



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

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

City Staff: Mark Larson, Mark Ostlund, Tony Padilla, Todd Trippel, Jamie Voigt, Haylie Kusler, Jon VanDamme

Others: Rich Glennie, Kerry Ward, Emily Queen, Justin Black

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 7, 2025

B. Approve Retailer's Fireworks License, Coborns Incorporated – Store #2027, 2211 11th Street East, Glencoe, 55336

C. Approve Coborns Incorporated – Store #2027, 3.2 Off-Sale, 2211 11th Street East, Glencoe, 55336

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

3. APPROVE AGENDA

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

4. PUBLIC COMMENT (agenda items only)

None.

5. PUBLIC HEARINGS

A. Public Hearing: 7:00 PM for **Ordinance Number 626** – Finalize the Emergency Cannabis Ordinance. Approve Second Reading – City Attorney

Motion: Neid, seconded by Dahlke to approve Second Reading of the Emergency Cannabis Ordinance 626. All in favor, the motion carries.

6. BIDS AND QUOTES

A. 2025 Hennepin Avenue Reconstruction Project – Justin Black, PE with SEH

1. Resolution 2025-07 Award Bid for Hennepin Avenue Project

RESOLUTION NO. 2027-07
ACCEPTING BID for 2025 Hennepin Avenue Project

WHEREAS, pursuant to an advertisement for bids for the construction of the **2025 Hennepin Avenue (CSAH 2) Street and Utility Improvement Project**, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

Contractor	Bid Amount
Holtmeier Construction, Inc. Mankato, MN	\$5,432,104.36
Valley Paving, Inc. Shakopee, MN	\$5,619,767.12
Wm. Mueller & Sons, Inc. Hamburg, MN	\$5,634,023.21
R & R Excavating, Inc Hutchinson, MN	\$5,988,536.98
GMH Asphalt Corporation Chaska, MN	\$5,988,958.69
Ryan Contracting Co. Elko, MN	\$6,450,227.75
RL Larson Excavating, Inc. St. Cloud, MN	\$6,639,315.35
Duininck, Inc. Prinsburg, MN	\$6,716,060.05

AND WHEREAS, it appears Holtmeier Construction, Inc. of Mankato, Minnesota, is the lowest responsible bidder,

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

1. The mayor and city administrator are hereby authorized and directed to enter into a contract with Holtmeier Construction, Inc. of Mankato, Minnesota, in the name of the City of Glencoe, Minnesota, for the construction of the 2025 Hennepin Avenue (CSAH 2) Street and Utility Improvement Project, according to the plans and specifications therefore approved by the city council and on file in the office of the city administrator.

2. The city administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Motion: Dahlke, seconded by Rivera to approve Resolution 2025-07. Upon a roll call vote, the following voted Aye, Rivera, Dahlke, Maynard, Lemke and Neid. The following voted Nay, none. Whereupon the resolution was declared adopted and approved.

2. Resolution 2025-08 – Bond Reimbursement Resolution for 2025 Hennepin Avenue Project – City Administrator

RESOLUTION NO. 2025-08

RESOLUTION RELATING TO FINANCING OF CERTAIN PROPOSED PROJECTS TO BE UNDERTAKEN BY THE CITY; ESTABLISHING COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE

BE IT RESOLVED by the City Council of the City of Glencoe, Minnesota (the “City”), as follows:

1. Recitals.

(a) The Internal Revenue Service has issued Section 1.150-2 of the Income Tax Regulations (the “Regulations”) dealing with the issuance of bonds, all or a portion of the proceeds of which are to be used to reimburse the City for project expenditures made by the City prior to the date of issuance.

(b) The Regulations generally require that the City make a declaration of its official intent to reimburse itself for such prior expenditures out of the proceeds of a subsequently issued series of bonds within 60 days after payment of the expenditures, that the bonds be issued and the reimbursement allocation be made from the proceeds of such bonds within the reimbursement period (as defined in the Regulations), and that the expenditures reimbursed be capital expenditures or costs of issuance of the bonds.

(c) The City desires to comply with requirements of the Regulations with respect to certain projects hereinafter identified.

2. Official Intent Declaration.

(a) The City proposes to undertake the following project or projects and to make original expenditures with respect thereto prior to the issuance of reimbursement bonds, and reasonably expects to issue reimbursement bonds for such project or projects in the maximum principal amounts shown below:

Project

Maximum Amount of Bonds

Expected to be Issued for Project

Hennepin Avenue Street Reconstruction

\$5,000,000

(b) Other than (i) de minimis amounts permitted to be reimbursed pursuant to Section 1.150-2(f)(1) of the Regulations or (ii) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, the City will not seek reimbursement for any original expenditures with respect to the foregoing projects paid more than 60 days prior to the date of adoption of this resolution. All original expenditures for which reimbursement is sought will be capital expenditures or costs of issuance of the reimbursement bonds.

