



Mayor: Mark Hueser
Precinct 1 Councilor: Jon Dahlke
Precinct 2 Councilor: Scott Maynard
Precinct 3 Councilor: Paul Lemke
Precinct 4 Councilor: Cory Neid
At-Large Councilor: Yodee Rivera

GLENCOE CITY COUNCIL MEETING AGENDA

Monday, May 19, 2025

City Center Ballroom

7:00 PM

- 1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**
- 2. CONSENT AGENDA**
 - A. Approve Minutes of the Regular Meeting of May 5, 2025
 - B. Special Event Application of Buffalo Creek BMX to hold State Qualifier Races at Sterner Meyer BMX Park on 6/8/25
- 3. APPROVE AGENDA**
- 4. PUBLIC COMMENT (agenda items only)**
- 5. PUBLIC HEARINGS**
 - A. Public Comment on Drone Purchase and Program
- 6. BIDS AND QUOTES**
 - A. Police Department Drone Purchase – Police Chief Padilla
 - B. Police Department Firearms Training Trailer – Police Chief Padilla
 - C. Police Policy - Lexipol Policy – Police Chief Padilla
 - D. Squad Computer Replacement – Police Chief Padilla
- 7. REQUESTS TO BE HEARD**
 - A. Contract for State Baseball Tournament – City Attorney Ostlund
 - B. 2170 Ford Avenue North
 1. Approve Resolution 2025-09 Annexation Resolution for 2170 Ford Avenue North – Assistant City Administrator Lemen
 2. Authorize 2170 Ford Avenue Property to connect to City Water and Sanitary Sewer
 - C. Assistant City Administrator Review Process – Appoint Mayor and two Councilors to review committee
 - D. Ordinance Violation Recommendation for Fines – Chief Padilla
- 8. ITEMS FOR DISCUSSION**
 - A. Second Reading of **Ordinance Number 628** to Eliminate the Cemetery Commission – Set Public Hearing for June 2nd – City Attorney
 - B. Housing Study meeting set for June 2nd at 5:00 PM in West Conference Room
 - C. Planning Commission Recommendations-
 1. Approve Variance for fence on property line at 1428 Armstrong Avenue North
 2. Approve Variance for fence on property line at 1407 Greeley Avenue North

9. ROUTINE BUSINESS

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

10. ADJOURN



SMALL CITY & BIG FUTURE

GLENCOE CITY COUNCIL MEETING MINUTES

May 5, 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 Lemen, Mark Ostlund, Tony Padilla, Todd Trippel, Jamie Voigt

1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

The Meeting was called to order by Mayor Mark Hueser

2. CONSENT AGENDA

A. Approve Minutes of the Regular Meeting of April 21, 2025

B. Special Event – Spring Fling – First Congregational Church, 1400 Elliott Avenue North, Glencoe, MN. 5/18/2025 – Close Street and Picnic Tables

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

3. APPROVE AGENDA

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

4. PUBLIC COMMENT (agenda items only)

None.

5. PUBLIC HEARINGS – None Scheduled

None.

6. BIDS AND QUOTES – None Scheduled

None.

7. REQUESTS TO BE HEARD

A. Ordinance Number 626 – Finalize the Emergency Cannabis Ordinance. Approve Third Reading – City Attorney

Motion: Neid, seconded by Maynard to approve the Third Reading of Ordinance 626 Emergency Cannabis. All in favor, the motion carries. Upon a roll call vote, the following voted Aye, Rivera, Dahlke, Maynard, Lemke and Neid. The following voted Nay, none. All in favor, the motion carries.

- B. Glencoe Days 2025– Myranda VanDamme, Glencoe Days Committee
Motion: Lemke, seconded by BLANK to approve the use of Oak Leaf Park for Glencoe Days 2025. All in favor, the motion carries.
- C. Fence approval at 14th Street and Vacated Queen Avenue for Pro Auto – City Administrator
Rick Schremp of pro Auto purchased the old Witte Sanatation building north of Pro Auto on 14th Street and Pryor Avenue. To eliminate foot traffic and driving between his properties and the old Telex Building on Vacated Queen Avenue, he is proposing to construct a fence between the building for security purposes. Although Queen Avenue is vacated, there is still overhead power line in this area. The Light and Power will also be a signatory on the agreement.
Motion: Lemke, seconded by Neid to approve the requested fence between building on vacated Queen Avenue and agreement. All in favor, the motion carries.

8. ITEMS FOR DISCUSSION

- A. First Reading of **Ordinance Number 628** to Eliminate the Cemetery Commission – City Attorney
Motion: Neid, seconded by Maynard to approve the First Reading of Ordinance 628 to Eliminate the Cemetery Commission with the removal of language 125.04 b. All in favor, the motion carries. Upon a roll call vote, the following voted Aye, Rivera, Dahlke, Maynard, Lemke and Neid. The following voted Nay, none. All in favor, the motion carries.
- B. Housing Study Steering Committee – EDA – Meeting June 2, 2025 at 5:00 PM
The Housing Study Steering Committee will consist of the EDA with an invitation to the Planning Commission to appoint representatives.

9. ROUTINE BUSINESS

- A. Project Updates
1. Dog Park – Century Fence was in last week and set all posts for the fence and strung a few of the fence sections. Rotary Club is paying for the concrete. Rice Builders, as a donation to the community, is installing the concrete.
 2. Pickleball Court – Met with the Pickleball Association to discuss court surfaces.
 3. Airport Fence – Commenced construction this morning and has been completed.
 4. Airport Pavement Project – June 2 to July 16, 2025
 5. Hennepin Avenue Reconstruction – Pre-Construction meeting this Thursday at 10:00 AM. First meeting with the contractor and will learn the schedule at this point.
- B. Economic Development – Rice Companies is planning to construct the pond.
- C. Public Input
- D. Reports

E. City Bills

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

10. ADJOURN

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



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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Councillors: At-Large - Yodee Rivera, Precinct 1 - Jon Dahlke, Precinct 2 - Scott Maynard,
Precinct 3 - Paul Lemke, Precinct 4 - Cory Neld



SMALL CITY  BIG FUTURE

City of Glencoe
Special Event Application
1107 11th Street East, Suite 107
Glencoe, MN 55336
320-864-5586

Proposed event name: BMX state qualifier race Proposed location: Sterner Meyer BMX park

Date(s) of the event: 6/8/25 Time(s) of event: 8 a.m. to 6 p.m.

Group name or organization: Buffalo Creek BMX Contact Name: Matt Conklin / Tami Alsleben

Address: 1017 9th St E City: Glencoe Zip: 55336

Email: buffalocreekbmx@gmail.com Phone: 320.282.5098 Matt

Type of organization: ☐ For Profit ☐ Non-Profit ☐ Charity

Location requested use: ☐ City Parking Lot ☒ City Park ☐ Street Closure

Estimate the number of participants you expect to attend the event: 300 riders + spectators

Event Description: BMX state qualifier race

Assistance Requested: _____

Street Closure Request:

Describe the name and sections of the streets you are requesting temporary closure:

9th St from Hennepin to Ives to Knight and Ives from bmx park entrance to 9th St

Date/Time for beginning of street closure: 6/8/25 8:00 a.m.

Date/Time for reopening of streets: 6/8/25 3:00 p.m.

Events using public streets and parking lots (parades, walk/runs, dances, etc.) must submit a map with precise locations.

See back side for guidelines and information.

Guidelines for Special Events

City of Glencoe Special Events

Special Event Permits are required to conduct special events. Special events include walk/runs, tournaments, concerts or gatherings of 50 participants or more in the City of Glencoe. Special Event Applications must be completed at least 30 calendar days prior the event. Below is a list of additional items that may be required for your event, please review carefully.

Certificate of Liability Insurance: The City of Glencoe, at its discretion, may require the applicant to obtain certificate of Liability Ins to host a special event. If required, applicants must provide a minimum of \$1,000,000 of general liability coverage for each occurrence and shall name the City of Glencoe as an additional insured. Based on special event activities, some events may be required to obtain additional coverage. Contact your organization or private insurance company to obtain liability insurance. If you don't have private insurance or your organization does not have insurance, you may obtain insurance through the League of MN Cities Tenant User Liability Insurance Program (TULIP). Information on TULIP is located online at: <http://www.lmc.org/page/1/Tenant-User-Liability-Insurance-Program.jsp>.

Alcohol: If alcohol is sold or provided, the event must have proper licensing through State of MN and City of Glencoe. Liquor Liability Insurance is required for events that sell or provide alcohol.

Street Closures: All street closures must be approved by Chief of Police. If a street closure occurs along residential streets, reasonable efforts must be made to alert all property owners along the street of the proposed closure. Failure to notify property owners in street closure areas or gain approval of street closures will result in revocation of this permit.

Garbage: Depending on the size of the event and the number of participants may be required to provide own garbage containers and pick up.

Sanitary Restrooms: Depending on the size of the event and the number of participants may be required to provide own sanitary restrooms.

Directional Markers: No paint or chalk paint should be used as directional markers on the trail systems in the parks or on the sidewalks and streets. Suggestions for directional markers include cones, sidewalk chalk, small signs or volunteers. Renter will be charged a fee if paint or permanent marks are placed on the trail system, sidewalks or streets. If you need cones or other materials from the Street Department, please make sure to include these items in the assistance requested section.

Contract Agreement: The renter will abide by all rules governed in City Ordinances and all City of Glencoe Department policies. The renter also understands that failure to abide by these rules and regulations could result in additional fees or denial of facility use.

Sami Alshehen
Signature

4/29/25
Date

City Staff Use Only

Date Received: _____

Public Works Director Street/Parks Recommendation:

Approve ☒ Deny ☐

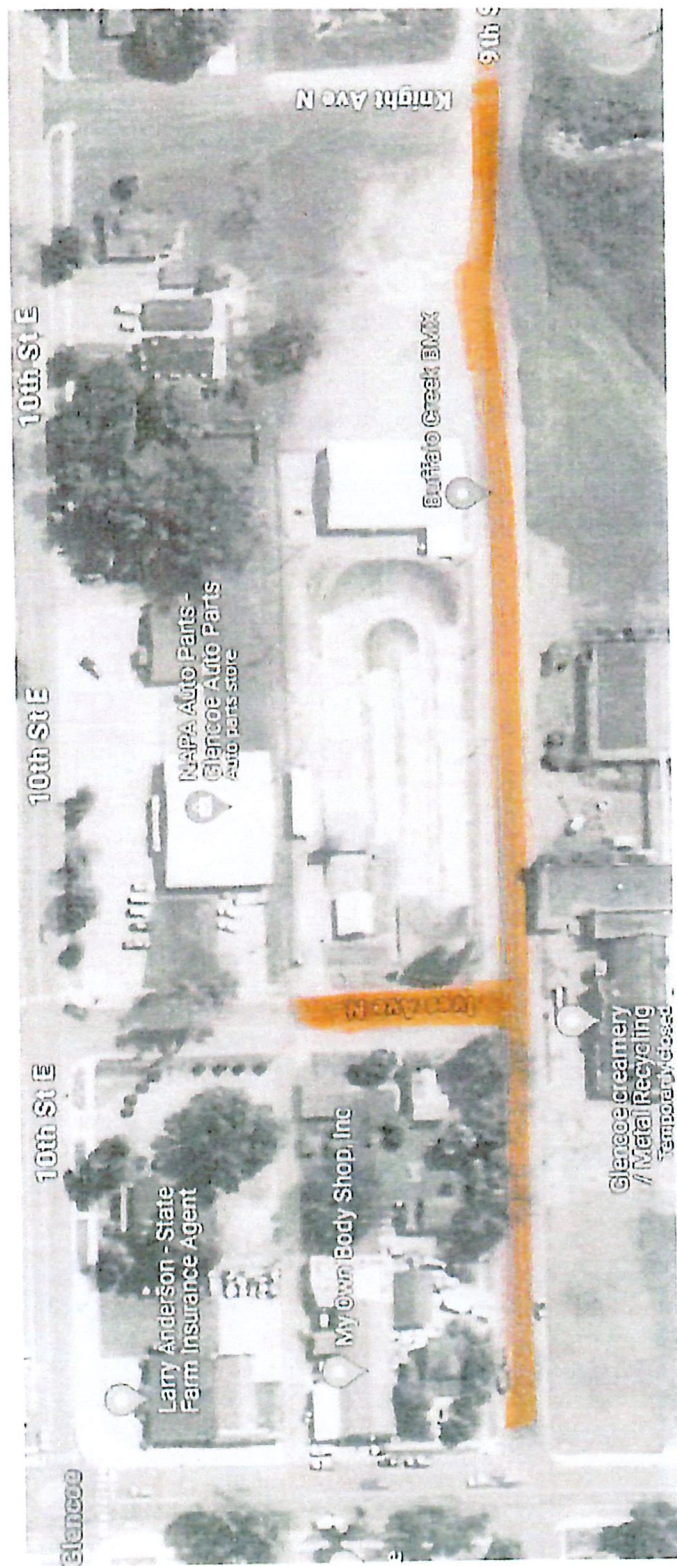
Comments: Barricades, cones, and picnic tables will be dropped off on Friday.
Owner responsible for set up and take down. Place off street on Boulevard.

Chief of Police Recommendation: Approve ☒ Deny ☐

Comments: [Signature]

City Council: Approve ☐ Deny ☐

Date: _____





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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: May 16, 2025

Re: **Item 5A** – Public Comment on Drone Purchase

Item 5A – By Statute, the Public is allowed to comment on the purchase of a drone for the Glencoe Police Department.

626.19 USE OF UNMANNED AERIAL VEHICLES.

Subdivision 1. **Application; definitions.** (a) This section applies to unmanned aerial vehicle data collected, created, or maintained by a law enforcement agency and to law enforcement agencies that maintain, use, or plan to use an unmanned aerial vehicle in investigations, training, or in response to emergencies, incidents, and requests for service. Unmanned aerial vehicle data collected, created, or maintained by a government entity is classified under chapter 13.

(b) For purposes of this section, the following terms have the meanings given:

(1) "government entity" has the meaning given in section 13.02, subdivision 7a, except that it does not include a law enforcement agency;

(2) "law enforcement agency" has the meaning given in section 626.84, subdivision 1;

(3) "unmanned aerial vehicle" or "UAV" means an aircraft that is operated without the possibility of direct human intervention from within or on the aircraft; and

(4) "terrorist attack" means a crime that furthers terrorism as defined in section 609.714, subdivision 1.

Subd. 2. **Use of unmanned aerial vehicles limited.** Except as provided in subdivision 3, a law enforcement agency must not use a UAV without a search warrant issued under this chapter.

Subd. 3. **Authorized use.** A law enforcement agency may use a UAV:

(1) during or in the aftermath of an emergency situation that involves the risk of death or bodily harm to a person;

(2) over a public event where there is a heightened risk to the safety of participants or bystanders;

(3) to counter the risk of a terrorist attack by a specific individual or organization if the agency determines that credible intelligence indicates a risk;

(4) to prevent the loss of life and property in natural or man-made disasters and to facilitate operational planning, rescue, and recovery operations in the aftermath of these disasters;

(5) to conduct a threat assessment in anticipation of a specific event;

(6) to collect information from a public area if there is reasonable suspicion of criminal activity;

(7) to collect information for crash reconstruction purposes after a serious or deadly collision occurring on a public road;

(8) over a public area for officer training or public relations purposes; and

(9) for purposes unrelated to law enforcement at the request of a government entity provided that the government entity makes the request in writing to the law enforcement agency and specifies the reason for the request and proposed period of use.

Subd. 4. **Limitations on use.** (a) A law enforcement agency using a UAV must comply with all Federal Aviation Administration requirements and guidelines.

(b) A law enforcement agency must not deploy a UAV with facial recognition or other biometric-matching technology unless expressly authorized by a warrant.

(c) A law enforcement agency must not equip a UAV with weapons.

(d) A law enforcement agency must not use a UAV to collect data on public protests or demonstrations unless expressly authorized by a warrant or an exception applies under subdivision 3.

Subd. 5. Documentation required. A law enforcement agency must document each use of a UAV, connect each deployment to a unique case number, provide a factual basis for the use of a UAV, and identify the applicable exception under subdivision 3 unless a warrant was obtained.

Subd. 6. Data classification; retention. (a) Data collected by a UAV are private data on individuals or nonpublic data, subject to the following:

(1) if the individual requests a copy of the recording, data on other individuals who do not consent to its release must be redacted from the copy;

(2) UAV data may be disclosed as necessary in an emergency situation under subdivision 3, clause (1);

(3) UAV data may be disclosed to the government entity making a request for UAV use under subdivision 3, clause (9);

(4) UAV data that are criminal investigative data are governed by section 13.82, subdivision 7; and

(5) UAV data that are not public data under other provisions of chapter 13 retain that classification.

(b) Section 13.04, subdivision 2, does not apply to data collected by a UAV.

(c) Notwithstanding section 138.17, a law enforcement agency must delete data collected by a UAV as soon as possible, and in no event later than seven days after collection unless the data is part of an active criminal investigation.

Subd. 7. Evidence. Information obtained or collected by a law enforcement agency in violation of this section is not admissible as evidence in a criminal, administrative, or civil proceeding against the data subject.

Subd. 8. Remedies. In addition to any other remedies provided by law, including remedies available under chapter 13, an aggrieved party may bring a civil action against a law enforcement agency to prevent or remedy a violation of this section.

Subd. 9. Public comment. A law enforcement agency must provide an opportunity for public comment before it purchases or uses a UAV. At a minimum, the agency must accept public comments submitted electronically or by mail. The governing body with jurisdiction over the budget of a local law enforcement agency must provide an opportunity for public comment at a regularly scheduled meeting.

Subd. 10. Written policies and procedures required. Prior to the operation of a UAV, the chief officer of every state and local law enforcement agency that uses or proposes to use a UAV must establish and enforce a written policy governing its use, including requests for use from government entities. In developing and adopting the policy, the law enforcement agency must provide for public comment and input as described in subdivision 9. The written policy must be posted on the agency's website, if the agency has a website.

