



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, September 15, 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 September 2, 2025
 - B. Approve Minutes of the Council Workshop Meeting of September 8, 2025
- 3. APPROVE AGENDA**
- 4. PUBLIC COMMENT** (agenda items only)
- 5. PUBLIC HEARINGS**
 - A. Set Public Hearing for October 20, 2025 at 7:05 PM for Delinquent Bills owed the City of Glencoe – City Administrator
 - B. Set Public Hearing for October 6, 2025 at 7:15 PM for Hennepin Avenue Project Special Assessment **Resolution 2025-16** – Brody Bratsch, SEH
- 6. BIDS AND QUOTES**
- 7. REQUESTS TO BE HEARD**
 - A. Review Fueling Facility for Airport – Adinda Van Espen, SEH
 - B. Appoint Public Works Director – Mark Lemen, Assistant City Administrator/Public Works Director
 - C. Appoint Airport Consulting Engineer – City Administrator
 - D. Approve Preliminary Property Tax Levy – **Resolution 2025-17** – City Administrator
 - E. Hiring Bonus Request – Chief Padilla
 - F. Full Time Police Officer Request – Chief Padilla
 - G. Clothing Request – Chief Padilla
- 8. ITEMS FOR DISCUSSION**
 - A. Review possible City Sales Tax for Legislature by January 1, 2026 - City Administrator
 - B. **CONDITIONAL USE PERMIT** application by Greer Montgomery, 9530 Lakeview Circle, Chaska, Minnesota, 55318, is requesting approval of an indoor cannabis and hemp cultivation business to be known as Falcon Farms LLC.to be located is described as follows: 10.37 ACRES of the West Half of the Northwest Quarter of Section-7, Township-115, Range-027 (Helen).

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

September 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 Ostlund, Mark Lemen, Tony Padilla, Todd Trippel, Haylie Kusler, Jon VanDamme

Others: 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 August 18, 2025

B. Special Event – Community Garden Open House – September 9, 2025 from 9:00 AM to 11:00 AM – 525 Baxter Avenue North - Request of Picnic Tables and a Garbage Can

C. Special Event – Welcome Week Parking Lot Party – September 16, 2025 from 5:00 PM to 7:00 PM – Coborn's Grocery Store – Request of Picnic Tables

D. Special Event – Glencoe Community Appreciation – September 17, 2025 from 11:00 AM to 1:30 PM – Glencoe Branch MidCountry Bank – Request of Picnic Tables and Garbage Cans

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

3. APPROVE AGENDA

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

4. PUBLIC COMMENT (agenda items only)

5. PUBLIC HEARINGS – None Scheduled

6. BIDS AND QUOTES

A. West Lift Station – City Engineer Justin Black, SEH

1. Approve the SLA with SEH for Design Engineering for West Lift Station

Motion: Lemke, seconded by Neid to approve the SLA with SEH for Design Engineering for the West Lift Station (Glenn Knoll Lift Station). All in favor, the motion carries.

B. Asbestos testing results on Condemned properties

1. Quote for 1206 10th Street East to remove siding prior to demolition
The only positive test for exterior siding asbestos is at 1206 10th Street East. Results for 712 13th Street East (Scharpe building) are anticipated to be back prior to the meeting on September 2nd.

Motion: Neid, seconded by Maynard to approve the quote for asbestos removal of \$4,800.00 by Brett Madsen for the property 1206 10th Street East. All in favor, the motion carries.

7. REQUESTS TO BE HEARD

A. Planning Commission Recommendations

1. Approve Variance Application for **1804 15th Street East** – Fence on Property Line
2. Approve variance Application for **1311 Loudon Avenue North** – Fence on Property Line
3. Approve Additional Variance Request for **1425 Stevens Avenue North** – Fence Setback on Rear Property Line

Motion: Maynard, seconded by Dahlke to approve the Variance applications for 1804 15th Street East, 1311 Loudon Avenue North, and the additional Variance request for 1425 Stevens Avenue North. All in favor, the motion carries.

8. ITEMS FOR DISCUSSION

A. Appoint Liquor Store Assistant Manager – Assistant City Administrator and Glencoe Wine and Spirits Manager

Council approved creating the position of Assistant Liquor Store Manager for the Glencoe Wine and Spirits this past spring. Liquor Store Manager, Jon VanDamme, selected a candidate list to review. The final three candidates performed exceptionally well; however, Eric Kaufman was the finalist.

Motion: Lemke, seconded by Dahlke to approve Eric Kaufmann as the new Assistant Liquor Store Manager for the Glencoe Wine and Spirits. All in favor, the motion carries.

B. Resolution 2025-15 Approving Maintenance and Operations Grant Agreement with MNDOT Aeronautics from July 1, 2025 through June 30, 2027 – City Administrator The amount of grant funding is \$22,744.50 for each year.

RESOLUTION 2025-15 APPROVING AIRPORT MAINTENANCE AND OPERATIONS GRANT AGREEMENT WITH THE MINNESOTA DEPARTMENT OF TRANSPORTATION

It is resolved by the _____ as follows:
[GRANTEE NAME]

- That it has applied for and been awarded an Airport Maintenance and Operations Grant Agreement by the Minnesota Department of Transportation, Agreement Number _____ (“Agreement”);
- That it hereby agrees to the terms and conditions of the Grant Agreement; and
- That the proper signing officers are hereby authorized to execute the above-referenced Grant Agreement and any amendments thereto on behalf of the

[CITY/COUNTY/TOWNSHIP]

Adopted by the _____ on this _____ day of _____, _____.
[GRANTEE NAME]

Motion: Neid, seconded by Rivera to approve **Resolution 2025-15** to authorize the Mayor and City Administrator to execute the grant agreement for Maintenance and Operations funding for the Glencoe Airport for State Fiscal Year 2026 and State Fiscal Year 2027. 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.

9. ROUTINE BUSINESS

A. Project Updates

1. Hennepin Avenue Reconstruction – in the final phase.
2. HVAC at Police Department – all parts have arrived. 2 to 3 weeks out for installation.
3. Housing Study – the EDA met last week as a strategy session for the Housing Study. CEDA shared an overview of the survey and the completed survey analysis. There is a focus group scheduled for Thursday, September 11 at 5:30. They already have 9 and are expecting a couple more to join. CEDA has scheduled a few stakeholder interviews for later this week and next week.

B. Economic Development – EDA Director, Michael Monson, included a report in the packet.

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



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GLENCOE CITY COUNCIL WORKSHOP MINUTES

September 8, 2025 – 5:30 PM

West Conference Room

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

City Staff: Mark Larson, Mark Lemen, Haylie Kusler

Others Present: Kenneth Janssen, Gavin Law Firm

1. **2026 Budget Update – Proposed Preliminary Levy September 30, 2025**
Presented is the proposed Preliminary Levy Resolution for 2026. It is anticipated that the Levy increase will be 4%. Nothing has really changed. Still waiting on Health Insurance numbers from Rich Westlund, anticipated to hear by October 1. This will be set for the next City Council meeting.
2. **Water and Wastewater Rate Study – October 2025 Workshop**
Meeting Thursday to finalize the Rate Study. This will include the new Lift Station. The Rate Study will be presented at the October 2025 City Council Workshop.
3. **Airport Consultant – Statement of Qualifications Recommendation**
This is required every five years. The City of Glencoe received one Statement of Qualifications for Airport Consulting Engineer from current airport consulting Engineer SEH. Recommended that the City Council formally appoint SEH as the Glencoe Municipal Airport Consulting Engineer. This will be set for the next City Council meeting.
4. **Airport Fueling Facility Upgrade**
In March of 2025, the City of Glencoe applied for a Fueling Facility Grant from MNDOT Aeronautics as the existing facility is over 25 years old. The current facility is underground, and the new facility would be above ground. The total cost of the grant is \$500,000.00. Not eligible in Federal monies, only State. It would cost about half a million for a new facility upgrade. Assistant City Administrator Mark Lemen will reach out to Adinda Van Espen, SEH, to attend the next City Council meeting to answer any questions Council may have.
5. **2026 City Attorney Contract**
Attorney Ken Janssen at the Gavin Law Firm is proposing to keep the annual fee at \$55,000 for 2026. The County Attorney's office is withdrawing their proposal at this

time. It is recommended to budget \$55,000 for the City to contract with the Gavin Law Firm for Prosecutions in 2026.

6. **PWD Selection Update**

Interviewed eight candidates. Four internal and four external. After the initial interviews, four were invited back for a second round of interviews. Three externals and one external. The second round of interviews will be more job duty focused questions, less generic.



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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

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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 Neid



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: September 11, 2025

Re: **Item 5A** – Public Hearing on Delinquent Bills

Item 5A - It is recommended to set a Public Hearing of October 20, 2025, regarding delinquent bills owed to the City of Glencoe. Individuals will have 2 weeks to pay their bill, or the City of Glencoe will publish the names in the official newspaper. The list will be sent to the Council by email.

If not paid by October 20, 2025, the City of Glencoe will certify the amounts to the McLeod County Auditor/Treasurer for collection with their property taxes.



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: September 11, 2025

RE: **Item 6B** – Set Public Hearing for Hennepin Avenue Special Assessment

Item 6B – City Engineer Brody Bratsch will review Assessments for the 2025 Hennepin Avenue Project with the City Council on Monday Night.

It is recommended to approve **Resolution 2025-16** setting the public hearing for October 6, 2025 at 7:15 PM for the Project.

**RESOLUTION NO. 2025-16
DECLARING COST TO BE ASSESSED,
ORDERING PREPARATION OF PROPOSED ASSESSMENT, AND
CALLING FOR HEARING ON PROPOSED ASSESSMENT**

WHEREAS, costs have been determined for the 2025 Hennepin Avenue (CSAH 2) Street and Utility Improvement Project, for the construction of complete street reconstruction, sanitary sewer, sanitary sewer services, water main, water services, storm sewer, drain tile with sump pump services, concrete curb and gutter, concrete walk, aggregate base, bituminous street surfacing, turf restoration, and miscellaneous items required to properly complete the improvements, and the estimated final contract price for such improvements is \$5,703,710, and the estimated final expenses incurred or to be incurred in the making of such improvements amount to \$1,343,250, so that the estimated final total cost of the improvements will be \$7,046,960.

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

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$3,065,337, and the portion of the cost of such improvement to be paid by County funding is hereby declared to be \$2,895,600, and the portion of the cost to be assessed against benefited property owners is declared to be \$1,086,023.
2. Assessment shall be payable in equal annual installments extending over a period of 15 years, the first of the installments to be payable on or before the first Monday in January, 2026, and shall bear interest at the rate of 5.50 percent per annum from the date of the adoption of the assessment resolution.
3. The City Administrator, with the assistance of the city engineer (consulting engineer), shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. A hearing shall be held on the 6th day of October, 2025, in the Glencoe City Hall at 7:15 p.m., to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
5. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and shall state in the notice the total cost of the improvement. The City Administrator shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
6. The owner of any property so assessed may, at any time prior to certification of the assessment to the McLeod County Auditor-Treasurer, pay the whole of the assessment on such property with interest accrued to the date of payment, to the City Administrator, except that no interest shall be charged if the entire assessment is paid by November 5, 2025. He may at any time thereafter, pay to the City Administrator the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

Adopted by the council this 15th day of September, 2025.

