



GLENCOE CITY COUNCIL MEETING MINUTES

June 2, 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, Matt Gospodarek, Tony Padilla, Todd Trippel, Haylie Kusler

Others: Justin Black, Paul Donna, Victor Garcia, Rich Glennie

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 May 19, 2025

B. Approve Special Event Application of JL Insurance Advisors, 1132 Hennepin Avenue, Street Closure S 1/2 of 12 Street East of Hennepin Avenue for Customer Appreciation. June 5, 2025, from 11:00 AM to 2:00 PM. Cones, Barricades and Picnic Tables.

C. Approve Special Event of the Glencoe Car and Bike Show, Glencoe City Center Parking Lot, 1107 11th Street East, June 29 (Happy Hour), July 27, and September 7, 2025.

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

3. APPROVE AGENDA

Motion: Dahlke, seconded by Neid to approve the agenda with the addition of 7C. All in favor, the motion carries.

4. PUBLIC COMMENT (agenda items only)

None.

5. PUBLIC HEARINGS

A. Public Hearing on **Ordinance Number 628** to Eliminate the Cemetery Commission
– Approve Second Reading

At this time, Mayor Hueser opened the public hearing on **Ordinance Number 628** to Eliminate the Cemetery Commission, with a motion by Lemke, seconded by Maynard.

Motion: With no public comment, Lemke made a motion to close the public hearing. Seconded by Rivera, with all in favor, the motion carries.

Motion: Neid, seconded by Dahlke to approve Second Reading of Ordinance Number 628 to Eliminate the Cemetery Commission. Upon a roll call vote, the following voted Aye, Rivera, Dahlke, Maynard, Lemke and Neid. The following voted Nay, none.

6. BIDS AND QUOTES

- A.** Updated Assessment Roll for Hennepin Avenue Project – Justin Black, SEH
Justin Black, with SEH, reviewed the updated assessment roll with the City Council. Assessments have decreased with the bids that were received for the Hennepin Avenue Project.
- B. Resolution 2025-10;** Resolution Approving the Issuance of \$4.1 Million General Obligation Bonds, Series 2025A, for the Hennepin Avenue Project – Paul Donna, Fiscal Agent, DA Davidson

RESOLUTION 2025-10

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: 04.069.0025

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: 04.069.0025

2. **(Acreage/Population/Usage.)** That the orderly annexation area consists of approximately 2.7 acres, the population in the area is zero (0) and the current land use types are agricultural.

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 \$507.00.

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: _____

By:

Chairperson
Board of Supervisor

Township Clerk

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

CITY OF GLENCOE

ATTEST:

By: _____

By:

Mark Hueser, Mayor
Administrator

Mark Larson, City

Approved this _____ day of _____ 20__

Motion: Lemke, seconded by Neid to approve Resolution 2025-10. 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.

7. REQUESTS TO BE HEARD

- A. Resolution 2025-11;** Annexation of the Hennepin Avenue Pond Parcel ID #04-069-0025 – City Attorney Ostlund

CERTIFICATION OF MINUTES
RELATING TO GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES
2025A

ISSUER: BODY:

City of Glencoe, Minnesota Council

KIND, DATE, TIME AND PLACE OF MEETING: A regular meeting held on June 2, 2025, at 7:00 p.m., in the Glencoe City Center.

MEMBERS PRESENT:

MEMBERS ABSENT:

Documents Attached: Extract of Minutes of said meeting.

RESOLUTION 2025-11

**A RESOLUTION APPROVING THE ISSUANCE OF GENERAL OBLIGATION
IMPROVEMENT BONDS, SERIES 2025A**

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the obligations referenced to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said obligations; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS MY HAND officially as such recording officer on June 2, 2025.

