



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, December 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 December 1, 2025
- B. Approve Minutes of the City Council Workshop of December 8, 2025
- C. Approve the Following License's
 - 1. Glencoe VFW Post 5102, 923 Chandler Ave N. Glencoe, MN 55336
2 Amusement Devices, 1 Music Machine
 - 2. Kwik Trip #1049, 2600 11th St E. Glencoe, MN 55336, Tobacco Renewal
 - 3. Happy Hour Inn, 815 11th St E. Glencoe, MN 55336, Tobacco Renewal, 1 Music Machine, 2 Amusement Devices
 - 4. Glencoe Smoke & Vape Inc, 716 13th St E., 722 11th St E. Glencoe, MN 55336, Tobacco Renewal
 - 5. Main Street Sports Bar, 1226 Greeley Ave N. Glencoe, MN 55336
1 Music Machine, 1 Amusement Machine
 - 6. Celine Stop Glencoe Inc, 2306 9th St E. Glencoe, MN 55336,
Tobacco Renewal
 - 7. Chandler Go For It Gas Inc, 415 Chandler Ave N. Glencoe, MN 55336,
Tobacco Renewal
 - 8. Unhinged Pizza, 2408 9th St E. Glencoe, MN 55336, 3 Amusement Machines
- D. Lifesaving Award Presentation by Chief Padilla

3. APPROVE AGENDA

4. PUBLIC COMMENT (agenda items only)

5. PUBLIC HEARINGS

6. BIDS AND QUOTES

- A. Taser 10 Lease Request – Tony Padilla, Chief of Police
- B. Chair Cleaning Quote – Mark Lemen, Assistant City Administrator

7. REQUESTS TO BE HEARD

- A. Public Infrastructure Grant – **Approve Resolution 2025-24** – Justin Black, SEH
- B. Glencoe Light and Power Bond Issue Request – Dave Meyer, Light and Power Commission
- C. Change the Detective Position to a Sergeant Position – Tony Padilla, Chief of Police
- D. 2026 Pay Equity Report Approval – Mark Larson, City Administrator
- E. Appoint Public Works Operator – Brandon Frankfurth, Public Works Operator

F. SAFEbuilt Contract – Mark Larson, City Administrator

8. ITEMS FOR DISCUSSION

- A. Local Option Sales Tax – Mark Lemen, Assistant City Administrator
- B. Request releasing a portion of the City Center Parking lot lien with DEED for Hotel Project – City Attorney Ostlund and EDA recommendation
- C. Assistant City Administrator Position Posting and Job Description– Mark Lemen, Assistant City Administrator
- D. PFAS Lawsuit – City Attorney Ostlund

9. ROUTINE BUSINESS

- A. Project Updates
- B. Economic Development
- C. Public Input
- D. Reports
- E. City Bills

10. ADJOURN



SMALL CITY & BIG FUTURE

GLENCOE CITY COUNCIL MEETING MINUTES

December 1, 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, Todd Trippel, Tony Padilla, Haylie Kusler, Brandon Frankfurth

Other: Rich Glennie, Shawn with Revolve Labs

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 November 17, 2025

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

3. APPROVE AGENDA

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

4. PUBLIC COMMENT (agenda items only)

None.

5. PUBLIC HEARINGS

A. 7:00 PM - Truth in Taxation Public Hearing – City Administrator

1. Approve Resolution 2025 – 23 – Approving the 2026 Levy

Motion: Lemke, seconded by Maynard to open the public hearing on Truth in Taxation. All in favor, the motion carries.

Rich Glennie, 921 14th Street East, asked a brief question with the debt service on the City Center.

Motion: Neid, seconded by Dahlke to close the public hearing on Truth and Taxation. All in favor, the motion carries.

Motion: Lemke, seconded by Rivera to approve **Resolution 2025-23** Approving the 2026 Levy. Upon a roll call vote, the following voted Aye, Rivera, Dahlke, Maynard, and Lemke. The following voted Nay, none. Whereupon the resolution was declared adopted and approved.

RESOLUTION 2025-23
RESOLUTION SETTING FINAL 2026 TAX LEVY

WHEREAS, the Department of Revenue has set December 30th, 2025, as the deadline for certifying 2026 Final 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 a recommended Ad Valorem Tax Levy.

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 2023, upon taxable property in the City of Glencoe, for the following purposes:

GENERAL

General Fund/Ad Valorem Levy	\$1,837,000.00
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DEBT SERVICE/SPECIAL LEVY

Street Overlay	\$ 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 Project	\$ 107,000.00
Economic Development Authority	<u>\$ 150,000.00</u>
	\$1,987,000.00

TOTAL	\$3,824,000.00
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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 December 30, 2025.
3. This is an increase over the 2025 tax levy.

Adopted and approved this 1st day of December 2025.

6. BIDS AND QUOTES

None.

7. REQUESTS TO BE HEARD

- A.** Planning Commission Recommendation – Off Premises Sign by Go For It Gas – 415 Chandler Avenue North

Motion: Maynard, seconded by Neid to deny the off-premises sign due to safety concerns. Vote 4 – 1 with Maynard, Dahlke, Neid, and Rivera voting for and Lemke voting against. Motion carries.

- B.** RLS for City property on Judd Avenue North – City Attorney

City Council approved deeding two parcels of property to Ken Polifka for adjacent properties owned by him to access Judd Avenue. The County has requested that the City prepare a registered land survey to deed the property to Polifka.

Motion: Neid, seconded by Dahlke to approve the Registered Land Survey. All in favor, the motion carries.

8. ITEMS FOR DISCUSSION

A. Committee and Commission Members - Open Positions

Park Board, Airport Commission, and the Planning and Industrial Commission all have open positions.

B. Revolve Labs Update – Jeff St. Onge, Senior Manager Operations

Decommissioning the loud site in 2026, movement will begin to happen. Sound profile will be considerably reduced. Unknown specific dates at this time, but it will be happening in 2026.

C. Local Option Sales Tax – Mark Lemen, Assistant City Administrator

City staff, City Council, the EDA, and the Park Board have been involved in this conversation for the last few months.

9. ROUTINE BUSINESS

A. Project Updates

B. Economic Development

C. Public Input

D. Reports

E. City Bills

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

10. ADJOURN

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



SMALL CITY  BIG FUTURE

GLENCOE CITY COUNCIL WORKSHOP MINUTES

December 8, 2025 – 5:30 PM

West Conference Room

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

City Staff: Mark Lemen, Haylie Kusler, Brandon Frankfurth

Others Present: Derek Rosenwald, Lynda Wagner, Noel Arebos, Jim Eiden, Jeff Scharpe, Brian O'Donnell, Michael Monson, Paul Harpel, Greg Ettl, Amanda Ortloff

1. **Local Option Sales Tax – Assistant City Administrator Mark Lemen and Consultant Paul Donna, D. A. Davidson**

Throughout the previous few months, the EDA and the City Council have been involved in conversations regarding whether to propose a local option sales tax. During the November EDA meeting, the EDA requested that City administration inquire about potentially utilizing revenue from the sales tax to fund park improvements. Some ideas presented are the completion of the City Trail System, replacing unsafe and outdated park equipment, updating the warming house and ice rink, and considering identifying the old Econo Mart lot as a recreation area. The deadline for the local option sales tax is January 31, 2026. Invited tonight is our Financing Consultant Paul Donna to answer questions regarding the bonding.

2. **Assistant City Administrator Job Description Discussion**

Motion by Lemke, seconded by Dahlke to add the discussion of the Assistant City Administrator job description to tonight's agenda. All in favor, the motion carried. City Council and Assistant City Administrator Mark Lemen discussed details of the description of the job position.



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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Separate Agenda Items**

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

Glencoe Police Department

Memo

To: Glencoe City Council
From: Tony Padilla- Chief of Police
cc:
Date: December 2, 2025
Re: Presentation of Lifesaving Awards

The Glencoe Police Department is requesting to present lifesaving awards at December 15, 2025, Council Meeting to Officers Brianna Korson, Tyler Bruns, and Jamey Retzer. For actions taken on October 22, 2025, at Good Sheperd Lutheran Church which resulted in the saving of a life.

Glencoe Police Department



Lifesaving Award Recognizes Officer Brianna Korson

For outstanding performance and heroic lifesaving actions on October 22, 2025, in the City of Glencoe. Your actions reflect the highest standard of conduct for the Law Enforcement profession and bring great credit to the Glencoe Police Department.

Mark Hueser
Mayor

Presented
December 15, 2025

Tony Padilla
Chief of Police

Glencoe Police Department



Lifesaving Award Recognizes Captain Jamey Retzer

For outstanding performance and heroic lifesaving actions on October 22, 2025, in the City of Glencoe. Your actions reflect the highest standard of conduct for the Law Enforcement profession and bring great credit to the Glencoe Police Department.

Mark Hueser
Mayor

Presented
December 15, 2025

Tony Padilla
Chief of Police

Glencoe Police Department



Lifesaving Award Recognizes Sergeant Tyler Bruns

For outstanding performance and heroic lifesaving actions on October 22, 2025, in the City of Glencoe. Your actions reflect the highest standard of conduct for the Law Enforcement profession and bring great credit to the Glencoe Police Department.

Mark Hueser
Mayor

Presented
December 15, 2025

Tony Padilla
Chief of Police



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Precinct 3 - Paul Lemke, Precinct 4 - Cory Neid

Item 6A

Glencoe Police Department

Memo

To: Glencoe City Council
From: Tony Padilla- Chief of Police
cc:
Date: December 2, 2025
Re: Taser 10 Lease

I'm asking the council to approve a five-year lease plan with Axon for new Tasers, Virtual Reality Trainor and Taser cartridges. The impact to the 2026 budget would be \$12,907.79. I requested \$16,000 annually for the Tasers in my budget that was submitted at the 2026 budget workshop.

The life expectancy of a Taser is 5 years. We've had our current Tasers since 2018. The virtual trainer will allow us to conduct scenario-based training on several different scenarios created by Axon.

Non-Binding Budgetary Estimate



Axon Enterprise, Inc.
 17800 N 85th St
 Scottsdale, Arizona 85255
 United States
 VAT: 86-0741227
 Domestic: (800) 978-2737
 International: +1.800.978.2737

Q-782289-45993JB

Issued: 12/02/2025

Quote Expiration: 12/16/2025

Estimated Contract Start Date: 02/15/2026

Account Number: 109602

Payment Terms:

Mode of Delivery: UPS-GND

Credit/Debit Amount: \$0.00

SHIP TO	BILL TO
Glencoe Police Dept. - MN 911 Greeley Ave N Glencoe, MN 55336-2933 USA	Glencoe Police Dept. - MN 911 Greeley Ave N Glencoe MN 55336-2933 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Jonzh Brownell Phone: Email: jbrownell@axon.com Fax:	Tony Padilla Phone: 3208645171 Email: tpadilla@elglencoe.mn.us Fax: (320) 864-6868

Quote Summary

Program Length	60 Months
TOTAL COST	\$64,329.20
ESTIMATED TOTAL W/ TAX	\$67,348.08

Discount Summary

Average Savings Per Year	\$5,180.27
TOTAL SAVINGS	\$25,901.34

Non-Binding Budgetary Estimate

Payment Summary

Date	Subtotal	Tax	Total
Jan 2026	\$12,329.20	\$578.59	\$12,907.79
Jan 2027	\$13,000.00	\$610.06	\$13,610.06
Jan 2028	\$13,000.00	\$610.06	\$13,610.06
Jan 2029	\$13,000.00	\$610.06	\$13,610.06
Jan 2030	\$13,000.00	\$610.11	\$13,610.11
Total	\$64,329.20	\$3,018.88	\$67,348.08

Non-Binding Budgetary Estimate

Quote Unbundled Price: \$90,233.20
 Quote List Price: \$66,329.20
 Quote Subtotal: \$64,329.20

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
C00024	BUNDLE - TASER 10 CERTIFICATION STANDARD	12	60	\$119.86	\$86.66	\$86.66	\$62,395.20	\$3,018.88	\$65,414.08
A la Carte Hardware									
100401	AXON TASER 10 - CARTRIDGE - INERT	119			\$1.00	\$1.00	\$119.00	\$0.00	\$119.00
100396	AXON TASER 10 - MAGAZINE - INERT RED	11			\$165.00	\$165.00	\$1,815.00	\$0.00	\$1,815.00
A la Carte Services									
101186	AXON VR - PSO - VIRTUAL	1			\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Total							\$64,329.20	\$3,018.88	\$67,348.08

Non-Binding Budgetary Estimate

Firearms and Ammunition Excise Tax

SKU	Description	Taxable Amount	FAET Rate	FAET Amount
100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	\$20,389.58	0.1	\$2,038.95
100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	\$3,586.80	0.11	\$394.55
20018	AXON TASER - BATTERY PACK - TACTICAL	\$986.88	0.1	\$98.69
101755	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK V2	\$1,431.60	0.1	\$143.16
100399	AXON TASER 10 - CARTRIDGE - LIVE	\$3,123.00	0.11	\$343.53
			Total	\$3,018.88

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
BUNDLE - TASER 10 CERTIFICATION STANDARD	100126	AXON VR - TACTICAL BAG	1	1	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	12	2	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	100394	AXON TASER 10 - MAGAZINE - HALT TRAINING BLUE	4	1	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	100396	AXON TASER 10 - MAGAZINE - INERT RED	1	1	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	100399	AXON TASER 10 - CARTRIDGE - LIVE	160	1	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	100400	AXON TASER 10 - CARTRIDGE - HALT	90	1	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	100401	AXON TASER 10 - CARTRIDGE - INERT	10	1	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	100591	AXON TASER - CLEANING KIT	1	1	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	100511	AXON TASER 10 - SAFARILAND HOLSTER - RH	12	1	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	100623	ENHANCED HOOK-AND-LOOP TRAINING (HALT) SUIT (V2)	1	1	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	100748	AXON VR - CONTROLLER - TASER 10	1	1	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	101122	AXON VR - HOLSTER - T10 SAFARILAND GRAY - RH	1	1	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	101455	AXON TASER 10 - REPLACEMENT TOOL KIT - INTERPOSER BUCKET	1	1	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	101456	AXON TASER 10 - REPLACEMENT INTERPOSER BUCKET	1	1	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	101751	AXON VR - HEADSET - HTC FOCUS VISION	1	1	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	101755	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK V2	12	1	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	101757	AXON TASER 10 - MAGAZINE - LIVE TRAINING PURPLE V2	3	1	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	20018	AXON TASER - BATTERY PACK - TACTICAL	3	1	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	20018	AXON TASER - BATTERY PACK - TACTICAL	12	1	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	20018	AXON TASER - BATTERY PACK - TACTICAL	1	1	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	1	1	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	1	1	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	74200	AXON TASER - DOCK - SIX BAY PLUS CORE	1	1	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	1	1	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	1	1	01/15/2026
A la Carte	100396	AXON TASER 10 - MAGAZINE - INERT RED	11	1	01/15/2026
A la Carte	100401	AXON TASER 10 - CARTRIDGE - INERT	119	1	01/15/2026
BUNDLE - TASER 10 CERTIFICATION STANDARD	100400	AXON TASER 10 - CARTRIDGE - HALT	60	1	01/15/2027
BUNDLE - TASER 10 CERTIFICATION STANDARD	100400	AXON TASER 10 - CARTRIDGE - HALT	60	1	01/15/2028
BUNDLE - TASER 10 CERTIFICATION STANDARD	101012	AXON VR - TAP REFRESH 1 - CONTROLLER	1	1	07/15/2028

Non-Binding Budgetary Estimate

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
BUNDLE - TASER 10 CERTIFICATION STANDARD	20373	AXON VR - TAP REFRESH 1 - HEADSET	1	1	07/15/2028
BUNDLE - TASER 10 CERTIFICATION STANDARD	100400	AXON TASER 10 - CARTRIDGE - HALT	60	1	01/15/2029
BUNDLE - TASER 10 CERTIFICATION STANDARD	100400	AXON TASER 10 - CARTRIDGE - HALT	60	1	01/15/2030

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - TASER 10 CERTIFICATION STANDARD	101180	AXON TASER - DATA SCIENCE PROGRAM	12	02/15/2026	02/14/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	101703	AXON VR - USER ACCESS - TASER SKILLS	12	02/15/2026	02/14/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	20248	AXON TASER - EVIDENCE.COM LICENSE	1	02/15/2026	02/14/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	20248	AXON TASER - EVIDENCE.COM LICENSE	12	02/15/2026	02/14/2031

Services

Bundle	Item	Description	QTY
BUNDLE - TASER 10 CERTIFICATION STANDARD	100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	12
BUNDLE - TASER 10 CERTIFICATION STANDARD	101193	AXON TASER - OH DEMAND CERTIFICATION	12
A la Carte	101186	AXON VR - PSO - VIRTUAL	1

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - TASER 10 CERTIFICATION STANDARD	100197	AXON VR - EXT WARRANTY - HEADSET	1	01/15/2027	02/14/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	12	01/15/2027	02/14/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	101007	AXON VR - EXT WARRANTY - CONTROLLER	1	01/15/2027	02/14/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	3	01/15/2027	02/14/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	12	01/15/2027	02/14/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD	80396	AXON TASER - EXT WARRANTY - DOCK SIX BAY T7/T10	1	01/15/2027	02/14/2031

Non-Binding Budgetary Estimate

Shipping Locations

Location Number	Street	City	State	Zip	Country
1	911 Greeley Ave N	Glencoe	MN	55336-2933	USA
2	911 Greeley Ave N	Glencoe	MN	55336-2933	USA

Payment Details

Jan 2026						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 1	100396	AXON TASER 10 - MAGAZINE - INERT RED	11	\$347.86	\$0.00	\$347.86
Annual Payment 1	100401	AXON TASER 10 - CARTRIDGE - INERT	119	\$22.81	\$0.00	\$22.81
Annual Payment 1	101186	AXON VR - PSO - VIRTUAL	1	\$0.00	\$0.00	\$0.00
Annual Payment 1	C00024	BUNDLE - TASER 10 CERTIFICATION STANDARD	12	\$11,958.53	\$578.59	\$12,637.12
Total				\$12,329.20	\$578.59	\$12,907.79