Mayor

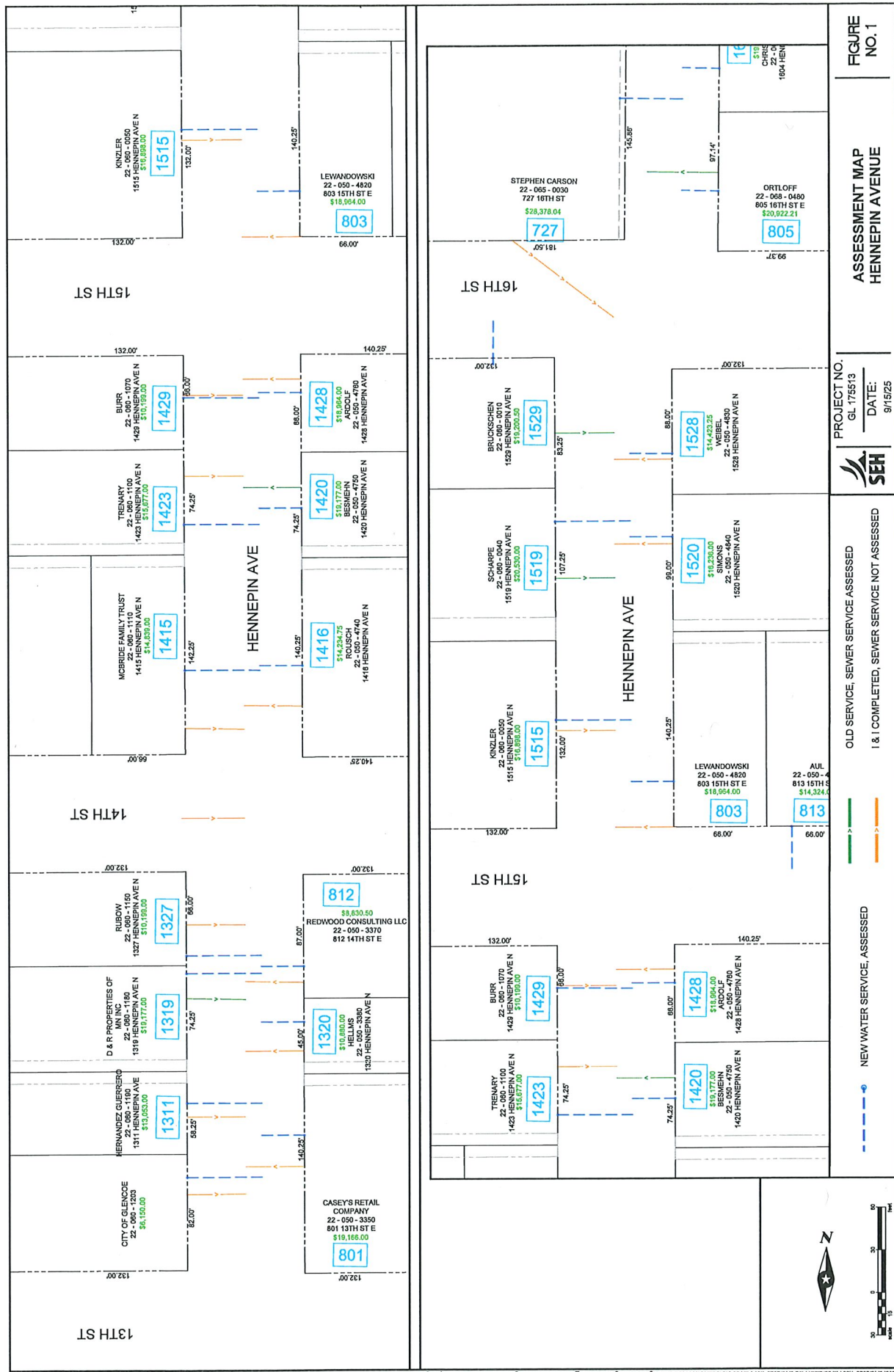
City Administrator

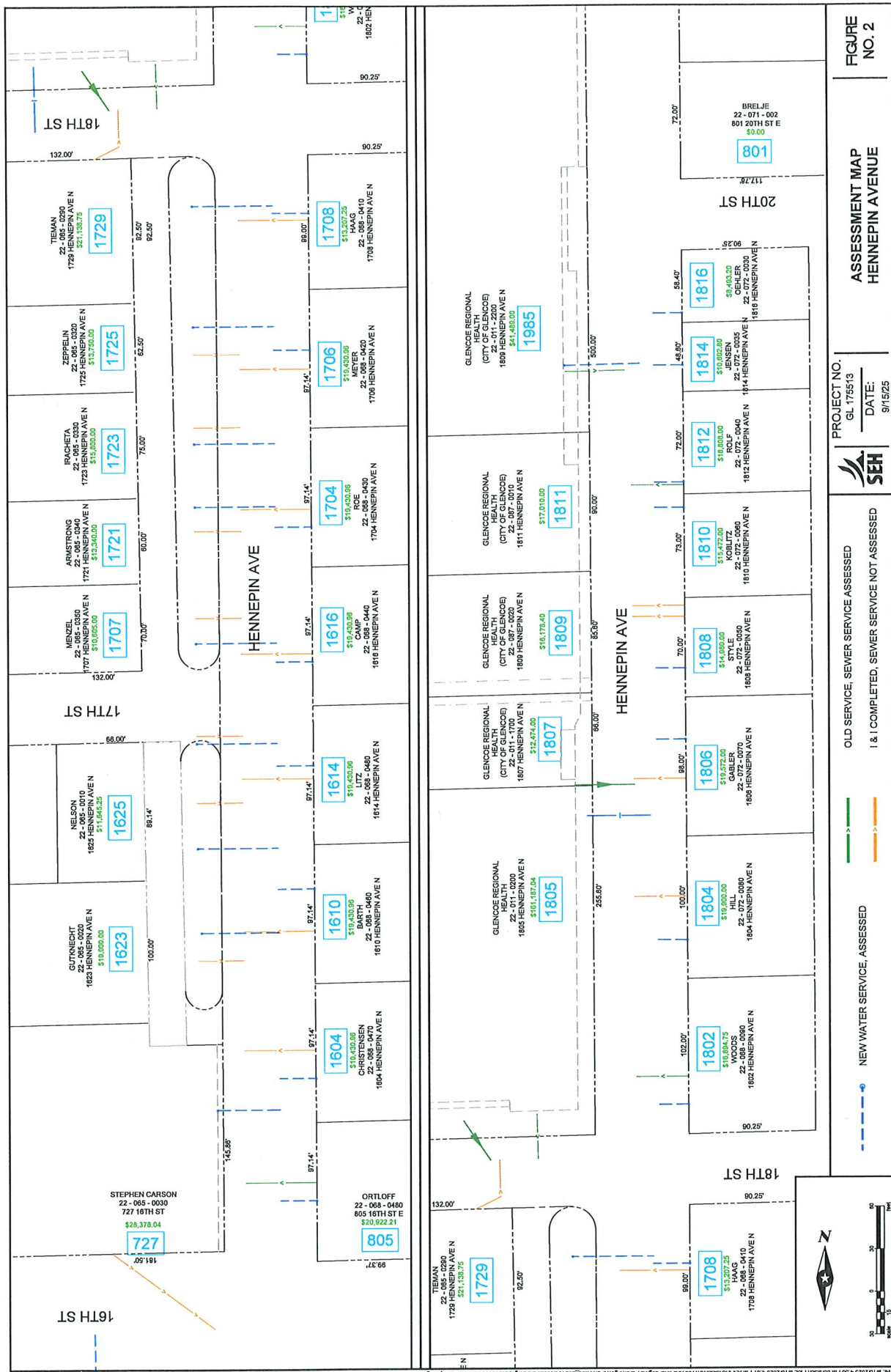
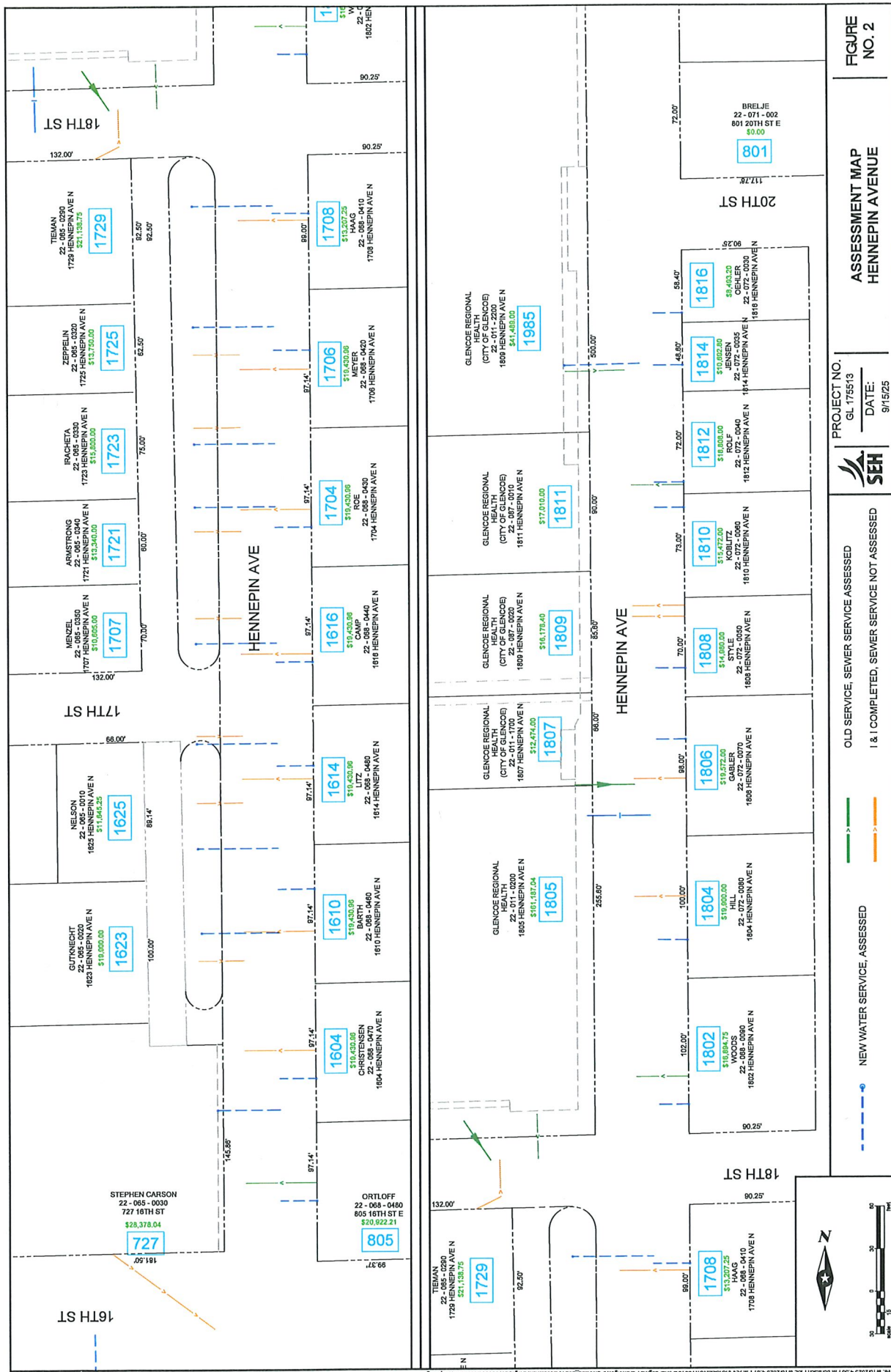
**ASSESSMENT RATES
2025 HENNEPIN AVENUE (CSAH 2)
STREET AND UTILITY IMPROVEMENT PROJECT
GLENCOE, MINNESOTA
SEH NO. GLENC 175513
SEPTEMBER 15, 2025**

Item	Estimated Assessment Rate For Front Footage	Final Assessment Rate for Front Footage
Residential Reconstructed Street	\$160.00 per L.F.	\$125.00 per L.F.
Commercial Reconstructed Street	\$192.00 per L.F.	\$150.00 per L.F.
Water Main	\$26.00 per L.F.	\$23.00 per L.F.
Residential Water Service Line	\$3,550.00 Each	\$3,500.00 Each
Commercial Water Service Line	\$8,400.00 Each	\$8,400.00 Each
Sanitary Sewer	\$20.00 per L.F.	\$16.00 per L.F.
Sanitary Sewer Service Line	\$4,200.00 Each	\$3,500.00 per Each