Subd. 11. Notice; disclosure of warrant. (a) Within a reasonable time but not later than 90 days after the court unseals a warrant under this subdivision, the issuing or denying judge shall cause to be served on the persons named in the warrant and the application an inventory that shall include notice of:

(1) the issuance of the warrant or application;

(2) the date of issuance and the period of authorized, approved, or disapproved collection of information, or the denial of the application; and

(3) whether information was or was not collected during the period.

(b) A warrant authorizing collection of information with a UAV must direct that:

(1) the warrant be sealed for a period of 90 days or until the objective of the warrant has been accomplished, whichever is shorter; and

(2) the warrant be filed with the court administrator within ten days of the expiration of the warrant.

(c) The prosecutor may request that the warrant, supporting affidavits, and any order granting the request not be filed. An order must be issued granting the request in whole or in part if, from affidavits, sworn testimony, or other evidence, the court finds reasonable grounds exist to believe that filing the warrant may cause the search or a related search to be unsuccessful, create a substantial risk of injury to an innocent person, or severely hamper an ongoing investigation.

(d) The warrant must direct that, following the commencement of any criminal proceeding using evidence obtained in or as a result of the search, the supporting application or affidavit must be filed either immediately or at any other time as the court directs. Until the filing, the documents and materials ordered withheld from filing must be retained by the judge or the judge's designee.

Subd. 12. **Reporting.** (a) By January 15 of each year, each law enforcement agency that maintains or uses a UAV shall report to the commissioner of public safety the following information for the preceding calendar year:

(1) the number of times a UAV was deployed without a search warrant issued under this chapter, identifying the date of deployment and the authorized use of the UAV under subdivision 3; and

(2) the total cost of the agency's UAV program.

(b) By June 15 of each year, the commissioner of public safety shall compile the reports submitted to the commissioner under paragraph (a), organize the reports by law enforcement agency, submit the compiled report to the chairs and ranking minority members of the senate and house of representatives committees having jurisdiction over data practices and public safety, and make the compiled report public on the department's website.

(c) By January 15 of each year, a judge who has issued or denied approval of a warrant under this section that expired during the preceding year shall report to the state court administrator:

(1) that a warrant or extension was applied for;

(2) the type of warrant or extension applied for;

(3) whether the warrant or extension was granted as applied for, modified, or denied;

(4) the period of UAV use authorized by the warrant and the number and duration of any extensions of the warrant;

(5) the offense specified in the warrant or application or extension of a warrant; and

(6) the identity of the law enforcement agency making the application and the person authorizing the application.

(d) By June 15 of each year, the state court administrator shall submit to the chairs and ranking minority members of the senate and house of representatives committees or divisions having jurisdiction over data practices and public safety and post on the supreme court's website a full and complete report concerning the number of applications for warrants authorizing or approving use of UAVs or disclosure of information from the use of UAVs under this section and the number of warrants and extensions granted or denied under this section during the preceding calendar year. The report must include a summary and analysis of the data required to be filed with the state court administrator under paragraph (c).

History: 2020 c 82 s 5



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To: Mayor and City Council

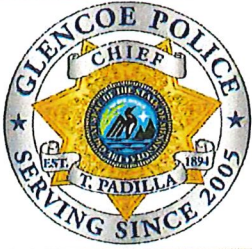
From: Mark D. Larson, City Administrator

Date: May 16, 2025

Re: **Item 6A** – Drone Purchase

Item 6A – It is recommended to approve the purchase of the Drone with the Public Safety Aid received by the City of Glencoe in 2024.

I have attached information on coverage for the Drone from the LMCIT.



CITY OF GLENCOE, MINNESOTA
REQUEST FOR COUNCIL ACTION

Agenda Item Number: Unkown_ Meeting Date: May 19, 2025

Attachments: ☒ Yes ☐ No

Originating Department:
Glencoe Police

Prepared By:
Chief Padilla

Topic:
Drone Purchase

Action Requested:
Approval of a drone

Background/Justification:

We are requesting purchase of a drone. The drone will support the PD in many facets to include, looking for missing people who are in crisis, looking for people that are trying to evade police, overwatch on a security perimeter, informing fire of hot spots to name a few

Consideration:

We received one bid from the main company in MN that trains and supplies drones to law enforcement

- 1- Vertex Unmanned Solutions for \$10,942.00, an increase of \$615 due to ordering an additional battery for controller, speaker, and tariff expenses.

Note: This isn't a typical drone you can purchase at a box store, they have different capabilities specific to law enforcement

Fiscal Impact:

There is approximately \$90,000 in Public Safety Grant available to use.

Staff Recommendation:

I recommend purchasing the drone using Public Safety Funds

Alternatives:

- Option 1 Approve as presented
Option 2 Table hiring
Option 3 Deny hiring

Council Action:

Motion to approve, deny, or table

Attachments:

- 1- Quote Attached
2- Email explaining the increase in price








Quote #D7027
May 13, 2025

SHIPPING ADDRESS

Andrew Fiebelkorn
Glencoe Police Department
911 Greeley Avenue North
Glencoe MN 55336
United States

CUSTOMER

Andrew Fiebelkorn
Glencoe Police Department
911 Greeley Avenue North
Glencoe MN 55336
United States

ITEMS	PRICE	TAX	QTY	ITEM TOTAL
 DJI AL1 Spotlight - Matrice 4	\$739.00 \$399.00	\$0.00	1	\$399.00
 DJI Matrice 4T Worry-Free Plus Combo	\$13,400.00 \$8,900.00	\$0.00	1	\$8,900.00
 DJI Matrice 4 Series Flight Battery	\$409.00 \$259.00	\$0.00	5	\$1,295.00
 DJI WB37 Battery for RC Plus Controller	\$59.00	\$0.00	1	\$59.00
 DJI AS1 Speaker - Matrice 4	\$519.00 \$289.00	\$0.00	1	\$289.00

Added

Added

\$345.00

NOTES

- Matrice 4t, 6 total batteries, controller, speaker spotlight, case. All pricing is valid for 14 days - It is strongly recommended you contact Vertex Unmanned Solutions for an update on pricing and stock.

Subtotal	\$10,942.00
Shipping	\$0.00
MN STATE TAX - MINNESOTA 0.0%	\$0.00

MN SPECIAL TAX	
- MCLEOD CO TR	\$0.00
0.0%	
TOTAL (USD)	\$10,942.00

*This quote is confidential and is not to be shared or discussed with outside parties.

Vertex Unmanned Solutions, LLC
14212 23rd Ave N, Plymouth, MN, 55447, United States
sales@vertexunmanned.com
store.vertexunmanned.com

Tony Padilla

From: Sean Qualy <sean@vertexunmanned.com>
Sent: Friday, May 16, 2025 5:52 AM
To: Andrew Fiebelkorn; Tony Padilla
Subject: Updated Quotes
Attachments: D7027-Quote Glenco 4T.pdf; D7049-Quote Glencoe M30T.pdf

Tony and Andrew –

Attached are the updated quotes you requested - we can Honor these prices which is dependent on stock – which we have right now.

If you wanted to secure an airframe – we can take a deposit under the terms outlined below:

\$4000 down – if paying by Credit / Debit card – Vertex will waive the card fees.

We will hold the airframe and lock the price for 30 days – you would need to request the quote as an invoice by the 30th Day – we will then invoice the remaining balance (30 days net).

If you choose to withdraw the order before 30 days we can refund the \$4000.

If you have any questions about this please let me know.

This pricing is back down close to what they were a little over a month ago. We know the US and China Government put a pause on excessive tariffs recently but with anything lately that could change at a moment's notice.

Our pricing is set by MSRP from DJI – they dictate the MSRP price we can charge – usually the manufacture pays a portion of the tariff prior to product leaving China and we the importer then pay the remaining when it arrives stateside. We are required to pay our portion prior to the product leaving port and being shipped within the US. Often times the Manufacture rolls their portion of the tariff into the MSPR cost. Prior to all of this tariff discussions – the drones were tariffed at 25%, then President trump added 25% bringing them to 50% and recently then back and forth put them at 145%. President Trumps decision and agreement earlier this week dropped them back to 55% (original 25+ additional 30) Although the Media reports all indicate 30% - they fail to mention the original 25% instilled by former President Biden is still in effect.

Andrew, I'll get the COA documents over this afternoon.

If you have any questions about this please let me know.

Sean Qualy

Sean@vertexunmanned.com

Senior Public Safety Specialist | Sales

14212 23rd Ave N
Plymouth, MN 55447
651-270-7534 (Cell Preferred)
612-900-3440 (Office)
www.vertexunmanned.com





Quote #D6754
Apr 3, 2025




*OLD
Quote*

SHIPPING ADDRESS

Andrew Fiebelkorn
Glencoe Police Department
911 Greeley Avenue North
Glencoe MN 55336
United States

CUSTOMER

Andrew Fiebelkorn
Glencoe Police Department
911 Greeley Avenue North
Glencoe MN 55336
United States

ITEMS	PRICE	TAX	QTY	ITEM TOTAL
 DJI AL1 Spotlight - Matrice 4	\$399.00	\$0.00	1	\$399.00
 DJI Matrice 4T Worry-Free Plus Combo	\$8,878.00	\$0.00	1	\$8,878.00
 DJI Matrice 4 Series Flight Battery	\$210.00	\$0.00	5	\$1,050.00
NOTES 4t kit				
			Subtotal	\$10,327.00
			Shipping	\$0.00
			MN STATE TAX - MINNESOTA 0.0%	\$0.00
			MN SPECIAL TAX - MCLEOD CO TR 0.0%	\$0.00
			TOTAL (USD)	\$10,327.00

*This quote is confidential and is not to be shared or discussed with outside parties.

Vertex Unmanned Solutions, LLC

14212 23rd Ave N, Plymouth, MN, 55447, United States

sales@vertexunmanned.com

store.vertexunmanned.com



OLD
Quote

Glencoe Police Department
Chief Tony J Padilla
911 Greeley Ave N Glencoe, Minnesota 55336
Phone: (320) 864-5171 Fax: (320) 864-6868

5/5/2025

DJI Matrice 4T with Spotlight: \$10,327.00

-Requesting allowance for public comment prior to approval of any purchase and documentation of allowance of public comment.

Additional (not being requested at this time):

-Part 107 prep class (self-paced): \$159.00

-FAA Part 107 Test: \$175.00

-Drone registration

Further:

-Policy established (draft in process)

-COA's

-Training

The total requested at this time is: \$10,327.00

Information about drone: [DJI Matrice 4 Series - The Age of Intelligent Flight - DJI](#) (4:42 video)

Mark Larson

LMCIT DRONE Insurance

From: cadeewinnie@aibme.com
Sent: Tuesday, May 13, 2025 11:36 AM
To: Tony Padilla; Mark Larson
Cc: Mark Lemen
Subject: Re: Drone Insurance

Liability coverage.

The LMCIT liability coverage does have an exclusion for damages arising out of the ownership, maintenance or use of an aircraft, but as you note below "aircraft" is defined as "a vehicle designed for the transport of persons or property principally in the air, including airplanes, helicopters, blimps, hot air balloons, and gliders."

Unless the drone is designed for the transport of property, it is our stance that it would not meet the definition of an "aircraft", thus the aircraft exclusion would not apply. (We would not consider a simple surveillance drone, carrying just a camera, to be designed for the "transport of property".)

In short, the LMCIT liability coverage would apply for liability damages arising out of the use of the drone, as long as it isn't designed for the transport of persons or property.

Physical damage coverage.

A drone would fall within our definition of "mobile property." There is blanket coverage for mobile property valued at less than \$250,000. For items valued at more than \$250,000, they'd need to be specifically scheduled.



Cadee Winnie, Agency Owner

Atlas Insurance Brokers, LLC - JL Insurance Advisors
1132 Hennepin Ave N, Glencoe, MN 55336

Ph: (320) 864-3943 Text: (320) 348-7528

cadeewinnie@aibme.com | www.jlinsurancemn.com



Receive a \$20 gift card for qualified referrals!

From: Tony Padilla <tpadilla@ci.glencoe.mn.us>
Sent: Tuesday, May 13, 2025 9:08 AM



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

Page is Blank to Separate Agenda Items

Mayor: Mark Hueser City Administrator: Mark D. Larson
Councilors: At-Large - Yodee Rivera, Precinct 1 - Jon Dahlke, Precinct 2 - Scott Maynard,
Precinct 3 - Paul Lemke, Precinct 4 - Cory Neld



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: May 16, 2025

Re: **Item 6B** – Firearms Training Trailer

Item 6B – It is recommended to approve the purchase of the trailer for firearms training from Renville Trailer Sales for \$6,885.00. This was a budget expense in the Police Department capital budget for 2025.



CITY OF GLENCOE, MINNESOTA
REQUEST FOR COUNCIL ACTION

Agenda Item Number: Unkown_ Meeting Date: May 12, 2025

Attachments: ☐ Yes ☐ No

Originating Department:
Glencoe Police

Prepared By:
Chief Padilla

Topic:
Trailer Purchase

Action Requested:
Approval of new trailer

Background/Justification:

We currently are using a shed that is kept at Shady Lane Sportsman's Club. The only thing that we can currently keep in the shed is our metal targets, because of the condition of the shed and the fact mice have made it into their home.

We would like to purchase an enclosed trailer to hold our firearms equipment inside. This will also give us the opportunity to bring the trailer to other events that we attend.

The trailer will be kept inside our in our impound lot.

Consideration:

We received three bids on three different trailers

- 1- Brinkmans Trailer \$6795.00 pretax (7'x12')
- 2- Renville Trailers \$6885.00 pretax (7'x14') (2 feet longer for \$90 more)
- 3- M&G Trailer for \$8295.00 pretax (7'x14')
- 4- M&G Trailer for \$7495.00 pretax (7'x14")
- 5- Renville Trailer \$9380.00 pretax (aluminum)

Fiscal Impact:

In my 2025 budget request I asked for \$7,000 to purchase a trailer.
Line item 421-207 Training Supplies has money in the account to cover the cost of the trailer purchase.

Staff Recommendation:

I recommend Option 2. Based on the amount of money that was allocated per initial budget request.

Alternatives:

- Option 2 Approve as presented
- Option 2 Table hiring
- Option 3 Deny hiring

Council Action:

Motion to approve, deny, or table

Attachments:

1 Brinkman, 2- M&G, 2- Renville

BRINKMANS, INC

Phone: 7639723932

210 BABCOCK BLVD

DELANO, MN

Email: info@brinkmanstrailers.com

Deluxe American Hauler 7x12 Enclosed Tandem Axle Trailer - Rear Ramp!

Stock#: 225981	Year: 2025	Manufacturer: American Hauler
Width: 84" or 7'0"	Length: 144" or 12'0"	Height: 84" or 7'0"
Weight: 1360	GVWR: 7000	Payload: 5640
Color: WHITE	#Axles: 1	Axle Capacity: 3500.00
URL: https://brinkmanstrailers.com/deluxe-american-hauler-7x12-enclosed-tandem-axle-trailer-rear-ramp--NRxr.html		

MSRP	\$7,980.00
Price	\$6,795.00

Description

American Hauler 7x12 Enclosed Tandem Axle Trailer - Deluxe Rear Ramp Door!

Stylish, Durable and a Great Value!!! American Hauler Is the best of all worlds!

Stock #225981

Features:

- V-Nose Front for optimal towing and aerodynamics.
- Rear Ramp with extension and spring assist for easy and quick access!
- 7' Interior Height for optimal work space.
- 3/4" Advantech floor with 3/8" Advantech Walls for durability.
- (4) 5,000# floor mounted D-rings for securing your load!
- 32" side door with RV style latch
- Tandem 3500# axles with brakes on both axles
- 15" Radial tires five-bolt gray Galphrite coated rims with EZ Lube hubs.
- LED Lighting is bright and worry free!
- 16" ATP Stoneguard to protect your investment!
- Interior 12-volt dome light and switch.
- Aluminum Exterior presented in arctic white
- Built-in side wall vents to create air flow even when in transit.
- And much more!

Exceptional quality and a HUGE value! Backed up by manufacturers warranty and Brinkman's Safe Trailering Service Program.

Easy Quick Financing Available -- Trade Ins Welcome

Brinkman's has been the Midwest's Trailer leader since 1967. Hundreds of trailers in stock and arriving daily by 18 manufacturers.

Inventory changes daily so please call for availability!

See us last to SAVE \$\$\$ - We meet or beat all competitors prices.

Conveniently located just 20 Minutes West of 494 on Hwy 12 in Delano, MN.

Come on out -- We'll Hook You Up!

WWW.BRINKMANSTRAILERS.COM 763-972-3932

Brinkman's Trailers

210 Babcock Blvd

Delano, MN 55328

Q U O T A T I O N

PAGE: 1

RENVILLE SALES, INC
21026 US HWY 212
RENVILLE, MN 56284
Phone #: (320)329-3469
Fax #: (320)329-4269

PHONE #: (320)864-5171
CELL #: (320)510-0355
ALT. #:
P.O.#:
TERMS: Cash
SALES TYPE: Quote

DATE: 5/15/2025
ORDER #: 28017
CUSTOMER #: 112329
CP: TF
LOCATION: 1
STATUS: Active

BILL TO 112329

GLENCOE POLICE DEPARTMENT
610 10TH STREET E SUITE 101
GLENCOE, MN 55336 US

SHIP TO

GLENCOE POLICE DEPARTMENT
610 10TH STREET E SUITE 101
GLENCOE, MN 55336 US

MFR	PRODUCT NUMBER	DESCRIPTION	QTY	PRICE	NET	TOTAL
	CRST 7X14 ENC	7 X 14 CROSS BETA ENCLOSED TRAILER	1	\$6,885.00	\$6,885.00	\$6,885.00
****	DF	DOCUMENTATION FEES	1	\$68.00	\$68.00	\$68.00
****	LF	LICENSE FEE (TAX EXEMPT PLATE)	1	\$40.00	\$40.00	\$40.00
****	TF	TITLE FEE	1	\$37.00	\$37.00	\$37.00

TAX EXEMPT STATUS MUST BE CONFIRMED, QUOTING WITHOUT TAX
IT IS POSSIBLE THIS SALE COULD BE TAXABLE
IF TAXABLE, YOU WOULD ADD 6.875% TO THE \$6885.00

Prices reflected on this quote are valid for 30 days and while current supplies last. However, prices are subject to change if the program or promotion the prices were quoted under is no longer in effect.