Jan 2027						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 2	100396	AXON TASER 10 - MAGAZINE - INERT RED	11	\$366.79	\$0.00	\$366.79
Annual Payment 2	100401	AXON TASER 10 - CARTRIDGE - INERT	119	\$24.05	\$0.00	\$24.05
Annual Payment 2	101186	AXON VR - PSO - VIRTUAL	1	\$0.00	\$0.00	\$0.00
Annual Payment 2	C00024	BUNDLE - TASER 10 CERTIFICATION STANDARD	12	\$12,609.16	\$610.06	\$13,219.22
Total				\$13,000.00	\$610.06	\$13,610.06

Jan 2028						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 3	100396	AXON TASER 10 - MAGAZINE - INERT RED	11	\$366.79	\$0.00	\$366.79
Annual Payment 3	100401	AXON TASER 10 - CARTRIDGE - INERT	119	\$24.05	\$0.00	\$24.05
Annual Payment 3	101186	AXON VR - PSO - VIRTUAL	1	\$0.00	\$0.00	\$0.00
Annual Payment 3	C00024	BUNDLE - TASER 10 CERTIFICATION STANDARD	12	\$12,609.16	\$610.06	\$13,219.22
Total				\$13,000.00	\$610.06	\$13,610.06

Jan 2029						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 4	100396	AXON TASER 10 - MAGAZINE - INERT RED	11	\$366.79	\$0.00	\$366.79
Annual Payment 4	100401	AXON TASER 10 - CARTRIDGE - INERT	119	\$24.05	\$0.00	\$24.05
Annual Payment 4	101186	AXON VR - PSO - VIRTUAL	1	\$0.00	\$0.00	\$0.00
Annual Payment 4	C00024	BUNDLE - TASER 10 CERTIFICATION STANDARD	12	\$12,609.16	\$610.06	\$13,219.22
Total				\$13,000.00	\$610.06	\$13,610.06

Jan 2030						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 5	100396	AXON TASER 10 - MAGAZINE - INERT RED	11	\$366.79	\$0.00	\$366.79
Annual Payment 5	100401	AXON TASER 10 - CARTRIDGE - INERT	119	\$24.05	\$0.00	\$24.05
Annual Payment 5	101186	AXON VR - PSO - VIRTUAL	1	\$0.00	\$0.00	\$0.00
Annual Payment 5	C00024	BUNDLE - TASER 10 CERTIFICATION STANDARD	12	\$12,609.16	\$610.11	\$13,219.27

Non-Binding Budgetary Estimate

Jan 2030						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
				\$13,000.00	\$610.11	\$13,610.11
Total						

Non-Binding Budgetary Estimate

This Rough Order of Magnitude estimate is being provided for budgetary and planning purposes only. It is non-binding and is not considered a contractable offer for sale of Axon goods or services.

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.



Budget Memo

Glencoe Police Department

Memo

To: Mark Larson – City Administrator

From: Tony Padilla- Chief of Police

cc:

Date: June 30, 2025

Re: 2026 Budget

Below is my budget line-item information/changes for the 2026 budget year:

421-202 (Accessories)- \$2000 increase from \$3700 to \$5700 to cover cost of annual fees being split by city (Shred N Go \$1035.05, Water \$1214.52, and Pest Control \$358.59)

421-207 (Training Supplies) – \$5,000 decrease from \$15,000 to \$10,000

421-222 (Tires)- \$2,000 increase from \$3,000 to \$5,000. We have 7 cars in total. On average each car goes through one set of tires a year. Plus, we have flat tire repairs that are using this line as well.

421-261 (DARE)- \$700 increase. We currently have no budget to cover the cost of DARE. (The added cost will cover the work packets, graduation certificates, name holders and graduation treats)

421-305- (Criminal Fees)- \$10,000 increase from \$60,000 to \$70,000. This is the best guess estimate based off the first 3 months of 2025 at new rates

421-315 (Emergency Services) – \$45,000 decrease from \$53,500 to \$8,500

421-319 (Computer Repair)- \$18,000 increase from \$19,000 to \$38,000
(Share cost of Nuvera with city \$18,591.45)

421-321 (Telephones)- \$8,000 increase from \$8,000 to \$16,000 (to cover shared cost of Nuvera internet, Century phone in the amount of \$7720.33)

421-401 (Building Repair) - \$20,000 decrease from \$65,000 to \$45,000. Replace asphalt parking lot, update garage, and update breakroom.

421-550 (Motor Vehicles)- Increase to \$2,000. We currently own 2 vehicles that need oil changes, and may need other mechanical issues

421-554 (Vehicle Lease)- \$7,000 increase from \$45,000 to \$52,000. The actual cost of the vehicle lease is \$51,520.44 annually

421-580 (Other Equipment) - \$15,000 decrease from \$25,000 to \$10,000.

421-583 (Equipment Lease) \$21,000 Increase from \$24,000 to \$45,000. The additional cost reflects current leases for Body camera, squad cameras, copier and addition of Taser 10's (\$16,000 annual)

Note We haven't made a Taser payment since 2023

In closing, the total 2026 police department budget will be decreased by \$15,000

- \$26,000 increase to cover shared expenses with City.
- \$10,000 increase to cover estimated attorney fees based on council approval of new wages for attorney fees
- \$15,000 increase annually to cover the cost of the new Taser 10 and virtual reality training program.



5-YEAR USEFUL LIFE RECOMMENDATION



TASER X2
Released 2011



TASER X26P
Released 2013



TASER 7
Released 2018

WHY WE HAVE IT

AXON RECOMMENDS A 5-YEAR USEFUL LIFE FOR ALL TASER ENERGY WEAPONS

Electronic components are directly and adversely affected by the use and usage environments that energy weapons are exposed to.

Energy weapons that are past their 5-year useful life may not be effective in the field when needed in potentially dangerous situations.

WHAT IT MEANS FOR YOU



This recommendation is NOT an expiration date, but guidance only.



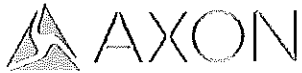
5-year useful life recommendations are common in the industry for other products like body armor.

HOW YOU CAN STAY CURRENT

We offer several plans to upgrade to new weapons and follow the 5-year guidelines.

Contact your TASER sales representative or the customer service team if you have any questions.





17800 N 85TH STREET
SCOTTSDALE, ARIZONA 85255

AXON.COM

Five (5) Year Recommended Useful Life for TASER® Energy Weapons

Axon Enterprise, Inc. recommends a 5-year useful life for all TASER energy weapons. As with all electronic devices, there is a multitude of factors that cause degradation of energy weapons over time. Specifically, there are several electronic components used in the assembly of a TASER energy weapon that are particularly affected by their serviceable life. While most of these components are rated to live much longer than our specified service life, they are directly and adversely affected by the use and usage environments that energy weapons are exposed to. The list below details these conditions along with a technical explanation of how they adversely impact the useful life:

- Thermal Shock: Our energy weapons are exposed to extreme temperature variation. On a daily basis, an officer may be getting in and out of a heated or air conditioned vehicle and operating in the exact opposite environment. These regular, sudden changes of temperature stress the mechanical and electronic components inside the weapon, including the capacitors, microprocessors, battery contacts and high voltage coils.
- Electromigration: The movement of ions in an electrical circuit physically builds up between opposing polarities at the microscopic level. This build up may impact the operation of integrated circuits and memory chips, and eventually impact connections on the printed circuit board itself.
- Electrical Overstress: There are some components in a TASER energy weapon - such as the high voltage transformers and capacitors - that operate in or at the upper end of its normal operating range, which can shorten the service life of those components.
- Humidity: Humidity (water in the atmosphere) can be absorbed by electronic components, such as the microprocessors and battery contacts, and have an adverse effect on their performance.
- Galvanic Corrosion: Electronic components - particularly battery contacts, electrical connectors or other metallic terminations - can be affected by water and particulates in the air. This causes a chemical reaction that can build up over time and lead to component failure.

A picture of the internal components of the TASER X26P can be seen below in Figure 1, which depicts several of the components that experience wear over time.

March 22, 2021



17800 N 85TH STREET
SCOTTSDALE, ARIZONA 85255

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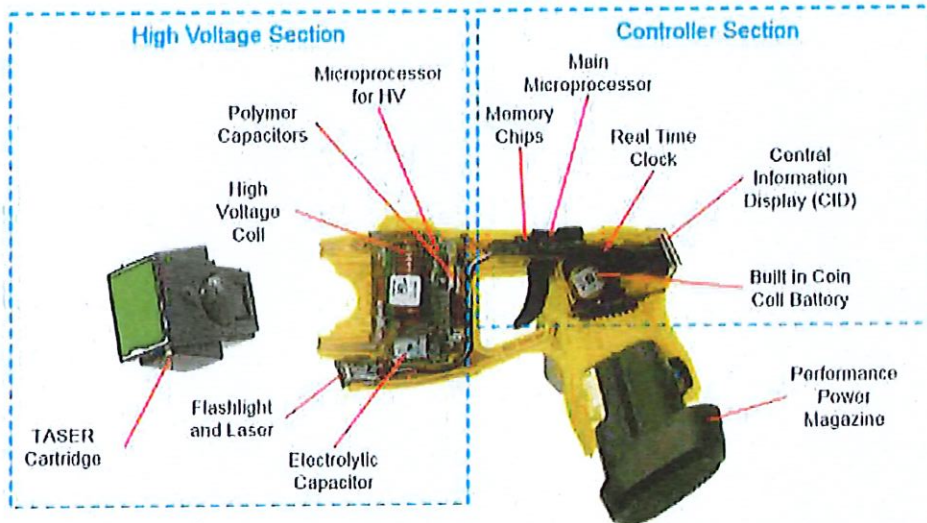


Figure 1: Cutaway View of TASER X26P with Labeled Internal Components

The main concern with using energy weapons that are past their 5-year useful life is the potential that they will not be effective in the field when needed in potentially dangerous situations. This may lead to injury to the officer and/or suspect or an escalation of use of force which may, in turn, lead to worker's compensation claims and/or litigation against the agency. Axon, therefore, strongly recommends that energy weapons be removed from the field after 5 years of use. Additionally, Axon will not service energy weapons that are past their 5-year useful life and will not provide its product liability insurance certificate.

March 22, 2021



SMALL CITY & BIG FUTURE

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

**This Page is Blank to
Separate Agenda Items**

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

GLENCOE



SMALL CITY  BIG FUTURE

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

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: December 12, 2025

Re: **Item 6B** – City Center Chair Cleaning

Item 6A – It is recommended to approve the low quote for Chair cleaning at the City Center for \$5.00 per chair and to apply a protectant for \$1.00 per chair. Total is \$2,400.00.

No sales tax is required.



SOS Cleaning and Restoration

2751 Rustic Hill Drive
Prior Lake, MN 55372

ESTIMATE	#1652
TOTAL	\$2,577.00

City of Glencoe
City of Glencoe
1107 11th St E
Glencoe, MN 55336

CONTACT US

(952) 847-3404
office@soscleaningandrestoration.com

(320) 224-2961
JJerabek@ci.glencoe.mn.us

ESTIMATE

Services	qty	unit price	amount
Upholstery Cleaning Cleaning of seats, fronts and backs	400.0	\$5.00	\$2,000.00
Carpet Protectant Apply Protectant	400.0	\$1.00	\$400.00

Services subtotal: \$2,400.00

Subtotal \$2,400.00

Tax (Prior Lake MN Sales Tax 7.375%) ~~\$177.00~~

Total \$2,577.00

Thank you for choosing SOS Cleaning and Restoration, we know you have many choices! Your biggest compliment would be sharing our company with your friends and family and leaving us a Google Review.



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SMALL CITY  BIG FUTURE

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

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: December 12, 2025

Re: **Item 7A** – LRIP Grant Application for Ford Avenue

Item 7A – Justin Black will review the attached application for \$1.5 Million in funding from the Local Road Improvement Program (LRIP) for the Ford Avenue Project in 2027.

IT is recommended to approve Resolution 2025-24 submitting the grant and requesting the funding.

**CITY OF GLENCOE, MINNESOTA
RESOLUTION NO. 2025-24
A RESOLUTION APPROVING THE LRIP PROJECT AND CERTIFYING THE CITY'S
COMMITMENT TO FUND NON-LRIP ELIGIBLE COSTS**

WHEREAS, the City of Glencoe intends to submit an application for funding under the Local Road Improvement Program (LRIP) for the Ford Avenue, 16th Street Improvements Project; and

WHEREAS, the LRIP application requires a resolution from the City Council approving the project and pledging support to fund engineering, right-of-way acquisition, inspection, and other non-LRIP eligible costs, as well as LRIP-eligible items that exceed the LRIP grant amount; and

WHEREAS, the City understands and accepts the eligibility requirements of the LRIP program and is committed to providing the necessary financial support to ensure the successful completion of the project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Glencoe, Minnesota: The City of Glencoe approves the Ford Avenue, 16th Street Improvements Project submission to the LRIP program.

The City pledges to fund all engineering, right-of-way, inspection, and other non-LRIP eligible costs associated with the project.

The City further commits to funding any LRIP-eligible costs that exceed the awarded LRIP grant amount.

The City authorizes the City Administrator to include this resolution with the LRIP application as evidence of the City's commitment to the project and its associated costs.

Adopted by the City Council of Glencoe, Minnesota, this 15th day of December, 2025.

CITY OF GLENCOE

By: _____
Mark Hueser, Mayor

Attest: _____
Mark Larson, City Administrator

LOCAL ROAD IMPROVEMENT PROGRAM (LRIP) – APPLICATION

Welcome to the 2025 Local Road Improvement Program (LRIP) solicitation.

Please complete this form to be considered for a competitive LRIP grant for funding assistance to local entities for construction, reconstruction, or reconditioning projects.

Required fields are denoted with an asterisk (*)

The [2025 LRIP Solicitation Guide \(PDF\)](#) is available as a resource to complete the 2025 LRIP grant application.

Note that responses may be saved by selecting "Save and Resume Later" at the bottom of each page. This will generate a link that allows you to return to this form and continue where you left off. You must save this link to access your saved draft application responses. Please be advised that this link is only valid for 30 calendar days. You will need to return to the form and select "Save and Resume Later" again to generate a new link in order to save your responses for more than 30 calendar days. MnDOT staff cannot retrieve responses from expired links.

All applicants must complete the "Conflict of Interest Disclosure" section at the end of this application.

All required attachments, including resolutions and letters of support, must be included with the application submittal by the December 12, 2025 deadline to be considered for grant funding.

Grant funds are paid on a reimbursable basis. Construction contracts should not be advertised before a funding letter is issued to a grantee. Funding letters could be sent at the earliest in April/May 2026.

Applicant Name: Mark Lemen

Applicant Job Title/Position: Assistant City Administrator

Applicant Phone: 320-864-6954

Applicant Email: mlemen@ci.glencoe.mn.us

Applicant Address: 1107 11th Street East

Applicant Entity Name: City of Glencoe

Applicant Entity Type: City

As a grant applicant, are you representing a non-state aid city or township? If yes, it is required to have a county project sponsor.

- No, I am not a non-state city or township
- Yes, I am a non-state city or township

As a grant applicant, are you serving as the lead entity for a LRIP grant application benefitting multiple jurisdictions (a co-application)?

- No, LRIP funds requested by this application will fund improvements only within my jurisdiction
- Yes, LRIP funds requested by this application will fund improvements in other jurisdictions in addition to my own

MnDOT District (1-8 or Metro): 8

County: McLeod

City: Glencoe

Township: N/A

Name/Designation of Road: Ford Avenue, 16th Street

Type of Road:

- County State Aid Highway (CSAH)
- County Road
- Municipal State Aid Street (MSAS)
- Local Street
- Township Road

Functional Class of Road:

- Principal Arterial – Interstate
- Principal Arterial - Other Freeways and Expressways
- Principal Arterial – Other
- Minor Arterial
- Major Collector
- Minor Collector
- Local

Average Daily Traffic (ADT) Count or Estimate: 1,318 ADT – Ford Avenue, 1,532 – 16th Street

Year of ADT Data Collection (if available): 2024 – Ford Avenue, 2023 – 16th Street

Road Authority Type (entity who has primary jurisdictional ownership of the road):

- Township
- Non-State Aid City (Population < 5,000)
- State Aid City
- County

Road Authority Name: City of Glencoe

Project Termini – From:

Ford Avenue: from 12th Street

16th Street: from Ford Avenue

Project Termini – To:

Ford Avenue: to 18th Street

16th Street: to Hennepin Avenue

Beginning Point – Latitude:

Ford Avenue: 44°46'16.1"N

16th Street: 44°46'30.9"N

Beginning Point – Longitude:

Ford Avenue: 94°09'15.7"W

16th Street: 94°09'16.0"W

End Point – Latitude:

Ford Avenue: 44°46'38.5"N

16th Street: 44°46'31.0"N

End Point – Longitude:

Ford Avenue: 94°09'17.5"W

16th Street: 94°09'06.6"W

General Environment (the general environment that represents the majority of the project):

- Urban
- Suburban
- Rural

Will construction of the proposed improvements impact or disturb the right-of-way of a jurisdiction other than the applicant entity or project sponsor?

- No, the project will impact only the right-of-way of my jurisdiction and/or that of my project sponsor (if applicable)
- Yes, the project will impact rights-of-way in addition to my own and/or that of my project sponsor (if applicable)

Has the PROJECT received a legislative appropriation (also known as an "earmark") or previous competitive LRIP grant funds?

- Yes
- No

The applicant must have a signed resolution (not just a letter of support) from their council or governing board approving the project and pledging support to fund engineering, right-of-way, inspection, and other non-LRIP eligible costs, as well as LRIP-eligible items in excess of the LRIP grant amount. The applicant understands this eligibility requirement and has executed the signed resolution for attachment to the application.

- Yes
- No

Township and Non-State Aid City applicants will need a County to serve as their project sponsor. If a project sponsor is required, the applicant must have a signed resolution (not just a letter of support) from the sponsoring entity's board supporting the project and agreeing to act as the project sponsor. The applicant understands this eligibility requirement and has obtained this signed resolution for attachment to the application.

