computer System – Nuvera

Motion: Neid, seconded by Dahlke to close the meeting to discuss Police Union Negotiations/ Technology and IT Initiatives of City Computer System. All in favor, the motion carries.

- F. City Bills

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

10. ADJOURN

Motion: Neid, seconded by Dahlke to adjourn the meeting. All in favor, the motion carries.