SUBTOTAL:	\$7,030.00
TAX:	\$0.00
ORDER TOTAL:	<u>\$7,030.00</u>

Authorized By: _____

M&G on 55
975 Chamberlain Ave. SE
Buffalo Minnesota 55313
7636823484
www.mgtrailer.com

TYLER BRUNS

Date 05/05/2025
Invoice
Salesman Dallas Munn

H W C 320-583-4592

I hereby agree to purchase the following unit(s) from you under the terms and conditions specified. Delivery is to be made as soon as possible. It is agreed, however, that neither you nor the manufacturer will be liable for failure to make delivery.

Unit Information

New/U	Year	Make	Model	Color	Ext Color	Serial No.	Stock No.	Price
New	2025	RC TRAILERS	RDLX7X14TA2	SILVER	STEEL	56VRBEC26SM679356	25012816	\$8,295.00

Parts and Labor:

Price	Qty	Ext Price	Dealer Unit Price
			\$8,295.00
			Parts & Accessories \$0.00
			Labor \$0.00
			Cash Price \$8,295.00
			Trade Allowance \$0.00
			Payoff \$0.00
			Net Trade \$0.00
			Net Sale (Cash Price - Net Trade) \$8,295.00
			Sales Tax \$0.00
			Vehicle Tax \$570.28
			Federal Excise Tax
			Document or Administration Fees \$275.00
			Registration Tax \$12.00
			Plate Fee \$13.50
			Public Safety Vehicle Fee \$3.50
			Transfer Tax \$10.00
			Title/Transfer Fee \$8.25
			State/Deputy Filing Fee \$12.00

Steel
Gidins

DRVS Surcharge \$1.00

Notes:

Title Tech/Reg Tech Srchg \$2.25

Trade Information

Sub Total (Net Sale + Other Charges)	\$9,202.78
Deposits	\$0.00
Balance Paid	\$0.00
Amount to Pay/Finance	\$9,202.78

NOTICE TO BUYER: (1) Do not sign this agreement before you read it or if it contains any blank spaces to be filled in. (2) You are entitled to a completely filled in copy of this agreement. (3) If you default in the performance of your obligations under this agreement, the vehicle may be repossessed and you may be subject to suit and liability for the unpaid indebtedness evidenced by this agreement. NON-REFUNDABLE DEPOSIT~ All amounts paid hereunder shall be nonrefundable once paid.

TRADE-IN NOTICE: Customer represents that all trade in units described above are free of all liens and encumbrances except as noted.

*With Approved Credit. Interest rates and monthly payment are approximate and may vary from those determined by the lender.

Customer Signature _____ Dealer Signature _____

Thank You for Your Business!

M&G on 55
975 Chamberlain Ave. SE
Buffalo Minnesota 55313
7636823484
www.mgtrailer.com

TYLER BRUNS

Date 05/05/2025
Invoice
Salesman Dallas Munn

H W C 320-583-4592

I hereby agree to purchase the following unit(s) from you under the terms and conditions specified. Delivery is to be made as soon as possible. It is agreed, however, that neither you nor the manufacturer will be liable for failure to make delivery.

Unit Information

New/U	Year	Make	Model	Color	Ext Color	Serial No.	Stock No.	Price
New	2025	RC TRAILERS	RWT714TA2	SILVER	STEEL	56VRBEC22SM680875	25032727	\$7,495.00

Parts and Labor:

Price	Qty	Ext Price	Dealer Unit Price
			\$7,495.00
			Parts & Accessories \$0.00
			Labor \$0.00
			Cash Price \$7,495.00
			Trade Allowance \$0.00
			Payoff \$0.00
			<hr/>
			Net Trade \$0.00
			Net Sale (Cash Price - Net Trade) \$7,495.00
			Sales Tax \$0.00
			Vehicle Tax \$515.28
			Federal Excise Tax
			Document or Administration Fees \$275.00
			Registration Tax \$12.00
			Plate Fee \$13.50
			Public Safety Vehicle Fee \$3.50
			Transfer Tax \$10.00
			Title/Transfer Fee \$8.25
			State/Deputy Filing Fee \$12.00

DRVS Surcharge \$1.00

Notes:

Title Tech/Reg Tech Srohg \$2.25

Trade Information

Sub Total (Net Sale + Other Charges)	\$8,347.78
Deposits	\$0.00
Balance Paid	\$0.00
Amount to Pay/Finance	\$8,347.78

NOTICE TO BUYER: (1) Do not sign this agreement before you read it or if it contains any blank spaces to be filled in. (2) You are entitled to a completely filled in copy of this agreement. (3) If you default in the performance of your obligations under this agreement, the vehicle may be repossessed and you may be subject to suit and liability for the unpaid indebtedness evidenced by this agreement. NON-REFUNDABLE DEPOSIT~ All amounts paid hereunder shall be nonrefundable once paid.

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*With Approved Credit. Interest rates and monthly payment are approximate and may vary from those determined by the lender.

Customer Signature _____ Dealer Signature _____

Thank You for Your Business!

Q U O T A T I O N

PAGE: 1

RENVILLE SALES, INC
21026 US HWY 212
RENVILLE, MN 56284
Phone #: (320)329-3469
Fax #: (320)329-4269

PHONE #: (320)864-5171
CELL #: (320)510-0355
ALT. #:
P.O.#:
TERMS: Cash
SALES TYPE: Quote

DATE: 5/15/2025
ORDER #: 28018
CUSTOMER #: 112329
CP: TF
LOCATION: 1
STATUS: Active

BILL TO 112329

GLENCOE POLICE DEPARTMENT
610 10TH STREET E SUITE 101
GLENCOE, MN 55336 US

SHIP TO

GLENCOE POLICE DEPARTMENT
610 10TH STREET E SUITE 101
GLENCOE, MN 55336 US

MFR	PRODUCT NUMBER	DESCRIPTION	QTY	PRICE	NET	TOTAL
DISC	7X14 ENC	7X14 DISCOVERY ENDEAVOR ALUMINUM FRAME ENCLOSED TRAILER	1	\$9,380.00	\$9,380.00	\$9,380.00
****	DF	DOCUMENTATION FEES	1	\$68.00	\$68.00	\$68.00
****	LF	LICENSE FEE (TAX EXEMPT PLATE)	1	\$40.00	\$40.00	\$40.00
****	TF	TITLE FEE	1	\$37.00	\$37.00	\$37.00

TAX EXEMPT STATUS MUST BE CONFIRMED, QUOTING WITHOUT TAX
IT IS POSSIBLE THIS SALE COULD BE TAXABLE
IF TAXABLE, YOU WOULD ADD 6.875% TO THE \$9390.00

Prices reflected on this quote are valid for 30 days and while current supplies last. However, prices are subject to change if the program or promotion the prices were quoted under is no longer in effect.

SUBTOTAL:	\$9,525.00
TAX:	\$0.00
ORDER TOTAL:	<u>\$9,525.00</u>

Authorized By: _____



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

Page is Blank to Separate Agenda Items

Mayor: Mark Hueser City Administrator: Mark D. Larson
Councilors: At-Large - Yodee Rivera, Precinct 1 - Jon Dahlke, Precinct 2 - Scott Maynard,
Precinct 3 - Paul Lemke, Precinct 4 - Cory Neld



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: May 16, 2025

Re: **Item 6C** – Lexipol Policy

Item 6C – Chief Padilla recommending working with Lexipol on Police Department Policies.



CITY OF GLENCOE, MINNESOTA
REQUEST FOR COUNCIL ACTION

Agenda Item Number: Unkown_ Meeting Date: May 19, 2025

Attachments: ☒ Yes ☐ No

Originating Department:
Glencoe Police

Prepared By:
Chief Padilla

Topic:
Policy Program

Action Requested:
Adapt Lexipol policies

Background/Justification:

We currently have mandated POST policies and police policies. The policies that aren't mandated by the POST board haven't been reviewed by an attorney in years. In today's world these policies need to constantly be reviewed and approved not only by the council but by an attorney for liability reasons.

Lexipol is a company that automatically updates all POST mandated policies as soon as they change. Lexipol has a team of attorneys that will work with our police department to ensure liability issues are minimized. Lexipol has daily tests that all officers will have to take to ensure they understand all the policies

Lexipol is a company that currently provides policy services for every sheriff's office in the state. In addition, locally they provide coverage for Hutchinson.

Consideration:

Lexipol is a proven policy provider within the State of MN

Fiscal Impact:

Annual cost for program- \$7229.50 updated reduced price by \$1720.445

One time implementation Cost- \$9490.50

Total: \$16,720 (reduced overall cost)

Public Safety Money can be used to purchase the program. Current estimate for account is approximately \$90,000

Staff Recommendation:

I recommend the approval of Lexipol

Alternatives:

Option 1 Approve as presented

Option 2 Table hiring

Option 3 Deny hiring

Council Action:

Motion to approve, deny, or table

Attachments:

1- Quote

Thursday
Update
5/8/25

Q-137193



MASTER SERVICE AGREEMENT

Created Date: 04/29/2025

Initial Term Start Date: 06/01/2025

Initial Term End Date:

Account Executive Information

Rebecca White
Senior Account Executive
rwhite@lexipol.com

Lexipol LLC
2611 Internet Blvd., Ste. 120
Frisco, Texas 75034

Agency Information

Tony Padilla
Chief
tpadilla@ci.glencoe.mn.us
320-510-0355

Glencoe Police Department
Sourcewell #: 3879
911 Greeley Ave
Glencoe, Minnesota 55336

This Master Service Agreement (the "Agreement") is entered into by and between Lexipol, LLC, a Delaware limited liability company ("Lexipol"), and the department, entity, or organization referenced above ("Agency").

This Agreement consists of:

- (a) this **Cover Sheet**
- (b) **Exhibit A** - Selected Services and Associated Fees
- (c) **Exhibit B** - Description of Services
- (d) **Exhibit C** - Terms and Conditions of Service

This Agreement is entered into subject to the terms and conditions contained in **Sourcewell Contract Number 011822-LXP (the Sourcewell Contract)**. In the event of any conflict between the terms and conditions of this Agreement and the terms and conditions set forth in the Sourcewell Contract, the terms and conditions of the Sourcewell Contract shall control.

Each individual signing below represents and warrants that they have full and complete authority to bind the party on whose behalf they are signing to all terms and conditions contained in this Agreement.

Glencoe Police Department

Lexipol, LLC

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date Signed: _____

Date Signed: _____

Exhibit A

SELECTED SERVICES AND ASSOCIATED FEES

Agency is purchasing the following:

Order Summary

001 PoliceOne Academy - Annual Subscription						
Qty	Description	Unit Price	Disc (%)	Disc Amount	Tax Amount	Extended
10	PoliceOne Academy Annual Rate	\$103.00	5%	\$51.50		\$978.50
1	P1A Account Set-Up Fee	\$355.00	5%	\$17.75		\$337.25
Discount:				\$69.25	Subtotal:	\$1,315.75

002 Law Enforcement Policy Manual - Annual Subscription						
Qty	Description	Unit Price	Disc (%)	Disc Amount	Tax Amount	Extended
8	Annual Law Enforcement Policy Manual & Daily Training Bulletins	\$7,610.00	5%	\$380.50		\$7,229.50
Discount:				\$380.50	Subtotal:	\$7,229.50

003 Law Enforcement Focused Implementation - One-Time Payment						
Qty	Description	Unit Price	Disc (%)	Disc Amount	Tax Amount	Extended
1	Law Enforcement Focused Implementation	\$9,990.00	5%	\$499.50		\$9,490.50
Discount:				\$499.50	Subtotal:	\$9,490.50

Discount:	\$949.25
Subtotal:	\$18,035.75
Tax:	
Total Due:	\$18,035.75

Discount Notes

City of Glencoe is a Sourcewell Member (#3879). Pre-negotiated discount of 5% applied to quote.

Exhibit B Description of Services

PoliceOne Academy

Training is key to improving safety and effectiveness in law enforcement agency operations. PoliceOne Academy's online training platform combines high-quality content with time-saving features to help your training resources go further.

- 24/7 access to online learning, allowing your officers to train when it's convenient
- Hundreds of full-length courses and thousands of videos built for micro-learning
- Reports to help you monitor and track training completion, compliance and license renewal
- Acceptance as a Certified Training Provider and for continuing education in many states
- Ability to upload and build your own content and create personalized learning plans
- Simple setup process to get you started quickly, backed by technical and customer support

If Professional Services solutions are included in your purchase, the following additional terms apply:

Cancellation and Rescheduling of Meetings

Both the Customer and Vendor recognize that the nature of professional services engagements may necessitate changes to scheduled meetings due to unforeseen circumstances. In the event that either party needs to cancel or reschedule a planned meeting, the following terms shall apply:

1. **Notice of Change:** The party requesting the change must provide email notice to the other party as soon as reasonably possible. A minimum notice period of one (1) business day prior to the scheduled meeting time is required, except in cases of emergency.
2. **Rescheduling Efforts:** Upon receiving a notice of change, both parties agree to make a good faith effort to reschedule the meeting at a mutually convenient time. The party initiating the change shall propose at least two alternative dates and/or times within 5 business days of the original meeting date.
3. **Emergency Cancellations:** Recognizing that emergencies can arise, a shorter notice period may be acceptable at the discretion of the non-initiating party. In such cases, both parties agree to work collaboratively to reschedule the meeting as soon as possible.
4. **Repeated Cancellations:** If either party cancels or requests to reschedule meetings on more than three (3) occasions without adequate notice or justification, it may be considered a breach of the terms of this engagement, subject to review and discussion between the parties to address the impact on the project timelines and deliverables.
5. **Communication:** All notifications regarding meeting cancellations or rescheduling should be communicated through the designated points of contact for each party, using the agreed-upon methods of communication (e.g., email, project management software).

Time is of the essence:

The parties agree that time is of the essence in the performance of the obligations under this Statement of Work (SOW). Lexipol Professional Service shall adhere to the project schedule, milestones, and delivery dates specified herein, recognizing that timely completion is a critical component of the services being provided. Lexipol will recommend a project schedule that has been successful in allowing agencies to complete their policy work within the prescribed timelines. These can be adjusted to fit the needs of the agency/staff availability, but any request by the agency to extend time for performance beyond timeline end dates must be mutually agreed upon by both parties. If Lexipol Professional Services observes that the project is at risk of exceeding the planned duration, an escalation email and conversation will take place with the agency CEO to notify of the schedule concern and discuss a remediation plan to address.

Personnel Changes

Lexipol acknowledges the importance of consistency and continuity in the resources allocated to this project to ensure its successful completion. While we endeavor to maintain the same personnel on the project throughout its duration, we reserve the right to change assigned resources as necessary. Changes in personnel may occur due to unforeseen circumstances such as illness, resignation, or other reasons that may prevent the originally assigned resources from continuing the project. In the event of a change in personnel, Lexipol guarantees that any new resources assigned will possess equivalent qualifications, experience, and expertise necessary to meet or exceed the project's requirements. We are committed to ensuring a seamless transition, minimizing any potential impact on the project timeline and quality of deliverables. Lexipol will provide timely notice to the Customer of any changes in project personnel, along with details of the replacement resource's qualifications and the plan for transition to maintain project continuity.

If personnel changes happen on the Agency side of the project, Lexipol requests that the agency notify the Professional Services Specialist assigned to the project. The Specialist will then work with the agency contacts to determine if there will be a schedule delay while new resources are identified. Once the new resources are onboard, the Specialist will provide a project status overview, training on the KMS Platform, and review of how to view and make any revisions to policies already covered by the project. The project effort will not reset and begin from the beginning, however, to redo any policy decisions that were previously made. The project will resume at the point left off and cover the remaining policies and system functionality.

All services listed in this SOW are services provided in conjunction with other Lexipol subscription services and cannot be ordered as a standalone offering.

Policy Manual

Constitutionally sound, up-to-date policies are the foundation for consistent, safe public safety operations and are key to reducing risk and enhancing personnel and community safety. Lexipol's comprehensive policy manual covers all aspects of your agency's operations.

- More than 155 policies researched and written by public safety attorneys and subject matter experts
- Policies based on State and federal laws and regulations as well as nationwide best practices
- Content customized to reflect your agency's terminology and structure

Daily Training Bulletins (DTBs)

Even the best policy manual lacks effectiveness if it's not backed by training. Lexipol's Daily Training Bulletins are designed to help your personnel learn and apply your agency's policy content through 2-minute training exercises.

- Scenario-based training ties policy to real-world applications
- Understanding and retention of policy content is improved via a singular focus on one distinct aspect of the policy
- Each Daily Training Bulletin concludes with a question that confirms the user understood the training objective
- Daily Training Bulletins can be completed via computers or from smartphones, tablets or other mobile devices
- Reports show completion of Daily Training Bulletins by agency member and topic

Policy Updates

Lexipol's legal and content development teams continuously review state and federal laws and regulations, court decisions and evolving best practices. When needed, we create new and updated policies and provide them to your agency, making it simple and efficient to keep your policy content up to date.

- Updates delivered to you through Lexipol's web-based content delivery platform
- Changes presented in side-by-side comparison against existing policy so you can easily identify modifications/improvements
- Your agency can accept, reject or customize each update

Web-Based Delivery Platform and Mobile App (Knowledge Management System)

Lexipol's online content delivery platform, called KMS, provides secure storage and easy access to all your policy and training content, and our KMS mobile app facilitates staff use of policies and training completion.

- Ability to edit and customize content to reflect your agency's mission and philosophy
- Efficient distribution of policies, updates and training to staff
- Archival and easy retrieval of all versions of your agency's policy manual
- Mobile app provides in-the-field access to policy and training materials

Reports

Lexipol's Knowledge Management System provides intuitive reporting capabilities and easy-to-read reports that enhance command staff meetings and strategic planning.