- Yes
- No
- Not Applicable (application is from a State Aid City or County)

The applicant must have a signed resolution (not just a letter of support) from all entities other than the applicant entity or project sponsor whose property or right-of-way will be impacted by the proposed project. The applicant understands this eligibility requirement and has obtained, if required, this signed resolution(s) from all impacted entities for attachment to the application.

- Yes
- No
- Not Applicable (project neither benefits nor impacts jurisdictions other than the applicant entity and/or project sponsor (if required))

Projects are required to be ready for construction in 2026, 2027 or 2028. The applicant understands this eligibility requirement and will execute a signed MnDOT grant agreement prior to starting construction and prior to December 31, 2028.

- Yes
- No

Please select the anticipated construction year:

- 2026
- 2027
- 2028

LRIP grant funds cannot be used on trunk highway improvements or on local improvements that are located within trunk highway right-of-way. The applicant understands this eligibility requirement.

- Yes
- No
- Not applicable (the proposed project does not have trunk highway impacts)

Only construction costs are grant eligible for the program. Development of engineering and construction plans are not eligible expenses nor are right-of-way acquisition costs. All selected projects must follow the State Aid process, which includes identifying applicable design standards and developing a construction plan set signed by a licensed professional engineer. The applicant must have the ability to develop this plan set or the funds to pay a consultant to develop the proposed project plan set. Exhibits from engineering studies do not qualify as a construction plan set. The applicant understands this requirement and has the ability or funds to develop the plan set.

- Yes
- No

LRIP funds cannot be used to pay local entity staff time to construct or install any improvements. Local entity staff time is not an eligible cost for the program. All selected projects must be advertised for bids and awarded to a contractor, consistent with the Uniform Municipal Contracting Law in Statute 471.345 (<https://www.revisor.mn.gov/statutes/cite/471.345>). The applicant understands this program requirement and plans to bid the project out to a contractor.

- Yes
- No

Type of Project:

- New Construction
- Reconstruction
- Rehabilitation

Provide a description of the proposed project corridor's existing transportation deficiencies, including any current operational or safety concerns. Also, include supporting data (e.g. pavement condition index (PCI) ratings, percentages of heavy truck traffic, etc.). Attaching pictures (via Section I. Attachments) can be helpful supplements yet, are not required. (2,000 characters)

The existing Ford Avenue and 16th Street corridors exhibit severe pavement deterioration, including longitudinal and transverse cracking, fatigue cracking in wheel paths, rutting, and numerous patched areas. These conditions allow water infiltration, accelerating base failure and creating uneven surfaces that compromise ride quality and vehicle control. Repeated patching has not addressed underlying structural weaknesses, leaving the roadway fragmented and visually degraded.

Drainage deficiencies further exacerbate these issues. Low spots and depressions cause water pooling, which accelerates freeze-thaw damage and leads to pothole formation. These conditions increase maintenance needs and pose safety hazards for motorists, particularly during inclement weather and winter months.

Traffic volumes compound these problems. While heavy truck counts for Ford Avenue were unavailable, 16th Street recorded an AADT of 1,532 in 2023, including 572 heavy trucks in 2024 representing over 37% of traffic. Given that both routes serve as Municipal State Aid (MSA) corridors and 10-ton truck routes, similar truck volumes are likely on Ford Avenue. Heavy trucks impose substantial stress on already compromised pavement, worsening fatigue cracking and rutting and accelerating structural failure.

Collectively, these deficiencies create unsafe driving conditions, reduce operational efficiency, and escalate maintenance costs. The deteriorated pavement and poor drainage increase risks for agricultural equipment, freight haulers, and emergency vehicles that rely on these corridors for regional connectivity. Rehabilitation is critical to restore structural integrity, improve safety, and ensure reliable transportation for all users, supporting economic activity and emergency response.

Provide a robust and specific description of the proposed project, including roadway dimensions, lane configurations and all other associated improvements. Attaching a proposed typical section to the application can be helpful as a supplement to conveying the intent of the proposed project (yet a typical section is not an LRIP application submittal requirement). Address how the proposed project will eliminate transportation deficiencies and improve operations and safety along the corridor. Note, that projects seeking funding from the Rural Road Safety Account will need to provide a more detailed description of safety issues and benefits under the Section E3. Rural Road Safety Account Considerations and Eligibility page of the application. (2,000 characters)

The project will reconstruct Ford Avenue and 16th Street, both designated 10-ton Municipal State Aid (MSA) routes, as part of a larger street and utility improvement effort. While these streets already meet 10-ton standards, their pavement has reached the end of its design life and exhibits severe deficiencies, including extensive cracking, rutting, potholes, and patchwork repairs. These conditions compromise ride quality, drainage, and safety, increasing maintenance costs and risk for motorists.

Reconstruction will restore structural integrity and provide a smooth, durable pavement section designed to handle heavy agricultural and freight traffic without premature deterioration. Typical sections will include two travel lanes with appropriate shoulders, upgraded base materials, and improved drainage features to prevent water pooling and freeze-thaw damage. These upgrades will eliminate existing surface failures, reduce hazards such as hydroplaning and vehicle damage, and improve overall operational reliability.

Safety and operational benefits are significant. As key MSA routes, Ford Avenue and 16th Street serve as critical connectors for agricultural equipment, heavy trucks, and emergency vehicles. A reconstructed pavement surface will provide a stable and uniform driving experience, reducing stress on equipment and ensuring dependable access during harvest season, freight movement, and emergency response. Improved drainage and structural strength will minimize downtime caused by weather-related damage, enhancing reliability for both local and regional traffic. These improvements will also reduce lifecycle maintenance costs, freeing city resources for other priorities.

By addressing pavement deficiencies and enhancing safety, this investment will extend the corridor's service life, maintain essential connectivity between Trunk Highway 22, CSAH 2, and Glencoe's industrial and healthcare destinations, and support economic activity and emergency access for years to come.

Select the LRIP Account requested for funding:

- Trunk Highway Corridor
- Routes of Regional Significance
- Rural Road Safety

For Routes of Regional Significance projects, which of the following criteria does your project meet (select all that apply)?

- Farm to Market route
- Part of an economic development plan
- Provides capacity or congestion relief to a parallel trunk highway system or county road
- Part of a 10-ton route network
- Connects to regional tourist destination
- Project limits provide a direct connection to the regional system, trunk highway, or a county road

Describe the potential number of persons and multiple local entities who will be positively impacted and how they will benefit by the proposed project. (1,500 characters)

The proposed project will benefit thousands of residents, businesses, and multiple local entities by restoring a critical transportation corridor in Glencoe. Ford Avenue and 16th Street are essential MSA routes connecting Trunk Highway 22 and CSAH 2. These streets support:

Agricultural Producers and Industry: Farmers and ag-related businesses rely on these routes to move crops and goods to major economic hubs, including the largest corn canning factory in North America, a feed mill, and truck/semi repair facilities. Reconstructed pavement ensures efficient freight movement and reduces transportation costs.

Healthcare Access: The corridor provides direct access to Glencoe Regional Health, which sees over 1,000 daily visitors for hospital, clinic, urgent care, and assisted living services. Reliable access is critical for emergency response and healthcare operations.

Education and Local Traffic: 16th Street carries higher traffic volumes as the primary access to Glencoe-Silver Lake High School, serving students, staff, and school transportation. Improved pavement will enhance safety for buses and daily commuters.

Residents and Emergency Services: Improved pavement and drainage enhance safety and ride quality for residents and ensure dependable access for emergency vehicles.

By addressing severe pavement deficiencies, this project strengthens connectivity for agriculture, healthcare, education, and commerce, improving safety, reliability, and economic vitality for the community.

Describe the project's contribution to the local, regional or state economy, including economic development or redevelopment efforts. Specifically reference plans and letters of support addressing anticipated business and community impacts. (2,000 characters)

Glencoe's economy relies on Ford Avenue and 16th Street as essential farm-to-market routes and connectors for freight, healthcare, education, and local commerce. Reconstructing these corridors will reduce transportation costs, prevent costly delays, and sustain regional economic activity – critical for industries that depend on timely movement of goods and services.

Agriculture is a cornerstone of the regional economy. Glencoe hosts the largest corn canning factory in North America, a feed mill, and truck/semi repair facilities. Farmers and ag-related businesses use these routes to move crops and supplies efficiently. When pavement fails, freight movement slows, increasing costs and reducing competitiveness. Reliable infrastructure ensures these businesses remain viable and supports economic growth across the region.

Healthcare access is equally critical. Ford Avenue is a primary route to Glencoe Regional Health (GRH), which sees over 1,000 daily visitors. GRH's letter of support underscores how deteriorated pavement and poor drainage create safety and operational challenges, especially for ambulances. Reconstruction will guarantee dependable, year-round access for patients, staff, and emergency services.

Education and workforce mobility benefit as well. 16th Street is the main access to Glencoe-Silver Lake High School. The school district's letter of support stresses the need for safe, reliable infrastructure for students, staff, and buses. Improved pavement will reduce delays and enhance safety for daily school operations.

By addressing severe pavement deficiencies, this project strengthens connectivity for agriculture, healthcare, education, and commerce – boosting safety, reliability, and economic vitality. Letters of support from GRH and Glencoe-Silver Lake Public Schools confirm the broad community and business impacts, including improved freight efficiency, emergency access, and long-term growth.

Estimated Construction Year:

- 2026
- 2027
- 2028

Are there railroad impacts (RR crossing or RR tracks within 600' of the project)?

- No RR crossings or tracks within 600'
- Yes, necessary RR permits/agreements obtained
- Yes, will obtain RR permits/agreements as needed

What is the status of the engineering and design work on the project?

- Design work not started

- Provide additional details on project design status and schedule for completion:

Although formal design work for the Ford Avenue and 16th Street project has not yet begun, the City is fully committed to advancing this project. Preliminary planning activities are already underway, with feasibility studies and public engagement scheduled to start in early 2026. Formal design will begin in mid-2026, leading to final plans and bidding by early 2027. This proactive approach ensures the project remains on track for timely delivery.

- Design in progress
- Design completed (plan complete)

Is Right-of-Way (ROW) acquisition required?

- No additional ROW is required

- ROW has been acquired
- ROW acquisition underway
- ROW acquisition yet to begin

- Provide additional details on ROW acquisition status and schedule for completion.

Describe the local entity's ability to adequately provide for the safe operation and maintenance of the facility upon completion. (1,500 characters)

The City of Glencoe has a proven track record of maintaining its local, Municipal State Aid (MSA) street system, and 10-ton truck routes to ensure safe and reliable operations. Upon completion of this project, the city will continue to provide routine and preventive maintenance through its Public Works Department, which is equipped with the necessary staff, equipment, and budget resources to manage pavement upkeep, drainage systems, and signage.

Glencoe's inclusion of these streets in the MSA network ensures access to dedicated state aid funding for long-term maintenance, supplementing local resources. The city follows established maintenance practices including crack sealing, patching, snow and ice control, and periodic overlays to preserve pavement life and maintain safety standards. In addition, Glencoe recently invested in a new street sweeper and now sweeps all city streets twice per year, further enhancing road cleanliness and safety.

The city also coordinates with McLeod County and MnDOT for inspections and compliance with state safety guidelines. By reconstructing these streets, the project will reduce future maintenance needs and costs, allowing the city to focus on routine care rather than emergency repairs. These measures demonstrate Glencoe's ability and commitment to sustaining safe operations and protecting its investment for decades to come.

Identify infrastructure improvements for non-motorized, multi-modal, and/or transit users on this project and how they align with elements of Complete Streets. (Adoption of a Complete Streets policy is not required for grant eligibility). (1,500 characters)

This project will deliver substantial improvements for non-motorized and multi-modal users along Ford Avenue and 16th Street. Existing sidewalks on both sides of the corridor will be fully replaced; while the current sidewalks are not ADA compliant, all new sidewalks will meet ADA standards, ensuring safe, accessible routes for people of all abilities. The project will also include new pavement markings, clearly delineated crosswalks at key intersections, and improved shoulders to enhance safety for pedestrians, bicyclists, and those using mobility devices.

These upgrades will make it easier and safer for residents to walk, access transit stops, and connect to schools, healthcare, and local businesses. Enhanced crosswalks and ADA-compliant ramps will improve visibility and accessibility, while new paint and signage will help calm traffic and increase driver awareness of non-motorized users. Improved shoulders will provide additional space for bicyclists and pedestrians where appropriate.

Although the City of Glencoe has not formally adopted a Complete Streets policy, this project aligns with Complete Streets principles by prioritizing inclusive, accessible infrastructure for all users—not just motorists. Collectively, these improvements will create a safer, more welcoming environment for everyone traveling through the corridor.

Has this project been selected for federal funding?

- Yes
- No

Please provide details on the anticipated full funding participation for the proposed project, including your program grant request. The application will calculate your total project cost based on your entries below. Please confirm that this total cost matches the total cost of your detailed estimate to be attached to the application.

- LRIP Request: \$1,500,000.00
- Federal Funds: \$0
- County State Aid Funds: \$0
- Municipal State Aid Funds: \$1,000,000
- Local Township Funds: \$0
- Local City Funds: \$2,800,000
- Local County Funds: \$3,600,000
- MnDOT Trunk Highway Funds: \$0
- Other Funds: \$0
- Total Project Cost: \$8,900,000

Are funds from all sources committed?

- Yes
- No

Is this project concurrently applying for competitive funding from any other sources in addition to this program?

- Yes
- No
- Provide the name(s) of these additional competitive funding sources, the amount(s) requested and anticipated selection announcement date(s):

N/A

ATTACHMENTS

Ensure to upload and submit all requested materials with your application. Ensure to include:

- **Required fields are denoted with an asterisk (*)**
- **All attachment uploads must be in a PDF format, except for the cost estimate in an Excel format is preferred, yet PDF format is acceptable**
- **Required attachments that do not affect the final application score:**
 - ***Approved applicant entity resolution of support, including approved resolutions from any entity that owns or manages right-of-way that will be impacted with LRIP-eligible infrastructure improvements.**
 - **Approved project sponsor resolution of support (* if applicable)**
 - **Approved letter of support from MnDOT District Engineer if the project has selected the Trunk Highway Account or if MnDOT trunk highway impacts are expected (* if applicable)**
 - ***Engineering or planning based cost estimate**
 - ***Timeline indicating major milestones and their anticipated completion dates**
 - **Federal aid application or grant selection letter, when requesting local match for federal project (* if applicable)**
- **Required attachments that may affect the final application score:**
 - **County Road Safety Plan (CRSP) or study that identifies the proposed project or improvements or a link to these documents if publicly available elsewhere**
 - **Any updates, addendums, surveys, etc. that show updates to the above listed documents (* if applicable)**
 - ***At least one project location map with project routes or improvements identified. If you choose to include project photos, please make sure the project location map is the first page in this attachment.**
 - **Letters of concurrence or support. Please merge multiple letters into a single file.**
- **Additional project attachments (if applicable or available) that may affect the final application score:**
 - **Photos of existing conditions**
 - **Supporting data (crash history, ADT, PCI)**
 - **Project design exhibits or typical sections**
 - **Planning documents that identify the proposed project**

Attachments may be uploaded by selecting "Choose File" on the buttons below. Note that due to software limitations, only one file may be uploaded at a time. Note that attaching large files may cause the form to submit slowly. Please do not refresh the web browser until the form has been fully submitted.

There is a 25 MB maximum total attachment size per application. The form will present an ambiguous error message when this total is exceeded and prevent application submittal. Avoid raw photos and consider trimming down large documents to only relevant pages or sections. Including web links to otherwise publicly available documents will also be acceptable.

- Approved applicant entity resolution of support (PDF)*
- Approved resolution(s) of support from any entities benefitting from or impacted by the project (if applicable) (PDF)
- Approved resolution of support from Project Sponsor (if applicable) (PDF)
- Approved Letter of Support from MnDOT District Engineer if the project has selected the Trunk Highway Account or if MnDOT Trunk Highway impacts are expected (if applicable) (PDF)
- Engineering or planning-based cost estimate (Excel preferred but not required)*
- Timeline indicating major milestones and their anticipated completion date (PDF)*
- Federal Aid application and grant selection letter (if applicable) (PDF)
- County Road Safety Plan (CRSP) or study that identifies the proposed project or improvements (PDF) –or– a link to the documents if publicly available elsewhere
- Any updates, addendums or public engagement surveys updating the above listed documents (PDF)
- At least one location map with project routes or improvements identified. If you choose to include project photos, please make sure the project location map is the first page in this attachment. (PDF)
- Letters of concurrence or support. Please merge multiple letters into a single file.
- Upload additional supporting documents here. Please merge multiple similar documents together or if additional upload slots are required.

CONFLICT OF INTEREST CHECKLIST AND DISCLOSURE FORM

Having had the opportunity to review the Organizational Conflict of Interest Checklist, the applicant hereby indicates that it has, to the best of its knowledge and belief:*

- Determined that no potential organization conflict of interest exists
- Determined a potential organization conflict of interest that is described below

Please affirm:

1. That I am the applicant or a representative of the applicant entity having authority to apply on its behalf;
2. That the grant application in response to this solicitation has been arrived at by the applicant independently and has been submitted without collusion with and without any agreement, understanding or planned common course of action with, any other applicant or provider of materials, supplies, equipment or services described in the application, designed to limit fair and open competition;
3. That the contents of the grant application have not been communicated by the applicant or its employees or agents to any person not an employee or agent of the applicant and will not be communicated to any such persons prior to the official closure of the solicitation; and
4. That I am fully informed regarding the accuracy of the statements made in this affirmation.

The Applicant affirms that this solicitation response has been submitted without collusion.

- Yes
- No

The applicant affirms to the best of their current knowledge and belief that this grant application submittal is accurate and complete.