ASSESSMENT ROLL SUMMARY
2025 HENNEPIN AVENUE (CSAH 2) STREET AND UTILITY IMPROVEMENT PROJECT
GLENCOE, MINNESOTA

Parcel No.	First Name	Last Name	AddName	Property Address	Total Estimated Assessment Amount	Estimated Annual Payment	Total Assessment Amount	Approximate Annual Payment
22.050.4780	Mary Ann	Ardolf		1428 Hennepin Ave N	\$23,085.20	\$2,224.08	\$18,964.00	\$1,827.04
22.065.0340	David J	Armstrong		1721 Hennepin Ave N	\$15,910.00	\$1,532.81	\$13,340.00	\$1,285.21
22.050.4810	Gary M	Aul		813 15th St E	\$17,146.00	\$1,651.88	\$14,324.00	\$1,380.01
22.050.4700	Jeffrey	Ballman		922 15th St E	\$18,845.50	\$1,815.62	\$15,677.00	\$1,510.38
22.050.4750	Joseph A & Rachel M	Besmehn		1420 Hennepin Ave N	\$23,045.50	\$2,220.26	\$19,177.00	\$1,847.56
22.071.0002	Michael A	Breja		801 20th St	\$0.00	\$0.00	\$0.00	\$0.00
22.060.0010		Bruckschen		1529 Hennepin Ave N	\$23,040.30	\$2,219.76	\$19,200.50	\$1,849.82
22.060.1070	Ernie	Burr		1429 Hennepin Ave N	\$11,866.00	\$1,143.20	\$10,199.00	\$982.59
22.060.1070	Bryan C	Camp		1616 Hennepin Ave N	\$23,560.84	\$2,269.91	\$19,430.96	\$1,872.02
22.068.0440	Dacoyta	Carson		727 18th St	\$34,822.12	\$3,354.84	\$28,378.04	\$2,734.01
22.065.0030	Stephen	Casey's Retail Company		801 13th St E	\$27,285.04	\$2,628.70	\$19,166.00	\$1,846.50
22.050.3350		Christensen		1604 Hennepin Ave N	\$23,560.84	\$2,269.91	\$19,430.96	\$1,872.02
22.068.0470	Taylor & Cassandra	City of Glencoe			\$7,872.00	\$758.41	\$6,150.00	\$592.51
22.060.1203		D & R Properties of MN Inc		1319 Hennepin Ave N	\$21,346.00	\$2,056.52	\$19,177.00	\$1,847.56
22.060.1180	Zachary	Gabler		1808 Hennepin Ave N	\$23,738.00	\$2,288.97	\$19,572.00	\$1,885.61
22.011.0200		Glencoe Regional Health	Ben Davis	1805 Hennepin Ave N	\$196,933.68	\$18,973.04	\$161,187.04	\$15,528.13
22.011.1700		Glencoe Regional Health (City of Glencoe Parcel)	Ben Davis	GRHS Parking Lot	\$15,708.00	\$1,513.34	\$12,474.00	\$1,201.77
22.011.2200		Glencoe Regional Health (City of Glencoe Parcel)	Ben Davis	GRHS Parking Lot	\$47,838.00	\$4,608.82	\$41,489.00	\$3,997.16
22.087.0010		Glencoe Regional Health (City of Glencoe Parcel)	Ben Davis	GRHS Parking Lot	\$21,420.00	\$2,063.65	\$17,010.00	\$1,638.78
22.087.0020		Glencoe Regional Health (City of Glencoe Parcel)	Ben Davis	GRHS Parking Lot	\$20,372.80	\$1,962.76	\$16,178.40	\$1,558.66
22.065.0020	Calli Jo	Gutknecht		1623 Hennepin Ave N	\$24,150.00	\$2,326.67	\$19,900.00	\$1,917.21
22.068.0410	Valene M	Haag		1708 Hennepin Ave N	\$15,621.50	\$1,505.01	\$13,207.25	\$1,272.42
22.050.3380	Alexander	Hellms		1320 Hennepin Ave N	\$12,820.00	\$1,235.11	\$10,880.00	\$1,048.20
22.060.1190	Martha	Hernandez Guerrero		1311 Hennepin Ave	\$15,549.50	\$1,498.07	\$13,053.00	\$1,257.56
22.072.0080	Adairne L	Hill		1804 Hennepin Ave N	\$24,150.00	\$2,326.67	\$19,900.00	\$1,917.21
22.050.4880	Ashley	Horstmann		927 15th St E	\$0.00	\$0.00	\$0.00	\$0.00
22.050.4710	John	Hudinski		1429 Judd Ave N	\$0.00	\$0.00	\$0.00	\$0.00
22.065.0330	Benito I Sr & Maria L	Iracheta		1723 Hennepin Ave N	\$19,000.00	\$1,830.50	\$15,800.00	\$1,522.21
22.072.0035	Helen M	Jensen		1814 Hennepin Ave N	\$12,589.60	\$1,212.91	\$10,692.80	\$1,030.17
22.068.0460	Francisco	Jimenez Gonzalez		1610 Hennepin Ave N	\$23,560.84	\$2,269.91	\$19,430.96	\$1,872.02
22.060.0050	Michael J	Kinzler		1515 Hennepin Ave N	\$20,182.00	\$1,944.38	\$16,898.00	\$1,627.99
22.072.0060	Alexander & Amanda	Koblitz		1810 Hennepin Ave N	\$18,588.00	\$1,790.81	\$15,472.00	\$1,490.61
22.050.4820	Ronald J	Lewandowski		803 15th St E	\$23,085.20	\$2,224.08	\$18,964.00	\$1,827.04
22.068.0480	Daniel	Litz	Tiffany Engel	1614 Hennepin Ave N	\$23,560.84	\$2,269.91	\$19,430.96	\$1,872.02
22.060.1110		McBride Family Trust		1415 Hennepin Ave N	\$17,805.20	\$1,715.39	\$14,839.00	\$1,429.62
22.065.0350	Kevin	Menzel		1707 Hennepin Ave N	\$12,370.00	\$1,191.75	\$10,605.00	\$1,021.71
22.068.0420	Dennis W	Meyer		1706 Hennepin Ave N	\$23,560.84	\$2,269.91	\$19,430.96	\$1,872.02
22.065.0010	Gerald C	Nelson		1625 Hennepin Ave N	\$13,717.20	\$1,321.55	\$11,645.25	\$1,121.93
22.072.0030	Connie J	Oehler		1816 Hennepin Ave N	\$9,740.40	\$938.41	\$8,493.20	\$818.25
22.068.0480	Kathryn I	Orloff		805 16th St E	\$19,989.64	\$1,925.85	\$20,922.21	\$2,015.69
22.050.4800	Derek	Overson		819 15th St E	\$17,146.00	\$1,651.88	\$14,324.00	\$1,380.01
22.050.4790	Douglas & Cherlyn K	Parkinson		1505 Ives Ave N	\$11,866.00	\$1,143.20	\$10,199.00	\$982.59
22.050.4680	Michelle L	Peterson		904 15th St E	\$22,005.20	\$2,120.03	\$14,839.00	\$1,429.62
22.050.4890	Ruby Anna	Popelka		919 15th St E	\$17,146.00	\$1,651.88	\$14,324.00	\$1,380.01
22.050.3370		Redwood Consulting LLC		812 14th St E	\$10,962.00	\$1,056.10	\$8,830.50	\$850.75
22.050.4900	Stephanie L	Rizzio		911 15th St E	\$18,845.50	\$1,815.62	\$15,677.00	\$1,510.38
22.068.0430	Shelby	Roe		1704 Hennepin Ave N	\$23,560.84	\$2,269.91	\$19,430.96	\$1,872.02
22.072.0040	Matthew D	Rolf		1812 Hennepin Ave N	\$22,582.00	\$2,175.60	\$18,608.00	\$1,812.01
22.050.4740	Tiffany L	Rousch		1416 Hennepin Ave N	\$17,670.70	\$1,702.44	\$14,234.75	\$1,371.41
22.060.1150	Brandon & Devora	Rubow		1327 Hennepin Ave N	\$11,866.00	\$1,143.20	\$10,199.00	\$982.59
22.060.0040	Barbara A	Scharpe		1519 Hennepin Ave N	\$24,745.00	\$2,383.99	\$20,530.00	\$1,977.91
22.065.0280	Charles R	Shamla		1724 Ford Ave	\$0.00	\$0.00	\$0.00	\$0.00
22.050.4840	Daniel R	Simons		1520 Hennepin Ave N	\$20,394.00	\$1,964.80	\$16,238.00	\$1,564.21
22.050.4770	Gene H	Smith		828 15th St E	\$17,805.20	\$1,715.39	\$14,839.00	\$1,429.62
22.072.0050	Casey M	Style	Emily M VonBerge	1808 Hennepin Ave N	\$17,970.00	\$1,731.27	\$14,980.00	\$1,443.21
22.065.0290	James R	Tieman		1729 Hennepin Ave N	\$25,765.00	\$2,482.26	\$21,138.75	\$2,036.56
22.060.1100	Kris A	Trenary		1423 Hennepin Ave N	\$18,845.50	\$1,815.62	\$15,677.00	\$1,510.38
22.065.0300	Miguel Angel	Vega	Jaime & Manuel Vega Duran	1729 Greeley Ave N	\$10,560.00	\$1,017.37	\$8,250.00	\$794.82
22.050.4830	Brett	Welbel		1528 Hennepin Ave N	\$11,088.00	\$1,068.24	\$14,323.25	\$1,379.93
22.050.4910	Brooke	Wentzlaff		803 15th St E	\$11,866.00	\$1,143.20	\$10,199.00	\$982.59
22.068.0080	William & Colleen	Woods		1802 Hennepin Ave N	\$20,061.50	\$1,932.77	\$16,894.75	\$1,627.68
22.065.0190	Thomas L	Yliniemi		1729 Greeley Ave N	\$10,560.00	\$1,017.37	\$8,250.00	\$794.82
22.065.0320	Kimberly & Ryan	Zeppelin		1725 Hennepin Ave N	\$16,425.00	\$1,582.42	\$13,750.00	\$1,324.71
	TOTAL				\$1,307,172.02	\$125,935.94	\$1,086,023.45	\$104,629.98







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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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 Neid



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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: September 11, 2025

RE: **Item 7A** – Fueling Facility at the Airport

Item 7A – City Engineer Adinda Van Espen will review the option for a fueling facility at the Glencoe Airport and the MNDOT Grant for the facility.



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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: September 5, 2025

Re: **Item 4** – Fueling Facility Grant for Airport

Item 4 – In March of 2025, the City of Glencoe applied for a Fueling Facility Grant from MNDOT Aeronautics as the existing facility is over 25 years old. The current facility is underground and the new facility would be above ground.

Fueling facilities are only eligible for State grants and not Federal Grants; and, the State Grant is 60% State and 40% Local match. The new facility is estimated at \$500,000, and the Local Match would be \$200,000.

The conundrum is that the profit from fuel sales at the Airport for the last five years has been about **\$27,000**, total. The Airport Commission discussed at their meeting last week. The ability to purchase fuel is very important to providing a full-service airport, unfortunately, the return on the investment is not that great.

This is open for discussion at the workshop on Monday.

Fueling Facility Grant Application

Airport:*

Glencoe

Airport sponsor contact *

First Name: Mark

Last Name: Larson

Airport sponsor contact position*: City Administrator

Airport sponsor contact email*: mlarson@ci.glencoe.mn.us

Airport sponsor contact phone*: 320-864-6500

Consultant contact

First Name: Adinda

Last Name: Van Espen

Consultant contact company: SEH

Consultant contact email: avanespen@sehinc.com

Consultant contact phone: 320-428-3564

Project information

Project title*: Fuel System & Tank Replacement

Project type*:

Fuel Card Readers

Fuel Monitoring System

✓ Aviation Fuel System

Fuel Trucks/Portable Fuel Tank

Other Fuel System Projects

Total project cost*

\$500,000

State funding*

\$300,000

Local funding*

\$200,000

Project narrative/description* Explain what the project is and why the project is needed (e.g., age and/or condition of asset)

This project involves replacing the existing 6,000-gallon underground storage tank (UST) at the Glencoe Municipal Airport (GYL) with a new 6,000-gallon aboveground storage tank (AST) system. The current UST, registered with the Minnesota Pollution Control Agency (MPCA) in 1998, is deteriorating and nearing the end of its useful life. As the tank ages, maintenance becomes more difficult and expensive, with increasing repair costs and operational risks. Transitioning to an aboveground tank will significantly improve accessibility for maintenance and inspections, ultimately reducing long-term operational costs and improving system efficiency.

The airport has experienced a notable increase in fuel demand, with sales growing from 6,457 gallons in 2023 to over 15,000 gallons in 2024. This upward trend in fuel sales, coupled with the tank's deteriorating condition, underscores the urgent need for a more reliable and efficient fueling system. Replacing the

aging underground tank with an aboveground system will not only ensure uninterrupted fuel availability but also eliminate the growing maintenance burdens associated with the underground infrastructure, resulting in cost savings over time.

Additionally, the project will address federal and state requirements by developing a Spill Prevention, Control, and Countermeasure (SPCC) Plan, as the airport currently does not have one in place. This plan will help ensure compliance with environmental regulations and enhance spill response capabilities, further supporting the need for this critical infrastructure upgrade.

Overall, the project will provide operational improvements, cost savings, and efficiency gains, making it a necessary investment for the airport's long-term sustainability.

Attach any supporting documentation needed to support your justification/project ask which could include: fuel usage, repair bills, and documented issues with the current system.



2025 Fuel Tank Project




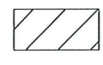
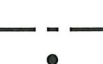

Glencoe Municipal Airport
Glencoe, Minnesota

Figure 1

Project Sketch
04/2025; GLENC



Legend

-  Proposed Concrete Pad
-  Proposed Fuel Tank (6,000 Gallons)
-  Proposed Bituminous
-  Existing UST
-  Excavation Limits (1,520 SF)
-  Proposed Bollards (4 FT Spacing)

Feet
0 5 10 20



X:\E\G\G\ENR\Common\Airport\2025\2 Grant App\State Grant - Fuel\GYL Fuel System Sketch.dwg

July 18, 2025

Mark Larson

City Administrator

Glencoe

Subject: Aviation Fuel Systems Award Notification

Dear Mark Larson,

The MnDOT Office of Aeronautics has completed its review and prioritization of funding requests submitted during the Aviation Fuel Systems Grant solicitation.

We are pleased to inform you that the **Fuel System & Tank Replacement** project, with a total cost of **\$500,000**, has been selected to receive a State Grant Offer. MnDOT will proceed with executing a grant contract under the following conditions:

Grant Conditions

- **Project-Specific Funding:** The awarded funds are designated specifically for the project named above and may not be transferred to another project at your airport.
- **Grant Execution Period:**
The awarded funds must be encumbered during SFY 2026 (July 1, 2025 – June 30, 2026). To ensure timely use of state resources:
 - You must notify MnDOT of your **intent to pursue this grant no later than August 29, 2025**.
 - A **complete grant request** must be submitted by **November 28, 2025**.
 - If a complete request is not submitted by November 28 and no extension is approved, the project will be removed from consideration for funding, funds will then be reprogrammed to support other airport fuel system needs.

Required for a Complete Grant Request

Please submit the following documents by email to airportdevelopment@state.mn.us:

- A **Grant Request Letter** on sponsor letterhead identifying the project and requested funding.
- A **Project Cost Split** in Excel format. A template is available at:
<http://www.dot.state.mn.us/aero/airportdevelopment/forms.html>
- Any supporting documentation outlining project costs (e.g., bid tabs, consultant agreements).
- MnDOT may request additional clarification or documents as needed.

Next Steps and Reimbursement Details

- Once MnDOT receives and approves your complete request, we will encumber the funds and prepare a grant contract for signature.
- **No reimbursement** will be made until a **fully executed grant contract** is in place.
- If early work is necessary, you may consult your Regional Engineer about proceeding through the **Early Encumbrance process**. Be aware:
 - Costs incurred **before encumbrance** are not eligible for reimbursement.
 - Costs incurred **after encumbrance but before grant execution** may be eligible—but **only reimbursed after** full contract execution.
 - Early Encumbrance is at your own risk and does not guarantee funding until a signed contract is in place.

Key Deadlines Summary

1. **August 29, 2025** – Confirm your intent to proceed with the project.
2. **November 28, 2025** – Submit a complete grant request or coordinate an alternate deadline with your Regional Engineer.
3. **December 1, 2025** – If no grant request is received and no extension approved, the project will be removed from consideration.

If you no longer intend to pursue this project, please notify me as soon as possible so the funds may be reallocated. If you have any questions or need assistance, don't hesitate to contact me directly.

Sincerely,

Luke Bourassa

Digitally signed by Luke
Bourassa
Date: 2025.07.21 15:26:02 -05'00'

Luke Bourassa, P.E.

South Region Engineer

luke.bourassa@state.mn.us.

Minnesota Department of Transportation – Office of Aeronautics

Equal Opportunity Employer

CC: Adinda Van Espen, avanespen@sehinc.com

Airport Fueling System Revenue/Expense

Date	Expenses	Revenues
3/17/2025	\$2,812.40	Fuel system repair
4/8/2025	\$553.40	Fuel system repair
4/22/2025	\$1,025.00	Fuel system repair
8/11/2025	\$11,280.00	Fuel purchase
8/15/2025	\$5,264.00	Fuel purchase
Jan-Aug 2025		\$42,712.13 Fuel sales
9/30/2025		Sept sales
10/31/2025		Oct sales
11/30/2025		Nov sales
12/31/2025		Dec sales
12/31/2025	\$2,851.50	Depreciation
	\$1,675.00	QT Petroleum - fuel system annual support plan
2025 Total	\$25,461.30	\$42,712.13
5/4/2024	\$24,128.65	Fuel purchase
8/2/2024	\$22,776.42	Fuel purchase
10/25/2024	\$20,806.19	Fuel purchase
11/19/2024	\$1,675.00	QT Petroleum - fuel system annual support plan
12/31/2024		\$80,097.78 Total fuel sales for 2024
12/31/2024	\$2,851.50	Depreciation on fuel system
2024 Total	\$72,237.76	\$80,097.78
11/19/2023	\$22,935.55	Fuel purchase
11/20/2023	\$1,425.00	QT Petroleum - fuel system annual support plan
12/31/2023		\$37,439.06 Total fuel sales for 2023
12/31/2023	\$2,851.50	Depreciation on fuel system
2023 Total	\$27,212.05	\$37,439.06
5/9/2022	\$22,965.91	Fuel purchase
8/15/2022	\$26,535.43	Fuel purchase
11/21/2022	\$1,425.00	QT Petroleum - fuel system annual support plan

12/1/2022	\$18,091.78	Fuel purchase	
12/31/2022		\$71,654.25	Total fuel sales for 2022
12/31/2022	\$2,851.50	Depreciation on fuel system	
2022 Total	\$71,869.62	\$71,654.25	
5/31/2021	\$18,857.00	Fuel purchase	
10/11/2021	\$17,838.81	Fuel purchase	
12/20/2021	\$1,425.00	QT Petroleum - fuel system annual support plan	
12/31/2021		\$37,150.02	Total fuel sales for 2021
12/31/2021	\$1,753.61	AV Gas Credit Card Fees	
12/31/2021	\$1,425.75	Depreciation on fuel system	
2021 Total	\$41,300.17	\$37,150.02	
1/31/2020	\$15,658.38	Fuel purchase	
5/18/2020	\$848.00	O'Day Equipment	
10/31/2020	\$13,248.77	Fuel purchase	
12/31/2020		\$27,490.21	Total fuel sales for 2020
12/31/2020	\$1,395.81	AV Gas Credit Card Fees	
2020 Total	\$31,150.96	\$27,490.21	
Grand Total	\$269,231.86	\$296,543.45	\$27,311.59 Profit
	Expenses	Revenues	



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To Separate Agenda Items

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Phone: (320) 864-5586 Website: www.glencoemn.org Email: info@ci.glencoe.mn.us

To: Mayor and City Council

From: Mark Lemen, Assistant City Administrator/Public Works Director

Date: September 15, 2025

RE: **Item 7B** – Public Works Director Appointment

Item 7B – At the June 16, 2025, City Council meeting the Council approved my appointment and contract as the next city administrator. Subsequently, at the following City Council meeting on July 7, 2025, the City Council approved the job description and job posting for my current role as the Public Works Director.