- Track and report when your personnel have acknowledged policies and policy updates
- Produce reports showing completion of Daily Training Bulletins
- Sort reports by agency member, topic and other subgroups (e.g., shift, assignment)
- Reduce the time your supervisors spend verifying policy acknowledgement and training completion

Exhibit C Terms and Conditions of Service

These Terms and Conditions of Service (the "Terms") govern the rights and obligations of Lexipol, LLC ("Lexipol") and Agency under this Agreement. Lexipol and Agency may each be referred to herein as a "Party" and collectively as the "Parties."

1. **Definitions.** Each of the following capitalized terms will have the meaning included in this Section. Other capitalized terms are defined within their respective sections, below.

1.1 **"Agency"** means the department, agency, office, organization, company, or other entity purchasing and/or subscribing to Lexipol Services, as may be further denoted on the cover sheet to which these Terms are attached.

1.2 **"Agency Data"** means all data, information, and content owned by Agency for purposes of identifying authorized users, confirming departmental information, or which are ancillary to receipt of Lexipol Services.

1.3 **"Agreement"** means the combination of the cover sheet; Exhibit A ("Selected Services and Associated Fees"); Exhibit B (Description of Services); this Exhibit C ("Terms and Conditions of Service"); and any other documents attached hereto and expressly incorporated herein by reference.

1.4 **"Custom Agreement Terms"** refers to an optional section within Exhibit A which allows the Parties to modify this Agreement and/or incorporate additional exhibits or addenda by reference.

1.5 **"Initial Term"** means the initial period of time in which Agency has elected to receive Lexipol Services.

1.6 **"Initial Term Start Date"** is specified on the cover sheet and represents the first day of the Initial Term.

1.7 **"Initial Term End Date"** is specified on the cover sheet and represents the last day of the Initial Term.

1.8 **"Lexipol Content"** means all content in any format including but not limited to written content, images, videos, data, information, and software multimedia provided by Lexipol and/or its licensors via the Services.

1.9 **"Services"** means all products and services, including but not limited to all online services, software subscriptions, content licensing, professional services, and ancillary support services as may be offered by Lexipol and/or its affiliates.

2. **Term; Renewal.** This Agreement becomes enforceable upon signature by Agency's authorized representative, and effective as of the Initial Term Start Date. Following the Initial Term, this Agreement shall automatically renew in successive one-year periods (each, a "Renewal Term") unless terminated as set forth herein. The Initial Term and all Renewal Terms collectively comprise the "Term" of this Agreement.

3. **Termination.**

3.1 **For Convenience; Non-Appropriation.** During the Initial Term, this Agreement may only be terminated through mutual written approval from an authorized representative of each Party. Following the Initial Term, this Agreement may be terminated by either party for convenience (including due to lack of appropriation of funds for Agency) by providing sixty (60) days written notice to the other Party. NOTE: Fees paid for Online Services are not eligible for refund, proration, or offset in the event of termination for convenience by Agency. Fees pre-paid for Professional Services may be eligible for refund, proration or offset to the extent such Services have not been delivered.

3.2 **For Cause.** This Agreement may be terminated by either party, effective immediately, (a) in the event the other party fails to discharge any material obligation, including payment obligations, or remedy any material default hereunder for a period of more than thirty (30) calendar days after it has been provided written notice of such failure or default; or (b) in the event that the other party makes an assignment for the benefit of creditors or commences or has commenced against it any proceeding in bankruptcy, insolvency or reorganization pursuant to the bankruptcy laws of any applicable jurisdiction.

3.3 **Effect of Expiration or Termination.** Upon the expiration or termination of this Agreement for any reason,

Agency's access to the Services herein shall cease unless Lexipol has, in its sole discretion, provided for their limited continuation. Termination or expiration of this Agreement shall not, however, relieve either party from any obligation or liability that has accrued under this Agreement prior to the date of such termination or expiration, including payment obligations.

4. **Fees; Invoicing.** Lexipol will invoice Agency at the commencement of the Initial Term and thirty (30) days prior to the commencement of each Renewal Term, if applicable. Agency agrees to remit payment within thirty (30) calendar days of receipt of Lexipol's invoice. Payments may be made electronically through Lexipol's online customer portal or by mailing a check to Lexipol, LLC at PO Box 676232 Dallas, TX 75267-6232 (Attn: Accounts Receivable). Agency is responsible for all third-party fees (e.g., wire fees, bank fees, credit card processing fees) incurred when paying electronically, and such fees are in addition to those listed on Exhibit A. Lexipol reserves the right to increase fees for Renewal Terms following notice to Agency. All fee amounts stated in Exhibit A are exclusive of taxes. Unless otherwise exempt, Agency is responsible for and will pay in full all taxes related to receipt of Lexipol's Services. If Agency is exempt, it must send its exemption certificate(s) to taxes@lexipol.com.

5. **Terms of Service.** The following provisions govern access to and use of specific Lexipol's Services:

5.1 **Online Services.** Lexipol's Online Services include all online services offered by Lexipol and its partners, affiliates, and licensors. Online Services include, without limitation, Lexipol's Policy Knowledge Management System ("KMS"), Learning Management System ("LMS"), Cordico wellness application(s), GrantFinder, Virtual Instructor-Led Training, and the LEFTA Systems suite of solutions (collectively, the "Online Services"). Note: LMS Services include, but are not limited to: PoliceOne Academy, FireRescue1 Academy, EMS1 Academy, Corrections1 Academy, and LocalGovU.

5.2 **Professional Services.** Lexipol's Professional Services include those Services that are not part of Lexipol's Online Services and which require the direct, hands-on professional expertise of Lexipol personnel and/or contractors, including implementation support for policy manuals and software, technical support for online learning, accreditation consulting, grant writing, and projects requiring regular input from Lexipol's subject matter experts (collectively, "Professional Services"). Professional Services may also be referred to as "One-Time" Services on Exhibit A and may also include the provision of supplemental documentation from Lexipol's Professional Services team, either with this Agreement or during the provision of Service. NOTE: Agency is responsible for submitting all information reasonably required by Lexipol's grant writing team in a timely manner and always at least five (5) days prior to each grant application submission date. Agency is responsible for submissions of final grant applications by grant deadlines. Failure to timely submit required materials to Lexipol's grant writing team will result in rollover of project fees to next grant application cycle, not a refund of fees. Requests for cancellation of grant writing services which have already begun will result in a 50% fee of the total value of the service.

5.3 **Account Security.** Access to Lexipol's Services is personal and unique to Agency. Agency shall not assign, transfer, or provide access to Lexipol Services to any third party without Lexipol's prior written consent. Agency is responsible for maintaining the security and confidentiality of Agency's usernames and passwords and the security of Agency's accounts. Agency will immediately notify Lexipol if Agency becomes aware that any person or entity other than authorized Agency personnel has used Agency's account or Agency's usernames and/or passwords.

5.4 **Agency Data.** Lexipol's use of Agency Data is limited to providing and improving the Services, retaining records in the regular course of business, and complying with applicable legal obligations. Lexipol will use commercially reasonable efforts to ensure the security of all Agency Data, including technical and organizational measures to protect Agency Data against unauthorized or unlawful processing and against accidental loss, destruction, damage, theft, alteration or disclosure, including through measures specified by the National Institute of Standards and Technology (NIST). Lexipol's Services use the Secure Socket Layer (SSL) protocol, which encrypts information as it travels between Lexipol and Agency. However, data transmission on the internet is not always 100% secure and Lexipol cannot and does not warrant that information Agency transmits is 100% secure.

5.5 **Intellectual Property.** Lexipol's Services, and all Lexipol Content underlying such Services, are proprietary and, where applicable, protected under U.S. copyright, trademark, patent, and/or other applicable laws. When subscribing to Lexipol's Online Services, Agency and its authorized personnel receive a personal, limited, non-sublicensable and non-assignable license to access and use the Services in conformity with these Terms. Nothing contained in this Agreement, and no course of dealing, shall be construed as conferring any right of ownership to Lexipol's Services or Lexipol Content. Lexipol Content may be incorporated into Agency's final policy manuals, including beyond the Term of this Agreement, but Agency may not otherwise share Lexipol Content with private, for-profit, or commercial third parties, or commercialize Lexipol Content in any way. Agency acknowledges and agrees that Lexipol shall have no responsibility to update the Lexipol Content used by Agency

beyond the Term of this Agreement and that Lexipol hereby disclaims and shall have no liability whatsoever for Agency's reliance on or use of modified or derivative forms of Lexipol Content including, without limitation, any revision, abridgement, condensation, expansion, compilation, or any other form in which Lexipol Content, or any portion thereof, is recast, transformed, adapted, or modified from its original form. NOTE: AGENCY ACKNOWLEDGES AND AGREES THAT, PRIOR TO USE AND FINAL PUBLICATION, ALL AGENCY POLICIES AND DAILY TRAINING BULLETINS (DTBs) HAVE BEEN INDIVIDUALLY REVIEWED AND ADOPTED BY AGENCY. AGENCY ACKNOWLEDGES AND AGREES THAT IT, AND NOT LEXIPOL, IS CONSIDERED THE "POLICY MAKER" WITH REGARD TO EACH AND EVERY SUCH POLICY AND DTB.

6. **Confidentiality.** Each Party may disclose information to the other Party that would be reasonably considered confidential, including Agency Data (collectively, "Confidential Information"). Upon receiving such Confidential Information, each Party will: (a) limit disclosure of such Confidential Information to authorized representatives only; (b) advise its personnel and agents of the confidential nature of such Confidential Information and of the obligations set forth in this Agreement; and (c) not disclose any Confidential Information to any third party unless expressly authorized by the disclosing Party. Notwithstanding the foregoing, this section shall not operate to limit Agency's disclosure authority pursuant to a valid governmental, judicial, or administrative order, subpoena, regulatory request, Freedom of Information Act request, Public Records Act request, or equivalent, provided that Agency notifies Lexipol of such disclosure, to the extent practicable, such that Lexipol may seek to make such disclosure subject to a protective order or other appropriate remedy to preserve the confidentiality of Lexipol's Confidential Information and trade secrets.

7. **Warranty.** LEXIPOL WARRANTS THAT IT SHALL NOT KNOWINGLY INFRINGE THE INTELLECTUAL PROPERTY RIGHTS OF OTHERS; THAT ITS SERVICES ARE PROVIDED IN A PROFESSIONAL AND WORKMANLIKE MANNER IN ACCORDANCE WITH PREVAILING INDUSTRY STANDARDS; AND THAT THEY SHALL BE FIT FOR THE SPECIFIC PURPOSES SET FORTH HEREIN. BEYOND THE FOREGOING, LEXIPOL'S SERVICES ARE PROVIDED "AS-IS" AND LEXIPOL DISCLAIMS ALL OTHER WARRANTIES, EXPRESS, IMPLIED, OR OTHERWISE.

8. **Indemnification; Limitation of Liability.** Lexipol will indemnify, defend, and hold harmless Agency from and against any and all loss, liability, damage, claim, cost, charge, demand, fine, penalty, or expense arising directly and solely out of Lexipol's acts or omissions in providing the Services. Each Party's cumulative liability resulting from any claims, demands, or actions arising out of or relating to this Agreement shall not exceed the aggregate amount of fees paid by Agency to Lexipol during the twelve-month period immediately prior to the assertion of such claim, demand, or action. In no event shall either Party be liable for indirect, incidental, consequential, special, exemplary damages, or lost profits.

9. **General Terms.**

9.1 **Entire Agreement.** This Agreement embodies the entire agreement between the Parties and supersedes all prior agreements with respect to the subject matter hereof. No representation, promise, or statement of intention has been made by either party that is not embodied herein. Terms and conditions set forth in any purchase order or other document that are inconsistent with or in addition to the terms and conditions set forth in this Agreement are rejected in their entirety and void, regardless of when received, without further action. No amendment, modification, or supplement to this Agreement shall be binding unless it is made in writing and signed by both parties.

9.2 **General Interpretation.** The terms of this Agreement have been chosen by the parties hereto to express their mutual intent. This Agreement shall be construed equally against each party without regard to any presumption or rule requiring construction against the party who drafted this Agreement or any portion thereof.

9.3 **Invalidity of Provisions.** Each provision contained in this Agreement is distinct and severable. A declaration of invalidity or unenforceability of any provision or portion thereof shall not affect the validity or enforceability of any other provision. Should any provision or portion thereof be held to be invalid or unenforceable, the parties agree that the reviewing authority should endeavor to give effect to the parties' intention as reflected in such provision to the maximum extent possible.

9.4 **Governing Law.** Each party shall maintain compliance with all applicable laws, rules, regulations, and orders relating to its obligations pursuant to this Agreement. This Agreement shall be construed in accordance with, and governed by, the laws of the state in which Agency is located, without giving effect to any choice of law doctrine that would cause the law of any other jurisdiction to apply.

9.5 **Assignment.** This Agreement may not be assigned by either party without the prior written consent of the

other. Notwithstanding the foregoing, this Agreement may be assumed by a party's successor in interest through merger, acquisition, or consolidation without additional notice or consent.

9.6 **Waiver.** Either party's failure to exercise, or delay in exercising, any right or remedy under any provision of this Agreement shall not constitute a waiver of such right or remedy.

9.7 **Notices.** Any notice required hereunder shall be in writing and shall be made by certified mail (postage prepaid) to known, authorized recipients at such address as each party may indicate from time to time. In addition, electronic mail (email) to established and authorized recipients is acceptable when acknowledged by the receiving party.



Lexipol Solutions Proposal for Glencoe Police Department

Prepared for:
Lexipol LLC

Prepared by:
Rebecca White
rwhite@lexipol.com

Lexipol LLC
2611 Internet Blvd., Ste. 120
Frisco, Texas 75034
www.lexipol.com



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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Mayor: Mark Hueser City Administrator: Mark D. Larson
Councilors: At-Large - Yodee Rivera, Precinct 1 - Jon Dahlke, Precinct 2 - Scott Maynard,
Precinct 3 - Paul Lemke, Precinct 4 - Cory Neld



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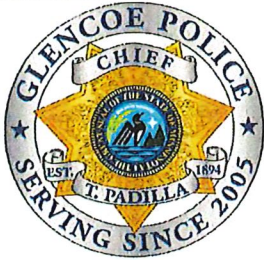
To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: May 16, 2025

Re: **Item 6D** – Squad Computers

Item 6D – Chief Padilla is recommending the replacement of the squad computers. After October the current operating system on the squad computers will no longer be supported. This was not a budgeted expense. It is recommended to use the Public Safety Grant funds to replace these computers.



CITY OF GLENCOE, MINNESOTA
REQUEST FOR COUNCIL ACTION

Agenda Item Number: Unkown_ Meeting Date: May 19, 2025

Attachments: ☒ Yes ☐ No

Originating Department:
Glencoe Police

Prepared By:
Chief Padilla

Topic:
Equipment Replacement Plan

Action Requested:
Squad Computers

Background/Justification:

I received a message from MCSO regarding squad computers pre 2020 needing to be replaced on Tuesday May 13, 2025. Pre 2020 computers will not be supported by Windows 11 as of October 1st. Our squad computers all run through McLeod County for dispatching and BCA authorization. Apparently, there are security updates that will not be allowed onto the old operating system, making the computers noncompliant with BCA security permissions.

Consideration:

Purchase 4 new computers through Baycom in the amount of \$10,460. We have purchased the two latest computers for the PD through Baycom and the county uses them as well.

Fiscal Impact:

Public Safety money is an option

Staff Recommendation:

Purchase new computers

Alternatives:

Option 1 Approve as presented
Option 2 Table hiring
Option 3 Deny hiring

Council Action:

Motion to approve, deny, or table

Attachments:

1 Quote
1 email traffic
1 equipment cycle checklist

BAYCOM

A Lifeline in the
Moments that Matter

SAM COLUCCI
9494 HEMLOCK LANE NORTH
MAPLE GROVE, MN 55369
PHONE: 920-544-4311
FAX: 920-468-8615
scolucci@baycominc.com

GLENCOE POLICE DEPT
TONY PADILLA
911 GREELEY AVE
GLENCOE, MN 55336
5/14/2025
320-864-5171
TPadilla@ci.glencoe.mn.us

QUOTE NO. SC20250514A

PRICING AND FINANCIAL OPTIONS SPECIFIC TO THIS OFFERING:
EQUIPMENT DETAILS AND PRICING

QTY	MODEL AND DESCRIPTION	UNIT PRICE	TOTAL PRICE
Minnesota State Contract Number 179907			
4	Panasonic Toughbook FZ-55 Windows 11 Pro, Intel Core i5-1345U (up to 4.7GHz) vPro Processor 14" FHD Gloved Multi Touch Display 16GB SDRAM, 512GB Opal Solid State Drive USB-C Thunderbolt 4, USB-A (2), HDMI, MicroSDXC Wi-Fi 6E, Bluetooth 5.3, Ethernet NIC 10/100/1000 Tetra Array Microphone, 92db Speakers, Audio In/Out 3.5mm Infrared Webcam with Privacy Cover Emissive Backlit Keyboard Standard Battery and AC Power Adapter 3 Year Preferred (Parts & Labor) Warranty	\$2,615.00	\$10,460.00
OPTIONS: 3 Year Subscription to Smart Compliance: \$104.00 each Firmware Level Security to meet current CJIS Compliance Extend Preferred (Parts & Labor only) Warranty to 4 Years: \$198.00 each Extend Preferred (Parts & Labor only) Warranty to 5 Years: \$321.00 each Upgrade Warranty to 3 Year Protection Plus (No Fault): \$269.00 each Upgrade Warranty to 4 Year Protection Plus (No Fault): \$469.00 each Upgrade Warranty to 5 Year Protection Plus (No Fault): \$719.00 each Add 4G LTE with Satellite GPS: \$280.00 each Add 4G LTE with Satellite GPS and Dedicated GPS: \$471.00 each Upgrade to 32GB SDRAM: \$359.00 each Desktop Docking Station with Single HDMI Port: \$297.00 each Desktop Docking Station with Two HDMI Ports: \$397.00 each Vehicle Docking Station (no antenna pass through): \$606.00 each Vehicle Docking Station (dual antenna pass through): \$720.00 each Vehicle Power Supply: \$153.00 each			

Payment With Order: Net 30 Days	EQUIPMENT COST:	\$10,460.00
Quotation Good for 90 Days	SHIPPING:	Included
We impose a surcharge of 2% on credit card purchases over \$1,000.00 which is not greater than our cost of acceptance.	TAX:	Exempt
	TOTAL:	\$10,460.00

Y: www.baycominc.com | 920.468.5426 | 800.726.5426

(h

A



If you have Any Questions, Please Contact Sam Colucci at 920-544-4311

Tony Padilla

From: Kathy Ogren <kathy.ogren@mcleodcountymn.gov>
Sent: Tuesday, May 13, 2025 8:10 AM
To: Tony Padilla
Subject: Toughbooks

Good Morning,

I am getting ready to order some computers and I just wanted to give you a heads up that Matt Troska said:

If you have any computers that are older than 2020 they need to be replaced this year as they will not support Windows 11, which is coming over the next few months (one way or another we will be on Win 11 by Oct 1)

Thanks.