- Yes
- No



Glencoe-Silver Lake Public Schools

Independent School District #2859

Proudly serving the communities of Biscay, Brownton, Glencoe, New Auburn, Plato, and Silver Lake

Christopher D. Sonju, Superintendent of Schools ~ 320-864-2498 ~ CSonju@gsl.k12.mn.us

Jason Lindeman, School Board Chair
Kayla Keenan, School Board Treasurer

Alicia Luckhardt, School Board Vice Chair
Jamie Alsleben, School Board Director

Jon Lemke, School Board Clerk
Randy Gores, School Board Director

December 3, 2025

Subject: Letter of Support for LRIP Application – Ford Avenue and 16th Street

Dear City of Glencoe City Officials,

On behalf of Glencoe-Silver Lake Public Schools, I am writing to express our strong support for the proposed reconstruction of Ford Avenue and 16th Street. These routes are critical to the daily operations of our organization and the broader community.

As a school, we rely on safe and reliable transportation infrastructure to serve our patients, students, employees, and visitors. The current condition of these streets – marked by severe cracking, rutting, and uneven surfaces – creates safety concerns and operational challenges, particularly during adverse weather conditions. Improving these corridors will enhance access for emergency services, reduce travel delays, and ensure dependable connectivity for those who depend on us.

This project will also strengthen Glencoe's regional economy by supporting agricultural producers, freight movement, and local commerce. By reconstructing these streets to a 10-ton standard and improving drainage, the city will provide long-term reliability and reduce maintenance costs, benefiting both residents and businesses.

We appreciate the City of Glencoe's leadership in pursuing this important investment and urge full consideration of this application. Thank you for your commitment to improving safety, efficiency, and economic vitality for our community.

Sincerely,

Christopher Sonju
Superintendent of Schools
Glencoe-Silver Lake Public Schools ISD #2859



PUBLIC WORKS DEPARTMENT

Andrew Engel, PE County Engineer/Director

December 3, 2025

Attn: Marc Briese
Minnesota Department of Transportation
395 John Ireland Boulevard
St. Paul, MN. 55155

Re: Glencoe Ford Avenue Project- MnDOT Local Road Improvement Program

Dear Mr. Briese,

I am pleased to express my support for the Glencoe Ford Avenue Improvement Project and the city's application to the Local Road Improvement Program (LRIP).

The proposed Ford Avenue Improvement Project will enhance aging pavement infrastructure and water, wastewater, and storm sewer infrastructure within the project area. The roadway is in need of reconstruction and repair and will ensure the usability of the road for regional traffic and access to the Glencoe Regional Health campus for years to come. This reconstruction project is a high priority for the city.

McLeod County has been working with the City of Glencoe on this project for a number of years and has pledged \$3.6 Million towards the reconstruction of Ford Avenue through turnback agreements. LRIP funds will help move this project to the finish line enhancing the transportation network in the City of Glencoe and McLeod County.

I greatly appreciate your time and consideration in reviewing the Glencoe Ford Avenue Improvement Project application.

Sincerely,

Andrew Engel

Andrew Engel
Public Works Director/ Engineer
McLeod County



Glencoe Hospital & Clinic 1805 Hennepin Ave. N | Glencoe, MN 55336-1416
Lester Prairie Clinic 1024 Central Ave. | Lester Prairie, MN 55354-4525
Stewart Clinic 300 Bowman St. | Stewart, MN 55385-0256
320-864-3121 | Fax 320-864-7887 | glencoehealth.org

December 8, 2025

To Whom It May Concern,

Re: Support for the City of Glencoe LRIP Project – Ford Avenue (18th Street to 13th Street)

On behalf of Glencoe Regional Health, I am writing to express our strong support for the City of Glencoe's Local Road Improvement Program (LRIP) application to reconstruct Ford Avenue from north of 18th Street to 13th Street. This corridor is a primary access route to our main campus and clinical facilities, which serves our patients, visitors, employees, supply deliveries, and most critically – ambulances and other emergency services.

Today, the pavement condition and drainage limitations on this segment create safety and operational challenges, particularly during adverse weather. Rebuilding Ford Avenue to a 10-ton standard and improving stormwater management will enhance year-round reliability, reduce risks for all users, and help ensure that emergency vehicles can reach our facilities quickly and safely. These improvements also align with broader community goals – supporting local commerce, agricultural producers, and regional mobility – while lowering long-term maintenance burdens on the City.

Investing in this project will directly benefit healthcare access and public safety across Glencoe and our surrounding area. We commend the City's leadership in pursuing LRIP funding for its 2027 street program and encourage full consideration and approval of this application.

Thank you for your attention. If you need additional information about how this project impacts hospital and clinic operations, please contact me.

Sincerely,

A handwritten signature in black ink that reads "Ben D." with a stylized flourish at the end.

Ben Davis, FACHE
President & Chief Executive Officer



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

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

GLENCOE



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: December 12, 2025

Re: **Item 7B** – Light and Power Bonding Request

Item 7B – Dave Meyer will present the attached request for bonding in 2026.



December 8, 2025

Dear Glencoe Mayor/City Council:

Over the course of the last couple of years the Glencoe Light and Power Commission has been planning and preparing for a generation plant addition that will be located at our Diamond Substation.

This project consists of installing 3 Caterpillar generators with a 9.1 MW nameplate rating in a new building that is being constructed at the Diamond Substation.

To date we have:

- Contracted with DGR Engineering to engineer the project.
- Purchased the land needed to construct the facility
- Acquired the necessary permits from McLeod County
- Acquired the necessary air permits from the State of Minnesota.
- Awarded the building contract to Breitbach Construction
- Awarded the Generation equipment bid to Ziegler Caterpillar
- Awarded the switchgear bid to HK Scholz

Construction of the project began this fall with a current anticipated delivery of the generators being Q-1 of 2027.

The Light and Power Commission will need to issue bonds for a portion of the project. We have been in contact with City Administrator Larson to ensure that the required bond issuance won't interfere with any bonding projects that the City of Glencoe may have. A concurring resolution from the City of Glencoe in order for the Light and Power Commission to issue bonds. We currently are planning to issue the bonds in the summer of 2026. Once the final dollar amount for the issuance is determined we will provide that information along with the request for a concurring resolution.

I plan on attending the December 15, 2025, City Council meeting and will be happy to answer any questions you may have.

Sincerely,

David Meyer
General Manager
Glencoe Light and Power Commission

Approved by City Council 1/31/13

City of Glencoe, Minnesota

Terms and Conditions for the Issuance of Conduit Revenue Debt

Municipalities may be asked by not-for-profit agencies and other qualifying entities to issue pass-through, conduit revenue debt. These issues are not projects of the governmental unit but of a separate corporation. Interest accruing on these obligations may be exempt from taxes if the City of Glencoe is the conduit issuer and all applicable state and federal laws and regulations are followed, including but not limited to Minnesota Statutes, Sections 469.152 through 469.165, as amended. The City of Glencoe recognizes the benefits resulting from industrial development, housing development, and similar economic enterprises, and supports the use of conduit revenue debt under the terms of this policy. In order to expedite the assistance that the City of Glencoe can offer and to avoid a resource drain on the City, the City of Glencoe requires the following:

The corporation wishing assistance must first request the Finance Director of the City to review their proposal and provide the information and deposit the fee detailed below. After the Finance Director reviews the proposal it is the applicant's responsibility to request the City Council review their proposal and grant permission to move forward to the public hearing stage.

The applicant must provide to the Finance Director documentation about the entity requesting the assistance, the project (or if a refinancing, information on the prior debt obligations, such as the transaction documents and/or Official Statement), and the proposed financing method. The applicant must supply all information requested by the City before Finance Director review. In addition to assuming the costs of the applicant's own consultants (i.e. underwriter, financial advisor, legal) the City of Glencoe also requires that the applicant assume all costs incurred by the City in examining the legal and fiscal aspects of the financing as well as ongoing monitoring and reporting of outstanding bonds once issued. Concurrently with Finance Director review, the applicant must make a deposit of one eighth of one percent (1/8%) of the proposed principal issuance amount, with a minimum deposit of \$3,000. An up-front deposit of \$3,000 (or, if one eighth of one percent (1/8%) of the proposed principal issuance amount is less than \$3,000, such lesser amount) is due at the time of Finance Director review, with the remainder of the deposit to be due upon bond closing. These funds will be applied against the costs incurred by the City for staff time, its consultants, and any other expenses caused by the proposal. If the application is denied, the deposit amount in excess of these incurred costs will be refunded to the applicant. If the application is approved, the full deposit will be retained to additionally cover City-incurred costs of issuance and future monitoring. In the event the City's actual costs exceed the deposit amount, the applicant will be required to reimburse these additional amounts promptly upon demand by the City.

Federal regulations limit municipalities to \$10 million of "bank-qualified" bonds to be issued in a calendar year. Bank-qualified bonds are more attractive to bank purchasers

because they may deduct certain carrying expenses when making such investments; this attractiveness typically results in lower interest rates for bank-qualified tax-exempt bonds. Therefore, the applicant must agree as part of the financing application to reimburse the City for any higher interest costs incurred related to the City's bonds having to be designated as non-bank qualified bonds due to the applicant's borrowing. The City's legal and financial consultants will determine the actual costs due from loss of bank qualification, and such determination shall be final. For issues that affect the "bank qualified bonds" of the City of Glencoe as determined by City Bond Counsel, the applicant must make a deposit of one fourth of one percent (1/4%) of the proposed principal issuance amount, with a minimum deposit of \$3,000. An up-front deposit of \$3,000 (or, if one fourth of one percent (1/4%) of the proposed principal issuance amount is less than \$3,000, such lesser amount) is due at the time of Finance Director review, with the remainder of the deposit to be due upon bond closing.

The corporation should be prepared to demonstrate to the City how the proposed project will benefit the community. The corporation may request to be placed on the Council's agenda by: contacting City of Glencoe Administration at 320-864-5586, submitting a letter outlining the request, and appearing before the City Council when the request is heard.

If permission is granted by the City, the bond/issuer attorney for the issue must:

Provide to the City Council a written statement indicating that the financing documents have been appropriately prepared, all concerns of the City of Glencoe and points covered by the documents have been addressed (including all City indemnification and expense reimbursement issues), and it is acceptable for the Council to adopt the needed resolutions and execute required documents. No documents will be adopted by the Council or signed by Council members or staff without the attorney's statement.

Prepare a contract or include in the applicable financing documents a covenant obligating the agency requesting the debt (obligor) to repay to the City an amount equivalent to the interest margin for bank qualified bonds that the agency uses and which makes the bank qualification designation unavailable to the City on debt it issues for its own purposes.

Assure that the Official Statement for the issue (if any) (i) prominently displays in large, bold type that the City of Glencoe does not have any obligation to repay the debt and (ii) the bond rating of the issue.

When the issue is complete and closed, provide two copies of the transcript and amortization schedules of the issue to the Finance Director on a timely basis.

The debt instrument issued must not place the City at risk in any way, financially or legally, in appearance or in fact. The Federal Government has also placed the burden of weighing the balance of "public purpose versus private benefit" upon the City Council for these conduit debt issues. The Council will consider risk, the public versus private

benefit balance, and the recommendation of its staff. Because of the subjective nature of the issues it must weigh, the Council retains the right to refuse to authorize any issue at its sole discretion and without need to give cause. The obligor must indemnify the City of Glencoe against all future costs including but not limited to lawsuits, findings that the issue was not tax-exempt, or penalties of any kind. The transaction documents must clearly reflect the indemnification of the City.

The City will not be responsible for any continuing disclosure or arbitrage or rebate calculations and the documents must clearly reflect that the obligor is responsible for these matters.

The agency requesting the conduit debt and their advisors must arrange for the logistics of all document preparation, distribution, , timing, signature, publication, etc. It is very important to assure that the necessary individuals will be available for signatures on documents well in advance of needing the signatures. Signatures will be supplied at the convenience of the City.

City Administration places items on the Council agenda and obtains signed documents from the Council. The contact in that office is 320-864-5586. It is the responsibility of the requesting agency to:

Inquire as to when Council meetings are scheduled (and to check again as necessary because meeting dates change without notice),

Inquire as to when documents must be delivered in order to be accepted for the agenda,

Provide the appropriate cover sheet (see sample attached) for the materials for inclusion in the Council agenda,

Arrange for copies which need to be signed and provide the necessary envelopes and postage or other arrangements to further distribute the documents when signed.
(The documents are signed after the meeting at a time convenient to the Mayor, typically within a week after the meeting.),

Arrange to distribute (envelopes/postage) any notices requiring publication to the appropriate newspaper, pay for the publication, and obtain any signed affidavits necessary (The City's Official Newspaper is the Glencoe Enterprise),

Attend all necessary Council meetings to answer questions the Council may have about the issue while the documents are being considered,

Arrange to have any other necessary documents delivered for signature by other City of Glencoe officials including the City Administrator and the Finance Director and after signatures are obtained have appropriate self addressed and stamped envelopes available for return. The officials should be notified in advance, by telephone, that documents are being sent for signature,

Arrange for all IRS and Federal or State filings and/or fees, and

Arrange to have all necessary professional fees paid directly to the professionals who did the work either out of bond proceeds or make other acceptable arrangements with the professionals doing the work.

REVIEWED WITH ADDITIONAL MATERIALS SUBMITTED: _____
City Administrator



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

Item 7C

Glencoe Police Department

Memo

To: Glencoe City Council
From: Tony Padilla- Chief of Police
cc:
Date: December 2, 2025
Re: Request to change Detective position to a Sergeant position

The Glencoe Police Department is requesting to take the current investigator position and make it into a sergeant of investigations. Our current sergeant position makes between \$1.00 to \$3.00 an hour over our highest paid officer (highest paid officer rate \$41.84 hr.).

The department brought back the investigator position approximately three years ago, based off demand. Investigator Fiebelkorn just recently vacated the position. During his time in the position he dealt with department investigations, condemned properties, elderly abuse, child protection, drone pilot, and additional duties as assigned. Detective Fiebelkorn was kept very busy.

With the creation of the sergeant's position (non-union) we have a chance at recruiting officers/deputies from other departments that have experience in investigations and want to be a sergeant.



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GLENCOE



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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: December 12, 2025

Re: **Item 7D** – Pay Equity Report to State of MN

Item 7D – Every 3 years, the City of Glencoe is required to submit a report to the State of Minnesota that the City is complying with the requirements of the Pay Equity Statute.

I have filled out the submittal and have been informed “**preliminarily**” that the City of Glencoe remains in compliance with the Pay Equity Statute. The goal of the legislation is to make sure that female classifications and male classifications are paid equally.

It is recommended to approve the Pay Equity report for submittal to the State of MN. Next reporting would be in January of 2029.

Minnesota Pay Equity Management System - Glencoe(26-No Submission)

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Pay Equity Implementation Form

Information entered on this page is not submitted until you click "sign and submit." This page may be printed and shared with your governing body for approval. After you receive approval, you will need to come back to this page, complete the necessary information, then click "sign and submit."

Part A: Jurisdiction Identification

Jurisdiction: Glencoe
 1107 11th Street East
 Glencoe

Jurisdiction Type: CITY - City

Contact:	Name	Title	Phone	Email
	Mark D. Larson	City Administrator	320-864-5586	mlarson@ci.glencoe.mn.us
	Mark Lemen	Assistant City Admin	320-864-5586	mlemen@ci.glencoe.mn.us

Part B: Official Verification

1. The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees.

The system used was:

Designed Own (specify) ▼

Describe below if the job evaluation system used is: "The same as last year", "A new system", "A substantially modified system from last year", or another descriptor not listed here: (*less than 240 characters)

Modified Hays System in 1987

2. Health Insurance benefits for male and female classes of comparable value have been evaluated and

There is no difference ▼ and female classes are not at a disadvantage.

3. An official notice has been posted at: Glencoe City Offices, 1107 11th Street East (prominent location) (*less than 60 characters)

informing employees that the Pay equity Implementation Report has been filed and is available to employees upon request. A copy of the notice has been sent to each exclusive representative, if any, and also to the public library.

The report was approved by:

Glencoe City Council (governing body) (*less than 60 characters)

Mark Hueser (chief elected official)(*less than 60 characters)

Mayor (title) (*less than 60 characters)

Checking this box indicates the following:

- signature of chief elected official
- approval by governing body
- all information is complete and accurate, and
- all employees over which the jurisdiction has final budgetary authority are included

Part C: Total Payroll



**MANAGEMENT
AND BUDGET**

Minnesota Pay Equity Management System - Glencoe(26-No Submission)

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[Log Out](#)

[<--Jobs Page](#)

[Reports-->](#)

Compliance Report

Jurisdiction: Glencoe

Report Year: 2026

Case:2 - Shared (Jur and MMB)

Contact:	Name	Title	Phone	Email
	Mark D. Larson	City Administrator	320-864-5586	mlarson@ci.glencoe.mn.us
	Mark Lemen	Assistant City Admin	320-864-5586	mlemen@ci.glencoe.mn.us

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity Report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the guidebook.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	16	3	1	20
# Employees	29	4	2	35
Avg.Max Monthly Pay Per Employee	7,280.07	5,615.75		6,918.03

II. STATISTICAL ANALYSIS TEST

A. UNDERPAYMENT RATIO = 112.50 *	Male Classes	Female Classes
a. # at or above Predicted Pay	10	2
b. # Below Predicted Pay	6	1
c. TOTAL	16	3
d. % Below Predicted Pay (b divided by c = d)	37.50	33.33

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 31	Value of T = 0.490
---------------------------------	--------------------

a. Avg.diff.in pay from predicted pay for male jobs = \$55

b. Avg.diff.in pay from predicted pay for female jobs = (\$117)

III. SALARY RANGE TEST = 100.00% (Result is A divided by B)

A. Avg.# of years to max salary for male jobs = 3.00

B. Avg.# of years to max salary for female jobs = 3.00

IV. EXCEPTIONAL SERVICE PAY TEST = 0.00% (Result is B divided by A)

A. % of male classes receiving ESP 0.00 *

B. % of female classes receiving ESP 0.00

*(If 20% or less, test result will be 0.00)

[Go To Implementation Form](#)

[View Another Case](#)

We have worked to ensure this product is accessible and compliant with the standard WCAG 2.0 level AA. We have tested accessibility using the JAWS software from Freedom Scientific. We found it to work correctly for us. If you find errors in accessibility, please let us know at pay.equity@state.mn.us so that we can follow up. Thank you.