The City advertised the position for a period of 3 weeks on multiple hiring websites, including the League of Minnesota Cities, and on the City Website. The City received 13 applicants that were reviewed and narrowed to 8 candidates to be offered an interview. The first round of interviews were conducted by myself, Mark Lemen, and current City Administrator Mark Larson. Following the first round of interviews, a candidate list consisting of 4 candidates was presented to Council for review and offered a second



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interview. An interview panel consisting of myself, Mayor Hueser, Councilor Dahlke, Councilor Maynard, and Public Works Assistant Terri Denney conducted the second-round interviews.

After much discussion, it was recommended by the panel to offer the position of Public Works Director to current City of Glencoe water operator Brandon Frankfurth.

Brandon is a graduate of Bemidji State University where he earned a Bachelor of Science in Biology and a minor in Chemistry and was a member of the Bemidji State football team. Brandon has worked for the City of Glencoe for over 2 years and has been an exceptional employee. Brandon has shown his ability to learn quickly and possesses an acumen for leadership in a municipal public works setting.

Brandon will begin working alongside me at the City offices a few days a week to familiarize himself with the inner workings of administration, as well as spending time with each department supervisor and crew to evaluate operational processes and logistics. I am asking for an approval for the appointment of Brandon Frankfurth to the position of Public Works Director.

Brandon Frankfurth

City of Glencoe

1107 11th St E

Glencoe MN 55336

Dear Mr. Lemen,

I want to express my interest in the Public Works Director position. Possessing a background in utility work, infrastructure maintenance, team coordination — and a real passion for serving the community—I believe I'd be a great fit for this role.

Currently, as a Water Treatment Operator for the city, I handle everything from water distribution and maintenance, utility locating, water sampling, to staying on top of state regulations and helping ensure safe and reliable service. I've also had plenty of experience coordinating with contractors, managing day-to-day issues in the field, and working with the public. These experiences have given me a solid understanding of how a public works department operates, both in the field and behind the scenes.

Here are a few things I'd bring to the role:

- Experience with teams working across water, wastewater, streets, and parks
- Familiarity with regulatory reporting (MDH & DNR)
- Hands-on knowledge of public works operations and maintenance
- Strong communication skills, both with coworkers and the public

I'm someone who's not afraid to jump in and get my hands dirty, but I also understand the importance of planning, budgeting smartly, and keeping the goal in mind. I enjoy solving problems, supporting my team, and making sure residents feel heard and respected.

I'd appreciate the opportunity to discuss more about how I could continue to contribute to Glencoe. Thank you for your time and consideration—I look forward to hearing from you.

Best regards,

Brandon Frankfurth

Brandon Frankfurth

Professional Summary

Experienced in public utilities and water treatment with experience in city operations, regulatory compliance, and infrastructure maintenance. Proven ability to lead teams, oversee utility systems, manage safety protocols, and ensure regulatory standards are met. Passionate about serving communities through efficient, safe, and sustainable public works practices. Seeking to utilize and grow my skills and experience in a Public Works Director role.

Education

Bachelor of Science in Biology, Minor: Chemistry
Bemidji State University – Bemidji, MN
GPA: 3.66 | Cum Laude Honors

Certifications & Licenses

- Class D Water Operator License
- Class B CDL with Tanker Endorsement (Automatic Restriction)

Professional Experience

- Water Treatment Operator

City of Glencoe, MN | July 2023 – Present

- Manage water treatment for a municipal population of 5,700.
- Ensure water quality through sampling, regulatory compliance, and testing for biological or chemical contaminants.
- Operate and maintain distribution system, including softeners, filters, and chemical feed systems.
- Perform utility locating for water, sanitary, and storm systems.
- Maintain detailed operational records including well pump usage, chemical inventories, and safety equipment inspections.
- Serve as Water Department representative on the City Safety Committee.

- Microbiology Lab Technician

Minnesota Valley Testing Laboratories | May 2022 – July 2023

- Conduct microbial testing for pathogens, including E. coli, Salmonella, and Listeria in food and environmental samples.
- Operated PCR equipment and used LIMS for sample tracking and data entry.
- Maintained lab safety and testing procedures in compliance with SOPs.
- Calibrated laboratory instruments and maintain quality control of sample handling.

Additional Work Experience

- Sales Associate – Sporting Goods

L&M Fleet Supply | May 2021 – May 2022

- Assisted customers in firearms, hunting, and fishing departments.
- Managed inventory and licensing systems for outdoor recreational products.

- Direct Support Professional

The Mentor Network | Jan 2021 – May 2021

Eagles Wing LLC | April 2019 – Jan 2021

- Supported individuals with developmental disabilities in daily living tasks.
- Documented care activities and administered medications per care plans.

Technical & Administrative Skills

- Municipal Water Treatment & Distribution
- Utility Locating
- Microsoft Office Suite (Excel, Word, PowerPoint, Teams)
- Chemical Handling & Safety Compliance
- Sample Collection & Microbial Testing
- PCR Testing & Aseptic Technique
- Recordkeeping & SOP Compliance
- Public Communication & Committee Representation
- Infrastructure Maintenance & Safety Oversight

Professional Highlights

- Actively involved in city safety initiatives through safety committee participation.
- Trusted to manage hazardous chemicals and ensure public water safety.
- Experience working across departments in a municipal setting.



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September 11, 2025

Brandon Frankfurth

Dear Mr. Frankfurth,

The City of Glencoe would like to offer you the position of Public Works Director. This offer will be confirmed by the City Council on September 15, 2025, at their regular meeting at 7:00 PM.

Compensation

Regarding your compensation for the position, you will start at \$97,988 per year, which is 82% of the top wage for the position. You will receive a Cost-of-Living Adjustment (COLA) on January 1, 2026. Your compensation rate will increase to 90% on your anniversary date and a COLA for 2027. Your wage will increase to 100% at the completion of your second year.

Vacation

You currently receive 2 weeks of vacation. Your vacation accrual rate will continue at that rate until your anniversary date where you will begin accruing 120 hours of vacation annually.

Administration Leave

You will be credited with forty (40) hours of Administration Leave one (8) hour personal day at the start of your appointment and receive Administrative Leave and one personal day each calendar year. This pay is in lieu of overtime hours worked and must be used within the calendar year. This position is exempt from overtime provisions of the Fair Labor Standards Act (FLSA).

Sick Leave

You will continue to accrue eight (8) hours per month of sick leave.

Uniform Allowance

A \$200 per year uniform allowance will be provided to the employee.

Sincerely,

Mark Lemen – Assistant City Administrator/Public Works Director

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 Lemen, Assistant City Administrator/Public Works Director

Date: September 15, 2025

RE: **Item 7C – Airport Consultant Selection**

Item 7C – The City of Glencoe is required by the Federal Aviation Administration (FAA) to advertise for a Statement of Qualifications (SOQ)/Request for Qualifications (RFQ) for Airport Consulting Engineering every five (5) years. The City sent an advertisement to be posted on the League of Minnesota Cities website as well as directly sending the request to several airport engineering firms with a submittal deadline of August 27, 2025.

The City received multiple requests for information, however, only one (1) engineering firm responded with a Statement of Qualifications by the submittal deadline. SEH is the current airport consulting engineer for the City and the respondent to the request.



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The City has worked with SEH as consulting airport engineer since the mid-90's. It is the recommendation that City Council approve the appointment of SEH as the Glencoe Municipal Airport Consulting Engineer.

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 ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
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**NOTICE TO AIRPORT CONSULTANTS
REQUEST FOR STATEMENT OF QUALIFICATIONS
GLENCOE MUNICIPAL AIRPORT
CITY OF GLENCOE, MINNESOTA
ENGINEERING AND PLANNING SERVICES**

The City of Glencoe, Minnesota is hereby soliciting statements of qualifications and experience from airport consultants for projects at the Glencoe Municipal Airport. Subject to receipt of Federal and State funding, these projects may include but not limited to the following:

- Taxilane and Taxilane Extension Construction
- Fuel Tank Replacement
- PAPI Replacement
- T-Hangar and Apron Design and Construction
- Routine Airside and Landside Pavement Maintenance
- Obstruction Removals
- Miscellaneous Environmental Studies

The required services include, but are not limited to, A/E services for planning, preliminary and final design, bidding and construction phase services including incidental special services for projects funded under the FAA Airport Improvement Program.

A qualification-based selection process conforming to FAA Advisory Circular 150/5100-14E will be utilized. Fee information will not be considered in the selection process and must not be submitted with the statement of qualifications. Negotiations for consulting fees will be conducted after a firm has been selected. Selection Criteria will include:

Mayor: Ryan Voss **City Administrator:** Mark D. Larson
Council Members: Allen Robeck – Paul Lemke – Cory Neld – John Schrupp – Susan Olson

- Recent experience in airport projects similar to Glencoe Municipal Airport.
- Capability to perform all aspects of project.
- Reputation and work product of the firm.
- Ability to meet schedule deadlines and complete projects within budget.
- Quality of previous airport projects undertaken.
- Interest shown.
- Consultant qualifications.

Fees will be negotiated for projects as federal funds become available. Prospective Consultants are advised that applied overhead rates must be in accordance with the cost principles established within Federal Regulation 48 CFR Part 31, Contract Cost Principles and Procedures.

The Statement of Qualifications should include:

1. A brief history of the firm, number of employees, and airport planning and engineering experience.
2. Team members of the firm that will be assigned to the City of Glencoe with an outline of their experience and education.
3. A listing of current or recent airport projects with references.
4. Evidence of the firm's Affirmative Action Program.

A detailed proposal is not to be submitted at this time. The City of Glencoe will review the Statement of Qualifications and retains the right to select directly, or to conduct interviews of up to three (3) firms, in accordance with FAA Advisory Circular 150/5100-14E.

The City of Glencoe anticipates projects to be funded in part by MN/DOT Aeronautics and the Federal Aviation Administration. All services provided must be in compliance with current MN/DOT and FAA policies and standards.

The City of Glencoe intends to retain the selected firm for five (5) years or until the above list of development items is completed. Interested firms should submit eight (8) copies of the Statement of Qualifications (maximum of **10** pages per copy) to the City Administrator:

Mark Lemen
Assistant City Administrator
1107 11th Street East, Suite 107
City of Glencoe, MN 55336

The information should be submitted no later than ***4:30 P.M. on Wednesday, August 27, 2025.*** Questions may be directed to the Assistant City Administrator at 320-864-5586 or mlemen@ci.glencoe.mn.us

Dated: July 31, 2025



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: September 11, 2025

RE: **Item 7D**- Preliminary Property Tax Levy of 2026

Item 7D – It is recommended to approve Resolution 2025-17 to set the preliminary Levy for 2026 at 4% increase over the 2025 Levy.

RESOLUTION NO. 2025-17
RESOLUTION SETTING Preliminary 2026 TAX LEVY

WHEREAS, the Department of Revenue has set September 30th, 2025 as the deadline for certifying 2026 Preliminary tax levies; and,

WHEREAS, the City Administrator has provided the City Council with the preliminary 2026 City General Fund and Debt Service Budgets, which includes the recommended Ad Valorem Tax Levy, a wage increase of 3.25% and other wage adjustments as approved by the City Council.

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

1. That the following sums of money be levied for the current year, collectable in 2026, upon taxable property in the City of Glencoe, for the following purposes:

GENERAL

General Fund/Ad Valorem Levy	\$1,837,000.00
------------------------------	----------------

DEBT SERVICE/SPECIAL LEVY

Street Overlay – Pavement Plan	\$ 900,000.00
2010 City Center	\$ 160,000.00
2015 Lincoln Park Project	\$ 230,000.00
2016 Armstrong Ave Project	\$ 60,000.00
2017 Baxter Avenue Project	\$ 185,000.00
2018 Central Storm	\$ 160,000.00
2021 10 th Street Improvement	\$ 35,000.00
2025 Hennepin Avenue	\$ 107,000.00
Economic Development Authority	<u>\$ 150,000.00</u>
	\$1,987,000.00

TOTAL	\$3,824,000.00
-------	----------------

2. That the City Administrator is hereby instructed to transmit a certified copy of the levy to the County Auditor of McLeod County, Minnesota by September 30, 2025.
3. The Truth in Taxation Hearing is Scheduled for December 1st at 7:15PM at the City Council Chambers
4. This is an increase over the 2025 tax levy.

Adopted and approved this 15th day of September 2025.

ATTEST:

Mark Hueser
Mayor

Mark D. Larson
City Administrator



SMALL CITY & BIG FUTURE

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Precinct 3 - Paul Lemke, Precinct 4 - Cory Neld



CITY OF GLENCOE, MINNESOTA
REQUEST FOR COUNCIL ACTION

Agenda Item Number: 1 of 3_ Meeting Date: September 15, 2025

Attachments: ☒ Yes ☐ No

Originating Department:
Glencoe Police

Prepared By:
Chief Padilla

Topic:
Bonus Request

Action Requested:
Request to continue \$5,000 hiring bonus through the year 2025/2026

Background/Justification:

Request to continue hiring bonuses of \$5,000. The hiring bonus was originally approved to coincide with the current union contract. The contract expired on December 31, 2024. We are currently down two full-time officers and are trying to add incentives to get people to apply.