Kathy Ogren
McLeod County Sheriff's Office
320-864-1491

Replace every 5 years

	<u>Squad</u>	<u>Computer</u>	<u>County Number</u>	<u>Serial Number</u>	<u>Computer Year</u>	<u>Replacement Year</u>
1	2251	Panasonic CF-54F9	4772	7GISA46461	10/27/2017	2022
2	2454	Panasonic CF-54F9	5027	7CTSA21171	5/23/2017	2022
3	2250	Panasonic CF 54F9	5028	7KISA86017	1/12/2018	2023
4	2452	Panasonic CF 54F9	5029	7KISA86038	1/12/2018	2023
5	2453	Panasonic FZ-55	4784	FZ-55C0608VM	7/9/2020	2025
6	SRO	Panasonic FZ-55	N/A	FZ-55F2601KM	10/26/2022	2027



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: May 16, 2025

Re: **Item 7A** – State Baseball Tournament

Item 7A – As you are aware the State Baseball Tournament will be host this year by Gaylord, Brownton, Glencoe and Hutchinson. We have games slated for Glencoe the weekend of August 15th and also Labor Day weekend.

City Attorney Ostlund has been working with the Attorney for the MN State Baseball Association on the contract. He is also the City Attorney for Gaylord, and has talked to the City Attorney's in Brownton and Hutchinson to make sure that the contract are identical.

It is recommended to approve the contract.

Brian O'Donnel with the Glencoe Brewers will be present on Monday night.

MINNESOTA BASEBALL ASSOCIATION
2025 BID/AGREEMENT FOR HOSTING
MBA STATE TOURNAMENT

THIS AGREEMENT ("Agreement") is dated _____, 2025 by and between the following:

1 : Glencoe Baseball Association

(referred to hereinafter as the "Host Site"); and,

the Minnesota Baseball Association, Inc., a Minnesota nonprofit corporation (referred to hereinafter as "MBA") and,

and,

the City of Glencoe, a Minnesota municipal corporation as the owner of the Tournament venue (referred to hereinafter as the "City" or "Glencoe").

(MBA and Host Site referred collectively as "Party" or "Parties"; Any reference to "Party" or "Parties" shall not include the "City" or "Glencoe")

THE PARTIES AGREE AS FOLLOWS:

1. Scope and Description. The Parties desire to set forth various provisions, terms and obligations regarding the hosting of the annual Minnesota Baseball Association State Tournament at Glencoe's Vollmer Field located at 200 Desoto Ave S, Glencoe, Minnesota from August 15 Thru September 1, 2025 as detailed in this Agreement (the "Tournament" or "State Tournament").
2. Contributions. The Host Site is to contribute financially to the venture as documented below for the duration of the joint venture, to insure its success:
 - a. The Host Site shall pay the sum of \$0.00 to MBA to help defer costs of umpiring during the State Tournament. Such amount shall be paid at the discretion of the MBA based on the attendance of the Tournament. MBA reserves the right to adjust this fee.
 - b. The Host Site and Glencoe shall provide field access, lights, stands, parking and associated areas and service at no cost to the MBA, on the standards and terms set forth in this Agreement.

- c. During the Tournament, each Host Site shall assist in coordinating with the MBA nightly deposit arrangements must be made with a local, federally insured depository institution.
- d. First aid and ambulance services shall be provided by each Host Site.
- e. Security and police services as reasonably appropriate shall be provided by each Host Site.
- f. Host Site shall provide & fund adequate housing for the MBA State Delegation of 15 rooms per night during the duration of hosting the state Tournament. The number of rooms provided may be reduced at the MBA's discretion.
- g. Host Site shall provide MBA a secured space for administrative office purposes, appropriately heated or cooled, large enough to accommodate up to 10 individuals, to be located near the entrance to each Host Site ballpark. Such site and accommodation must be approved by MBA. Each area must have access to adequate electricity and reliable wi-fi internet access of at least 50 mbps. A supply of non-alcoholic beverages will be provided in the MBA trailer for the MBA members.
- h. The maintenance of the field and playing conditions shall be the responsibility of the Host Site, and each site shall have adequate labor and personnel on hand to maintain the playing field in championship condition.
- i. The Host Site shall provide game support staff, stadium maintenance and staffing as per MBA guidelines and instructions.
- j. The Host Site shall provide nearby off-site committee office locations as needed by the MBA during the Tournament.
- k. The Host Site agrees to cover the costs of 30 individual state champion plaques for class A, B and C. The Host Site agrees to pay for 15 all Tournament plaques for all classes. The MBA reserves the right to reduce or eliminate these fees based on the success of the Tournament.
- l. The Host Site shall be a fourth site for the State Tournament and shall host 8 games during the first weekend of the State Tournament in order to cover field demands for the Tournament format. The Host Site, in its capacity as the Tournament's fourth site, shall be ready and accessible to host additional games the following two Tournament weekends per state MBA written request as the need arises.
- m. The MBA will provide 80 dozen baseballs for the state Tournament at no cost to the Host Site. The baseball brand and specifications will be at the discretion of the MBA and will be the property of the Host Site at the conclusion of the state Tournament. Additional balls needed will be at the cost of the Host Site.
- n. The MBA will sponsor a player of the game and provide tee-shirts at no cost to the host sites. The Host Site will pick the player and do a post game interview on the playing field immediately following the game and present the player with the shirt.
- o. This promotion will be sponsored solely by the MBA.

3. Site and Stadium Criteria. The Host Site shall provide the following:

- a. The Americans with Disabilities Act, which went into effect January 26, 1992, requires that public establishments offer equal access and services to people who are physically and mentally disabled. The Host Site and City agree that it will be in compliance with all applicable city, state or federal regulations concerning access and seating for people with disabilities.
- b. A clean and accessible facility with a safe and championship caliber playing surface. The facility must be available from 6 a.m. on the Wednesday preceding the competition through the conclusion of the championship game for the purpose of preparing for, practicing for, and conducting the competition.
- c. The stadium shall be enclosed so admission can be charged. No one is allowed to enter without a ticket. The MBA shall set standards for access and ticket policies, and the Host Site shall coordinate security and ticket entry in compliance with such standards.
- d. In addition to MBA regulations, the playing areas shall have the following minimum requirements:
 - i. Dugouts with water available.
 - ii. Dugouts capable of accommodating a minimum of twenty-five uniformed personnel.
 - iii. Illuminated scoreboard capable of posting team town names and inning by inning score.
 - iv. One ton of diamond dry or comparable product on hand at the site.
 - v. Adequate field preparation resources available (e.g., tarp, additional drying agents, personnel) to maximize play of the field in case of inclement weather, at the direction of MBA staff, and sufficient grounds crew personnel to prepare the field for play within 15 minutes.
- e. The stadium areas shall have the following requirements:
 - i. Stadium seating for a minimum capacity of 750 individuals.
 - ii. Appropriate concessions areas and space for merchandising.
 - iii. A First Aid station and ambulance staging area
 - iv. Appropriate Parking areas for participants and spectators, including:
 - 1. A reserved parking lot for MBA members (5 spaces at Host Site).
 - 2. Appropriate parking for media and video production services, with the recommendation of 250 linear feet for parking, immediately adjacent and accessible to the stadium.
 - v. Areas for banners, advertising, and other informational postings provided by the MBA, in such locations as is deemed appropriate by the MBA.

- vi. Appropriate delivery area for concessions and other logistics which does not interfere with ticket sales or crowd movement.
 - vii. Acceptable designated shelter area within walking distance for players and fans in case of emergency evacuation for weather or other security purposes.
- f. The Host Site shall provide a press booth with the following requirements:
- i. A booth and enclosed table space capable of seating at least 5 individuals in addition to game management staff provided by the Host Site, and made available exclusively for the MBA, its video and web production staff, and any other official partners of the MBA.
 - ii. Such booth shall have reliable electrical access for all such seats, and further have reliable wi-fi internet access of at least 50 mbps.
4. City and Area Criteria. The Host Site shall provide the following:
- a. A list of local lodging options for participants and spectators located within 30 miles of each ballpark.
 - b. List of local dining establishments, including days and hours of service and reasonable directions and distance from each ballpark.
 - c. List of local service stations, including days and hours of service and reasonable directions and distance from each ballpark.
 - d. Appropriate directional signs to the ballpark in and around the city as needed per the MBA direction and approval.
5. Conduct. The following terms are applicable to preparation and operation of the Tournament:
- a. Prior to the Tournament
 - i. A Chairperson and/or co-chairperson shall be appointed by the Host Site by July 1st of the year prior to the Tournament. This person shall be available 1.5 hours prior to the first game of each session and also available throughout the session.
 - ii. The MBA will be provided a full list of committees by the Host Site at a July meeting to be held in the host towns the year of the Tournament, and the MBA shall review the Host Site facilities at that time.
 - iii. Each Host Site facility shall be inspected by the MBA approximately one year prior to hosting the Tournament. Upon inspection the MBA may provide reasonable written requirements obligating the Host Site to make certain improvements or changes to the Tournament and/or facility setup and such obligations shall be signed by one (1) Host Site local representative on behalf of the Host Site, and one (1) MBA director. Glencoe shall have no obligation provide any work or financial support to these referenced changes or requirements other than to consent to such work at its facility. Unless otherwise

waived by the MBA, such requirements must be completed by the Host Site by July 1 of the Tournament year or the MBA reserves the right to move sites or award no further Tournament(s) to the Host Site.

- iv. The MBA shall, at a date no later than July of the Tournament year, inspect the Tournament sites (ballparks and lodging) at each Host Site. The Host Site shall provide one night lodging for each MBA member for such inspections.

b. During the Tournament:

- i. The Host Site shall provide a team host for each team who will be at the ballpark 1.5 hours prior to the scheduled game time and act as liaison between teams and the Tournament staff.
- ii. The Host Site shall provide at least two (2) ticket selling windows will be available and properly located. Windows are to be staffed by the Host Site 1.5 hours before scheduled game times by competent ticket sellers and ticket takers.
- iii. The Host Site shall provide a separate pass gate properly located and staffed by the Host Site 1.5 hours before scheduled game time. This gate will be under supervision of the MBA.
- iv. The Host Site shall provide sufficient police protection will be available during Tournament and after all ball games, and appropriate security provided by the MBA on site throughout the Tournament.
- v. The MBA and its authorized directors shall have the power to adjust matters at any time which they deem to be in the best interest of baseball or the Tournament.
- vi. MBA reserves the right to display approved banners/signage for official sponsors. The Host Site shall not permit any local sponsor exclusive signage which would have the effect of limiting any MBA Official Sponsor.
- vii. The MBA and its authorized directors will have the final decision on playing conditions on all fields during the state Tournament.
- viii. MBA shall have complete charge of scheduling of games and postponements, media rights, passes, ticket sales supervision, trophies, and award honors

- 6. Baseball. All game conduct, eligibility, scheduling, and playing rules shall be under the exclusive and sole jurisdiction of the MBA. The MBA reserves the right to adjust the Tournament format and scheduling as it sees fit without consent of any Host Site.
- 7. Compensation and Receipts. The MBA shall receive all proceeds of tickets and any other receipts pursuant to written compensation agreements. The MBA owns all video and media licensing and credentialing. The Host Site shall receive all parking, merchandising, program booklet advertising and sales (subject to MBA required advertising components to such booklet), and concessions revenues collected thereto. The City waives any claim or right to compensation for Host Site revenues agreed to in this Agreement.
- 8. Insurance. The Host Site shall be solely responsible to procure a Commercial General Liability (CGL) Insurance policy on an occurrence form for Bodily Injury and Property Damage, including Products Liability (including completed-operations coverage),

coverage for contractual liability, independent contractors, and personal and advertising injury. Coverage cannot exclude liability arising from athletic participation, spectators, alcohol, or food-borne illness, with minimum limits of \$1,000,000. The MBA shall be listed as additional named insured. Host Site shall provide a Certificate of Insurance to the MBA Secretary with this signed document.

9. Deposit. The Host Site shall provide a \$1,000.00 deposit with this signed document for each host site as certification that all requirements will be in order by the Tournament. If all requirements are in order, at the sole discretion of the MBA, each Host Site deposit will be refunded. Any unmet requirements may be deducted in the amount the MBA deems reasonably appropriate, in its sole discretion.
10. Special Promotions. The Host Site may initiate special promotions for the Tournament. All promotional expenses will be the obligation of the Host Site, unless agreed in writing by the MBA.
11. Indemnification. Each Party shall at its own expense indemnify and hold harmless, and at the other Party's request defend such Party its affiliates, subsidiaries, successors and assigns officers, directors, employees, sublicensees, and agents and Glencoe from and against any and all claims, losses, liabilities, damages, demand, settlements, loss, expenses and costs (including attorneys' fees and court costs) which arise directly or indirectly out of or relate to (a) any breach of this Agreement, or (b) the gross negligence or willful misconduct of a Party's employees or agents. Each Host Site shall specifically indemnify the MBA and Glencoe as and against any claim regarding the condition of the stadium, playing surface, parking area, security, medical care, or other items provided by the Host Site pursuant to this Agreement.
12. Default. The Host Site's failure to meet the material requirements and criteria contained in this Agreement may result in losing the right to host the State Tournament at the MBA's discretion, without notice or warning to the Host Site. MBA reserves all rights to withdraw hosting privileges at any time and without notice or warning for failure to comply with any of the material terms of this agreement without compensation or offset to a Host Site, or any legal or financial liability to the MBA.
13. Assignment. Neither party shall assign or transfer his or her rights or duties under this Agreement without the express written consent of the other party. Any transfer or assignment made without the consent of the other party shall not relieve the transferor or the assignor of his or her duties or obligations under this agreement.
14. Miscellaneous. This is the entire Agreement between the Parties and Glencoe with regard to the subject matter hereto. No oral modification is permitted. This Agreement is governed under the laws of Minnesota. This agreement may be executed in multiple counterparts. Any provision hereof adjudged illegal or unenforceable shall not affect the legality or enforceability of any other provision hereof.

IN WITNESS WHEREOF, the Host Site and MBA have executed this agreement, with Glencoe consenting, effective as of the date above.

Consenting Facility Owner: City of Glencoe, a Minnesota municipal corporation

By: Mark Larson
Its: City Administrator

By: Mark Hueser
Its: Mayor

Host Site
Glencoe Baseball Association

By: Brian O'Donnell
Title: President

IN WITNESS WHEREOF, the Minnesota Baseball Association, Inc., a Minnesota nonprofit corporation has executed this agreement effective as of the date above.

MBA
MINNESOTA BASEBALL ASSOCIATION, INC.,
a Minnesota nonprofit corporation

By: Mark Forsman Title: President

By: Mike Nagel
Title: Treasurer



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Mayor: Mark Hueser City Administrator: Mark D. Larson
Councilors: At-Large - Yodee Rivera, Precinct 1 - Jon Dahlke, Precinct 2 - Scott Maynard,
Precinct 3 - Paul Lemke, Precinct 4 - Cory Neld



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To: Mayor and City Council
From: Mark Lemen, Assistant City Administrator/Public Works Director
Date: May 19, 2025
RE: **Item 7B** - 2170 Ford Ave. Annexation

Item 7B - I was contacted by the previous owners of 2170 Ford Ave in early 2024 about annexing the property into the City of Glencoe with the intent to add the property to the City's Water and Sanitary systems. This annexation was discussed at the March 14, 2024 Planning Commission meeting, where the annexation was recommended for approval. However, before the March 2024 Council meeting the previous owners of the property called me to inform me that they would be selling the property therefore no longer interested in connecting to Glencoe Water and Sanitary.

The property has since been sold and I have been contacted by the new owner, Brain Ballman, about annexation and connecting to Glencoe Water and Sanitary. Mr. Ballman has been in contact with a contractor and has plans ready to be executed.

When we began this process in early 2024 we found that there was a slight issue with proximity to the city sanitary sewer main, as it does not extend past the Orchard Estates driveway on Ford Ave. The neighboring property to the Ballman property (2154 Ford Ave N.), owned by Glencoe Regional Hospital, accesses city sanitary through a small lift station. Therefore, the Ballman property would have to be connected to that lift station for the city to provide them with sanitary sewer services.

City Administrator, Mark Larson and I met with Glencoe Regional Health Administration to discuss options for the Ballman property to access the lift station in early 2024. We

Mayor: Mark Hueser City Administrator: Mark D. Larson

Councilors: At-Large Yodee Rivera, Precinct 1 Jon Dahlke, Precinct 2 Scott Maynard, Precinct 3 Paul Lemke, Precinct 4 Cory Neid



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concluded that the most efficient way for this arrangement to come to fruition would be if the city would assume responsibility for the small lift station. This would require minimal annual maintenance. I have been in contact with Glencoe Regional Health staff to update the agreement for the lift station.

Concerning the water access, the city water main extends north on Ford Ave to the neighboring property, 2154 Ford Ave N., and does not pose a problem for access to the Ballman property at 2170 Ford Ave N.

