



## **GLENCOE CITY COUNCIL MEETING MINUTES**

**April 7, 2025 – 7:00 PM**

**City Center Ballroom**

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

**City Staff:** Mark Larson, Mark Ostlund, Mark Lemen, Morgan Attenberger, Todd Trippel, Haylie Kusler

**Others:** Rich Glennie, Gary Ziemer, Al Robeck

### **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 March 17, 2025

**B.** Approve Book Transfers:

1. \$20,000.00 from General Fund to Park Imp. Fund - Campground Reimbursement
2. \$70,000.00 from Storm Water Management to General Fund – Employee Wages
3. \$120,000.00 from Water to 2015 Street Improvement Bond – Bond Payment
4. \$180,000.00 from WWTP to 2015 Street Improvement Bond – Bond Payment
5. \$60,000.00 from Water to 2016 Street Improvement Bond – Bond Payment
6. \$20,000.00 from WWTP to 2016 Street Improvement Bond – Bond Payment
7. \$127,549.00 from Municipal State Aid to 2016 Street Imp. Bond – Bond Payment
8. \$70,000.00 from Water to 2017 Street Improvement Bond - Bond Payment
9. \$40,000.00 from WWTP to 2017 Street Improvement Bond – Bond Payment
10. \$55,000.00 from Stormwater Management to 2017 Street Imp. Bond – Bond Payment
11. \$100,000.00 from Water to General Fund – 2024 Sealcoat Project
12. \$100,000.00 from WWTP to General Fund – 2024 Sealcoat Project
13. \$75,000.00 from General Fund to 2023 Street Imp. Bond – Bond Payment
14. \$100,000.00 from Water to 2023 Street Imp. Fund – Bond Payment
15. \$100,000.00 from WWTP to 2023 Street Imp. Fund – Bond Payment
16. \$30,000.00 from Water to 2018 Storm Water Imp. Bond – Bond Payment
17. \$51,000.00 from WWTP to 2018 Storm Water Imp. Bond – Bond Payment
18. \$205,000.00 from Stormwater Management to 2018 Storm Water Imp. Bond – Bond Payment

19. \$25,109.40 from 2025 Street Imp. Hennepin Ave. to Municipal State Aid – Prior Year Reimbursement Costs
20. \$90,000.00 from Water to General Fund – Administration
21. \$90,000.00 from WWTP to General Fund – Administration
22. \$215,000.00 from General Fund to 2023 Public Improvement Project
23. \$50,000.00 from Storm Water Fund to General Fund – Administration
24. \$60,000.00 from Liquor Store Fund to General Fund - Administration
25. \$20,000.00 from Cable TV Fund to General Fund - Administration
26. \$95,000.00 from General Fund to Aquatic Center – Eliminate Negative Fund Balance
27. \$21,000.00 from Liquor Store Fund to City Center Operating – Eliminate Negative Fund Balance
28. \$204,000.00 from Liquor Store Fund to City Center Bonds – Eliminate Negative Fund Balance
29. \$24,000.00 from General Fund to Cemetery – Eliminate Negative Fund Balance
30. \$10,000.00 from General Fund to Engineering/Inspection – Eliminate Negative Fund Balance
31. \$60,000.00 from Tax Increment #4 to 2007 Tax Increment Bond – Bond Payment
32. \$17,000.00 from General Fund to 2014 Street Improvement Bond – Bond Payment
33. \$46,000.00 from General Fund to 2015 Street Improvement Bond – Bond Payment
34. \$39,000.00 from Tax Increment #19 to 2018 Tax Increment Bond – Bond Payment
35. \$5,000.00 from Tax Increment #19 to General Fund – Administration

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

### **3. APPROVE AGENDA**

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

### **4. PUBLIC COMMENT (agenda items only)**

None.

### **5. PUBLIC HEARINGS**

- A. Set Public Hearing for April 21, 2025, at 7:00 PM for Ordinance Number 626  
Emergency Cannabis Ordinance – City Attorney

The Planning and Industrial Commission held a Public Hearing on April 8, 2025 at 7:00 PM for Regulation Zoning. The final draft of the Cannabis Regulation Zoning was approved.

**Motion:** Lemke, seconded by Rivera to set the Public Hearing for Ordinance Number 626 Emergency Cannabis Ordinance on April 21, 2025, at 7:00PM. All in favor, the motion carries.

## **6. BIDS AND QUOTES**

### **A. Recommendation on Housing Feasibility Study – Economic Development Authority Recommendation**

In 2023, the City of Glencoe requested that an updated housing study be conducted. The previous housing study had been completed in 2018. Unfortunately, the study was not a fair representation of the City of Glencoe housing needs and did not present an accurate reflection of the community.

City staff consulted with CEDA as to options that CEDA can provide for conducting a housing study as well as guidance on grant opportunities for funding another housing study. CEDA provided the City with a quote for an updated housing study with a cost not to exceed \$18,500.00. Considering the Compeer Financial grant award of \$5,000.00, this brings the proposed CEDA study cost down to \$13,500.00. It is recommended of City staff and the EDA that Council approve CEDA to conduct an updated housing study.

1. Authorize City Administrator to execute \$5,000 Compeer Financial Grant for Feasibility Study – Assistant City Administrator  
The City EDA director, Michael Monson, completed an application for a housing study grant through Compeer Financial. The Grant Application was approved by Compeer Financial, awarding the City of Glencoe \$5,000.00 to be utilized for payment of a new housing study.

**Motion:** Neid, seconded by Rivera to approve CEDA to conduct an updated housing study with a cost not to exceed \$18,500.00 with an approved grant from Compeer Financial awarding \$5,000.00 and a focus group engagement session for an additional \$1,150.00 with the EDA covering the cost. All in favor, the motion carries.

### **B. Park Shop Garage Door Recommendation – Assistant City Administrator**

The City of Glencoe moved the old airport arrival and departure building to Oak Leaf Park to utilize as an additional equipment storage and repair facility. There are a few final items needed for the project to be complete. The City staff has the opportunity to purchase a used garage door that includes springs, tracks, and required installation hardware. Several quotes were received for the installation of the used garage door.

Upon investigation of the supplied materials, if the City were to install the door with the hardware provided, the door would not operate in a safe manner. McLeod County Garage Doors provided a quote that included the correct hardware to install the used door, as well as a new door and hardware that would include a warranty.

Considering the relatively minimal cost difference for a new door with a warranty versus a used door with no guarantee, it is recommended to install a new garage door purchased and installed from McLeod County Garage Doors.

**Motion:** Neid, seconded by Dahlke to approve the installation of a new garage door and hardware for \$4,058.67 completed by McLeod County Garage Doors. All in favor, the motion carried.

## **7. REQUESTS TO BE HEARD**

### **A. Approve Second Reading of Ordinance 627 – Charter Amendments – City Attorney**

**Motion:** Lemke, seconded by Rivera to approve the Second Reading of Ordinance No. 627 amending the City of Glencoe Charter. 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. Whereupon the Second Reading of Ordinance No. 627 was approved.

## **8. ITEMS FOR DISCUSSION**

### **A. Water and Wastewater Rate Study Update – Presentation at City Council Workshop** It has been over 15 years since a rate study has been conducted.

## **9. ROUTINE BUSINESS**

- A. Project Updates – Bone yard – moving over and fencing in. Windows at the PD have been installed.**
- B. Economic Development**
- C. Public Input – Al Robeck addressed his concerns in regarding Registered Land Survey No. 25, on the previous council meeting.**
- D. Reports – The City EDA director, Michael Monson, included a weekly report.**
- E. City Bills**

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

## **10. ADJOURN**

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