Job Class Data Entry Verification List

Case: 2025 DATA for submission

Glencoe

LGID: 326

Job Nbr	Class Title	Nbr Males	Nbr Females	Non-Binary	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
1	Custodian	1	1		B	480	3418.00	4273.00	3.00	15.00	
23	Assistant Manager - Liquor	1	0		M	510	4021.00	5026.00	3.00	1.00	
3	Police Secretary/Administrativ	0	1		F	562	4390.00	5488.00	3.00	7.00	
4	Finance Assistant	0	1		F	612	5207.00	6509.00	3.00	17.00	
5	Street and Park Maintenance	6	0		M	612	4501.00	5626.00	3.00	10.00	
6	Water Operator	2	0		M	612	4727.00	5909.00	3.00	4.00	
7	Waste water Operator	3	0		M	613	4727.00	5909.00	3.00	3.00	
8	Deputy City Clerk/Administrati	0	2		F	618	4178.00	5233.00	3.00	2.00	
10	Police Officer	5	1		M	673	5801.00	7252.00	3.00	7.30	
22	Police Officer - Sergeant	1	0		M	700	6230.00	7787.00	3.00	5.00	
12	Police Captain	1	0		M	723	6671.00	8339.00	3.00	12.00	
14	Finance Director	1	0		M	750	8233.00	10292.00	3.00	37.00	
2	OFF Sale Liquor Manager	1	0		M	750	5987.00	7484.00	3.00	8.00	
15	Waste Water Superintendent	1	0		M	751	5495.00	6869.00	3.00	23.00	
16	PW Director - Streets and Park	1	0		M	752	6831.00	8538.00	3.00	13.00	
17	Water Superintendent	1	0		M	753	5495.00	6869.00	3.00	26.00	
21	Assistant City Admin/EDA Direc	1	0		M	800	8604.00	10755.00	3.00	3.00	
18	Public Works Director - All	1	0		M	840	7966.00	9959.00	3.00	10.00	
19	Police Chief	1	0		M	840	7600.00	9500.00	3.00	10.00	
20	City Administrator	1	0		M	925	10312.00	12891.00	3.00	36.00	

Job Number Count: 20



Predicted Pay Report for: Glencoe

Case: 2025 DATA for submission

Job Nbr	Job Title	Nbr Males	Nbr Females	Non-Binary	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
1	Custodian	1	1			Balanced	480	4273.0000	4806.5227	-533.5227
23	Assistant Manager - Liquor	1	0			Male	510	5026.0000	5021.6195	4.3805
3	Police Secretary/Administrativ	0	1			Female	562	5488.0000	5394.5284	93.4716
4	Finance Assistant	0	1			Female	612	6509.0000	5747.2833	761.7167
5	Street and Park Maintenance	6	0			Male	612	5626.0000	5747.2833	-121.2833
6	Water Operator	2	0			Male	612	5909.0000	5747.2833	161.7167
7	Waste water Operator	3	0			Male	613	5909.0000	5771.9962	137.0038
8	Deputy City Clerk/Administrati	0	2			Female	618	5233.0000	5895.5608	-662.5608
10	Police Officer	5	1			Male	673	7252.0000	7214.2548	37.7452
22	Police Officer - Sergeant	1	0			Male	700	7787.0000	7579.8514	207.1486
12	Police Captain	1	0			Male	723	8339.0000	8026.4153	312.5847
14	Finance Director	1	0			Male	750	10292.0000	8006.4503	2285.5497
2	OFF Sale Liquor Manager	1	0			Male	750	7484.0000	8006.4503	-522.4503
15	Waste Water Superintendent	1	0			Male	751	6869.0000	7989.6386	-1120.6386
16	PW Director - Streets and Park	1	0			Male	752	8538.0000	7972.8270	565.1730
17	Water Superintendent	1	0			Male	753	6869.0000	7956.0153	-1087.0153
21	Assistant City Admin/EDA Direc	1	0			Male	800	10755.0000	9238.4698	1516.5302
18	Public Works Director - All	1	0			Male	840	9959.0000	10388.1415	-429.1415
19	Police Chief	1	0			Male	840	9500.0000	10388.1415	-888.1415
20	City Administrator	1	0			Male	925	12891.0000	12377.7461	513.2539

Job Number Count: 20



SMALL CITY & BIG FUTURE

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



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To: Mayor and City Council

From: Brandon Frankfurth, Public Works Director

Date: December 11, 2025

Re: **Item 7E** - Approve Dan Schultz for Public Works Operator Position

Item 7E - At the end of October, the City posted the opening for the Public Works Operator position. This position was created through an internal transfer and the restructuring of a current wastewater position. We received 20 applicants for the position, and 8 applicants were selected for initial interviews. Following the first round of interviews, 4 finalists were invited back for a second interview. After completing the interview process, Dan Schultz was identified as the top candidate.

Dan is currently employed as a surgical technician at Ridgeview Medical Center. Dan has gained valuable experience communicating effectively while working under pressure, running a variety of laboratory equipment, and maintaining documentation required for both OSHA and MDH compliance. In addition, Dan serves as a Firefighter EMT for the City of Norwood Young America. This role has provided Dan with experience performing technical work in confined spaces, operating safely in hazardous conditions, and remaining calm during high-stress situations.

Based on his qualifications, experience, and overall performance in the interview process, it is recommended that the City approve the hiring of Dan Schultz for the Public Works Operator position.

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

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

GLENCOE

SMALL CITY & BIG FUTURE

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December 8, 2025

Dan Schultz

Mr. Schultz
320 4th St SW
Norwood Young America, MN, 55397

It has been nice getting to know you during the interview process. The City of Glencoe would like to extend a job offer for the Public Works Operator position. This offer will be confirmed by the City Council at its regular meeting on December 15, 2025, at 7:00 pm. This offer is conditional, pending a pre-employment background check, a pre-employment physical, and a pre-employment drug/alcohol test. The pre-employment physical can be scheduled with your family doctor, or contact Glencoe Regional Health and have them bill the City of Glencoe. I will contact you regarding the drug/alcohol test.

Regarding compensation, this position is under a collective bargaining agreement (CBA). We would start you at Step 2 of the CBA. \$28.13 until January 1, 2026, where the rate will increase per the CBA to \$30.65, which is 82.5% of top pay. You will receive a step increase every 6 months upon satisfactory performance until top pay is achieved at step 7. The City will also give you 2 weeks (80 hours) of vacation on your start date. Additionally, sick time will begin to be accrued on your start date.

The City will require the attainment of a Class A CDL permit as soon as possible and will require the attainment of a Class A CDL with air-brakes and a tanker endorsement within a year of hire. The City will also require the attainment of a Class D wastewater license within 2 Years, and a Class D water license within 2 ½ years of hire.

Please let me know your anticipated start date. If you have any questions, feel free to contact me at 320-491-2863

Sincerely,

Brandon Frankfurth

Public Works Director

Dan Schultz

651.398.9077

dan.schultz@hotmail.com

I am applying for the Public Works Operator position. I am a fast learner and enjoy daily challenges. My communication and leadership skills help promote positive relationships with my colleagues and the community. I have experience using hydrants, pumps, engines, power tools, hand tools, hydraulic tools, sprinkler systems, firefighting apparatus, gas monitors, radio operations, tanker, hose, decontamination and hazardous materials. I have training and experience working in confined spaces with or without a SCBA. Professionally as a Surgical Technician, EMT and firefighter I take pride in serving the public and always presenting the best customer service. A strong mechanical aptitude and previous experience in public works are a couple of the strengths I have in this position.

Work Experience -

- Assist doctors with procedures
- Assist with maintenance and repairs of tools and equipment within the hospital
- also daily record keeping to meet OSHA and MDH requirements
- Follow preventative maintenance program for hospital equipment
- Restock supplies, submit supply orders and keep a clean workspace
- Department Environmental Safety Representative
- Department Infection Prevention Representative
- Firefighter EMT City of NYA February 2022 - Present
- Respond to emergency situations in the city of NYA and the surrounding area
- Help provide mutual aid to surrounding communities
- Participate in community events
- Participate in monthly trainings and work detail
- Public Works Operator City of Carver June 2000 - August 2003

- Park and street maintenance
- Cleaned and maintained public buildings, property and equipment
- Assisted the sewer and water supervisor with maintaining the water treatment plant, hydrants and water tower
- Assisted in maintaining lift stations, pumps and water meters
- Contributed in other public works tasks as assigned

Education -

- High school diploma
- multiple technical college certificates
- EMT
- Firefighter Academy; including HazMat operations

References -

- Kathy Mcmillen 612.232.1289 Nurse, Ridgeway Medical Center
- Dave Orr 612.916.2947 Police Officer, Lonsdale PD
- Charles Oakley 253.680.9373 U.S Air Force unit manager



SMALL CITY & BIG FUTURE
EMPLOYMENT APPLICATION

APPLICANT INFORMATION

Last Name: Schultz
 First Name: Dan
 M.I. W
 Date: 11-4-25
 Street Address: 320 4th St SW
 City: Norwood Young America
 State: MN
 ZIP: 55397
 E-mail Address: dan.schultz@hotmail.com
 Social Security No.:
 Date Available: 11-19-25
 Position Applied for: Public Works Operator
 Are you a citizen of the United States? YES NO
 Have you ever worked for the City of Glencoe? YES NO If so, when?
 Have you ever been convicted of a felony? YES NO If yes, explain
 Driver's License Number: MN

EDUCATION

High School: Chaska High School
 Address: 545 Pioneer Trail, Chaska, MN
 From 1999 To 2003
 Did you graduate? YES NO
 Degree: Diploma
 College: Red Wing Technical
 Address: 308 Pioneer Rd. Red Wing, MN
 From 2003 To 2005
 Did you graduate? YES NO
 Degree: Woodworking
 Other: Hennepin Technical College
 Address: 13100 College View drive, Eden Prairie, MN
 From 2010 To 2012
 Did you graduate? YES NO
 Degree: Emergency Medical Technician

REFERENCES

Please list three professional references.

Full Name: Kathy McMullen	Relationship: CO-Worker	Phone: (612) 232-1289	Address: 500 S. Maple St. Waconia, MN, 55387
Full Name: Dave Orr	Relationship: CO-Worker	Phone: (612) 916-2947	Address: 310 Elm St W, NYA, MN, 55368
Full Name: Dr. Mustafa Tiemala	Relationship: CO-Worker	Phone: (917) 587-4600	Address: 500 S. Maple St. Waconia, MN, 55387

CURRENT AND PREVIOUS EMPLOYMENT

Company: *Ridgeway Medical Center* Address: *500 S. Maple St. Waconia*
 Supervisor: *Keri Bush*
 Phone: *(952) 442-2191*

Job Title: *Surgical Technician*

Responsibilities: *Assist doctors with procedures, Daily record keeping to meet MDH and DSHH requirements.*

From: *1/2013* To Present Reason for Leaving: *Currently employed*

May we contact your previous supervisor for a reference? YES NO

Company: *City of Norwood Young America* Address: *310 Elm St W, NYA, MN 55308*
 Supervisor: *Fire Chief Scott Blom*
 Phone: *(952) 467-1800*

Job Title: *Firefighter EMT*

Responsibilities: *Respond to fire, medical, traffic and public works emergencies*

From: *2/2022* To Present Reason for Leaving: *Currently employed*

May we contact your previous supervisor for a reference? YES NO

Company: *City of Carver* Address: *316 Broadway St Carver MN*
 Supervisor: *Paul Schultz*
 Phone: *(952) 448-5353*

Job Title: *Public Works Operator*

Responsibilities: *Park and street maintenance, wastewater treatment facility maintenance.*

From: *6/2000* To *8/2003* Reason for Leaving: *Moved to attend technical college*

May we contact your previous supervisor for a reference? YES NO

MILITARY SERVICE

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge. I hereby authorize the City of Glenco, either on its own or by and through an agent, to thoroughly investigate my references, work record, education and other matters related to my suitability for employment, such as criminal convictions, and further, authorize my present employer or any former employer or any other party, including any Government or Law Enforcement agency and the references I have listed, to disclose to the City of Glenco any and all letters, reports and other information related to my work records, without giving me prior notices of such disclosure, except those which would indicate age, race, creed, color, sex, sexual orientation, or national origin. In addition, I hereby release the City of Glenco, my former employers, and all other persons, corporations, partnerships, and associations for any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure. I agree to abide by all rules and regulations of the City of Glenco, and I understand that False statements or consequential omissions of any kind are sufficient grounds for denying employment or dismissal.

I have read and understand the above statement. This application is complete and accurate to the best of my knowledge.

Signature: *Don Bush* Date: *11-4-2025*



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Mayor: Mark Hueser **City Administrator:** Mark D. Larson
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To: Mayor and City Council
From: Mark Lemen, Assistant City Administrator
Date: December 15, 2025
RE: **Item 8A** - Local Option Sales Tax

Item 8A - Throughout the previous few months, the EDA (Economic Development Authority) and the City Council have been involved in conversations regarding whether to propose a local option sales tax for approval by the January 31, 2026, deadline. During the November EDA meeting the EDA requested that City Administration inquire about potentially utilizing revenue from the sales tax to fund park improvements.

I, along with PWD Brandon Frankfurth, attended the November Park Board meeting to receive input regarding recommendations they may have for the utilization of the funds. The Park Board was very receptive to the idea and began brainstorming ideas for improvements.

Ideas Presented:

- Completion of the City Trail System
- Replacing unsafe and outdated park equipment in underfunded parks
- Updating the warming house and ice rink
- Re designing Lincoln Park
- Adding a partial soccer/athletic field to Glenn Knoll Park
- Consider identifying the old Econo Mart lot as a recreation area, adding event space that could house music, farmer's market, and other community events



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Subsequently, members of the Park Board and the EDA attended the Council Workshop on December 8, 2025 to discuss the details of implementing the local option sales tax to fund capital park and trail improvements. During the discussion City staff were directed to begin preparing a resolution for adoption to begin the statutory process for submittal to the State of Minnesota. As I stated previously, the City is required to submit a proposal to the State of Minnesota prior to January 31, 2026.

City staff have begun to prepare a list of recreation areas and the required capital improvements, as well as prepare an updated comprehensive trail plan. The resolution and Capital plans will be submitted to Council January 5, 2025 for approval.



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To: Mayor and City Council

From: Mark Ostlund, City Attorney

Date: December 12, 2025

Re: **Item 8B** – Release section of Parking Lot for Hotel Construction

Item 8B – As you are aware, the EDA is working on a Hotel Development for the City Center Site in the Northwest Corner of the West Parking Lot. This enclosed Resolution is the first step in the process to get the restrictive covenant released by the State of Minnesota for the hotel development.

The City Council is making a determination that the parcel is no longer needed for the purposes of the bond and directing staff to move forward with the release process. The restrictive covenant with the State and state statute requires that the property be appraised and that the proceeds from the sale be paid to the state.

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

RESOLUTION NO. 2025-25

RESOLUTION OF THE CITY OF GLENCOE, MINNESOTA

RELEASING STATE BONDED PROPERTY FROM GRANT PROGRAM

WHEREAS, the City of Glencoe is a municipal corporation and political subdivision of the State of Minnesota with offices located at 1107 – 11th Street East, Glencoe, Minnesota 55336; and

WHEREAS, the City of Glencoe entered into a bond agreement with the Minnesota Department of Employment and Economic Development for a Construction Grant for the City Center Project under the Redevelopment Grant Program RDGP-09-0001-o-FY09 dated August 31, 2009 ("Bond Agreement"); and

WHEREAS, certain real property owned by the City of Glencoe is subject to the terms and conditions of the Bond Agreement as set out in **Exhibit A** ("Bonded Property"); and

WHEREAS, the City of Glencoe desires to release the Bonded Property from the Bond Agreement in order to sell the property to Glencoe Hotel Group, LLC for economic development purposes; and

WHEREAS, Minnesota Statutes Section 16A.695 governs the release and sale of government land subject to state bond agreements; and

WHEREAS, the City finds that the Bonded Property is no longer usable or needed by the City, the sale of the Bonded Property is authorized by law, the sale of the Bonded Property will be for the fair market value of the Property, and the Sale will be approved by the Commissioner of Finance.

WHEREAS, the City Council finds that the release and sale of the Bonded Property serves the public interest and promotes economic development within the City by facilitating private investment, creating jobs, and expanding the tax base; and

WHEREAS, the City Council has the authority to approve such release by resolution in accordance with applicable municipal procedures.

NOW, THEREFORE, BE IT RESOLVED that:

- 1.01. The release of the Bonded Property shall be conducted in full compliance with Minnesota Statutes Section 16A.695 and all other applicable state and local laws governing the release of government land subject to state bond agreements. The City Administrator shall ensure that all statutory requirements are satisfied, including but not limited to any requirements for public notice, hearings, or determinations regarding the continued public purpose of the property.

- 1.02. The City of Glencoe hereby determines by this official action that the property described in Exhibit "A" is no longer usable or needed by the public officer or agency to carry out the governmental program for which it was acquired or constructed.
- 1.03 The Mayor and City Administrator are hereby authorized and directed to execute all documents necessary to effectuate the release and subsequent sale of the Bonded Property, including but not limited to any required state agency approvals or consents. All such documents shall be reviewed and approved as to form by the City Attorney prior to execution.

The City Administrator shall provide regular updates to the City Council regarding the status of the release and subsequent sale of the Bonded Property.

This Resolution shall take effect immediately upon its adoption and approval.

ADOPTED this 15th day of December, 2025, by the City Council of the City of Glencoe, Minnesota.