The construction costs for access will be incurred by Mr. Ballman as well as WAC/SAC charges from the city. I have included a map of the area with the existing sanitary and water main lines.

I am asking for an approval for annexation of Mr. Ballman's property at 2170 Ford Ave. If approval is granted, the next step would be to present this information to the Glencoe Township Board.

Mayor: Mark Hueser **City Administrator:** Mark D. Larson

Councillors: At-Large Yodee Rivera, Precinct 1 Jon Dahlke, Precinct 2 Scott Maynard, Precinct 3 Paul Lemke, Precinct 4 Cory Neid

Resolution 2025-09

**IN THE MATTER OF THE ORDERLY ANNEXATION BETWEEN
THE CITY OF GLENCOE AND GLENCOE TOWNSHIP
PURSUANT TO MINNESOTA STATUTES § 414.0325**

WHEREAS, the City of Glencoe and Glencoe Township jointly agree to designate and request the immediate annexation of the following described land located within Glencoe Township to the City of Glencoe, County of McLeod, Minnesota;

See proposed descriptions on the attached Exhibit "A"

Tax ID: 04.011.1200

and

WHEREAS, the City of Glencoe and Glencoe Township are in agreement as to the orderly annexation of the unincorporated land described; and

WHEREAS, Minnesota Statutes § 414.0325 provides a procedure whereby the City of Glencoe and Glencoe Township may agree on a process of orderly annexation of a designated area; and

WHEREAS, the City of Glencoe and Glencoe Township have agreed to all the terms and conditions for the annexation of the above-described lands; and the signatories hereto agree that no alteration of the designated area is appropriate and no consideration by the Chief Administrative Law Judge is necessary. The Chief Administrative Law Judge may review and comment, but shall within thirty (30) days, order the annexation in accordance with the terms of the resolution.

NOW, THEREFORE, BE IT RESOLVED, jointly by the City Council of the City of Glencoe and the Township Board of Glencoe Township as follows:

1. **(Property.)** That the following described land is subject to orderly annexation pursuant to Minnesota Statutes § 414.0325, and that the parties hereto designate the area for orderly annexation; and agree that the land be immediately annexed:

See proposed descriptions on the attached Exhibit "A"

Tax ID: 04.011.1200

2. **(Acreage/Population/Usage.)** That the orderly annexation area consists of approximately 1.27 acres, more or less, the population in the area is approximately two (2), and the current land use types are single family residential.

3. **(Jurisdiction.)** That Glencoe Township and the City of Glencoe, by submission of this joint resolution to the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, confers jurisdiction upon the Chief Administrative Law Judge so as to accomplish said orderly annexation in accordance with the terms of this resolution.

4. **(Municipal Reimbursement).** Minnesota Statutes § 414.036.

a. **Reimbursement to Towns for lost taxes on annexed property.**

The City of Glencoe shall make a lump sum payment to Glencoe Township without delay in the amount of \$383.64.

b. **Assessments and Debt.**

That pursuant to Minnesota Statutes § 414.036 with respect to any special assessment assigned by the Township to the annexed property and any portion of debt incurred by the Township prior to the annexation and attributable to the property to be annexed, but for which no special assessments are outstanding, for the area legally described (herein or attached exhibit) there are (1) no special assessments or debt.

6. **(Review and Comment).** The City of Glencoe and Glencoe Township agree that upon receipt of this resolution, passed and adopted by each party, the Chief Administrative Law Judge may review and comment, but shall within thirty (30) days, order the annexation in accordance with the terms of the resolution.

Adopted by affirmative vote of all the members of the Glencoe Township Board of Supervisors this _____ day of _____ 2025.

GLENCOE TOWNSHIP

ATTEST:

By: _____
Chairperson
Board of Supervisor

By: _____
Township Clerk

Adopted by affirmative vote of the City Council of _____ this _____ day of _____ 2025.

CITY OF GLENCOE

ATTEST:

By: _____
Mark Hueser, Mayor

By: _____
Mark Larson, City Administrator

Approved this _____ day of _____ 20__

Exhibit "A"

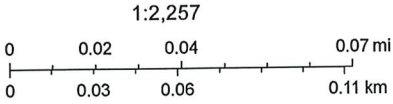
That part of the West one-half of the Southeast Quarter of Section Eleven (11) in Township One Hundred Fifteen (115) North of Range Twenty-eight (28) West of the 5th P.M., described as:

Beginning at a point on the East line of said tract 939 feet South of the Northeast Corner thereof; thence North along said East line 125 feet; thence West 498 feet; thence Southeasterly on a line 33 feet East of the centerline of former Trunk Highway 22 to a point 391 feet West of the point of beginning; and thence East 391 feet to the point of beginning.



3/13/2024, 9:52:21 AM




- | | |
|----------------------|-------------------|
| Sanitary Manhole | Watermain |
| Sanitary Gravitymain | Storm Inlet |
| Water Hydrant | Storm Apron |
| Water Valve | Storm Gravitymain |

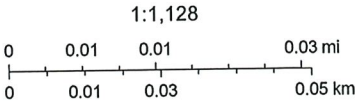


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3/13/2024, 9:44:59 AM

-  Water Hydrant
-  Water Valve
-  Watermain



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: May 16, 2025

Re: **Item 7C** – Review Process for Assistant City Administrator/Public Works Director

Item 7C – The City Council recommended a review after the appointment of Mark Lemen to the Position of Assistant City Administrator. Pending a positive review, it was the intention of the City Council to appoint Lemen to the position of City Administrator upon my retirement in December 2025.

The actual review can take place in a closed meeting of the City Council, but the review process itself needs to be approved by the City Council.

It is recommended that the City Council appoint the Mayor and two City Council members to meet with the City Administrator to develop a review process and evaluation format for the review of the Assistant City Administrator. Said review will take place at an upcoming City Council meeting in closed session.

Mayor: Mark Hueser

City Administrator: Mark D. Larson

Councilors: At-Large Yodee Rivera, Precinct 1 Jon Dahlke, Precinct 2 Scott Maynard, Precinct 3 Paul Lemke, Precinct 4 Cory Neid



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: May 16, 2025

Re: **Item 7D** – Fines for Ordinance Violations

Item 7D – It is recommended to authorize the City Attorney to draft the necessary documents to increase fines for ordinance violations relating to blight.

Mayor: Mark Hueser **City Administrator:** Mark D. Larson
Councilors: At-Large - Yodee Rivera, Precinct 1 - Jon Dahlke, Precinct 2 – Scott Maynard,
Precinct 3 - Paul Lemke, Precinct 4 - Cory Neid



CITY OF GLENCOE, MINNESOTA
REQUEST FOR COUNCIL ACTION

Agenda Item Number: Unkown_ Meeting Date: May 19, 2025

Attachments: ☒ Yes ☐ No

Originating Department:
Glencoe Police

Prepared By:
Chief Padilla

Topic:
Habitual nuisance

Action Requested:
Set fee for repeated nuisance

Background/Justification:

We currently have residents that even after being notified of their blight issue take no action to fix the problem. The fee schedule being recommended would allow for a step system regarding fine amounts for people that refuse to comply with issues they have

1st offense-\$100
2nd offense- \$200
3rd offense-\$300
4th offense-\$400
5th offense- \$500
6th offense-\$600

Discussion during the workshop was to set the above listed rates.

A maximum fee for a misdemeanor offense is \$1,000

Consideration:

1- Fee schedule for repeat nuisance offenders

Fiscal Impact:

Violators that are not complying with ordinance violations.

Staff Recommendation:

I recommend implementing the fee option as a technique to get compliance from nuisance violators.

Alternatives:

Option 1 Approve as presented
Option 2 Table hiring
Option 3 Deny hiring

Council Action:

Motion to approve, deny, or table (Resolution?)

Attachments:

1- Repeat Nuisance Call Service Fees 2- Parking Surfaces, 3- Vegetation Control

770 REPEAT NUISANCE CALL SERVICE FEES

770.01 Purpose: The purpose of this section is to protect the public safety, health and welfare and to prevent and abate repeat service response calls by the City to the same property or location for nuisance service calls, as defined herein, which prevent police or public safety services to other residents of the City. It is the intent of the City by the adoption of this Section to impose and collect service call fees from the owner or occupant, or both, of property to which the City officials must repeatedly respond for any repeat nuisance event or activity that generates extraordinary costs to the City. The repeat nuisance service call fee is intended to cover the cost over and above the cost of providing normal law or code enforcement services and police protection City wide.

770.02 Scope and Application: This Section shall apply to all owners and occupants of private property, which is the subject or location of the repeat nuisance service call by the City. This Section shall apply to any repeat nuisance service calls as set forth herein made by a Glencoe peace officer, part-time officer or community service officer.

770.03 Definition of Nuisance Call or Similar Conduct:

- a. Any activity, conduct, or condition deemed as a public nuisance under any provision of the City Code.
- b. Any conduct, activity or condition constituting a violation of Minnesota state laws prohibiting or regulating prostitution, gambling, controlled substances, use of firearms; and
- c. Any conduct, activity, or condition constituting disorderly conduct under Chapter 609 of Minnesota Statutes.

770.04 Repeat Nuisance Service Call Fee: The City may impose a repeat nuisance service call fee upon the owner or occupant of private property if the City has rendered services or responded to the property on three or more occasions within a period of 365 days in response to or for the abatement of nuisance conduct, activity or condition of the same or similar kind. The repeat nuisance service call fee under this Section shall be an amount as set forth and duly adopted by City Council resolution. All repeat nuisance service call fees imposed and charged against the owner or occupant under this Section shall be deemed delinquent 30 days after the City's mailing a billing statement therefore. Delinquent payments are subject to ten percent late penalty of the amount due.

770.05 Notice: No repeat nuisance service call fee may be imposed against an owner or occupant of property without first providing the owner or occupant with written notice of the prior nuisance service calls prior to the latest nuisance service call rendered by the City upon which the fee is imposed. The written notice shall:

- a. State the nuisance conduct, activity or condition that is or has occurred or is maintained or permitted on the property, the dates of the nuisance conduct, activity or condition;
- b. State that the owner or occupant may be subject to a repeat nuisance call service fee if a third or more nuisance service call is rendered to the property for the same nuisance, in addition to the City's right to seek other legal remedies or actions for the abatement of the nuisance or compliance with the law, and

c. Be serviced personally or by U.S. Mail upon the owner or occupant at the last known address.

770.06 Right to Appeal Repeat Nuisance Service Call Fee:

a. Upon the imposition of a repeat nuisance service call fee, the City shall inform the owner or occupant of his/her right to a hearing on the alleged repeat nuisance service calls. The owner or occupant upon whom the fee is imposed may request a hearing by service upon the Deputy Clerk at City Hall within ten business days of the mailing of the fee invoice, inclusive of the day the invoice is mailed, a written request for hearing. The hearing committee shall schedule the hearing within 14 days of the date of the owner's or occupant's request for hearing.

b. The hearing shall be conducted in an informal manner and the Minnesota Rules of Civil Procedure and Rules of Evidence shall apply. The hearing shall be taped, but need not be transcribed at the sole expense of the party who requests the transcription. After considering all evidence submitted, the hearing committee shall make written findings of fact and conclusions on the issue of whether the City responded to or rendered services for repeat nuisance service calls of the same or similar kind on three or more occasions within a 365 day period. The findings and conclusions shall be serviced upon the owner or occupant by U.S. Mail within five days of the conclusion of the hearing.

c. An owner or occupant's right to a hearing shall be deemed waived if the owner or occupant fails to serve written request for hearing as required herein or fails to appear at the scheduled hearing date. Upon waiver of the right to hearing, or upon the hearing officer's written findings of fact and conclusions that the repeat nuisance call service fee is warranted hereunder, the owner or occupant shall pay the fee imposed and shall be deemed delinquent 30 days after the failure to appear at the appeal hearing or after the hearing committee's written findings of fact and conclusion.

770.07 Legal Remedies Nonexclusive; Nothing in this section shall be construed to limit the City's other available legal remedies for any violation of the law which may constitute a nuisance service call hereunder, including criminal, civil, injunctive or others.

760 VEGETATION CONTROL

760.01 The following are declared to be prohibited vegetation:

- a. Any weed or plant which is defined as a noxious weed or plant by Minnesota State Statutes.
- b. Any yard grass which exceeds the height of 6 inches from ground level to the top of any individual plant.
- c. Any vegetation, living or dead, which permits the harboring of rodents or vermin, permits the collection of stagnant ground water or encourages the accumulation of rubbish or trash.
- d. Any dead shrub, dead tree, dead bush or other dead vegetation, except for grass that does not exceed the height of 6 inches from ground level.

760.02 It shall be unlawful for the owner, lessee or occupant of any premises within the City of Glencoe to allow any prohibited vegetation as defined in Section 1 herein, to remain upon any premises owned, leased or occupied by such person within the City of Glencoe. Any prohibited vegetation which is not removed by the owner, lessee or occupant shall be abated in accordance with the manner prescribed in this ordinance.

760.03 The weed inspector of the City of Glencoe shall inspect all premises and places within the City of Glencoe as often as practical, to determine whether any condition described in Section 1 of this ordinance exists.

760.04 The weed inspector or his duly authorized agent may enter upon private premises at reasonable times for the purpose of carrying out any of the duties assigned to him under this ordinance.

760.05 Whenever the weed inspector finds with reasonable certainty that any of the prohibited conditions described in Section 1 herein exists within the City of Glencoe, he shall forthwith make a report of the same, providing a copy to the City Clerk and a copy to the property owner thereof sent to the address of such property owner according to the roles of the McLeod County Assessor. If the weed inspector finds that such condition has not been abated by the owner, lessee or occupant of said premises within five (5) days of the mailing of such notice and report, the weed inspector shall make a report of the same to the council.

760.06 Upon receipt of the weed inspector's report that a condition has not been abated, the council shall by resolution order the unlawful condition abated. Before action is taken upon such resolution, the council shall mail a notice to the affected property owner at the address of said owner according to the roles of the McLeod County Assessor, directing such owner or his agent, lessee or occupant to show cause, if they have any, at a specific time and place for the City Council, why such condition should not be abated. At such hearing or adjournment thereof, the council shall hear the property owner, its agent, lessee or occupant with reference to the items to be abated and the council shall thereafter adopt a resolution confirming the original resolution with such modifications as it considers desirable to provide for the doing of work by day labor or contract of the prohibited conditions that have not been abated.

760.07 The City Clerk shall keep a record of all work done to abate any prohibited condition provided for in this ordinance, including the amount expended, description of the work performed and the lands, lots or parcels involved in each case. A statement for such charges shall be sent to the owner of such lands and if not paid within thirty (30) days of the date thereof shall be collected in conformity with the ordinances providing for the collection of charges due to the City of Glencoe.

760.08 Any person, firm or corporation who violates this ordinance shall be guilty of a petty misdemeanor. Each day a violation shall constitute a separate offense. (See Uniform Misdemeanor Penalties in General Regulations Section of this Code.)

(Source: Ordinance No. 364 adopted August 7, 1989; Section 750.02 amended by Ordinance No. 421 adopted January 2, 1996.

510.07 Parking, Surfacing and Drainage. Off-street parking areas shall be improved with a durable and dustless surface. Such areas shall be so graded and drained to properly manage storm water in accordance with the City of Glencoe's Construction and Postconstruction Storm Water ordinance and Storm Water Management Design Standards document.

Location. All accessory off-street parking facilities required herein shall be located as follows:

- a. Spaces accessory to one and two-family dwellings on the same lot as the principal use served.
- b. Spaces accessory to multiple-family dwellings on the same lot as the principal use served or within 200 feet of the main entrance to the principal building served.
- c. Spaces accessory to uses located in a Business or Industrial District; within 800 feet of a main entrance to the principal building served.
- d. There shall be no off-street parking space within five feet of any street right-of-way.
- e. No off-street parking area containing more than four (4) parking spaces shall be located closer than five (5) feet from an adjacent lot zoned or used for residential purposes.
- f. Access All off-street parking spaces shall have access off driveways and not directly off the public street.
- g. Determination of Areas A parking space shall be not less than 300 square feet per vehicle of standing and maneuvering area.
- h. Truck Parking in Residential Areas** No motor vehicle over one ton capacity bearing a commercial license and no commercially licensed trailer shall be parked or stored in a platted residential district except when loading, unloading or rendering a service.
- i. Other Parking in Residential Area Parking in residential areas (off-street and onstreet) shall be limited to the use of the residence of those homes. Except for shortterm parking (six hours or less) and guest parking, the number of vehicles parked on or in front of a residential lot shall not exceed double the number of persons residing on the premises and having automobile driver's licenses.
- j. Reduction of Parking Areas Off-street parking spaces shall not be reduced in number unless said number exceeds the requirements set forth herein.
- k. Number of Parking Spaces Required. All multifamily housing units constructed from and after February 1, 1997 shall provide 2.5 offstreet parking stalls per unit.

513 VALIDITY AND DATE EFFECTIVE 513.01 Ordinance Number 121 and all other ordinances or parts of ordinances of the City of Glencoe in conflict with the provisions of this ordinance are hereby repealed. 513.02 If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance. 513.03 This ordinance shall become effective upon its

adoption and publication according to law. (See Uniform Misdemeanor Violation penalties in General Regulations Section and also appropriate state statute.)



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: May 16, 2025

Re: **Item 8A** – Cemetery Ordinance

Item 8A – It is recommended to set the public hearing on Ordinance 628 to eliminate the Cemetery Commission for June 2, 2025 at 7:00 PM.

ORDINANCE NO. 628

AN ORDINANCE ADDING ORDINANCE NO. 140 TITLED “CEMETERY COMMISSION.” AND AMENDING ORDINANCE 125 TITLED “PARK BOARD.”

WHEREAS, the City of Glencoe has a certain cemetery board/commission established under city code no. 140 and a certain park board/commission established under city code no. 125.

WHEREAS, the City Council has made a determination that the cemetery board/commission function and capacity no longer serves its intended purpose, and it would be more economical and practical to eliminate the cemetery board/commission and transfer its duties and functions to the park board/commission.