By: _____

By:

Mark Hueser, Mayor

Administrator

Mark Larson, City

Councilmember _____ introduced the following resolution
and moved its adoption, which motion was seconded by Councilmember

RESOLUTION 2025-11

**RESOLUTION APPROVING THE ISSUANCE OF
GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2025A**

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

1. The City Council hereby finds and declares that it is necessary and expedient for the City to sell and issue its general obligation bonds, pursuant to Minnesota Statutes, Chapters 429 and 475, in a principal amount not to exceed \$4,500,000 (herein, the “Bonds”). The proceeds of the Bonds will be used, together with any additional funds of the City which might be required, to finance the costs of various street and utility improvement projects in the City.
2. The City Council desires to proceed with the sale of the Bonds to a purchaser (the “Purchaser”) using D.A. Davidson & Co., acting as either underwriter or placement agent (“Davidson”).
3. The Mayor and the City Administrator are hereby authorized to approve the sale of the Bonds and to execute a bond purchase agreement or term sheet for the Bonds with the Purchaser, provided that the true interest cost of the Bonds does not exceed 5.00%.
4. Upon approval of the sale of the Bonds by the Mayor and the City Administrator, the City Council will take action at its next regularly scheduled or special meeting thereafter to adopt the necessary approving resolutions as prepared by the City's bond counsel.
5. If necessary for the marketing of the Bonds, the Mayor or City Administrator, or any authorized designee thereof, is hereby authorized to approve and execute, and Davidson is hereby authorized to prepare and distribute, on behalf of the City, a Preliminary Official Statement and a Final Official Statement relating to the Bonds (together, the “Official Statement”), which Final Official Statement shall include the offering price, the interest rates, selling compensation, delivery date, and such other information relating to the Bonds required to be included in the Official Statement by Rule 15c2-12 adopted by the Securities and Exchange Commission under the Securities Exchange Act of 1934. The officers of the City are hereby authorized and directed to execute such certificates as may be appropriate concerning the accuracy, completeness and sufficiency of the Official Statement.
6. If the Mayor and City Administrator have not approved the sale of the bonds to the Purchaser and executed the related bond purchase agreement by December 31, 2025, this resolution shall expire.

Motion: Neid, seconded by Rivera to approve Resolution 2025-11. 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.

B. Dollar General Access Agreement – City Attorney

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

C. City Administrator Retirement

Motion: Neid, seconded by Lemke to accept the letter of intent on the retirement of City Administrator, Mark Larson, January 2, 2026. All in favor, the motion carries.

8. ITEMS FOR DISCUSSION

A. Fee Schedule Ordinance – First Reading of Ordinance Number 630 – City Attorney Ostlund

Motion: Rivera, seconded by Maynard to approve First Reading of Ordinance Number 630 Fee Schedule Ordinance and to set the Public Hearing for June 16, 2025, at 7:00 PM. All in favor, the motion carries.

B. Golf Cart/ATV Ordinance – Proposed Changes – Ordinance Number 631 – City Attorney Ostlund

Motion: Neid, seconded by Dahlke to approve First Reading of Ordinance Number 631 Golf Cart/ATV Ordinance with the adjustments to the language and to set the Public Hearing for June 16, 2025, at 7:00 PM. All in favor, the motion carries.

9. ROUTINE BUSINESS

A. Project Updates

1. Hennepin Avenue Reconstruction

B. Economic Development – promote Housing Study Survey – add it to website and City’s Facebook page.

C. Public Input

D. Reports

E. Close Meeting for Employee Grievance

Motion: Lemke, seconded by Neid to close meeting for Employee Grievance. All in favor, the motion carries.

Motion: Neid, seconded by Dahlke to re-open the meeting at 8:23 PM. All in favor, the motion carries.

Motion: Lemke, seconded by Maynard to deny the Employee for Grievance. All in favor, the motion carries.

F. Close Meeting for Employment Evaluation of City Employee

Motion: Dahlke, seconded by Neid to close meeting for Employment Evaluation of City Employee at 8:24 PM. All in favor, the motion carries.

Motion: Lemke, seconded by Rivera to re-open the meeting at 9:43 PM. All in favor, the motion carries.

Motion: Lemke, seconded by Neid to appoint Mark Lemen as City Administrator. All in favor, the motion carries.

G. City Bills

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

10. ADJOURN

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