Consideration:

Using Public Safety money to compensate for the bonuses

Fiscal Impact:

There should be approximately \$39,178.16 remaining in the public safety account for police use.

Staff Recommendation:

I recommend extending the hiring bonuses.

Alternatives:

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

Council Action:

Motion to approve, deny, or table

Attachments:



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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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



CITY OF GLENCOE, MINNESOTA
REQUEST FOR COUNCIL ACTION

Agenda Item Number: 2 of 3_ Meeting Date: September 15, 2025

Attachments: ☒ Yes ☐ No

Originating Department:
Glencoe Police

Prepared By:
Chief Padilla

Topic:
Full Time Police Officer

Action Requested:
Hire Scott Lindner as Full Time Officer

Background/Justification:

The Glencoe Police Department is currently down two full-time officers. Scott has completed his Filed Training and is currently working fulltime hours for the police department. Scott has been doing a good job for us.

We would like to offer a full-time position to Scott Lindner who has previous law enforcement. (See attached Resume)

Consideration:

Backfill one of the two full-time positions we have available. Scott will start his one year probationary period the date he's hired full-time

Fiscal Impact:

Hourly rate for experienced officer is \$37.29

Staff Recommendation:

I recommend the approval of Scott Lindner

Alternatives:

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

Council Action:

Motion to approve, deny, or table

Attachments:

- 1- Resume

SCOTT LINDNER

Whom it may Concern,
Glencoe Police Department
Hello, Sir or Ma'am,

I am very interested in the position at Glencoe Police Department, and I am very excited to apply for the position. attached to this email you will find my resume which provides you with details of my career history and academic qualifications

I believe I would be the top candidate for the Glencoe Police Department because my perseverance, drive and loyalty. My greatest strengths are my ability to work closely with colleagues and the work community, strictly follow procedures or post orders that are given at the jobsite, successfully conduct patrols of building, grounds, parking ramp and accurately complete administrative procedures. Throughout my life and work history, I have found that my integrity and honesty are amongst the top of my personal values. I also have great passion for working with the community and helping people solve their problems.

I would welcome the opportunity to speak with you to discuss how my background could have a major impact on your organization's success. I look forward to hearing from you and thank you for your time.

Sincerely,

Scott Lindner

SCOTT LINDNER

Professional Summary

Law Enforcement Officer with four years experience in August of 2024 with the two years with Marshall County Sheriff's Office, in South Dakota, as patrol deputy. Ten months with the Polk County Sheriff's office, along with eight months with Village of Frederic Police department. I have gained experience in communication and de-escalation.

Seasoned Corporate Security Supervisor versed in serving in high threat areas overseas, and in a corporate business setting. Served 4 years in the United States Army as a mechanic and Military Police, including a combat tour to Iraq.

Dedicated team player and expert soldier adept at managing equipment, performing patrols and providing updates to unit leaders. Proficient in assessing risk, maintaining safety gear and evaluating terrain.

Skills

- Crisis intervention training
- Surveillance
- Stationary surveillance
- Background investigations
- Dispatch
- Conflict resolution techniques
- Pepper Ball Instructor
- Weapons training
- Military experience
- Communication skills
- Leadership Experience

Work History

Village of Frederic-

Law Enforcement Officer- 08/2023 to 06/2024

- Investigation- crimes as well as full investigation of potential homicide
- Community orientated Policing- Ate lunch with kids at the schools, Sponsored VFW golf tournament , Trunk or Treat, Sporting Events, Community Events
- Versatility- gained experience working all shifts and changing availability in short amounts of time; also assisted surrounding agencies
- Assist with warrants- assisted Sheriff's office with warrants inside the Village of Frederic

Polk County Sheriff's Office-

Deputy Sheriff- 09/2022-07/2023

- Investigate crimes, interview witnesses, complainants, and victims; gathered evidence and preserved for courts; conducted follow up investigations as needed
- Served warrants, summons, subpoenas, civil, and other official papers
- Respond to emergency calls, such as robberies, burglaries, kidnappings, suicides; and suicide attempts, assaults, and murders, ; and practice safety procedures in answering and responding to calls
- Department Pepper Ball Instructor- conducted training to other Polk County Sheriff's Deputies/ERT, also conducted exposures

Marshall County Sheriff's Office – Britton SD

Deputy Sheriff 08/2020 to 08/2022

- Investigates crimes, interviews witnesses, complainants, and victims; gathered evidence and preserved for courts; conducted follow up investigations as needed
- Served warrants, summonses, subpoenas, civil, and other official papers
- Responds to emergency calls, such as robberies, burglaries, kidnappings, assaults, and murders; and practices safety procedures in answering and responding to calls
- Department Armorer, implements department policy for all fire arm related fields, created department qualification courses for pistols and rifles

Security Officer, 02/2019 to 08/2020

American Security & Investigations – Minnetonka, MN and Minneapolis, MN

- Proactively review both security camera footage and live feeds to spot trespassers and criminal activity
- Provided detailed reports of infractions and criminal acts to law enforcement for trial or hearing procedures
- Inspect parking ramp and areas within the building to uncover suspicious behavior
- Write detailed reports on property damage, theft, presence of unauthorized persons and unusual incidences

Concrete Finisher, 04/2016 to 10/2017

Jensen Decorative Concrete – Norwood Young America, MN

- Shoveled materials such as dirt, gravel and asphalt
- Dug trenches, backfilled holes and compacted earth to prepare for new construction
- Accurately read, understood, and carried out written instructions

- Operated equipment such as Skid loaders and Commercial vehicles
- Remove damaged tile, brick and mortar

Window/Door Installer, 04/2015 to 03/2016

Carpentry Contractors Company – Montrose, MN

- Successfully supervised team members by ensuring safe job sites, and kept job sites free of hazards by maintaining good organizational skills at all stages
- Devoted special emphasis to punctuality and worked to maintain outstanding attendance record, consistently arriving to work ready to start immediately

Security Monitor, 08/2012 to 06/2014

Stanley Security Solutions Inc. – Plymouth, MN

- Remain flexible in rapidly changing environments and adapt to developing situations
- Apply effective communication and interpersonal skills when interacting with all levels of personnel and general public
- Work both independently and collaboratively to resolve urgent issues, including police and fire incidents
- Activate alarms to alert fire, medical or law enforcement personnel for different types of incidents
- Answer alarm signals and investigated disturbances, contacting local law enforcement if needed

Factory Assembler, 03/2011 to 08/2012

Emerson Rosemount – Chanhassen, MN

- Inspect completed products for functionality and quality, alerting supervisors of repeat issues and seeking out root causes
- Identify and corrected defects to bring completed products up to regulation standards
- Train new employees in assembly skills to improve team production levels

Press Operator, 03/2011 to 06/2011

Miller Manufacturing Company – Glencoe, MN

- Promptly remove completed product from press
- Operate Forklift
- Load rubber into hot press
- Load and wrap pallets of complete product

Construction Laborer, 07/2010 to 11/2010

Shultz Homes – Redwood Falls, MN

- Cut openings in structures to accommodate pipes and pipe fittings
- Thoroughly inspected pipes and piping systems to assess quality and condition
- Filled pipe systems with water and air to determine whether system was leaking

Security Guard, 04/2008 to 03/2010

Guardsmark – New Castle, DE

- Prepare regular written logs and incident reports at close of each shift for distribution to the site supervisor.
- Adhered to established procedures and policies and posted orders to include enforcement of company rules, policies and regulations
- Respond to incidents and assessed active situations for security concerns
- Remain flexible in rapidly changing environments and adapted to developing situations
- Answer alarms and investigate disturbances, contacting local law enforcement personnel for escalating crises

Military Enlisted, 06/2004 to 02/2008

United States Army – Ft. Bragg, NC

- Respond to emergencies with speed, efficiency and knowledgeable assistance
- Patrol designated coverage areas and evaluate terrain for defensive use
- Taught personnel to mitigate environmental hazards and properly use personal protective equipment such as chemical gear for battle scenarios
- Team leader while deployed to Iraq 2006-2007

- Combat life saver
- Paratrooper

Education

Normandale Community College - Minneapolis, MN

Associate of Arts: Education with an emphasis in history

Normandale Community College - Minneapolis, MN

Associate of Science: Criminal Justice Law Enforcement,



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CITY OF GLENCOE, MINNESOTA
REQUEST FOR COUNCIL ACTION

Agenda Item Number: 3 of 3_ Meeting Date: September 15, 2025

Attachments: ☒ Yes ☐ No

Originating Department:
Glencoe Police

Prepared By:
Chief Padilla

Topic:
Clothing Request

Action Requested:
Request to use \$4,000 of Public Safety Money

Background/Justification:

Request to use \$4,000 of Public Safety money to cover the cost of the clothing expenses of full-time Officer Lindner. When Scott was hired part-time, he was only provided with a couple pairs of pants and shirts. Scott will need a bullet proof vest, carrier, and the remainder of the full-time officer hire equipment.

Consideration:

Using Public Safety money will ensure all officers get the necessary clothing requirements for the year.

Fiscal Impact:

There should be approximately \$39,178.16 remaining in the public safety account for police use.

Staff Recommendation:

I recommend approval of clothing request

Alternatives:

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

Council Action:

Motion to approve, deny, or table

Attachments:



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: September 11, 2025

RE: **Item 8A** – Sales Tax for City of Glencoe

Item 8A – If the City of Glencoe would like to implement a City ½ cent sales tax, the first step is to have a project to the Legislature for approval by January 2026. If approved by the Legislature, the City could include the question for approval by referendum of the voters of the City in November 2026.



City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
Phone: (320) 864-5586

To: Mayor and City Council

Date: September 8, 2025

From: Mark D. Larson, City Administrator

Re: Local Sales and Use Tax

At two workshops in 2022, the City Council discussed a local sales tax, timeline and potential projects. At this point, the earliest a local sales tax could be implemented is 2025. The deadline to submit a resolution outlining the projects and rate is January 31 of each year.

I have included a sample resolution, 0.5% tax revenue amounts for 2019 and 2020 sales, various Cities that submitted for the 2021-2022 session, a timeline for completion, and general information about a local sales tax.

The City could list up to 5 projects on the resolution. Some options could be:

- Trails
- Fire Hall
- Oscar Olson Park
- Sidewalks (may not be approved based on regional significance and definition of transportation)

Ultimately, the residents would decide on approval; however, I believe this form of revenue would allow the city to implement some of the wanted items that residents voiced through the Comprehensive Plan and items that have been discussed for years without an identified funding source.

Updated 9/8/25 - Local Sales and Use Tax Information

Authorizing a General Local Tax

Revenue administers all general local sales and use taxes.

To impose a general local sales and use tax, you must receive authorization through the Minnesota Legislature. To receive this authorization, you must complete the following steps:

1. Pass a resolution that includes:
 - Proposed tax rate
 - Detailed description of up to five capital projects to be funded with the tax. A capital project includes:
 - A single building or structure, including associated infrastructure needed to safely access or use the building or structure
 - Improvements within a single park or named recreation area
 - A contiguous trail
 - Documentation of how each project will provide an economic benefit to residents, businesses, and visitors from outside the jurisdiction
 - Amount of revenue to be raised for each project and the estimated time needed to raise funds
 - Total amount of revenue to be raised for all projects
 - Estimated length of time the tax will be in effect if all proposed projects are approved
2. Submit the approved resolution and supporting documents to the senate and house tax committee chairs by January 31.
3. Once legislative approval is given, revise and reaffirm your resolution. The resolution must be passed at least 90 days before a general election.
4. Pass a referendum to impose the tax:
 - Hold a vote at a general election within two years of legislative approval.
 - Each project must have a separate question for approval.

- Voters must approve by a majority vote. If a project is not approved, the revenue and expiration date must be adjusted.
 - You cannot spend money to advertise or promote the proposed tax, but you may publicize information included in the resolution.
- 5. If approved, create and pass an ordinance imposing the tax.
- 6. File a certificate of approval and a copy of the ordinance with the [Minnesota Secretary of State](#).
- 7. After you file with the Minnesota Secretary of State, you must notify us in writing to start a new local tax.

Implementing the Approved General Local Tax

You must notify Revenue, in writing, at least 90 days before the anticipated begin date.

The letter must include:

- Authorizing session law or Minnesota Statute
- Date you plan to begin the tax (must begin on the first day of a calendar quarter)
- Approved tax rate
- Formal request for the Minnesota Department of Revenue to administer the new tax

You must provide us a copy of the following information:

- Resolution imposing the local tax
- Board meeting minutes approving the resolution
- Your ordinance for sales and use tax regulations
- The certificate of approval and the ordinance sent to the Minnesota Secretary of State
- Referendum questions and results
- Documentation of public informational meetings held prior to the referendum (if held)
- Meeting minutes approving the project plan or capital improvement designated for the use of revenues collected

Send the letter and supporting documents to:

Commissioner of Revenue
Minnesota Department of Revenue
Mail Station 6350
St. Paul, MN 55146

Notifying the Public

You must notify the public 60 days before the local tax starts by:

- Announcing on your website the new local tax and the effective date
- Posting information on your website that includes:
 - The tax rate
 - The local tax notice
 - A link to Revenue's website

You must leave this information on your website to inform new businesses of the local tax.

Public Utility Service Statements

If you provide and bill for public utility services, you must include a statement that your customers may owe use tax on purchases made outside of the local tax area on your invoices at least once per year. You need to include information on how the customer can calculate and pay the use tax.

Local Government Disclosure Training

If your local taxes are administered by Revenue, the main local government contacts with Revenue must complete annual disclosure training. The training provides data privacy information before you can access non-public taxpayer data. [Take the Annual Disclosure Training](#).