3. Budgetary Matters. As of the date hereof, there are no City funds reserved, pledged, allocated on a long term basis or otherwise set aside (or reasonably expected to be reserved, pledged, allocated on a long term basis or otherwise set aside) to provide permanent financing for the original expenditures related to the projects, other than pursuant to the issuance of the reimbursement bonds. Consequently, it is not expected that the issuance of the reimbursement bonds will result in the creation of any replacement proceeds.

4. Reimbursement Allocations. The City's financial officer shall be responsible for making the "reimbursement allocations" described in the Regulations, being generally the transfer of the appropriate amount of proceeds of the reimbursement bonds to reimburse the source of temporary financing used by the City to make payment of the original expenditures relating to the projects. Each reimbursement allocation shall be made within 30 days of the date of issuance of the reimbursement bonds, shall be evidenced by an entry on the official books and records of the City maintained for the reimbursement bonds and shall specifically identify the original expenditures being reimbursed.

Motion: Lemke, seconded by Neid to approve Resolution 2025-08. Upon a roll call vote, the following voted Aye, Rivera, Dahlke, Maynard, Lemke and Neid. The following voted Nay, none. Whereupon the resolution was declared adopted and approved.

3. Supplemental Letter Agreement (SLA) for Hennepin Avenue Construction Engineering
Justin Black, SEH, reviewed the Supplemental Letter Agreement (SLA) for Construction Engineering for the Hennepin Avenue Project. The final design and bidding phase of the 2025 Hennepin Avenue Street and Utility Improvement Project is complete. It is recommended to approve and authorize the City Administrator to execute the agreement.

Motion: Neid, seconded by Dahlke to approve and authorize the City Administrator to execute the agreement. All in favor, the motion carries.

4. Proposal for Construction Materials Testing Services with Braun Intertec

Justin Black, SEH, reviewed the contract with Braun Intertec for Construction Testing for the Hennepin Avenue Project. The technicians provided are MnDOT certified, and the testing services will be preformed on an on-call, as needed basis as requested and scheduled. This is included in the overall budget for the project. It is recommended to approve and authorize the City Administrator to execute the agreement.

Motion: Lemke, seconded by Maynard to approve and authorize the City Administrator to execute the agreement. All in favor, the motion carries.

B. Water and Wastewater Rate Study Proposal with SEH – Mark Lemen, Assistant City Administrator

It is recommended to approve the SLA with SEH to conduct a water and wastewater rate study for the City of Glencoe. The SLA was revised to complete the study within 90 days of start.

Motion: Maynard, seconded by Neid to approve the SLA with SEH to conduct a rate study. All in favor, the motion carries.

7. REQUESTS TO BE HEARD

A. Glencoe Wine and Spirits Position – City Administrator

Based upon the discussion at the City Council Workshop, it is recommended to proceed with the establishment of a full-time position of Assistant Liquor Store Manager at Glencoe Wine and Spirits. This position will manage the day-to-day operations of the liquor store in conjunction or in the absence of the Liquor Store Manager. The pay range for the position will be \$24 to \$29 per hour and the pay scale will be set at 520 points.

Motion: Lemke, seconded by Maynard to proceed with the establishment of a Full-time Assistant Liquor Store Manager at Glencoe Wine and Spirits. All in favor, the motion carries.

B. Request Authority from City to place Shed at Community Garden Site – **Together we are Glencoe**

Together We are Glencoe presented to the City Council to request placement of a garden shed at the Public Garden site in West Glencoe by the City Cemetery. The shed will hold tools purchased using Statewide Health Improvement Partnership (SHIP) funds provided by McLeod County Health and Human Services that will be available for the gardeners to use for their plots. The shed would also be purchased using SHIP funds and would be located on the corner of Baxter Avenue and 5th Street W near the water source. The shed model that we have picked out measures at 8' x 13' x 8' and 104 square feet. The shed will rest on skids so that it can be easily moved if the garden gets a permanent location in the future.

Motion: Neid, seconded by Dahlke to approve the placement of a shed on the grounds of the community garden. All in favor, the motion carries.

8. ITEMS FOR DISCUSSION

A. Third Reading of Charter Change Ordinance 627 – City Attorney

Motion: Rivera, seconded by Neid to approve Third Reading of the Charter Change Ordinance 627. 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. Amend ATV/UTV Ordinance to include Golf Carts – City Council Workshop

Currently, golf carts are only allowed on the South side of US Highway 212 and as a direct route to the Glencoe Country Club. Based upon the discussion at the City Council Workshop, it is recommended to authorize the City Attorney to prepare an amendment to the ATV/UTV ordinance to include golf carts within City limits. It is recommended a subcommittee forms to work on adjusting the ordinance.

Motion: Neid, seconded by Rivera to approve a subcommittee to adjust the ordinance and authorize the City Attorney to prepare an amendment to the ATV/UTV ordinance. All in favor, the motion carries.

9. ROUTINE BUSINESS

A. Project Updates – anticipating the Dog Park to be completed by mid-June.

B. Economic Development – EDA meeting next Monday.

C. Public Input

D. Reports – Conditional Use Permit was approved for Diamond Ave.

E. City Bills

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

10. ADJOURN

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