CITY OF GLENCOE

ATTEST:

By: _____
Mark Hueser, Mayor

By: _____
Mark Larson, City Administrator

Approved this 15th day of December, 2025

Exhibit "A"

Real Property in McLeod County, Minnesota legally described as follows:

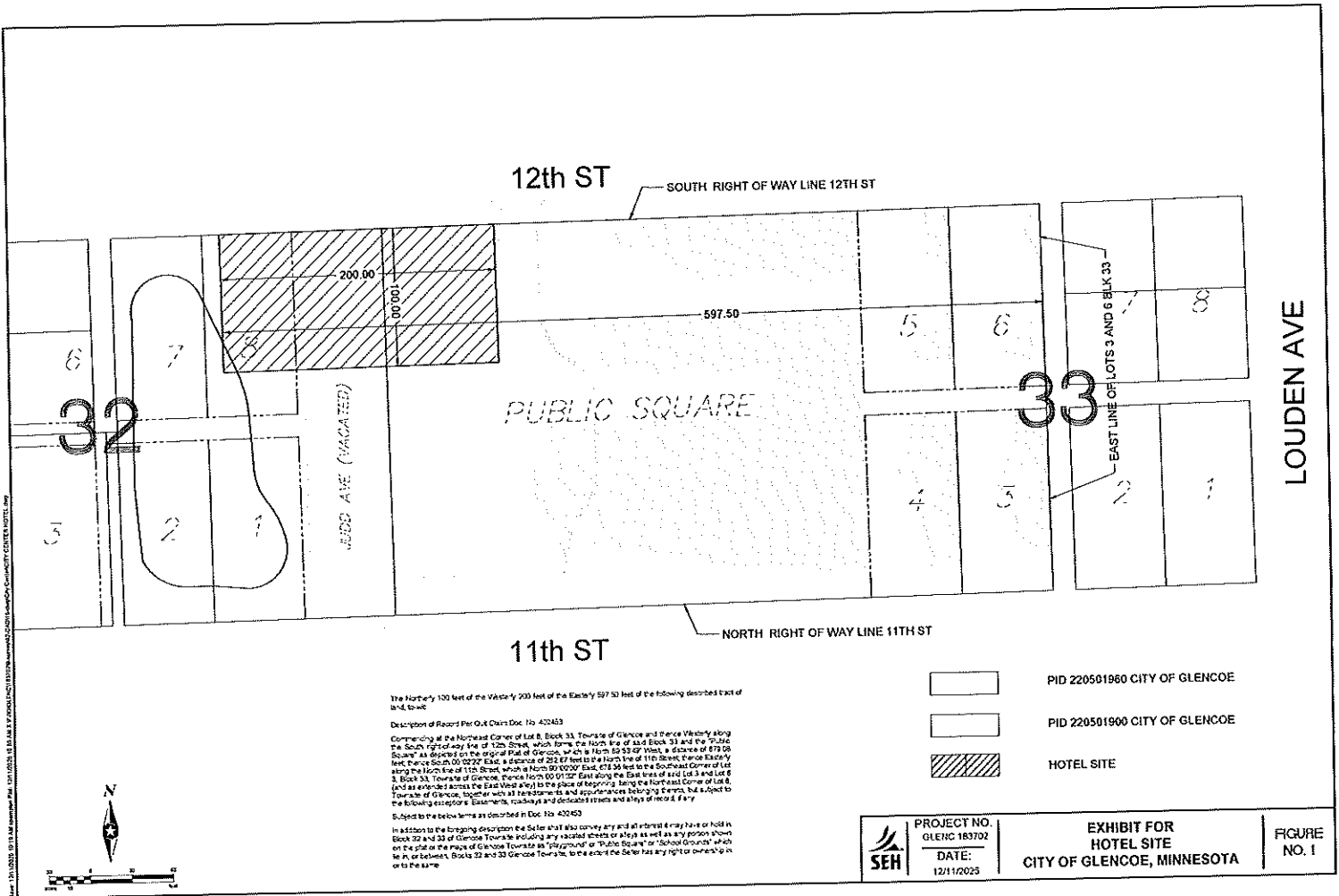
The Northerly 100 feet of the Westerly 200 feet of the Easterly 597.50 feet of the following described tract of land, to-wit:

Description of Record Per Quit Claim Doc. No. 402453

Commencing at the Northeast Corner of Lot 6, Block 33, Townsite of Glencoe and thence Westerly along the South right-of-way line of 12th Street, which forms the North line of said Block 33 and the "Public Square" as depicted on the original Plat of Glencoe, which is North 89°53'49" West, a distance of 679.08 feet; thence South 00°02'22" East, a distance of 282.67 feet to the North line of 11th Street; thence Easterly along the North line of 11th Street, which is North 90°00'00" East, 678.36 feet to the Southeast Corner of Lot 3, Block 33, Townsite of Glencoe; thence North 00°01'32" East along the East lines of said Lot 3 and Lot 6 (and as extended across the East West alley) to the place of beginning, being the Northeast Corner of Lot 6, Townsite of Glencoe, together with all hereditaments and appurtenances belonging thereto, but subject to the following exceptions: Easements, roadways and dedicated streets and alleys of record, if any.

Subject to the below terms as described in Doc. No. 402453

In addition to the foregoing description the Seller shall also convey any and all interest it may have or hold in Block 32 and 33 of Glencoe Townsite including any vacated streets or alleys as well as any portion shown on the plat or the maps of Glencoe Townsite as "playground" or "Public Square" or "School Grounds" which lie in, or between, Blocks 32 and 33 Glencoe Townsite, to the extent the Seller has any right or ownership in or to the same.



12th ST

SOUTH RIGHT OF WAY LINE 12TH ST

200.00
100.00

597.50

PUBLIC SQUARE

33

EAST LINE OF LOTS 3 AND 6 BLK 33

LOUDEN AVE




11th ST

NORTH RIGHT OF WAY LINE 11TH ST

The Northern 100 feet of the Westerly 200 feet of the Easterly 597.50 feet of the following described tract of land, to-wit:

Description of Record Per Plat Claim Doc. No. 422453
Commencing at the Northeast Corner of Lot 8, Block 33, Township of Glencoe and thence Westerly along the South right-of-way line of 12th Street, which forms the North line of said Block 33 and the "Public Square" as depicted on the original Plat of Glencoe, which is North 52° 49' West, a distance of 678.06 feet, thence South 00° 00' 00" East, a distance of 202.87 feet to the North line of 11th Street, thence Easterly along the North line of 11th Street, which is North 90° 00' 00" East, 678.34 feet to the Southeast Corner of Lot 8, Block 33, Township of Glencoe, thence North 00° 01' 32" East along the East line of said Lot 8 and Lot 6, Township of Glencoe, together with all improvements and appurtenances belonging thereto, but subject to the following exceptions: Easements, roadways and other public streets and rights of record, if any.

5. Subject to the above terms as described in Doc. No. 422453
In addition to the foregoing description the Seller shall also convey any and all interest it may have or hold in Block 32 and 33 of Glencoe Township including any vacated streets or alleys as well as any portion shown on the plat or the maps of Glencoe Township as "Public Square" or "Public Square" or "Public Ground" which lie in or between, Blocks 32 and 33 Glencoe Township, to the extent the Seller has any right or ownership in or to the same.

-  PID 220501960 CITY OF GLENCOE
-  PID 220501960 CITY OF GLENCOE
-  HOTEL SITE

	PROJECT NO. GLENC 183702	EXHIBIT FOR HOTEL SITE CITY OF GLENCOE, MINNESOTA	FIGURE NO. 1
	DATE: 12/11/2025		



Date: 12/11/2025 09:15:48 AM User: P:\183702\183702.dwg Plot Date: 12/11/2025 09:15:48 AM User: P:\183702\183702.dwg



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To: Mayor and City Council

From: Mark Lemen, Assistant City Administrator

Date: December 15, 2025

RE: **Item 8C** - Assistant City Administrator Position Internal Posting

Item 8C - The City is requesting approval to post internally for the position of Assistant City Administrator. The job description has been reviewed and approved by the EDA and the City Council. As outlined in the job description this position will encompass the EDA Director position as well as a significant role in Human Resources.

The implementation of this role will subsequently terminate the relationship with CEDA as the contracted EDA Director; however, the City may still contract with CEDA for certain EDA functions such as assistance with grant writing. I had a discussion this week with our CEDA representative, Jordan Grossman, and informed her that we will be sending CEDA a termination letter at the beginning of January 2026.

All department heads will receive notification of the posting immediately following the Council meeting tonight and will be required to forward the information to all current City of Glencoe employees. The posting will remain open until December 19, 2025, at 4 p.m. Application packets can be submitted to City offices at, 1107 11th St. E. Glencoe, MN 55336 or submitted electronically to mlemen@ci.glencoe.mn.us.

Mayor: Mark Hueser City Administrator: Mark D. Larson

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

TITLE: Assistant City Administrator

DEPARTMENT: Administration

ACCOUNTABLE TO: City Administrator

DIRECT REPORTS: City Center Coordinator, Administrative Assistant, City Center Event Staff, City Center Support Staff

SUMMARY OF JOB DESCRIPTION: Responsible for assisting the City Administrator in the direction of the Economic and Community Development activities in the City of Glencoe. Responsible for supervising the administration of marketing, scheduling, equipment and staff for the Glencoe City Center, senior and public meeting rooms. Supervise social media, website development and multi-media promotions. Provide human resources support to City Administrator.

SALARY: \$82,200 - \$106,080 (EXEMPT)

DUTIES AND RESPONSIBILITIES

ECONOMIC DEVELOPMENT

1. Provides leadership to the Economic Development Authority, which is responsible for:
 - Developing Citywide strategies, policies and training for community engagement.
 - Working with departments and consultants to develop public participation/ community engagement plans for specific projects
 - Managing resident advisory boards and commissions and task forces, including development and implementation of training and policies for commission members and staff liaisons
 - Managing community engagement programs
2. Provide direct support to the City Administrator and the Economic Development Authority regarding Community Planning and Economic Development.

3. Conducts/manages special projects requiring research, analysis, organization, documentation and coordination as assigned.
4. Research potential grants and develops a grant submission strategy and timeline.
5. Composes correspondence and compiles reports for a variety of state and federal funding sources.
6. Coordinates with various regional governmental organizations, community groups, and State and Federal Agencies; attends public meetings and presents information on community and economic development issues.
7. Answers inquiries from prospective businesses and developers in matters relating to Community and Economic Development projects; provide information and recommendations within scope of authority.
8. Research, create and implement long range planning goals and initiatives.
9. Work with private and non-profit developers, financial institutions, bond counsel, consultants, other city departments, and others to facilitate community development.

COMMUNICATIONS AND MARKETING - All Supervisory – Overseeing City Center Coordinator and Administrative Assistant

1. Supervise the planning, coordination and implementation of internal and external communications for the City in conjunction with Department Heads from concept through production
2. Supervise the management and maintenance of the content and design of the City websites and Social Media Accounts.
3. Supervise the work with Department Heads to create marketing materials to promote the City's revenue generating operations (City Center and Liquor Store) to promote City initiatives and amenities.
4. Supervise work with community partners to promote the City as a place to live, do business, shop and recreate.
5. Supervise city staff involved with assisting the City's Emergency Management Team with public information needs.
6. Represent the City on various boards and committees as assigned. Attend City Council meetings as needed.

7. Represent the City in working with various governmental and community agencies in program development and public relations.

CITY CENTER FACILITY MANAGEMENT – All Supervisory – Overseeing City Center Coordinator and Administrative Assistant

1. Supervise the coordination of event center staff to answer questions from the public regarding the City of Glencoe and the Glencoe City Center policies and procedures
2. Supervise for the scheduling of meeting room spaces, custodial and operational staff, and rental equipment for City Center events.
3. Supervise the meeting with prospective renters of the facility to plan events and supervise the promotion of the City Center facility to all prospective users with advertising, public presentations, personal contact, and follow up.
4. Prepare quarterly reports regarding usage of the facility to the City Council and assist in preparation of the City Center Budget; review capital budgets and recommend staffing needs. Prepare invoices for customers of the Glencoe City Center.
5. Supervise the marketing and promotion of the City Center by providing and implementing programming ideas and events to generate revenue for the City Center Facility.
6. Supervise the coordination with the Police Department for Security when required for events.
7. Supervise the maintenance of lists of vendors catering and other services.
8. Supervise the enforcement of all event center rules, regulations and policies in a fair and impartial way.
9. Provide supervision and assistance of other city staff to address customer's questions, permits, shelter rentals and other office related functions.
10. Supervise the performance related duties and activities as needed to maintain City Offices and as assigned by City Administrator.

HUMAN RESOURCES

Serve as the Human Resources Manager Assisting the City Administrator in:

1. Personnel Policy and organization chart review and implementation
2. Assisting the city administrator's office in handling complex management issues
3. Maintaining personnel records
4. Updating databases
5. Publishing job ads
6. Scheduling interviews
7. Preparing HR-related reports
8. Communicating in different contexts, both in-person and over the phone to manage internal and external relations
9. Ensuring that legal requirements are being met daily

GENERAL CITY ADMINISTRATION

1. Provide support services to City Administrator in those certain administrative tasks (in addition to those listed above) as delegated by the City Administrator, including budgeting and finance.

MINIMUM QUALIFICATIONS:

- Bachelor's degree in public administration, Business Administration, Human Resources Management/Administration, Communications, Real Estate, Marketing, Local and Urban Planning, or a closely related field.
- Two (2) years of experience in government administration, economic development, community development, financial management, business administration, or an equivalent combination of education and experience.
- Strong communication skills.
- Must possess and maintain a valid driver's license.

DESIRABLE QUALIFICATIONS:

- Master's degree in urban studies, Public Administration, Business Administration, Finance, Economics, Marketing or other closely related fields.
- Five (5) years of experience in government administration, economic development, community development, financial management, business administration, or an equivalent combination of education and experience.
- A demonstrated record of ongoing continuing education in the Economic Development field. Certification as Certified Economic Developer (CEcD) or as an Economic Development Finance Professional (EDFP) is desired.



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

**This Page is Blank to
Separate Agenda Items**

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

GLENCOE

SMALL CITY  BIG FUTURE

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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 Ostlund, City Attorney

Date: December 12, 2025

Re: **Item 8D** – PFAS Lawsuit

Item 8D - Fredrickson and Byron reached out to the City Attorney's office at the end of November regarding a national PFA class action lawsuit they thought the City could be eligible for compensation. We need to get some testing done by the end of the year, which staff is working on so become a claimant in the case. Any eventual settlement funds is likely to be unrestricted compensation that could be utilized on any number of different projects or purposes.

Fredrickson and Byron (and another affiliated law firm) will split a one third contingency paid of whatever the settlement is. If there is no compensation, the City is not obligated to pay anything. This is industry standard (or perhaps on the low end) for class action work, and represents the only feasible way for the City to get compensation.

My recommendation is to approve the agreements.

November __, 2025

**PERSONAL AND CONFIDENTIAL
ATTORNEY-CLIENT COMMUNICATION**

**CITY OF GLENCOE
1107 11TH STREET SUITE 107
GLENCOE, MN 55336
ATTN: MARK LEMEN AND MARK OSTLUND**

Re: Engagement Letter for Potential Recovery of AFFF MDL
Settlement Funds

Dear Sir or Madam

Thank you for selecting Fredrikson & Byron, P.A. to represent Glencoe (“you”) in this matter. We appreciate this opportunity to be of service.

Scope of Firm’s Representation.

You have retained us to provide legal services related to the filing of a civil action and/or claims in the pending settlements for recovery of costs associated with damages to the public drinking water system and/or public wastewater system against Defendants who manufactured, marketed, distributed, and/or sold aqueous film-forming foam in the AFFF Product Liability Multi-District Litigation (“AFFF”). If we mutually agree to provide additional legal services to you beyond those described above, then the terms of this letter and attached Agreement will apply to those additional services unless we enter into a new written agreement.

We look forward to representing Glencoe. It is important to note that when we represent an organization such as you, we represent only the organization and are not undertaking to represent its individual officers, directors, shareholders or employees, or affiliated organizations, unless we have a separate agreement to do so. This means we will have no conflict of interest in the event our other clients are adverse to such parties. Specially, through this agreement we are only agreeing to represent the (specific entity or department). We are not agreeing to represent the entire city or any city officials. As detailed in the conflicts section of this agreement, you agree that our firm will have no conflict of interest in being adverse to the city in unrelated matters.

November ____, 2025

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You agree that once the settlement is completed or the matter is resolved through litigation, our representation terminates, and you agree that you will terminate our firm. There will be no ongoing representation. Put differently, this agreement only covers the services related to recovery in the AFFF Product Liability Multi-District Litigation ("AFFF"). Once recovery is made the relationship will terminate.

Responsible Attorneys.

I will be primarily responsible for handling and supervising the firm's legal services to you in this matter. My direct telephone number is (612) 492-7175 and my email address is jgreenhouse@fredlaw.com. If you cannot reach me at my office number, please feel free to call me on my cell phone at (612) 501-5567. Also, feel free to contact my assistant, Russ Hopson, at (612) 4927641, if you cannot reach me directly. He will be able to schedule meetings, find another attorney to respond to your inquiry or assist you in other ways.

I expect to draw upon the skills of other attorneys and legal professionals at the firm to assist in this matter, including Bill Hefner. Bill's telephone number is (612) 492-7047.

Confidentiality and Communication.

We will protect and preserve the information you disclose to us, and not disclose or use any confidential information except as necessary during our representation, as mandated by law, or as required or permitted by ethics rules. You have initially designated **Mark Lemen and Mark Ostlund** to receive communications from us. We will keep Mark Lemen and Mark Ostlund informed of the status of the matter and will consult where appropriate. Copies of significant correspondence and documents will be provided to **Mark Lemen and Mark Ostlund** and any other designated personnel. Unless you tell us otherwise, you agree that it is appropriate to use mail, fax machines and emails in the course of our representation without encryption or other special measures. Please let us know if you have special requests or requirements for the methods of communication or persons to be included in such communications.

Cooperation and Assistance.

You understand and agree that in order for us to represent you effectively, it is necessary for you to assist and cooperate with us. You agree to make yourself [and your employees] available to discuss issues as they arise in this matter; attend and participate in meetings, preparation sessions, court proceedings and other activities; and provide complete and accurate information and documents to us on a timely basis.

November ____, 2025

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Fees and Expenses.

Attached is our Agreement For Legal Services — Standard Client Billing Policy (“Agreement”) which, along with this letter, establishes our agreement with you. The terms set forth in the attached Agreement apply to our relationship with you except to the extent modified by this letter. Please review the Agreement carefully.