**MINNESOTA SALES AND USE TAX STATISTICS
GLENCOE CITY BY INDUSTRY 2020.XLSX**

1

YEAR	CITY	INDUSTRY	GROSS SALES	TAXABLE SALES	SALES TAX	USE TAX	TOTAL TAX	NUMBER
2020	GLENCOE	441 RETL -VEHICLES, PARTS	\$16,194,369	\$1,993,708	\$137,214	\$2,933	\$140,147	5
2020	GLENCOE	442 RETL -FURNITURE STORES	\$973,525	\$375,687	\$25,830	\$9,361	\$35,191	5
2020	GLENCOE	445 RETL -FOOD BEVERAGE STORE	\$35,753,616	\$8,494,479	\$669,800	\$16,493	\$686,293	6
2020	GLENCOE	447 RETL -GASOLINE STATIONS	\$19,652,259	\$3,985,217	\$274,018	\$4,048	\$278,066	6
2020	GLENCOE	453 RETL -MISC STORE RETAILER	\$4,726,011	\$3,849,178	\$264,633	\$123	\$264,756	14
2020	GLENCOE	541 PROF,SCIENTIFIC,TECH SERV	\$2,520,459	\$744,019	\$51,153	\$3,547	\$54,700	8
2020	GLENCOE	561 ADMIN, SUPPORT SERVICES	\$320,028	\$157,211	\$10,809	\$0	\$10,809	11
2020	GLENCOE	621 HEALTH -AMBULATORY CARE	\$890,984	\$94,655	\$6,508	\$1,638	\$8,146	6
2020	GLENCOE	713 AMUSEMENT, GAMBLING, RECR	\$666,532	\$643,474	\$47,016	\$1,611	\$48,627	6
2020	GLENCOE	722 FOOD SERV, DRINKING PLACES	\$4,265,765	\$4,263,770	\$304,696	\$126	\$304,822	9
2020	GLENCOE	811 REPAIR, MAINTENANCE	\$11,672,476	\$3,889,427	\$267,587	\$24,666	\$292,253	15
2020	GLENCOE	812 PERSONAL, LAUNDRY SERVICE	\$251,968	\$172,006	\$11,824	\$349	\$12,173	8
2020	GLENCOE	999 UNDESIGNATED/SUPPRESSED	\$54,203,979	\$25,306,397	\$1,742,473	\$48,803	\$1,791,276	31
2020	GLENCOE		\$152,091,971	\$53,969,228	\$3,813,561	\$113,698	\$3,927,259	130
				\$269,846	(0.5% Local Sales Tax amount)			

MINNESOTA SALES AND USE TAX STATISTICS
GLENCOE CITY BY INDUSTRY 2019.XLSX

1

YEAR	CITY	INDUSTRY	GROSS SALES	TAXABLE SALES	SALES TAX	USE TAX	TOTAL TAX	NUMBER
2019	GLENCOE	442 RETL -FURNITURE STORES	\$975,062	\$323,710	\$22,258	\$8,719	\$30,977	4
2019	GLENCOE	445 RETL -FOOD BEVERAGE STORE	\$36,149,794	\$11,136,668	\$836,640	\$1,490	\$838,130	5
2019	GLENCOE	447 RETL -GASOLINE STATIONS	\$15,954,509	\$2,548,277	\$175,193	\$11,890	\$187,083	5
2019	GLENCOE	453 RETL -MISC STORE RETAILER	\$21,222,400	\$8,745,691	\$601,485	\$1,706	\$603,191	21
2019	GLENCOE	541 PROF,SCIENTIFIC,TECH SERV	\$1,618,847	\$765,070	\$52,599	\$4,216	\$56,815	8
2019	GLENCOE	561 ADMIN, SUPPORT SERVICES	\$363,326	\$187,910	\$12,920	\$0	\$12,920	8
2019	GLENCOE	621 HEALTH -AMBULATORY CARE	\$966,026	\$100,654	\$6,919	\$929	\$7,848	5
2019	GLENCOE	713 AMUSEMENT, GAMBLING, RECR	\$647,485	\$604,479	\$43,739	\$0	\$43,739	4
2019	GLENCOE	722 FOOD SERV, DRINKING PLACES	\$5,308,830	\$5,306,514	\$383,723	\$288	\$384,011	8
2019	GLENCOE	811 REPAIR, MAINTENANCE	\$9,512,022	\$3,854,497	\$265,201	\$34,527	\$299,728	18
2019	GLENCOE	812 PERSONAL, LAUNDRY SERVICE	\$395,835	\$223,615	\$15,376	\$541	\$15,917	8
2019	GLENCOE	999 UNDESIGNATED/SUPPRESSED	\$60,394,324	\$27,023,310	\$1,861,515	\$32,009	\$1,893,524	30
2019	GLENCOE		\$153,508,460	\$60,820,395	\$4,277,568	\$96,315	\$4,373,883	124
				\$304,102 (0.5% Local Sales Tax)				

MN 1/2 Sales Tax Requests 2021-2022 MN Legislature

<u>Population</u>	<u>City</u>		<u>Amount</u>	<u>Uses</u>
884	Blackduck	\$	1,000,000.00	Campground, walking Trail, Wayside Rest golf Course Irrigation and Library
27,963	Oakdale	\$	27,000,000.00	Public Works and Public Safety Buildings
6,631	Litchfield	\$	10,000,000.00	Community Wellness/Recreation Center
12,500	Cloquet	\$	8,150,000.00	Regional Park and Ice Arena
11,854	St. Peter	\$	9,121,000.00	Fire Station
45,130	Itasca County	\$	75,000,000.00	Correctional Facility
449	Floodwood	\$	1,250,000.00	Streets and Infrastructure
11,165	Grand Rapids	\$	10,980,000.00	Civic Center Upgrades
51,746	Edina	\$	41,300,000.00	Park Improvements
3,040	Proctor	\$	3,850,000.00	Multi-use government Center Trail Improvements
7,692	Waite Park	\$	37,500,000.00	Regional Street Improvement Trails, Public Safety Building
9,604	Hermantown	\$	28,000,000.00	Hockey Arena and Trails
13,707	Fergus Falls	\$	15,500,000.00	Aquatics Center, Trails, Street Project
26,277	Mille Lacs County	\$	10,000,000.00	Public Works Building
70,627	Maple Grove	\$	90,000,000.00	Community Center
1,700	Warren	\$	1,600,000.00	Child Care Facility
35,871	Carlton County	\$	40,000,000.00	Law Enforcement Facility
2,204	Cross Lake	\$	6,000,000.00	Wastewater and Street Improvement
4,158	Wadena	\$	3,000,000.00	Library
42,939	Moorhead	\$	25,300,000.00	Library and Community Center
68,001	St. Cloud	\$	102,200,000.00	Transportation and Utility Work
3,093	Staples	\$	1,600,000.00	Community Center



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: September 11, 2025

RE: **Item 8B** – Conditional Use Permit by McLeod County for Cannabis Manufacturer

McLeod County is holding a public hearing on September 24th for the Manufacturing of Cannabis on a property just east of the GSL School Campus on Falcon Avenue.

The City of Glencoe has a right to comment on any conditional use within Two (2) miles of the City limits.

Planning Commission did not meet in September.

Attached is the Notice of the Public Hearing and the recommendation of the County Zoning Administrator Marc Telecky.



McLeod County Environmental Services

1065 5th Avenue SE, Hutchinson, MN 55350

PH | (320) 484-4344 FX | (320) 484-4317

To: McLeod County Township and City Clerks

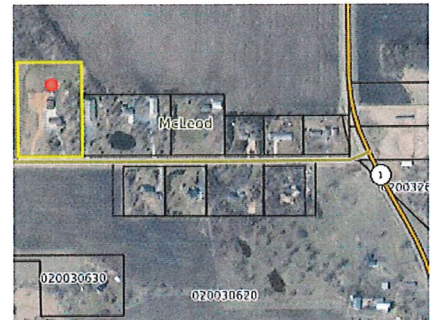
STATE OF MINNESOTA COUNTY OF MCLEOD NOTICE OF PUBLIC HEARING

YOU ARE HEREBY NOTIFIED that a regular meeting of the McLeod County Planning Advisory Commission will be held Wednesday the 24th day of September 2025 at 9:30 a.m. in the McLeod County Environmental Services Facility, Large Conference Room, located at 1065 5th Avenue SE, Hutchinson, Minnesota 55350.

THE PURPOSE OF SAID MEETING is to consider the following applications located in the County of McLeod and filed with the McLeod County Environmental Services Director. All requests are subject to modifications during the hearing process. A complete legal description for all requests is on file in the Environmental Services Office.

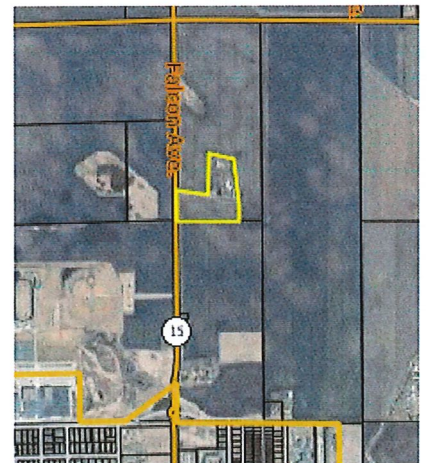
1. **A CONDITIONAL USE PERMIT** application by Donald Artmann requesting approval to construct an accessory building to be greater than 2,400 square feet (52' X 64') on a platted parcel less than ten (10) acres.

THE PREMISES UPON which said Conditional Use is to be located is described as follows: ARTMANN ACRES, LOT-001, BLOCK-001, Section-34, Township-117, Range-027 (Winsted).



2. **A CONDITIONAL USE PERMIT** application by Greer Montgomery, 9530 Lakeview Circle, Chaska, Minnesota, 55318, is requesting approval of an indoor cannabis and hemp cultivation business to be known as Falcon Farms LLC.

THE PREMISES UPON which said Conditional Use is to be located is described as follows: 10.37 ACRES of the West Half of the Northwest Quarter of Section-7, Township-115, Range-027 (Helen).



THESE HEARINGS will be held by the McLeod County Planning Commission, at which time you may appear in opposition to, or support of the proposed applications. If you or your agent will not be able to appear for any reason, a written statement may be sent to the Environmental Services Director in place of your presence. Thereafter, the McLeod County Planning Commission shall forward its recommendation to the County Board of Commissioners. *If you wish to provide comments or objections* to the recommendations of the Planning Commission, you may take your request to the County Board, which has the final authority to act upon the findings of the Planning Commission.

Marc Telecky, Director
McLeod County Environmental Services

Falcon Farms LLC



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.

This information is to be used for reference purposes only.



[Type text]

McLeod County Planning Commission

To: McLeod County Planning Commission

Prepared By: Marc Telecky

Application: CUP 25-20

Date: September 10, 2025 – **Meeting Date:** September 24, 2025

GENERAL INFORMATION

Brief Description: The applicant is requesting to grow cannabis in an existing accessory building. The building would be used to grow the crops and then transported to another facility (outside McLeod County) for processing and distribution.

Applicant/Owner: Greer Montgomery
9530 Lakewood Cir.
Chaska, MN 55318
P.I.D# 07.007.0525

Site Address: 11598 Falcon Ave.
Glencoe, MN 55336

Requested Action: Consider a conditional use permit to grow cannabis in an existing accessory building. (Sect. 7, Subd. 3, Subp. 30)

Lot Size: 10.37 acres

Existing Zoning: "A" Agricultural

Location: 10.37 AC OF W 1/2 NW ¼ Section 7 Helen Twp.

Existing Land Use: existing rural building site, ~4.9 tillable acres

**Adjacent Land Use
And Zoning:** Falcon Ave, tillable acres

Zoning History: NA

Applicable Ordinance McLeod County Zoning Ordinance Section 7, 16 & 17

SPECIAL INFORMATION

Public Utilities: McLeod Coop Power

Public Services: SSTS, Individual Well

Transportation: Falcon Ave. (CR 15).

Physical Characteristics: Existing rural building site w/ 4+ acres of tillable land on the south portion of the 10.39 acres.

Analysis:

The applicant is requesting a conditional use permit to grow cannabis in an existing 48' x 140' accessory building. The permit would be solely for indoor cultivation. The crop would be harvest, dried and transported to a processing facility in the Twin Cities metro area.

The setback requirements for indoor cannabis grow facilities in McLeod County are listed below:

Subdivision 16: Cannabis and Hemp Regulations

McLeod County adopts by reference Minnesota Office of Cannabis Management Rule 9810 and all appendages pursuant to Minnesota Statute 342.

1) McLeod County prohibits the operation of cannabis and hemp business within:

A. 1000' from the property boundary of a school or church.

B. 500' from property boundary of a daycare.

C. 500' from property boundary of a residential treatment facility.

D. 500' from the property boundary of a public park, playground, or athletic field.

2) McLeod County restricts cannabis businesses to retail sale of cannabis, cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products between the hours of 10am-9pm Monday – Saturday and 10am – 2pm Sunday.

3) Temporary cannabis events shall be conditionally permitted in the highway business or industrial district per the following:

A. Permitted events shall be via conditional use permit approval.

B. Hours of event shall be Monday – Saturday 10am-6pm.

C. Permitted events shall meet the requirements of the McLeod County Large Assembly Ordinance regardless of attendance.

Below are the performance standard requirements adopted in Section 16 of the McLeod County Zoning Ordinance for consideration:

Subdivision 7: Performance Standards.

It is the intent of this Subdivision to provide that uses of land and buildings in all districts shall be established and maintained with proper appearance from streets and adjoining properties and to provide that each permitted use shall be a good neighbor to adjoining properties by the control of the following:

1. Standards.

A. Noise. Noise shall be measured on any property line of the tract on which the operation is located. Noise shall be muffled so as not to become objectionable due to intermittence, beat frequency, shrillness or intensity. Noise generated by agricultural use shall be exempted.

B. Vibration. Any use creating periodic earth-shaking vibrations shall be prohibited if such vibrations are perceptible beyond the property line of the site on which the use is located. The standard shall not apply to vibrations created during the process of construction.

C. Glare and Heat. Any use producing intense heat or light transmission shall be performed with the necessary shielding to prevent such heat or light from being detectable at the property line.

D. Smoke and Particulate Matter. Any use established, enlarged, or remodeled after the effective date of this Ordinance shall be so operated as to meet the minimum requirements of the Minnesota Pollution Control Agency for the emission of smoke or other particulate matter.

E. Odors. Odors from any use hereafter begun, enlarged or remodeled shall not be readily detectable at or beyond the property line. Detailed plans for the prevention of odors crossing property lines may be required before the issuance of a building permit.

F. Exterior Lighting. Any lights used for exterior illumination shall direct light away from adjoining properties.

G. Toxic or Noxious Matter. Any use shall not discharge into the atmosphere, water or subsoil any toxic or noxious matter.