The City Council of Glencoe, Minnesota ordains:

Section 1. Ordinance No. 140 titled “Cemetery Commission” shall be rescinded and eliminated in its entirety.

Section 2. Ordinance No. 125 titled “Park Board” shall be amended as follows:

125.03 Powers and Duties. The Park Board shall make recommendations regarding the administration, maintenance and control of the park(s) system and cemetery in the City of Glencoe, Minnesota including the swimming pool and facilities thereto. The Board shall make recommendations for the purchase of all necessary equipment, apparatus and supplies for the care, preservation and maintenance of the buildings used in connection with said responsibilities. In additions to the powers and duties herein enumerated, said Park Board shall exercise such other necessary and proper powers which may expedite the management and control of said park system and cemetery and which may be consistent with law and in conformity with the provisions of this ordinance. Nothing in this ordinance shall be construed to vest any power in said Board to construct any buildings, said powers to be reserved to the City Council. The Board shall from time to time confer with the City Council on matters of all administrative character.

125.04 Duties of the Park Board.

- a. To determine the park and cemetery needs of the community and to enlist the cooperation of both public and private agencies in developing a park and cemetery program consistent with those needs and to direct the execution and administration of such park and cemetery program.
- b. To prepare and submit to the City Council a monthly report of the activities for the past month.

- c. To make recommendations to the City Council during the budgeting process with the cost estimates to be provided to the city administrator for inclusion in the City of Glencoe budget. Such recommendations shall be submitted no later than August 1 of each year.
- d. The City Council shall have the power to employ such employee or independent contractors, together with such advisors as the council may determine for the efficient operation of the Glencoe Municipal Cemetery established hereby, and to do all other things incident thereto which are necessary to operate said cemetery in a reasonable manner. Except as adopted by a special resolution of the City Council, no funds of the City of Glencoe, except those funds in the cemetery fund, shall be used to pay the cost of the operation of said municipal cemetery.

Section 3: This ordinance shall take effect and be in full force from and after its passage and publication.

Passed by the City Council of Glencoe, Minnesota this _____ day of _____, _____.

Mark Hueser, Mayor

Attested:

Mark Larson, City Administrator



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SMALL CITY  BIG FUTURE

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

To: Mayor and City Council

From: Planning Commission

Date: May 16, 2025

Re: **Item 8B** – Fence on Property line at 1428 Armstrong Avenue North

Item 8B – It was the recommendation of the Planning and Industrial Commission to approve the Variance Permit Application of Randal Everding to place a fence on the property line at 1428 Armstrong Avenue North. It was further recommended to have the property surveyed to make sure of the location of the fence.

City of Glencoe
Planning and Industrial Commission
Meeting Minutes
Thursday, May 8, 2025
Glencoe City Center West Conference Room, 7:00 PM

Kevin Dietz called the meeting to order at 7:00 PM. Commissioners present were Bob Scheidt, Kevin Dietz, Bob Senst, Amanda Johnson, Scott Maynard, Josh Miller, City Administrator Mark Larson, and City Mayor Mark Hueser were present. Also present was Randall Everding with significant other, and John Williams III.

Planning Commission Agenda #1: Approve minutes from April 8th, 2024, Planning Commission Meeting.

Hearing no corrections or additions, Bob Senst made a motion to approve the minutes. It was seconded by Josh Miller. All members present voted in favor, the motion passed.

Planning Commission Agenda #2: Set Public Hearing on Registered Land Survey - City Attorney Ostlund Corrections

Reviewed draft of Registered Land Survey for Final draft. Set public hearing date for June 12th meeting @ 7. Bob Senst made motion. Josh Miller seconded. Motion passed with all in favor.

Planning Commission Agenda #3-: Variance Application for 1428 Armstrong Avenue North – Fence on Property Line

The commissioners present reviewed the variance for the fence and recommended that a property line survey be conducted. Josh Miller called to approve. Bob Senst seconded it. The motion passed with all in favor.

Planning Commission Agenda # 4: Variance Application for 1407 Greely Ave North- Fence on Property Line North Side

The commissioners present reviewed the variance for the fence and recommended that a property line survey be conducted, and also discussed the style of swing gate for the driveway. Bob Senst called for approval, and Bob Scheidt seconded the motion. The motion passed with all in favor.

Planning Commission Agenda # 5: Select two (2) members of the Planning Commission to participate in the Housing Study Steering Committee by CEDA – Meeting June 2nd, 2025, at 5:00 PM

Amanda Johnson and Josh Miller volunteered to be the attendees.

Planning Commission Agenda #6 Adjourn

With no further business, Josh Miller made a motion to adjourn. Bob Sendst seconded the motion, and all members present voted in favor of the motion, which was carried.



1107 11th St E #107, Glencoe, MN 55336 (320) 864-5586 www.glencoe.mn.org

VARIANCE PERMIT APPLICATION

Date April 21 2025

Applicant Randall Everding Phone 952-465-7019

Owner (if different than applicant) Same

Address 1428 Armstrong Ave N Glencoe

PID # 220600640 Permit # _____

Present Use of Property Residential

Variance Requested place privacy fence on property line

[Signature]
Owner Signature

Applicant Signature (if different from Owner)

OFFICE USE	
Permit Fee: \$50.00	
Date Paid: <u>4.21.25</u>	
<input type="checkbox"/> Cash	
<input checked="" type="checkbox"/> Check # <u>1417</u>	
<input type="checkbox"/> Credit Card	
2.5% cc fee = \$1.25	
<u>HK</u> Staff Initials	

PLANNING & INDUSTRIAL COMMISSION ACTION	CITY COUNCIL ACTION
<p>The Glencoe Planning & Industrial Commission has ____ APPROVED ____ DENIED this variance application on _____, 202____.</p> <p>This recommendation will be brought to the Glencoe City Council on _____, 202____.</p> <p>_____ Planning Commission Signature</p>	<p>The Glencoe City Council has ____ APPROVED ____ DENIED this variance application on _____, 202____ by a vote of ____ to ____.</p> <p>_____ City Council or Administrator Signature</p>

SUPPLEMENTAL WORKSHEET FOR FENCE PERMITS

(This sheet MUST be included with your permit submittal)

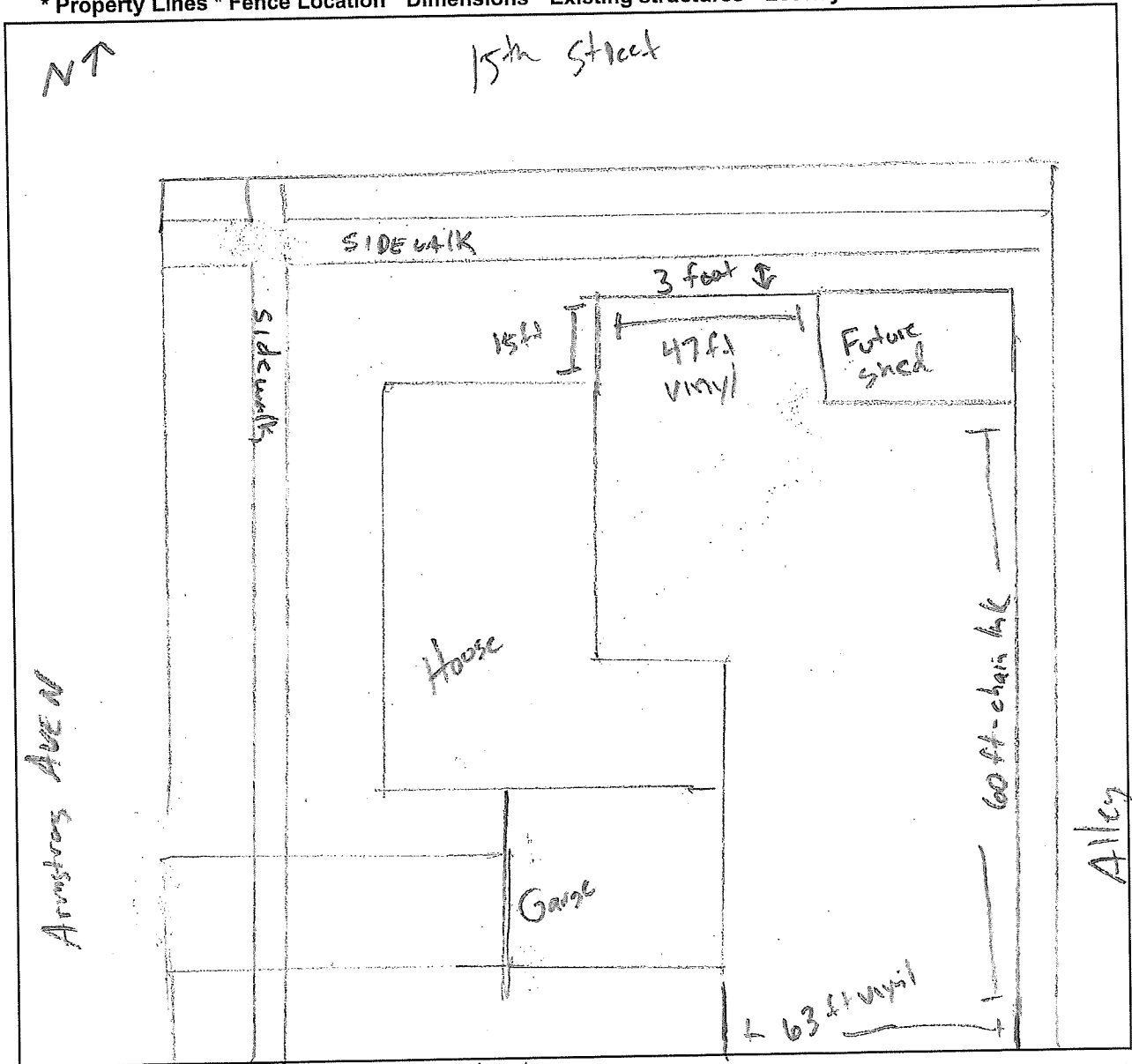
Fence Information (CHECK ALL THAT APPLY)		
Land Use	Fence Type	Fence Material
<input checked="" type="checkbox"/> Residential	<input type="checkbox"/> Split-Rail (Vinyl)(Wood)	<input checked="" type="checkbox"/> Metal (Aluminum, Iron, Steel)
<input type="checkbox"/> Residential – Multi-Family	<input checked="" type="checkbox"/> Chain-Link (Vinyl)(Galvanized)	<input type="checkbox"/> Wood (Moisture Rot Resistant)
<input type="checkbox"/> Commercial	<input type="checkbox"/> Decorative / Ornamental	<input type="checkbox"/> Wood (Composite)
<input type="checkbox"/> Industrial	<input checked="" type="checkbox"/> Privacy / Screening	<input checked="" type="checkbox"/> Vinyl/Plastic
<input type="checkbox"/> Public/Institution	<input type="checkbox"/> Wire: # _____ (Gauge)	<input type="checkbox"/> Masonry
<input type="checkbox"/> Agriculture	<input type="checkbox"/> Security (Barbed Wire)(Other)	<input type="checkbox"/> Other

☒ New ☐ Replacement Fence Height 6 (ft.) Linear Footage 170 (ft.)
 Fasteners type and location _____

DETAILED DRAWING OF PROPERTY AND PROPOSED FENCE LOCATION

(A SEPARATE SHEET CAN BE USED IF MORE SPACE IS REQUIRED):

* Property Lines * Fence Location * Dimensions * Existing structures * Lot Layout * Streets & Alleysways *



1804

April 21, 2025

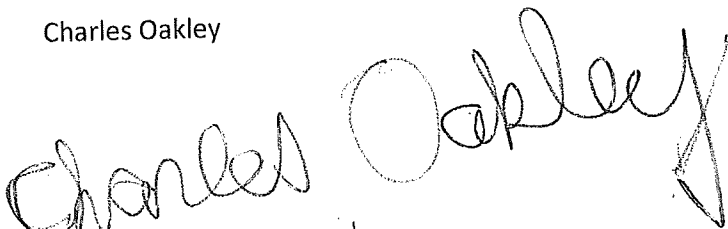
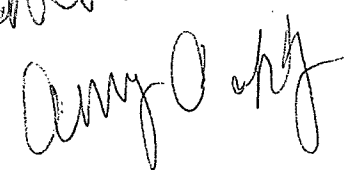
I (Charles Oakley) give Randall Everding permission to build a fence on the property line between our properties and not require the 2' setback normally required. The addresses for these properties are:

1420 Armstrong Ave N (Charles Oakley)

And:

1428 Armstrong Ave N (Randall Everding)

Charles Oakley

Randall Everding





SMALL CITY & BIG FUTURE

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Page is Blank to Separate Agenda Items

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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: Planning Commission

Date: May 16, 2025

Re: **Item 8C** – Fence on Property line at 1407 Greeley Avenue North

Item 8C – It was the recommendation of the Planning and Industrial Commission to approve the Variance Permit Application of John Williams III to place a fence on the property line at 1407 Greeley Avenue North. It was further recommended to have the property surveyed to make sure of the location of the fence.

OFFICE USE

Permit Fee: \$50.00

Date Paid: 5-5-25

☐ Cash

☒ Check # _____

☐ Credit Card
2.5% cc fee = \$1.25

MW Staff Initials

VARIANCE PERMIT APPLICATION

Date 5-5-2025

Applicant John Williams III Phone 320-310-6390

Owner (if different than applicant) John Williams III

Address 1407 Greeley Ave N.

PID # _____

Permit # _____

Present Use of Property Home

Variance Requested Fence on property line on North Side

[Signature]
Owner Signature

Applicant Signature (if different from Owner)

PLANNING & INDUSTRIAL COMMISSION ACTION

CITY COUNCIL ACTION

The Glencoe Planning & Industrial Commission has
_____APPROVED_____DENIED this variance
application on _____, 202____.
This recommendation will be brought to the Glencoe
City Council on _____, 202____.

Planning Commission Signature

The Glencoe City Council has
_____APPROVED_____DENIED this variance
application on _____, 202____ by
a vote of _____ to _____.

City Council or Administrator Signature

Neighbor sign off for 1407 Greeley Fence

I agree to the placement of the fence

North Neighbor

name

Ryan Dammann
print

Ryan Dammann
sign

• I agree to the fence being on the property line

West Neighbor

name

Stacy Dummer
print

Stacy Dummer
sign

• I agree to fence being on property line

North West Neighbor

name

Josh Noelder
print

Josh Noelder
sign

• I agree to fence being 2 foot on both sides of corner

Josh Noelder
sign

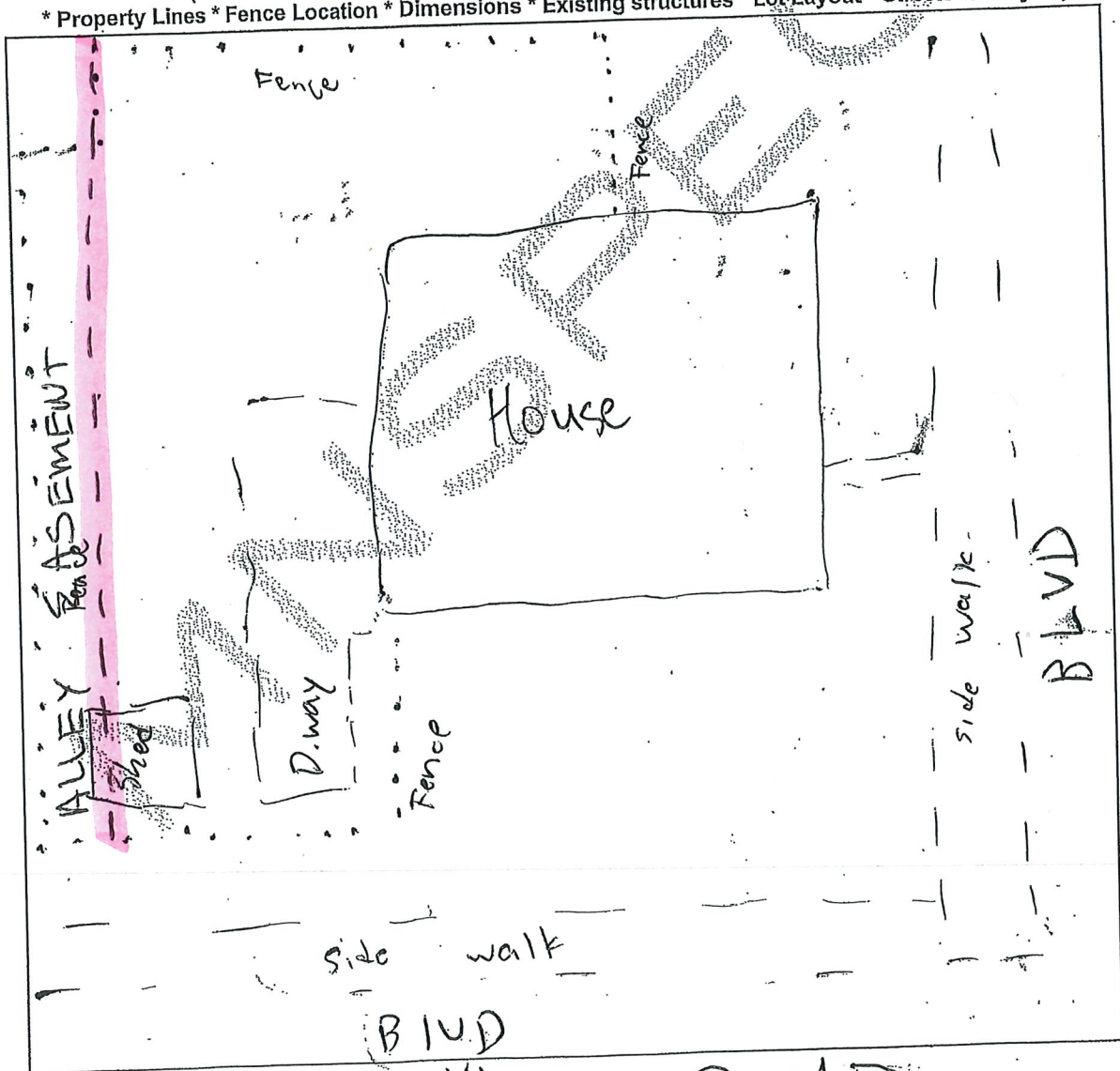
SUPPLEMENTAL WORKSHEET FOR FENCE PERMITS