Additionally, please see the addendum (“CONTRACT FOR LEGAL SERVICES AFFF PFAS LITIGATION”) which details the contingency fee for our services in this matter and the fee split between STAG LIUZZA, LLC and FREDRIKSON & BYRON, P.A.

Advance Waiver.

We represent and, in the future, will represent many other clients, which may or will have interests that are materially adverse to you. Our current or future clients may have business dealings with you, or may become involved in disputes, including litigation, against you.

We cannot enter into this engagement if it could interfere with our ability to represent existing or future clients who develop relationships or interests adverse to Glencoe. We therefore ask you to confirm that our retention in this matter will not prohibit us from representing others in actions unrelated to this matter in which you have retained me to provide services, even if directly adverse to you. If our representation of another client in a matter is directly adverse to you, I and other service providers who have worked with you will not work for such other client.

Our firm often represents clients in matters in which a city or municipality is adverse, including condemnation matters, property tax matters, real estate issues, licensing disputes, easements, regulatory matters, and variance requests. You agree that our firm may continue to represent, and in the future may represent, any client in any matter wherein the city is or could become adverse to the other client as long as the matter is unrelated to the AFFF Product Liability Multi-District Litigation (“AFFF”).

In other words, we request that the Glencoe confirms that (1) no engagement that we have undertaken or may undertake on behalf of the Glencoe will be asserted by the Glencoe either as a conflict of interest with respect to, or as a basis to preclude, challenge or otherwise disqualify us from, any current or future representation of any client in any matter, including without limitation any representations in negotiations, transactions, counseling or litigation adverse to the Glencoe, as long as that other matter is not substantially related to and of our engagements on behalf of you, (2) the Glencoe hereby waives any conflict of interest that exists or might be asserted to exist and any other basis that might be asserted to preclude, challenge or otherwise disqualify us in any representation of any other client with respect to any such matter, (3) the Glencoe has been advised by the Firm, and has had the opportunity to consult with other counsel, with respect to the terms and conditions of these provisions and its advance waiver, (4) the Glencoe consents to these

November ____, 2025

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provisions is both voluntary and fully informed, and (5) the Glencoe intends for its consent to be effective and fully enforceable, and to be relied upon by the Firm without further notification of the Firm's reliance on this advance waiver.

By entering into this Agreement, you agree to this advance waiver. You further agree that you have been advised and have had the opportunity to consult with other counsel with respect to this advance waiver, your consent to these provisions is both voluntary and fully informed, and you intend for this advance waiver to be relied upon by the Firm without further notice to you.

Other Provisions.

The lawyers working on this matter may wish to consult with the Firm's in-house counsel, including its General Counsel, or with outside counsel, concerning our own rights and responsibilities in connection with our representation of you. As a condition of this engagement, you consent to any conflict of interest that might arise out of any such consultations. Any such communications and advice are protected by our own attorney-client communication, will remain confidential within the Firm, and you will not seek to discover or inquire into them. Of course, nothing in the foregoing will diminish or otherwise affect our obligation to keep you informed of material developments in our representation, including any conclusions arising out of consultations to the extent they affect your interests.

The Firm sometimes identifies clients in presentations to prospective clients and in various public communications, including press releases, our website, and other publications used to describe our Firm, our lawyers, and our capabilities. We may describe the representation in general terms or use language similar to what our clients have already publicly released. If you do not wish us to refer to you or our representation in this fashion, please notify us in writing upon receipt of this letter. Otherwise, we will treat your retention of us as consent to reveal your name and the general nature of our work for you, as described above.

Please sign and return to us the enclosed copy of this letter in order to confirm that it accurately reflects the scope, terms and conditions with respect to this engagement. However, please note that your instructing us or continuing to instruct us on this matter will constitute your full acceptance of the terms set out above and attached.

Again, thank you for the opportunity to assist you. Please do not hesitate to contact me if you have any questions or if I can be of further assistance.

November __, 2025
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Sincerely,

Jeremy P. Greenhouse
Direct Dial 612.492.7175
Email: jgreenhouse@fredlaw.com

Enclosure

Glencoe

Agreed: **Glencoe**

By: _____

Date: _____

Its: Mark Larson, City Administrator

By: _____

Date: _____

Its: Mark Hueser, Mayor

FREDRIKSON & BYRON, P.A.

Agreement for Legal Services—Standard Client Billing Policy

This Standard Client Billing Policy, together with the engagement letter, contains the agreement ("Agreement") under which Fredrikson & Byron will provide legal services to you, as the client named in that engagement letter. This Agreement describes our standard billing policies and practices and will be applicable to all of your client matters unless otherwise agreed in writing.

Services. We will provide you the legal services described in the engagement letter and other legal services mutually agreed to in writing. In the event of a conflict between this Agreement and the engagement letter, the engagement letter will control. We only provide legal services. We do not provide, and you should not rely on us for, other services including but not limited to investment, finances, accounting, engineering, scientific, independent investigation (unless specifically agreed in the engagement letter), or business consulting services. We cannot, and you should not rely upon us to, express any opinion regarding financial statements or other financial information.

Fees. Unless otherwise agreed in writing, the cost of the legal services rendered will be based primarily on the amount of time expended and the applicable hourly rates of the person(s) rendering the services. Time is recorded in one-tenth hour increments; time increments less than six minutes may be rounded up to the nearest one-tenth hour. We may periodically adjust our hourly rates.

Service Charges and Disbursements. Except as provided below and unless otherwise agreed in writing, we will charge you, without markup, itemized charges from outside vendors (e.g. filing fees, expert witness fees, telephone toll charges, postage and courier charges, travel, etc.).

We will bill certain specific charges according to the following schedule, which is subject to periodic adjustment without prior notice: \$.20/page for copying charges; \$1.50/book for velo and spiral binding; and \$1.00/page (plus any long distance telephone charges) for outgoing faxes. We will bill online computer research based on a schedule available upon request. We bill for responding to audit letter requests based on a fixed administrative processing fee (schedule available upon request) plus hourly rates for actual time spent by attorneys and paralegals.

If we contract on your behalf for additional services to be provided by a third party vendor, you will be responsible for payment either directly to the third party or through us. We may request a retainer from you to cover such costs. To provide efficient and effective service, we may use technologies, including third-party hosted tools and services. Although we engage only reputable vendors in this regard, we cannot guarantee the security or availability of their tools or services.

Billing. Unless otherwise agreed in writing, we generally bill fees, service charges and disbursements monthly. Invoices are due and payable within thirty (30) days after receipt. If you pay a retainer or other advance payment, other than a flat fee, we will deposit that amount in and make withdrawals from a trust account as required under applicable rules of professional conduct. Communications concerning disputed debts, including an instrument tendered as full satisfaction of a debt are to be sent to: Fredrikson & Byron, P.A., Attn: Credit Department, 60 South Sixth Street Suite 1500, Minneapolis, MN 55402-4400. Subject to applicable law A LATE PAYMENT CHARGE UP TO 8% PER YEAR (OR THE MAXIMUM ALLOWABLE RATE, IF LOWER) MAY BE ADDED TO ANY UNPAID INVOICE OVER 30 DAYS PAST DUE.

Organizational Clients. With respect to all organizational clients, unless the engagement letter provides otherwise, our client is the organization identified in the engagement letter, and not any of its incorporators, promoters, organizers, shareholders, partners, members, directors, officers, employees, subsidiaries, parents or other affiliates. This means we will have no conflict of interest in the event our other clients are adverse to such parties who are not specifically identified as the client in the engagement letter.

Records. The Firm's Records and Information Management policy and Records Retention Schedule governs the storage and handling of client files. Once a matter is concluded, we will close the file and return all original documents supplied by you. Upon written request, we will provide to you the records in our possession relating to legal services we performed for you, excluding internal financial records and emails, attorney notes and work papers, and other such documents not reasonably necessary to the representation. We also may be required to produce your records in response to a court order or otherwise as required by law. If you request, or we are required to produce, your records (in whatever format, including electronic), you agree to promptly reimburse us for all fees and expenses, including attorney, paralegal, and administrative time, at our standard billing rates, incurred in connection with retrieving, identifying, copying, producing, or transferring the records. You further agree to reimburse us for all fees and expenses we incur in preparing for, participating in, or responding to any action, claim, suit, or proceeding brought by or against any third party that relates to our legal services, including but not limited to responding to document subpoenas, and preparing for and testifying at depositions and trials. We reserve the right to retain copies of any documents or files provided to or created by the Firm.

Termination. Unless terminated earlier, our representation of you will end when our services on the matter identified in the engagement letter (or any additional legal services to which we may mutually agree) have ended, whether or not we notify you that we are closing your file. You are free to terminate our services, with or without cause, upon written notice. We may also terminate our representation if you do not cooperate in the representation or pay our fees and expenses in a timely manner, or if we determine in our discretion that continuing to provide services would be unethical or impractical. If our representation terminates, all fees, service charges and disbursements incurred to that time will be due and payable. All records stored by us relating to the legal services performed for you are subject to retention and destruction according to our records retention policy.

Collection. You agree to promptly pay our invoices. If you do not, you agree to pay collection costs and attorneys' fees incurred to collect payment of overdue invoices and interest allowed by law. We may obtain and perfect an attorneys' lien against documents, property, money or other rights, in accordance with applicable law.

Questions or Disputes. You should bring questions or disputes concerning our invoices to the attention of the attorney responsible for the legal services or our Finance Department promptly after receipt of the invoice.

Outcomes. We cannot guarantee a particular outcome. We may express our opinions periodically, but these are only our opinions and not guarantees or promises.

Confidentiality. We will protect your confidences and secrets. We will not disclose or use any confidential information we receive from you unless mandated by law or ethics rules.

Entire Agreement. This Agreement and the engagement letter represent the entire understanding between us and supersede and replace any and all prior agreements and negotiations concerning this engagement, including any outside counsel guidelines. This agreement and the engagement letter can be modified by writing signed by both you and us; provided, however, that we may periodically modify our Standard Client Billing Policy and our billing practices without prior notice.

**CONTRACT FOR LEGAL SERVICES
AFFF PFAS LITIGATION**

The City of Glencoe (hereinafter the "Client") hereby retains, STAG LIUZZA, LLC (through attorney Michael Stag, LLC) and FREDRIKSON & BYRON, P.A. (through attorney Jeremy Greenhouse) (hereinafter the "Attorneys") for the purpose of providing legal services related to the filing of a civil action and/or claims in the pending settlements for recovery of costs associated with damages to the public drinking water system and/or public wastewater system against Defendants who manufactured, marketed, distributed, and/or sold aqueous film-forming foam in the AFFF Product Liability Multi-District Litigation ("AFFF"), (hereinafter the "Client's Claims").

CLIENT DESIGNATES FOR COMMUNICATION PURPOSES THE FOLLOWING:

Water Department: Mark Lemen	320-864-6954	mlemen@ci.glencoe.mn.us
Name	Telephone	E-mail
Business Matters: Same		
Name	Telephone	E-mail

Client acknowledges and understands that court ordered deadlines and documentation requirements exist for the pending DuPont and 3M settlements. Client agrees to provide the required documentation and assist in performing testing in a timely manner, sufficient to allow Attorneys time to process and file the settlement claim within the court ordered deadlines. Any failure of Client to comply with the testing and documentation requirements of the settlement may result in forfeiture of the Client's right to recover money from DuPont, 3M, and future settlements. Documentation requirements and deadlines may further apply to settlements currently pending court approval or approved in the future.

The Client specifically authorizes the Attorneys to undertake negotiations, file suit, file settlement claims, or institute legal proceedings necessary on the Client's behalf in the AFFF Product Liability Multi-District Litigation. The Client further authorizes the Attorneys to retain and employ the services of any experts, as well as the services of other outside contractors, as the Attorneys deem necessary or expedient in representing the interests of the Client. The Client understands and authorizes Attorneys to share attorney fees with any legal counsel that Attorneys choose to associate to assist with providing the legal services contracted herein.

Unless otherwise agreed in writing by Client and Attorneys, Attorneys will not provide legal services with respect to (a) defending any legal proceeding or claim against the Client commenced by any person unless such proceeding or claim is filed against the Client in the above-referenced legal proceeding ("Action") or (b) proceedings before any federal or state administrative or governmental agency, department, or board including, but not limited to, the United States Environmental Protection Agency. Client acknowledges that the Attorneys are not tax, regulatory, or bankruptcy legal experts. If Client wishes to retain Attorneys to provide any legal services not provided under this Agreement for additional compensation, a separate written agreement between Attorneys and Client will be required.

The Attorneys are not the attorneys for any matter and officers, agents, employees, attorneys, or consultants of the Client regarding this matter, and shall not become so unless the Attorneys specifically agree in the future in writing to undertake such representation. The Attorneys will confer, as needed, with such persons to perform the services specified in this Agreement, but no attorney-client relationship shall be created with such persons merely because the Attorneys work with and/or request or receive information from any such persons during their representation of the Client.

The Client has disclosed all potential adverse parties to the Attorneys, and neither the Attorneys nor the Client perceive any conflict of interest in the Attorneys undertaking this engagement on behalf of the Client. If either the Client or the Attorneys, during the course of the representation, receive information indicating that a potential conflict of interest may develop or exist, the Client and the Attorneys agree to bring such information to the immediate attention of the other, and the Attorneys shall proceed to take such steps as may be appropriate in the circumstances.

1. ATTORNEYS' FEES. As compensation for legal services, the Client agrees to pay the Attorneys for legal services rendered and to be rendered on account of the Client's Claims (hereinafter "Attorneys' Fees"). The Attorneys' Fees shall be one-third (1/3) of the Gross Amount Recovered for the Client's Claims. For any recovery made, Client understands and agrees that the total Attorneys' fee will be divided as follows: 25% to FREDRIKSON & BYRON, P.A., and 75% to STAG LIUZZA, LLC.

For matters that do not resolve through the MDL class settlement process and move forward to a court ordered discovery and/or trial track, the fee split among attorneys will be adjusted by agreement of the Attorneys. These fee sharing adjustments shall not apply to attorney's fees recovered in the 3M and DuPont Settlements presently pending in the AFFF MDL. The fee sharing adjustments will only apply if (1) the Client opts out of a class settlement or (2) the court enters a discovery or pre-trial scheduling order. For attorney's fees recovered in those client matters, the net attorney's fees received in settlement or judgment after one of those triggering events will be shared: 10% to FREDRIKSON & BYRON, P.A. and 90% to STAG LIUZZA, LLC. Nothing in this paragraph shall alter or increase in any way the amount of attorneys' fees to be paid by the Client.

These Attorneys' Fees shall all be calculated before the deduction of costs and expenses, as set forth in Section 2 herein. "Gross amount recovered" herein means principal, interest, penalties, punitive damages, treble damages, attorney's fees, and all other amounts recovered, or value received, including the value of any structured settlement, future payments, or other relief achieved, whether by settlement, judgment or otherwise. "Constituent claims" herein means any one or more claims of the Client constituting less than the entirety of the Client's Claims, including a partial settlement or judgment with less than all defendants. The Client agrees to pay all costs and expenses, as set forth in Section 2 herein, which, in the event of a successful recovery, shall be deducted from the Client's share of that recovery. The Client acknowledges that multiple lawsuits have been filed relating to the same subject matter as Client's Claims. The Client acknowledges that these suits, including any suit for the Client's Claims, might be removed to a federal court as part of multi-district litigation. Further, the Client acknowledges that the court governing the multi-district litigation might appoint committees of attorneys to litigate common

issues of law and fact to facilitate the resolution of those lawsuits for the common benefit of all claimants, including the Client. As a result, the Client might be obliged to pay from any Gross Amount Recovered a share of its recovery to satisfy an assessment of common benefit fees, costs, and expenses in an amount as determined by the court. Neither the Attorneys nor the Client shall have the right, without the written consent of the other, to settle, compromise, release, discontinue, or otherwise dispose of the Client's Claims. **Client shall only pay attorney fees contingent upon a recovery and shall not pay any attorney fees if there is no recovery.**

2. COSTS AND EXPENSES. In addition to paying Attorneys' Fees, in the event of a successful recovery, the Client agrees to reimburse all costs and expenses, as set forth herein only in the event of a recovery, which shall be deducted from the Client's share of that recovery. Attorneys shall advance all litigation expenses on behalf of Client, and Client shall not be responsible for incurring or reimbursing costs of the litigation even if the amount of recovery is less than the costs incurred. **Client shall only reimburse litigation costs or expenses in the event of a recovery by settlement or judgment.** If no recovery is made, Attorneys shall bear all unreimbursed costs and expenses incurred, and client shall not be liable for any such costs or expenses incurred by Attorneys. Further, if recovery is insufficient to fully reimburse litigation costs, Attorneys shall bear, and Client shall not be liable for, all costs in excess of the amount of recovery. Subject to the foregoing terms, the Client agrees to reimburse the Attorneys' litigation costs and expenses upon receipt of any settlement funds or collected judgment.

The Attorneys shall have the right and authority, without prior approval of the Client, to incur such litigation costs and expenses as may be necessary or advisable in furtherance of Client's Claims. Litigation costs and expenses may include (but are not limited to) the following: filing fees; deposition costs; expert witness fees; transcript costs; witness fees; subpoena costs; sheriff's and service of process fees; trial consultant fees; mock trial costs; shadow jury fees; mediation fees; court costs; trial exhibit costs; copy costs; photographic, electronic or digital evidence production or presentation; investigation fees; travel expenses; and any other case-specific expenses directly related to the representation undertaken. Additionally, the Client specifically authorizes the Attorneys to charge as recoverable costs such items such as: computer legal research charges (e.g. Westlaw and/or Lexis); long distance telephone expenses; postage charges; Federal Express, UPS, and other delivery service charges; internal photocopying at a rate of \$.30 per page; facsimile costs at a rate of \$.25 per page; and mileage and outside courier charges, all of which must be incurred solely for the purposes of the representation undertaken. Finally, the Client acknowledges that Client will not be charged costs and expenses for any overhead costs of the Attorneys' practice, including office rent; utility costs; charges for local telephone service; office supplies; fixed asset expenses; and ordinary secretarial and staff services.