H. Explosives. Any use requiring the storage, utilization or manufacturing of products which could decompose by detonation shall be located not less than four hundred (400) feet from any residence. This section shall not apply to the storage or usage of liquid petroleum or natural gas for normal residential or business purposes.

I. Radiation Emission. All activities that emit radioactivity shall comply with the minimum requirements of the Minnesota Pollution Control Agency.

J. Electrical Emission. All activities which create electrical emissions shall comply with the minimum requirements of the Federal Communications Commission.

K. Storage Standards.

(1) Exterior Storage. All materials and equipment shall be stored within a building or fully screened so as not to be visible from adjoining properties, except for the following: construction materials for use on the premises, agricultural equipment and materials for use on the premises, off-street parking except as otherwise regulated herein. Boats and recreational vehicles less than twenty (20) feet in length may be stored in the rear yard, no less than ten (10) feet from any property line.

(2) Bulk Storage (Liquid)

(a) All uses associated with the bulk storage of oil, gasoline, liquid fertilizer, chemicals and similar liquids shall comply with the requirements of the Minnesota State Fire Marshal and the Minnesota Pollution Control Agency offices and have documents from those offices stating that the use is in compliance.

(b) All existing, above ground liquid storage tanks having a capacity in excess of two thousand (2,000) gallons shall comply with the requirements of the Minnesota State Fire Marshal and the Minnesota Pollution Control Agency's office and have documents from those offices stating that the use is in compliance

2. Compliance. In order to ensure compliance with the performance standards set forth above, the Board of County Commissioners may require the owner or operator of any permitted or Conditional Use to have made such investigations and tests as may be required to show adherence to the performance standards. Such investigations and tests as are required to be made shall be carried out by an independent testing organization as may be selected by the County.

3. Relationship to Other Laws. Regardless of any other provisions of this Ordinance, no land shall be used and no structure erected or maintained in violation of any state or federal pollution control or environmental protection law or regulation.

The applicant has submitted the following business plan:

**Falcon Farms LLC - Business Plan for Cannabis Cultivation in
McLeod County, MN**

1. Executive Summary

Company Name: Falcon Farms LLC

Business Type: Cannabis cultivation facility (adult-use per Minnesota regulations)

Location: 11598 Falcon Ave, Glencoe, MN 55336

Ownership: Locally owned, Minnesota-based business

Mission Statement:

To cultivate high-quality, compliant cannabis products while contributing to the local economy and operating with integrity, safety, and environmental responsibility.

Vision:

To become a trusted, transparent, and sustainable cannabis cultivation leader in Minnesota.

2. Business Overview

Primary Activities: Indoor cannabis cultivation in full compliance with Minnesota Office of Cannabis Management (OCM) regulations.

Scale of Operations: Small-scale production facility with phased build-out to reach 5,000 sq. ft. of canopy space.

Products: Whole flower, trimmed buds, and pre-processed cannabis material for licensed manufacturers and processors.

Target Market: Licensed cannabis retailers and manufacturers within Minnesota.

3. Facility & Operations

Site Description:

Address: 11598 Falcon Ave, Glencoe, MN 55336

Hours of Operation: 9:00 AM - 5:00 PM

Facility Size: 5,000 sq. ft. of canopy space upon completion, developed in phases using an existing on-site structure.

Employment: 2 full-time staff, with 4-5 additional workers during harvest periods.

Security Plan:

- 24/7 video surveillance of all cultivation areas.
- Alarm monitoring with direct notification to local law enforcement.
- No public signage on the property.
- All cannabis products transported by licensed cannabis transportation company.

Utilities & Environmental Management:

Electrical Demand: Estimated 20,000-40,000 kWh per month; three-phase power installed and ready for use.

Wastewater Management: Installation of a wastewater holding tank sized to meet operational needs; regular pumping by licensed wastewater recycling trucks to approved waste management facility.

Plant Material Disposal: Leaf trim to licensed manufacturers/processors; growing substrate and stalks disposed per OCM guidelines; dedicated on-site dumpster.

Odor Control & Air Quality:

Odor management is one of Falcon Farms LLC's highest priorities, and our systems are designed to ensure that no detectable cannabis odor escapes beyond the facility.

Key measures include:

Fully sealed cultivation rooms: Each grow area will be an enclosed, climate-controlled space that prevents air leakage to the outside.

Air scrubbers (e.g., AeroClean systems): These units not only filter air but also use UV-C and advanced oxidation technology to kill airborne pathogens, mold spores, and organic compounds responsible for odors.

Continuous air monitoring: We will regularly inspect and replace filtration media to ensure maximum efficiency, and monitor odor control equipment for performance.

4. Compliance & Community Commitment:

- Operate in accordance with Minnesota OCM regulations and the community/township rules.
- Maintain seed-to-sale tracking.
- Adhere to inspections, audits, and reporting requirements.
- Minimize impact on surrounding properties.

5. Economic Benefits:

- Local sourcing of goods and services.
- Contribution of tax revenues to county and township.

6. Closing Statement

Falcon Farms LLC is dedicated to operating a safe, secure, and environmentally responsible cannabis cultivation facility.

Our goal is to conduct business in full compliance with state and local regulations while being a respectful and responsible neighbor.

We are committed to supporting the local economy, minimizing environmental impact, and maintaining open communication with community leaders to ensure our operations benefit the area as a whole.



Greer Montgomery <greer4238@gmail.com>

Congratulations on receiving a preliminary license approval for MICRO-A25-000780

OCM_NOREPLY@accela.com <OCM_NOREPLY@accela.com>
To: greer4238@gmail.com

Wed, Jun 11, 2025 at 11:27 AM

Dear Greer Montgomery.

We are pleased to inform you that you have received preliminary license approval. Please note that you have 18 months to obtain a cannabis business license upon receiving this notification.

Please be aware this notice does not convey license approval. Your application is moving forward, but you are not yet authorized to conduct any of the activities for any license type. To continue the process and receive your license, you must first complete the following steps:

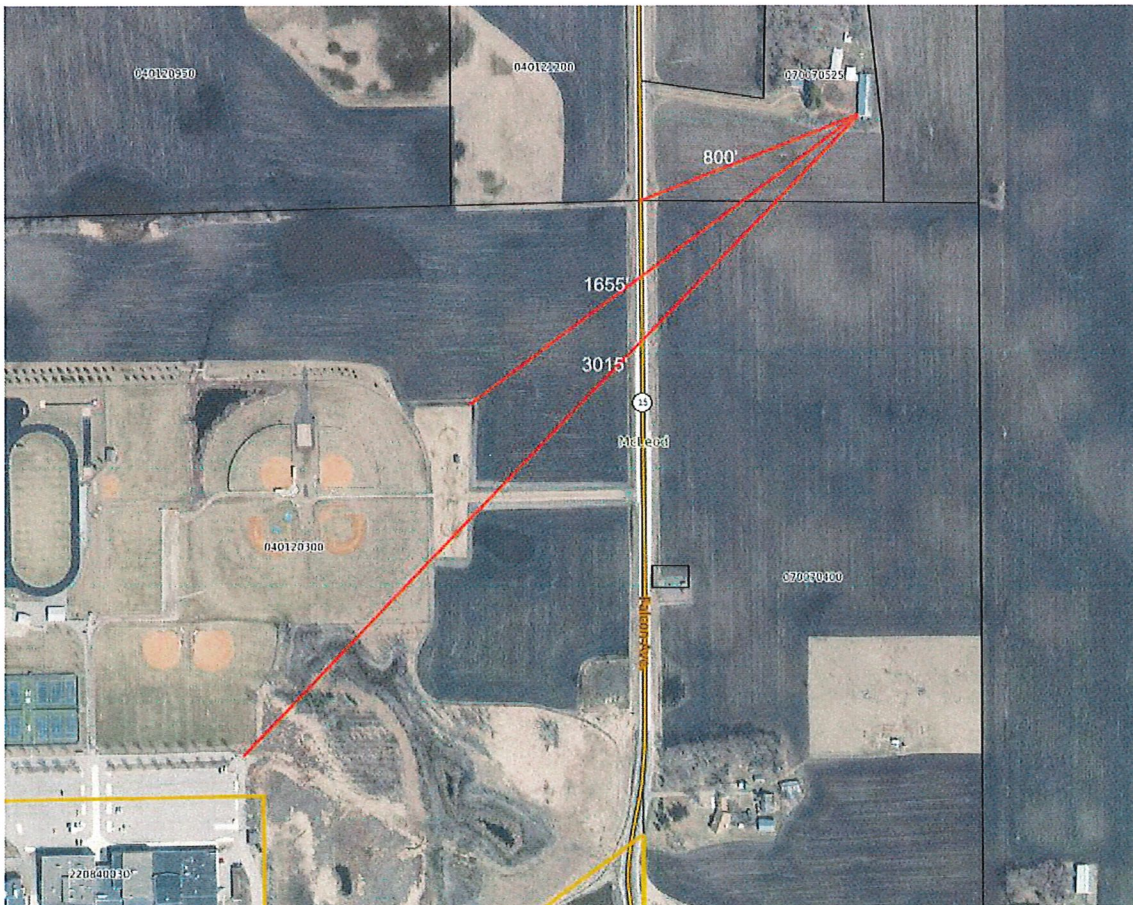
1. **Engage with local governments.** Begin discussions with your local government early to understand and meet all local requirements, including zoning, any necessary conditional use permits, and retail registration (if applicable). You must secure a physical location that complies with local zoning ordinances and update your application documents showing you are compliant with all local requirements. You are strongly encouraged to do this at the earliest stage possible before you invest in any location.
2. **Submit final documents.** Preliminarily approved applicants will submit final application materials to OCM when they can demonstrate compliance with all applicable rules. The materials include details about the site location, final operational documentation, and documentation of any ownership changes, and are referred to as final plans of record. Links to complete online fillable forms that will make up your final plans of record are at: <https://mn.gov/ocm/businesses/licensing/final-plan-of-record.jsp>.
3. Once you have completed and submitted the online forms, you will receive PDFs of your final plans of record via email that must be uploaded to the Office of Cannabis Management (OCM) through Accela. OCM will forward your application to the local government indicated on your application.
4. **Local government zoning compliance certification.** Local governments have 30 days to certify that your application complies with zoning and land use ordinances. Important: be sure to engage early with your local government so that you understand their timelines and process for local zoning compliance certification. OCM recommends that preliminarily approved applicants wait until all the required items for local approval have been met with their local government before they submit their site registration. Additionally, be sure to remain in close communication with the local government to ensure that they are prepared to review the application. Please review the guidance for local governments regarding zoning compliance certification located here: <https://mn.gov/ocm/local-governments/localgovs.jsp> for awareness on what local governments will be required to complete for this stage.
5. **Site inspection.** After receiving local zoning compliance certification, OCM will schedule a pre-opening site inspection to verify that your physical location complies with all applicable laws and rules.
6. **Pay license fee.** Upon a successful site inspection, you will be able to pay the required license fee through Accela. Once payment is received, OCM will issue your cannabis business license with the appropriate endorsements.
7. **Retail registration (only for license types engaging in retail direct to consumers).** If your license involves retail sales, you must obtain a local retail registration from your local government after you have received your cannabis business license. The approval process for this is determined by the local government.

The licensing guidebook detailing the above steps is available on the OCM licensing webpage; please review the information carefully. The guidebook contains important information about how to successfully complete the licensing process and also includes several suggestions about working on securing local approvals for zoning compliance and local retail registration. You should also review Minnesota Statutes Chapter 342 for more information about statutory requirements.

Recommendations:

If approved, staff would offer the following conditions for consideration:

- 1) No processing, manufacturing, or retail sale of products will be allowed on this site.
- 2) A new Conditional Use Permit will be required if more than 5 non-resident employees are performing work on site.
- 3) Odors resulting from this use shall not be readily detectable at or beyond the property line.
- 4) Waste water from the operation of indoor cannabis cultivation shall be captured in an on-site holding tank and disposed of at a licensed wastewater facility. No on-site disposal will be allowed.
- 5) All requirements of Minnesota Office of Cannabis Management Rule 9810 and all appendages pursuant to Minnesota Statute 342 shall be followed.
- 6) The applicant shall notify McLeod County Environmental Services if the operation ceases.



Montgomery CUP
September 24, 2025
Page 10



Cc: Greer Montgomery- applicant



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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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

CITY OF GLENCOE BILLS

SEPTEMBER 15, 2025

** PREPAID PAYROLL & WIRE TRANSFER BILLS **

VENDOR	DEPARTMENT: DESCRIPTION	TOTAL
CITY OF GLENCOE EMPLOYEES	MULTIPLE DEPTS.: CITY OF GLENCOE PAYROLL 5-28-25	\$82,364.03
WIRE TRANSFER	MULT DEPTS:EMP/CITY PAYROLL TAXES,HSA,PERA,D COMP,CAFE	\$58,924.46
TOTAL PREPAID BILLS ----->		<u>\$141,288.49</u>

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

SEPT. 15, 2025 - PREPAID BILLS

Date: 09/12/2025

Time: 12:59 pm

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
BREAKTHRU BEVERAGE	0513	LIQUOR: MERCH FOR RESALE	185387	05/23/2025	<u>2,264.56</u>
				Vendor Total:	<u>2,264.56</u>
C & L DISTRIBUTING	0492	LIQUOR: MERCH FOR RESALE	185388	05/23/2025	<u>24,429.15</u>
				Vendor Total:	<u>24,429.15</u>
DAHLHEIMER BEVERAGE	0003	LIQUOR: MERCH FOR RESALE	185389	05/23/2025	<u>26,321.38</u>
				Vendor Total:	<u>26,321.38</u>
JOHNSON BROS - ST PAUL	0504	LIQUOR: MERCH FOR RESALE	185390	05/23/2025	<u>2,027.65</u>
				Vendor Total:	<u>2,027.65</u>
MARLIN'S TRUCKING	1387	LIQUOR: MERCH FOR RESALE	185391	05/23/2025	<u>682.50</u>
				Vendor Total:	<u>682.50</u>
NOTHING BUT HEMP	0275	LIQUOR: MERCH FOR RESALE	185392	05/23/2025	<u>1,235.00</u>
				Vendor Total:	<u>1,235.00</u>
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR: MERCH FOR RESALE	185393	05/23/2025	<u>1,582.00</u>
				Vendor Total:	<u>1,582.00</u>
SOUTHERN GLAZER'S OF MN	1429	LIQUOR: MERCH FOR RESALE	185394	05/23/2025	<u>3,762.08</u>
				Vendor Total:	<u>3,762.08</u>
VIKING BEVERAGES	0973	LIQUOR: MERCH FOR RESALE	185395	05/23/2025	<u>6,438.85</u>
				Vendor Total:	<u>6,438.85</u>
				Grand Total:	<u>68,743.17</u>
				Less Credit Memos:	<u>0.00</u>
				Net Total:	<u>68,743.17</u>
				Less Hand Check Total:	<u>0.00</u>
				Outstanding Invoice Total :	<u>68,743.17</u>
Total Invoices:		9			