(This sheet MUST be included with your permit submittal)

Fence Information (CHECK ALL THAT APPLY)		
Land Use	Fence Type	Fence Material
<input checked="" type="checkbox"/> Residential	<input type="checkbox"/> Split-Rail (Vinyl)(Wood)	<input type="checkbox"/> Metal (Aluminum, Iron, Steel)
<input type="checkbox"/> Residential - Multi-Family	<input type="checkbox"/> Chain-Link (Vinyl)(Galvanized)	<input checked="" type="checkbox"/> Wood (Moisture Rot Resistant)
<input type="checkbox"/> Commercial	<input type="checkbox"/> Decorative / Ornamental	<input type="checkbox"/> Wood (Composite)
<input type="checkbox"/> Industrial	<input checked="" type="checkbox"/> Privacy / Screening	<input type="checkbox"/> Vinyl/Plastic
<input type="checkbox"/> Public/Institution	<input type="checkbox"/> Wire: # _____ (Gauge)	<input type="checkbox"/> Masonry
<input type="checkbox"/> Agriculture	<input type="checkbox"/> Security (Barbed Wire)(Other)	<input type="checkbox"/> Other
<input checked="" type="checkbox"/> New <input type="checkbox"/> Replacement Fence Height <u>6</u> (ft.)		Linear Footage <u>296</u> (ft.)
Fasteners type and location _____		

DETAILED DRAWING OF PROPERTY AND PROPOSED FENCE LOCATION (A SEPARATE SHEET CAN BE USED IF MORE SPACE IS REQUIRED):

* Property Lines * Fence Location * Dimensions * Existing structures * Lot Layout * Streets & Alleyways *





Parcel ID: 220601060

Acres: 0

Taxpayer Name: JOHN A WILLIAMS III

Taxpayer Address: 1407 GREELEY AVE N, GLENCOE MN 55336

Property Address: 1407 GREELEY AVE, GLENCOE MN 55336

Owner Name: JOHN A WILLIAMS III

Owner Address: 1407 GREELEY AVE N, GLENCOE MN 55336

Land Value: 47100

Building Value: 140100

Total Value: 187200

Year Built: 1890

Bedrooms: 4

Bathrooms:

Total Square Feet: 2263.0

Stories: 2.0

Legal Description: TOWN OF FRANKLIN BLOCK-015 LOT 8 & E 1/2 VAC N-S ALLEY



Printed 05/06/2025

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.



SMALL CITY & BIG FUTURE

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CITY OF GLENCOE BILLS

MAY 19, 2025

**** PREPAID PAYROLL & WIRE TRANSFER BILLS ****

VENDOR	DEPARTMENT: DESCRIPTION	TOTAL
CITY OF GLENCOE EMPLOYEES	MULTIPLE DEPTS.: CITY OF GLENCOE PAYROLL 2-19-25	\$82,784.20
WIRE TRANSFER	MULT DEPTS: STATE SALES TAX	\$17,178.00
WIRE TRANSFER	MULT DEPTS:EMP/CITY PAYROLL TAXES,HSA,PERA,D COMP,CAFE	\$58,361.25
	TOTAL PREPAID BILLS ----->	<u><u>\$158,323.45</u></u>

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

MAY 19, 2025 - PREPAID BILLS

Date: 05/16/2025

Time: 12:45 pm

Page: 1

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
A.H. HERMEL CO.	0573	LIQUOR: MERCH FOR RESALE	184442	02/14/2025	734.32
				Vendor Total:	734.32
ALL ASPECT BUILDERS	0674	PARK: RESIDE SHELTER	184455	02/21/2025	16,300.00
				Vendor Total:	16,300.00
AMERICAN EXPRESS	1536	MULT DEPTS: DECOR, PRIMER, EQUIP. PARTS, LINENS	184456	02/21/2025	2,264.02
				Vendor Total:	2,264.02
BOBBING BOBBER BREWING COM	1802	LIQUOR: MERCH FOR RESALE	184457	02/21/2025	69.22
				Vendor Total:	69.22
BREAKTHRU BEVERAGE	0513	LIQUOR: MERCH FOR RESALE	184450	02/14/2025	605.09
BREAKTHRU BEVERAGE	0513	LIQUOR: MERCH FOR RESALE	184458	02/21/2025	1,820.34
				Vendor Total:	2,425.43
C & L DISTRIBUTING	0492	LIQUOR: MERCH FOR RESALE	184443	02/14/2025	19,943.56
C & L DISTRIBUTING	0492	LIQUOR: MERCH FOR RESALE	184459	02/21/2025	16,242.02
				Vendor Total:	36,185.58
DAHLHEIMER BEVERAGE	0003	LIQUOR: MERCH FOR RESALE	184444	02/14/2025	12,921.38
DAHLHEIMER BEVERAGE	0003	LIQUOR: MERCH FOR RESALE	184460	02/21/2025	10,680.02
				Vendor Total:	23,601.40
HOME CITY ICE COMPANY	1761	LIQUOR: MERCH FOR RESALE	184445	02/14/2025	194.94
				Vendor Total:	194.94
JOHNSON BROS - ST PAUL	0504	LIQUOR: MERCH FOR RESALE	184451	02/14/2025	2,542.10
JOHNSON BROS - ST PAUL	0504	LIQUOR: MERCH FOR RESALE	184461	02/21/2025	9,398.39
				Vendor Total:	11,940.49
MARLIN'S TRUCKING	1387	LIQUOR: MERCH FOR RESALE	184446	02/14/2025	533.75
MARLIN'S TRUCKING	1387	LIQUOR: MERCH FOR RESALE	184462	02/21/2025	390.25
				Vendor Total:	924.00
MILK AND HONEY CIDERS	1313	LIQUOR: MERCH FOR RESALE	184463	02/21/2025	204.00
				Vendor Total:	204.00
MINNESOTA CHILD SUPPORT	1646	POLICE: CHILD SUPPORT PAYMENT	184464	02/21/2025	249.65
				Vendor Total:	249.65
MINNESOTA PUBLIC EMPLOYEE	1439	POLICE: UNION DUES	184465	02/21/2025	155.05
				Vendor Total:	155.05
NCPERS GROUP LIFE INS	1619	ADMIN: INS PREMIUMS	184466	02/21/2025	16.00
				Vendor Total:	16.00
PAUSTIS WINE COMPANY	0916	LIQUOR: MERCH FOR RESALE	184467	02/21/2025	969.50
				Vendor Total:	969.50
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR: MERCH FOR RESALE	184452	02/14/2025	1,678.80
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR: MERCH FOR RESALE	184468	02/21/2025	2,137.66
				Vendor Total:	3,816.46
PPLSI	0485	MULT DEPTS: INS PREMIUMS	184469	02/21/2025	112.60
				Vendor Total:	112.60
RITE	0857	LIQUOR: COMPUTER EQUIP.	184470	02/21/2025	765.58
				Vendor Total:	765.58
SCHRAM HAUS BREWERY	0502	LIQUOR: MERCH FOR RESALE	184447	02/14/2025	92.00
				Vendor Total:	92.00
SOUTHERN GLAZER'S OF MN	1429	LIQUOR: MERCH FOR RESALE	184453	02/14/2025	2,465.29
SOUTHERN GLAZER'S OF MN	1429	LIQUOR: MERCH FOR RESALE	184471	02/21/2025	1,671.08
				Vendor Total:	4,136.37
VIKING BEVERAGES	0973	LIQUOR: MERCH FOR RESALE	184448	02/14/2025	7,351.40
VIKING BEVERAGES	0973	LIQUOR: MERCH FOR RESALE	184472	02/21/2025	5,475.30

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR
MAY 19, 2025 - PREPAID BILLS

Date: 05/16/2025
Time: 12:45 pm
Page: 2

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
Vendor Total:					12,826.70
VIKING COCA-COLA BOTTLING CC	0494	LIQUOR: MERCH FOR RESALE	184449	02/14/2025	401.75
Vendor Total:					401.75
VINOCOPIA, INC.	1353	LIQUOR: MERCH FOR RESALE	184454	02/14/2025	258.50
Vendor Total:					258.50
VISA	0350	MULT DEPTS: ADVERTISING, TRAINING, SOFTWARE, SUBSCRIP.	184473	02/21/2025	6,572.12
Vendor Total:					6,572.12
Grand Total:					125,215.68
Less Credit Memos:					0.00
Net Total:					125,215.68
Less Hand Check Total:					0.00
Outstanding Invoice Total :					125,215.68
Total Invoices:		32			



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INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

MAY 19, 2025 - REGULAR BILLS

Date: 05/16/2025

Time: 1:35 pm

Page: 1

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
212 EQUIPMENT	1487	STREET: EQUIPMENT RENTAL	0	00/00/0000	130.00
				Vendor Total:	130.00
A.H. HERMEL CO.	0573	CITY CENER: COFFEE	0	00/00/0000	134.11
				Vendor Total:	134.11
AT&T MOBILITY	1205	MULT DEPTS: PHONE BILL	0	00/00/0000	682.10
				Vendor Total:	682.10
BORDER STATES INDUSTRIES INC	0852	LIBRARY: LIGHTS	0	00/00/0000	299.52
				Vendor Total:	299.52
BUMPS FAMILY RESTAURANT	0961	CITY CENTER: MERCH FOR RESALE	0	00/00/0000	65.03
				Vendor Total:	65.03
CARD SERVICES	0330	MULT DEPT: MERCH FOR RESALE, WATER, CLEANING SUPPLIES	0	00/00/0000	264.31
				Vendor Total:	264.31
CENTERPOINT ENERGY	0204	MULT DEPTS: NATURAL GAS BILLS	0	00/00/0000	8,895.96
				Vendor Total:	8,895.96
CL BENSEN CO.	0157	ADMIN: FILTERS	0	00/00/0000	672.24
				Vendor Total:	672.24
CLAREY'S SAFETY EQUIPMENT IN	0333	FIRE: FOAM	0	00/00/0000	474.00
				Vendor Total:	474.00
COALITION OF GREATER MN CITIE	1514	ADMIN, WATER, WWTP: TRAINING	0	00/00/0000	385.00
				Vendor Total:	385.00
CONTROLOGIX SERVICES, LLC	1993	ADMIN: AIR STATION REPAIR	0	00/00/0000	505.46
				Vendor Total:	505.46
CORTRUST BANK	2102	FINANCE: SAFETY DEPOSIT BOX RENT	0	00/00/0000	35.00
				Vendor Total:	35.00
CROWN COLLEGE	1568	FIRE: TRAINING EMTI	0	00/00/0000	2,550.00
				Vendor Total:	2,550.00
FLEXIBLE PIPE TOOLS &	0080	WWTP: SENSOR	0	00/00/0000	165.60
				Vendor Total:	165.60
GALLS, LLC	0452	POLICE: UNIFORMS	0	00/00/0000	417.86
				Vendor Total:	417.86
GLENCOE CO-OP ASSN.	1842	MULT DEPTS: FUEL	0	00/00/0000	4,621.27
				Vendor Total:	4,621.27
GLENCOE DAYS INC.	1793	REIMB: GLENCOE LIONS CLUB DONATION	0	00/00/0000	500.00
				Vendor Total:	500.00
GLENCOE FIRE RELIEF ASS'N.	0455	FIRE: REIMB FOR SEVERE WEATHER TRAINING	0	00/00/0000	800.00
				Vendor Total:	800.00
GLENCOE FLEET SUPPLY	2074	MULT DEPTS: HARDWARE, HOSE, PAINT, SAFETY EQUIP, CLAMPS	0	00/00/0000	880.89
				Vendor Total:	880.89
GOPHER STATE ONE CALL	0482	WATER, WWTP, STORM: LOCATE TICKETS	0	00/00/0000	114.75
				Vendor Total:	114.75
HAWKINS, INC.	1133	WATER: CHEMICALS	0	00/00/0000	9,200.26
				Vendor Total:	9,200.26
HILLYARD HUTCHINSON	0122	LIQUOR: SCRUBBER REPAIR	0	00/00/0000	259.18
				Vendor Total:	259.18
HUEMOELLER, CHESKIS &	1800	ADMIN: LEGAL SERVICES	0	00/00/0000	3,733.75
				Vendor Total:	3,733.75
IDE, LARS & SCHMIEG, BRENDA	0481	CITY CENTER: DAMAGE DEPOSIT REIMB	0	00/00/0000	200.00

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

MAY 19, 2025 - REGULAR BILLS

Date: 05/16/2025

Time: 1:35 pm

Page: 2

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
Vendor Total:					200.00
INDEPENDENT EMERGENCY SERV	0969	POLICE: MONTHLY 911 SERVICES	0	00/00/0000	10.77
Vendor Total:					10.77
KONE CHICAGO	0800	ADMIN, LIBRARY, CITY CENTER: ELEVATOR MAINT.	0	00/00/0000	1,182.30
Vendor Total:					1,182.30
KUSLER, HAYLIE	2138	ADMIN: MILEAGE REIMB	0	00/00/0000	277.20
Vendor Total:					277.20
KWIK TRIP	1653	POLICE: FUEL	0	00/00/0000	2,249.77
Vendor Total:					2,249.77
LEAGUE OF MN. CITIES INS TRUS	0915	MULT DEPTS: PROPERTY & LIABILITY INS	0	00/00/0000	245,787.00
Vendor Total:					245,787.00
LIGHT & POWER COMMISSION	1484	MULT DEPTS: ELECTRICITY, CREDIT CARD & BILLING FEES	0	00/00/0000	26,866.97
Vendor Total:					26,866.97
MCLEOD COOP. POWER ASS'N.	0201	ADMIN, AIRPORT: ELECTRICITY	0	00/00/0000	844.60
Vendor Total:					844.60
MCLEOD COUNTY GARAGE DOOR	1577	PARK: GARAGE DOOR	0	00/00/0000	1,325.60
Vendor Total:					1,325.60
MENARDS - HUTCHINSON	2184	WATER: SEALANT, CEMENT PATCH, SAFE FLO SOLDER	0	00/00/0000	34.96
Vendor Total:					34.96
METRO SALES, INC	1066	POLICE: OFFICE EQUIPMENT LEASE	0	00/00/0000	251.39
Vendor Total:					251.39
MN FIRE SERVICE CERT. BOARD	0557	FIRE: TRAINING	0	00/00/0000	1,048.00
Vendor Total:					1,048.00
MNSPECT	0722	CODE ENFORCE: BUILDING & RENTAL INSPECTIONS	0	00/00/0000	31,217.43
Vendor Total:					31,217.43
MVTL , INC.	0353	WATER, WWTP: LAB TESTING	0	00/00/0000	480.40
Vendor Total:					480.40
MYTANA LLC	0404	WATER, WWTP: CAMERA REPAIR	0	00/00/0000	1,600.83
Vendor Total:					1,600.83
NORTH CENTRAL INTERNATIONAL	0683	STREET: OIL FILTER	0	00/00/0000	14.77
Vendor Total:					14.77
NORTH CENTRAL LABORATORIES	0631	WWTP: LAB SUPPLIES	0	00/00/0000	405.21
Vendor Total:					405.21
OFFICE OF MN. IT SERVICES	1423	POLICE: INTERNET SERVICE	0	00/00/0000	120.92
Vendor Total:					120.92
O'REILLY AUTOMOTIVE, INC	1982	WATER: SCREWDRIVER	0	00/00/0000	7.99
Vendor Total:					7.99
OXYGEN SERVICE COMPANY	0653	STREET: WELDING SUPPLIES	0	00/00/0000	18.60
Vendor Total:					18.60
PITNEY BOWES GLOBAL	1714	ADMIN: POSTAGE MACHINE LEASE	0	00/00/0000	142.53
Vendor Total:					142.53
PREMIUM WATERS, INC.	1081	MULT DEPTS: WATER	0	00/00/0000	295.96
Vendor Total:					295.96
READY WATT ELECTRIC	1040	POLICE: TORNADO SIREN REPAIR	0	00/00/0000	470.00
Vendor Total:					470.00
SAM'S TIRE SERVICE INC.	0250	STREET: SWEEPER TIRE & INSTALLATION	0	00/00/0000	201.95

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

MAY 19, 2025 - REGULAR BILLS

Date: 05/16/2025

Time: 1:35 pm

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
Vendor Total:					201.95
SCHMITT, STEVE	1696	WATER: SAFETY BOOTS REIMB	0	00/00/0000	155.99
Vendor Total:					155.99
SCR, INC - ST. CLOUD	0738	LIQUOR STORE: HVAC & COOLER MAINTENANCE	0	00/00/0000	988.06
Vendor Total:					988.06
SECURITY BANK & TRUST CO.	0259	MULT DEPTS: BOND PRINCIPAL & INTEREST PAYMENTS	0	00/00/0000	38,393.75
Vendor Total:					38,393.75
STAR GROUP, L.L.C.	0972	FIRE: DIESEL EXHAUST FLUID	0	00/00/0000	18.69
Vendor Total:					18.69
STOTTS, CASEY	1232	POLICE: TRAILER REPAIR	0	00/00/0000	65.24
Vendor Total:					65.24
THOMSON REUTERS	1260	POLICE: INVESTIGATION SERVICES	0	00/00/0000	191.10
Vendor Total:					191.10
TRI-COUNTY WATER	1016	STREET, REIMB: WATER	0	00/00/0000	31.50
Vendor Total:					31.50
VANDAMME, JON	0136	LIQUOR: MILEAGE REIMB	0	00/00/0000	184.80
Vendor Total:					184.80
Grand Total:					390,870.57
Less Credit Memos:					0.00
Net Total:					390,870.57
Less Hand Check Total:					0.00
Outstanding Invoice Total :					390,870.57
Total Invoices:	56				