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

SEPT. 15, 2025 - PREPAID BILLS

Date: 09/12/2025

Time: 1:00 pm

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
AMERICAN EXPRESS	1536	MULT DEPTS: SHELVING, BULBS, TOOLS, TV CART, SPRINKLER, HOS	185441	05/30/2025	2,941.20
				Vendor Total:	2,941.20
BREAKTHRU BEVERAGE	0513	LIQUOR: MERCH FOR RESALE	185442	05/30/2025	1,765.85
BREAKTHRU BEVERAGE	0513	LIQUOR: MERCH FOR RESALE	185454	06/04/2025	3,269.57
				Vendor Total:	5,035.42
CITY OF GLENCOE	0035	LIQUOR: PETTY CASH REIMB.	185453	06/02/2025	121.77
				Vendor Total:	121.77
COLONIAL LIFE	0735	MULT DEPTS: INS PREMIUMS	185443	05/30/2025	263.70
				Vendor Total:	263.70
IUOE LOCAL #49	2109	MULT DEPTS: UNION DUES	185444	05/30/2025	209.95
				Vendor Total:	209.95
JOHNSON BROS - ST PAUL	0504	LIQUOR: MERCH FOR RESALE	185445	05/30/2025	10,816.05
JOHNSON BROS - ST PAUL	0504	LIQUOR: MERCH FOR RESALE	185455	06/04/2025	6,090.22
				Vendor Total:	16,906.27
MINNESOTA CHILD SUPPORT	1646	POLICE: CHILD SUPPORT PAYMENT	185446	05/30/2025	249.65
				Vendor Total:	249.65
MINNESOTA PUBLIC EMPLOYEE	1439	POLICE: UNION DUES	185447	05/30/2025	155.05
				Vendor Total:	155.05
NCPERS GROUP LIFE INS	1619	ADMIN: INS PREMIUM	185448	05/30/2025	16.00
				Vendor Total:	16.00
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR: MERCH FOR RESALE	185449	05/30/2025	674.91
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR: MERCH FOR RESALE	185456	06/04/2025	4,202.45
				Vendor Total:	4,877.36
PPLSI	0485	MULT DEPTS: INS PREMIUMS	185450	05/30/2025	112.60
				Vendor Total:	112.60
RENVILLE SALES, INC	0655	POLICE: TRAILER	185457	06/04/2025	7,030.00
				Vendor Total:	7,030.00
SOUTHERN GLAZER'S OF MN	1429	LIQUOR: MERCH FOR RESALE	185451	05/30/2025	3,872.43
SOUTHERN GLAZER'S OF MN	1429	LIQUOR: MERCH FOR RESALE	185458	06/04/2025	7,564.42
				Vendor Total:	11,436.85
VISA	0350	MULT DEPTS: SAFETY EQUIP, TRAVEL, LINENS, UNIFORMS	185452	05/30/2025	6,077.38
				Vendor Total:	6,077.38
WINE MERCHANTS	0667	LIQUOR: MERCH FOR RESALE	185459	06/04/2025	665.00
				Vendor Total:	665.00
				Grand Total:	56,098.20
				Less Credit Memos:	0.00
				Net Total:	56,098.20
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	56,098.20
Total Invoices:		19			

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

SEPT. 15, 2025 - REGULAR BILLS

Date: 09/12/2025

Time: 11:40 am

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
4-SQUARE BUILDERS, INC.	0071	REIMB: BASEBALL ASSOC DECK	0	00/00/0000	4,300.47
				Vendor Total:	4,300.47
A.H. HERMEL CO.	0573	ADMIN, AQUATIC CENTER: SUPPLIES, MERCH FOR RESALE	0	00/00/0000	839.32
				Vendor Total:	839.32
AKO ELECTRIC INC	1468	WATER: MOTOR DISCONNECT & RECONNECT	0	00/00/0000	610.65
				Vendor Total:	610.65
ALPHA WIRELESS	0160	FIRE: PAGERS	0	00/00/0000	3,257.00
				Vendor Total:	3,257.00
ARNOLD'S OF GLENCOE, INC.	1449	STREET, PARK: BELTS, EQUIPMENT REPAIRS	0	00/00/0000	909.56
				Vendor Total:	909.56
AT&T MOBILITY	1205	MULT DEPTS: CELL PHONE BILL	0	00/00/0000	952.36
				Vendor Total:	952.36
AUL, GARY	1544	PARK: PAINTING LABOR	0	00/00/0000	1,309.00
				Vendor Total:	1,309.00
AUTO VALUE GLENCOE	0214	AIRPORT: COURTESY CAR REPAIR PARTS	0	00/00/0000	430.94
				Vendor Total:	430.94
BORDER STATES INDUSTRIES INC	0852	POLICE, CITY CENTER: BULBS	0	00/00/0000	138.16
				Vendor Total:	138.16
BRAUN INTERTEC CORPORATION	0796	'25 ST IMPROVE: CONSTRUCTION MATERIALS TESTING	0	00/00/0000	9,553.25
				Vendor Total:	9,553.25
BRETT MADSEN ABATEMENT	1028	REIMB: ASBESTOS INSPECTIONS & ABATEMENT	0	00/00/0000	8,200.00
				Vendor Total:	8,200.00
CARD SERVICES	0330	MULT DEPTS: MERCH FOR RESALE, SUPPLIES	0	00/00/0000	389.85
				Vendor Total:	389.85
CARGILL, INC	1636	WATER: SALT	0	00/00/0000	5,836.55
				Vendor Total:	5,836.55
CARS ON PATROL SHOP LLC &	1365	POLICE: SQUAD REPAIR	0	00/00/0000	240.00
				Vendor Total:	240.00
CENTERPOINT ENERGY	0204	MULT DEPTS: NATURAL GAS BILLS	0	00/00/0000	5,101.95
				Vendor Total:	5,101.95
CLIFTONLARSONALLEN LLP	2090	ADMIN: AUDITING SERVICES	0	00/00/0000	1,580.25
				Vendor Total:	1,580.25
DIAMOND VOGEL PAINTS	1590	STREET: STRIPING PAINT	0	00/00/0000	1,047.00
				Vendor Total:	1,047.00
DUMMER, KEENAN	1148	STREET: SAFETY BOOTS	0	00/00/0000	266.98
				Vendor Total:	266.98
FRANKLIN PRINTING INC.	0085	EDA: PRINTING FEES	0	00/00/0000	910.00
				Vendor Total:	910.00
GAVIN, JANSSEN, STABENOW &	0087	POLICE: LEGAL SERVICES	0	00/00/0000	5,372.25
				Vendor Total:	5,372.25
GLOCK, INC	2191	POLICE: TRAINING SUPPLIES	0	00/00/0000	210.00
				Vendor Total:	210.00
GOPHER STATE ONE CALL	0482	WATER, WWTP, STORM WATER: LOCATE TICKETS	0	00/00/0000	109.35
				Vendor Total:	109.35

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

SEPT. 15, 2025 - REGULAR BILLS

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
HAWKINS, INC.	1133	WWTP: CHEMICALS	0	00/00/0000	1,428.35
				Vendor Total:	1,428.35
HERALD JOURNAL PUBLISHING	1442	MULT DEPTS: ADVERTISING, PUBLISHING	0	00/00/0000	912.81
				Vendor Total:	912.81
HOLTMEIER CONSTRUCTION, INC	1450	'25 ST IMPROVE: HENNEPIN AVE PROJECT PAYMENT	0	00/00/0000	1,077,631.72
				Vendor Total:	1,077,631.72
INDEPENDENT EMERGENCY SER\	0969	POLICE: MONTHLY 911 SERVICE	0	00/00/0000	21.54
				Vendor Total:	21.54
INGERSOLL RAND INDUSTRIAL US	1302	STREET, REIMB: AIR COMPRESSOR	0	00/00/0000	7,883.33
				Vendor Total:	7,883.33
INTERSTATE ALL BATTERY CENTE	2111	WATER: BATTERIES	0	00/00/0000	68.40
				Vendor Total:	68.40
JOHN DEERE FINANCIAL	1299	PARK: HYDRAULIC FLUID	0	00/00/0000	149.90
				Vendor Total:	149.90
KDUZ - KARP - KGLB	2248	ADMIN, AQUATIC CENTER, LIQUOR STORE: ADVERTISING	0	00/00/0000	1,500.00
				Vendor Total:	1,500.00
KWIK TRIP	1653	POLICE: FUEL	0	00/00/0000	1,948.96
				Vendor Total:	1,948.96
L2 BRANDS, LLC	0392	WATER, WWTP: SAFETY HATS	0	00/00/0000	466.58
				Vendor Total:	466.58
LEMKE, MADDY	1356	CITY CENTER: DAMAGE DEPOSIT REFUND	0	00/00/0000	200.00
				Vendor Total:	200.00
LIGHT & POWER COMMISSION	1484	MULT DEPTS: ELECTRICITY, CREDIT CARD & BILLING FEES	0	00/00/0000	40,060.87
				Vendor Total:	40,060.87
MACQUEEN EMERGENCY	0159	FIRE: TANKER GAUGES, PUMP REPAIR, HOSE FITTING	0	00/00/0000	3,164.55
				Vendor Total:	3,164.55
MCLEOD COUNTY GARAGE DOOR	1577	FIRE: DOOR REPAIR	0	00/00/0000	2,690.32
				Vendor Total:	2,690.32
MCLEOD COUNTY SHERIFF'S OFF	1581	POLICE: TRAINING, SOFTWARE LICENSES	0	00/00/0000	1,360.00
				Vendor Total:	1,360.00
MENARDS - HUTCHINSON	2184	CITY CENTER: PAINTING SUPPLIES	0	00/00/0000	372.20
				Vendor Total:	372.20
METRO SALES, INC	1066	POLICE: OFFICE EQUIPMENT LEASE	0	00/00/0000	229.79
				Vendor Total:	229.79
MID-AMERICAN RESEARCH CHEM	1032	PARK: CHEMICALS, CLEANING SUPPLIES	0	00/00/0000	638.62
				Vendor Total:	638.62
MNSPECT	0722	CODE ENFORCE: BUILDING & RENTAL INSPECTIONS	0	00/00/0000	8,469.68
				Vendor Total:	8,469.68
MORRIS ELECTRONICS INC	1372	POLICE: SOFTWARE SUBSCRIPTION, IT SERVICE	0	00/00/0000	299.09
				Vendor Total:	299.09
MVTL , INC.	0353	WWTP: LAB TESTING	0	00/00/0000	346.00
				Vendor Total:	346.00
NEUBARTH TOWING & RECOVERY	0438	REIMB: TOWING	0	00/00/0000	205.09
				Vendor Total:	205.09

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

SEPT. 15, 2025 - REGULAR BILLS

Date: 09/12/2025

Time: 11:40 am

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
NUVERA	2120	MULT DEPTS: INTERNET, PHONE, IT SUPPORT	0	00/00/0000	7,206.47
				Vendor Total:	7,206.47
OFFICE OF MN. IT SERVICES	1423	POLICE: INTERNET SERVICE	0	00/00/0000	127.89
				Vendor Total:	127.89
O'REILLY AUTOMOTIVE, INC	1982	PARK, WWTP: REPAIR PARTS, LUBRICANTS	0	00/00/0000	109.14
				Vendor Total:	109.14
OSC	0653	STREET: WELDING SUPPLIES	0	00/00/0000	21.59
				Vendor Total:	21.59
PIONEERLAND LIBRARY SYSTEMS	0227	REIMB: CARD & FINES	0	00/00/0000	43.20
				Vendor Total:	43.20
PITNEY BOWES GLOBAL	1714	ADMIN: OFFICE EQUIPMENT LEASE	0	00/00/0000	227.31
				Vendor Total:	227.31
PLUNKETT'S PEST CONTROL, INC	0446	ADMIN: PEST CONTROL	0	00/00/0000	78.98
				Vendor Total:	78.98
PREMIUM WATERS, INC.	1081	MULT DEPTS: WATER	0	00/00/0000	227.72
				Vendor Total:	227.72
ROSE TRUCKING INC	0775	FIRE: TRUCK MAINT. & REPAIR	0	00/00/0000	939.67
				Vendor Total:	939.67
RUNNING'S SUPPLY, INC.	1616	PARK: UNIFORMS	0	00/00/0000	149.97
				Vendor Total:	149.97
SHRED-N-GO, INC	0032	FINANCE, POLICE: PAPER SHREDDING	0	00/00/0000	180.60
				Vendor Total:	180.60
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	56.50
				Vendor Total:	56.50
USA BLUEBOOK	1693	WATER: REPAIR SUPPLIES	0	00/00/0000	132.17
				Vendor Total:	132.17
VERIZON WIRELESS	1110	POLICE: AIR TAGS	0	00/00/0000	200.05
				Vendor Total:	200.05
VICTOR'S PC SOLUTIONS	0082	POLICE: COMPUTER & SET-UP	0	00/00/0000	1,076.13
				Vendor Total:	1,076.13
VIKING COCA-COLA BOTTLING CO	0494	LIQUOR STORE: MERCH FOR RESALE	0	00/00/0000	725.00
				Vendor Total:	725.00
VONBERGE, RON	1339	WWTP: TRAVEL EXP REIMB	0	00/00/0000	50.03
				Vendor Total:	50.03
WASTE MANAGEMENT CORP SRV	0174	REIMB: WASTE REMOVAL	0	00/00/0000	72.00
				Vendor Total:	72.00
WL HALL CO INTERIOR SERVICE	0858	CITY CENTER: ANNUAL WALL INSPECTION	0	00/00/0000	1,035.00
				Vendor Total:	1,035.00
				Grand Total:	1,214,463.21
				Less Credit Memos:	0.00
				Net Total:	1,214,463.21
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	1,214,463.21
Total Invoices:	64				