3. NO GUARANTEE. The Client acknowledges that the Attorneys have made no promise or guarantee regarding the outcome of my legal matter. The Client acknowledges that the Client's Claims may be subject to defenses that could lead to dismissal before, at, or after trial, and no recovery. The Client further acknowledge that the Attorneys shall have the right to cancel this agreement and withdraw from this matter if, in the Attorneys' professional opinion, the matter does not have merit, the Client does not have a reasonably good possibility of recovery, the Client refuses to follow the recommendations of the Attorneys, the Client fails to abide by the terms of this agreement, the Client fails to provide requested information or to produce witnesses to appear for deposition or trial, if the Attorneys' continued representation would result in a violation of the

Rules of Professional Conduct, or at any other time as permitted under the Rules of Professional Conduct. No guarantee or representation has been made to the Client as to what type or amount of recovery, if any, may be expected on the Client's Claims.

4. ELECTRONIC DATA COMMUNICATION AND STORAGE. In the interest of facilitating our services to the Client, the Attorneys may communicate by facsimile transmission, send data over the internet, store electronic data via computer software applications hosted remotely on the internet, or allow access to data through third-party vendors' secured portals or clouds. Electronic data that is confidential to the Client may be transmitted or stored using these methods. The Attorneys may use third-party service providers to store or transmit this data. In using these data communication and storage methods, the Attorneys employ measures designed to maintain data security. The Attorneys will use reasonable efforts to keep such communications and data access secure in accordance with the Attorneys' obligations under applicable laws and professional standards. The Attorneys also require all of the Attorneys' third-party vendors to do the same. However, the Client acknowledges that some information transmitted to the Attorneys will be public records, and the Client has no expectation that public records will be confidential. Client acknowledges that the Attorneys have no control over the unauthorized interception or breach of any communications or data once it has been sent or has been subject to unauthorized access, notwithstanding all reasonable security measures employed by us or our third-party vendors, and the Client consents to our use of these electronic devices and applications and submission of confidential client information to third-party service providers during this engagement.

5. PRIVILEGE. The Client acknowledges that this contract is intended to and does hereby assign, transfer, set over, and deliver unto the Attorneys as its fee for representation of the Client in this matter an interest in the claim(s), the proceeds, or any recovery therefrom under the terms and conditions aforesaid, in accordance with the provisions any state law that applies to this contract.

6. MODIFICATION. It contains the entire and complete understanding between the parties and can only be modified by written amendment signed by all parties.

7. TERMINATION OF REPRESENTATION. The Client acknowledges that the Client has the right to terminate the representation upon written notice to that effect. The Client acknowledges that Client will be responsible for any contingent attorneys' fees or costs incurred prior to the discharge or termination, based on all the facts and circumstances, including the risk taken by the Attorneys in accepting Client's legal representation on a contingency fee basis. The Client agrees to cooperate with Attorneys and to comply with all reasonable requests of Attorneys. The Client warrants and represents to the Attorneys that all information the Client has provided to, or will in the future provide to, the Attorneys regarding the Client's Claim is true and correct to the best of the Client's knowledge, information, and belief. The Attorneys have the right to withdraw from this representation after giving reasonable notice. If the Attorneys resign, are discharged, or are disqualified or otherwise cease to serve as the Client's legal counsel prior to a settlement or final judgment, then the withdrawing, discharged, or disqualified Attorneys shall receive as compensation for services reasonable fees based on all of the facts and circumstances of its representation. At the conclusion of this matter, the Attorneys will retain the Client's legal files for a period of five (5) years after the Attorneys close their files. At the expiration of the five-year

period, the Attorneys may destroy these files unless the Client notifies the Attorneys in writing that the Client wishes to take possession of the files. The Attorneys reserve the right to charge administrative fees and costs associated with retrieving, copying, and delivering such files.

8. ENTIRE AGREEMENT. The undersigned representative of Client has read this agreement, a copy of which Client has received, in its entirety, and Client agrees to and understands the terms and conditions set forth herein. Client acknowledges that there are no other terms or oral agreements existing between the Attorneys and Client other than this agreement and the engagement letter Client signed with Fredrikson & Byron P.A. This agreement may not be amended or modified in any way without the prior written consent of the Attorneys and the Client.

9. AUTHORITY. Client acknowledges having been advised to and given the full opportunity to obtain independent representation in the making of this agreement and voluntarily entering into this agreement after such opportunity. The Client representative signing below represents that the Client enters into this agreement with proper authorization and approval under state and local law, and that the Client representative is specifically authorized to execute this agreement.

EFFECT OF SIGNING

Client understands that this is a binding legal document. Client further understands that this Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be one and the same agreement. A signed copy of this Agreement delivered by facsimile, e-mail, or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

Date

**JEREMY GREENHOUSE FOR FREDRIKSON
& BYRON, P.A.**

Date

**MICHAEL STAG, LLC FOR STAG LIUZZA,
L.L.C.**

Date

Mark Hueser, Mayor FOR GLENCOE

Date

**Mark Larson, City Administrator FOR
GLENCOE**





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

**This Page is Blank to
Separate Agenda Items**

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

CITY OF GLENCOE BILLS

DECEMBER 15, 2025

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

<u>VENDOR</u>	<u>DEPARTMENT: DESCRIPTION</u>	<u>TOTAL</u>
CITY OF GLENCOE EMPLOYEES	MULTIPLE DEPTS.: CITY OF GLENCOE PAYROLL 8-20-25	\$101,545.87
WIRE TRANSFER	MULTIPLE DEPTS.: MEDICA INSURANCE PREMIUMS	\$43,933.20
WIRE TRANSFER	MULT DEPTS:EMP/CITY PAYROLL TAXES,HSA,PERA,D COMP,CAFE	\$62,955.98
	TOTAL PREPAID BILLS ----->	<u><u>\$208,435.05</u></u>

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

DEC 15, 2025 - PREPAID BILLS

Date: 12/11/2025
 Time: 1:31 pm
 Page: 1

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
BREAKTHRU BEVERAGE	0513	LIQUOR STORE: MERCH FOR RESALE	186560	08/25/2025	<u>6,881.00</u>
				Vendor Total:	<u>6,881.00</u>
COLONIAL LIFE	0735	MULT DEPTS: INS PREMIUMS	186561	08/25/2025	<u>263.70</u>
				Vendor Total:	<u>263.70</u>
IUOE LOCAL #49	2109	MULT DEPTS: UNION DUES	186562	08/25/2025	<u>209.95</u>
				Vendor Total:	<u>209.95</u>
JOHNSON BROS - ST PAUL	0504	LIQUOR STORE: MERCH FOR RESALE	186563	08/25/2025	<u>7,007.50</u>
				Vendor Total:	<u>7,007.50</u>
MINNESOTA CHILD SUPPORT	1646	POLICE: CHILD SUPPORT PAYMENT	186564	08/25/2025	<u>237.19</u>
				Vendor Total:	<u>237.19</u>
MINNESOTA PUBLIC EMPLOYEE	1439	POLICE: UNION DUES	186565	08/25/2025	<u>110.75</u>
				Vendor Total:	<u>110.75</u>
NCPERS GROUP LIFE INS	1619	ADMIN: INS PREMIUM	186566	08/25/2025	<u>16.00</u>
				Vendor Total:	<u>16.00</u>
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR STORE: MERCH FOR RESALE	186567	08/25/2025	<u>4,563.62</u>
				Vendor Total:	<u>4,563.62</u>
PPLSI	0485	MULT DEPTS: INS PREMIUMS	186568	08/25/2025	<u>112.60</u>
				Vendor Total:	<u>112.60</u>
RIVERVIEW LAW OFFICE, PLLC	0137	WWTP: WITHHOLDING	186569	08/25/2025	<u>855.79</u>
				Vendor Total:	<u>855.79</u>
SOUTHERN GLAZER'S OF MN	1429	LIQUOR STORE: MERCH FOR RESALE	186570	08/25/2025	<u>488.24</u>
				Vendor Total:	<u>488.24</u>
				Grand Total:	<u>20,746.34</u>
				Less Credit Memos:	<u>0.00</u>
				Net Total:	<u>20,746.34</u>
				Less Hand Check Total:	<u>0.00</u>
				Outstanding Invoice Total :	<u>20,746.34</u>
	Total Invoices:	11			

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Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
AMERICAN EXPRESS	1536	MULT DEPTS: FRIDGE, BAR, LIGHT BAR, REPAIR PARTS, SUPPLIES	186670	08/29/2025	2,040.10
				Vendor Total:	<u>2,040.10</u>
ARTISAN BEER COMPANY	1258	LIQUOR STORE: MERCH FOR RESALE	186671	08/29/2025	504.00
				Vendor Total:	<u>504.00</u>
BOBBING BOBBER BREWING COM	1802	LIQUOR STORE: MERCH FOR RESALE	186672	08/29/2025	129.20
				Vendor Total:	<u>129.20</u>
BREAKTHRU BEVERAGE	0513	LIQUOR STORE: MERCH FOR RESALE	186673	08/29/2025	6,907.96
				Vendor Total:	<u>6,907.96</u>
C & L DISTRIBUTING	0492	LIQUOR STORE: MERCH FOR RESALE	186674	08/29/2025	17,396.45
				Vendor Total:	<u>17,396.45</u>
CROW RIVER WINERY	2067	LIQUOR STORE: MERCH FOR RESALE	186675	08/29/2025	856.80
				Vendor Total:	<u>856.80</u>
DAHLHEIMER BEVERAGE	0003	LIQUOR STORE: MERCH FOR RESALE	186676	08/29/2025	18,033.67
				Vendor Total:	<u>18,033.67</u>
JOHNSON BROS - ST PAUL	0504	LIQUOR STORE: MERCH FOR RESALE	186677	08/29/2025	5,278.25
				Vendor Total:	<u>5,278.25</u>
MARLIN'S TRUCKING	1387	LIQUOR STORE: MERCH FOR RESALE	186678	08/29/2025	582.75
				Vendor Total:	<u>582.75</u>
NOTHING BUT HEMP	0275	LIQUOR STORE: MERCH FOR RESALE	186679	08/29/2025	816.00
				Vendor Total:	<u>816.00</u>
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR STORE: MERCH FOR RESALE	186680	08/29/2025	2,060.49
				Vendor Total:	<u>2,060.49</u>
SOUTHERN GLAZER'S OF MN	1429	LIQUOR STORE: MERCH FOR RESALE	186681	08/29/2025	4,714.31
				Vendor Total:	<u>4,714.31</u>
VIKING BEVERAGES	0973	LIQUOR STORE: MERCH FOR RESALE	186682	08/29/2025	4,458.90
				Vendor Total:	<u>4,458.90</u>
VINOCOPIA, INC.	1353	LIQUOR STORE: MERCH FOR RESALE	186683	08/29/2025	191.00
				Vendor Total:	<u>191.00</u>
VISA	0350	MULT DEPTS: DISPENSERS, SUPP'S POSTAGE, TRAINING/TRAVEL EXP	186684	08/29/2025	3,178.13
				Vendor Total:	<u>3,178.13</u>
WINE COMPANY	2004	LIQUOR STORE: MERCH FOR RESALE	186685	08/29/2025	561.00
				Vendor Total:	<u>561.00</u>
				Grand Total:	67,709.01
				Less Credit Memos:	0.00
				Net Total:	<u>67,709.01</u>
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	<u>67,709.01</u>
Total Invoices:	16				

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Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
AKO ELECTRIC INC	1468	WWTP, CITY CENTER:GATE REPAIR, ADD OUTLETS, WIRE PROJECTOR	0	00/00/0000	6,843.11
				Vendor Total:	<u>6,843.11</u>
AUTO VALUE GLENCOE	0214	PARK: HEAD LAMP	0	00/00/0000	11.99
				Vendor Total:	<u>11.99</u>
BORDER STATES INDUSTRIES INC	0852	ADMIN: LIGHTS	0	00/00/0000	117.58
				Vendor Total:	<u>117.58</u>
CARD SERVICES	0330	COUNCIL, WATER: SUPPLIES	0	00/00/0000	64.13
				Vendor Total:	<u>64.13</u>
CARLY'S SHOES	0396	WWTP: SAFETY BOOTS	0	00/00/0000	242.99
				Vendor Total:	<u>242.99</u>
CASTILLO, JESUS	1033	REIMB: PERMIT FEES REFUND	0	00/00/0000	4,746.40
				Vendor Total:	<u>4,746.40</u>
CDW GOVERNMENT, INC.	2131	ADMIN: ADOBE PRO SUBSCRIPTIONS	0	00/00/0000	946.80
				Vendor Total:	<u>946.80</u>
CENGAGE LEARNING INC-GALE	1828	LIBRARY: BOOKS	0	00/00/0000	257.75
				Vendor Total:	<u>257.75</u>
CENTER POINT LARGE PRINT	1349	LIBRARY: BOOKS	0	00/00/0000	306.84
				Vendor Total:	<u>306.84</u>
CENTERPOINT ENERGY	0204	MULT DEPTS: NATURAL GAS BILLS	0	00/00/0000	9,580.36
				Vendor Total:	<u>9,580.36</u>
DAKOTA SUPPLY GROUP	0523	WATER: METER COUPLINGS	0	00/00/0000	984.88
				Vendor Total:	<u>984.88</u>
DIETZ, KEVIN	0411	COUNCIL: PLANNING COMMISSION PAY	0	00/00/0000	250.00
				Vendor Total:	<u>250.00</u>
FLAHERTY & HOOD, P.A.	0441	ADMIN: LEGAL FEES	0	00/00/0000	510.00
				Vendor Total:	<u>510.00</u>
FOSTER MECHANICAL, INC.	0647	POLICE: AIR HANDLER UNIT & AIR CONDITIONER REPLACEMENT	0	00/00/0000	55,295.00
				Vendor Total:	<u>55,295.00</u>
FRANKLIN PRINTING INC.	0085	ADMIN, LIQUOR STORE: OFFICE SUPPLIES	0	00/00/0000	1,126.82
				Vendor Total:	<u>1,126.82</u>
FRITZ'S TINT SHOP	2296	POLICE: WALL GRAPHICS	0	00/00/0000	725.00
				Vendor Total:	<u>725.00</u>
GAVIN, JANSSEN, STABENOW &	0087	POLICE: LEGAL SERVICES	0	00/00/0000	3,574.55
				Vendor Total:	<u>3,574.55</u>
GLENCOE AREA CHAMBER OF CO	0094	ADMIN: BANQUET	0	00/00/0000	210.00
				Vendor Total:	<u>210.00</u>
GLENCOE MULTI FAMILY, LLC	1954	TAX INC #19: TIF NOTE PAYMENT	0	00/00/0000	100,000.00
				Vendor Total:	<u>100,000.00</u>
GOLDEN TONGUE CONSULTANTS	1305	POLICE: TRANSLATION SERVICES	0	00/00/0000	96.00
				Vendor Total:	<u>96.00</u>
GOPHER STATE ONE CALL	0482	WATER, WWTP, STORM WATER: LOCATE TICKETS	0	00/00/0000	51.30
				Vendor Total:	<u>51.30</u>
HAWKINS, INC.	1133	AQUATIC CENTER, WWTP: CHEMICALS	0	00/00/0000	120.00
				Vendor Total:	<u>120.00</u>
HILLYARD HUTCHINSON	0122	ADMIN, CITY CENTER: CLEANING SUPPLIES & PAPER PRODUCTS	0	00/00/0000	2,544.30
				Vendor Total:	<u>2,544.30</u>

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

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Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
HOLTMEIER CONSTRUCTION, INC	1450	'25 ST IMPROVE: HENNEPN AVE PROJECT PAYMENT	0	00/00/0000	71,288.03
				Vendor Total:	<u>71,288.03</u>
HOME SOLUTIONS OF GLENCOE	1947	CITY CENTER: TOP LOAD WASHER	0	00/00/0000	1,129.98
				Vendor Total:	<u>1,129.98</u>
HUB PUBLISHING, INC.	1605	POLICE: ATV PERMIT STICKERS	0	00/00/0000	95.95
				Vendor Total:	<u>95.95</u>
INDEPENDENT EMERGENCY SER	0969	POLICE: MONTHLY 911 SERVICE	0	00/00/0000	10.77
				Vendor Total:	<u>10.77</u>
JOHNSON CONTROLS FIRE	0874	ADMIN, LIBRARY, CITY CENTER: FIRE SPRINKLER SYSTEM REPAIRS	0	00/00/0000	2,857.71
				Vendor Total:	<u>2,857.71</u>
JOHNSON, AMANDA	0140	COUNCIL: PLANNING COMMISSION PAY	0	00/00/0000	250.00
				Vendor Total:	<u>250.00</u>
KDUZ - KARP - KGLB	2248	ADMIN, LIQUOR STORE: ADVERTISING	0	00/00/0000	5,380.43
				Vendor Total:	<u>5,380.43</u>
KWIK TRIP	1653	POLICE: FUEL	0	00/00/0000	1,870.89
				Vendor Total:	<u>1,870.89</u>
LIGHT & POWER COMMISSION	1484	MULT DEPTS: ELECTRICITY, CREDIT CARD & BILLING FEES	0	00/00/0000	25,102.89
				Vendor Total:	<u>25,102.89</u>
MENARDS - HUTCHINSON	2184	WWTP: REPAIR PARTS	0	00/00/0000	13.08
				Vendor Total:	<u>13.08</u>
METRO SALES, INC	1066	POLICE, LIBRARY: OFFICE EQUIPMENT LEASE	0	00/00/0000	490.74
				Vendor Total:	<u>490.74</u>
MILLER MANUFACTURING CO.	0501	TAX INC #17: TIF NOTE PAYMENT	0	00/00/0000	14,866.86
				Vendor Total:	<u>14,866.86</u>
MILLER, JOSH	1190	COUNCIL: PLANNING COMMISSION PAY	0	00/00/0000	150.00
				Vendor Total:	<u>150.00</u>
MINNESOTA CHIEFS OF POLICE	2033	POLICE: DUES	0	00/00/0000	380.00
				Vendor Total:	<u>380.00</u>
MNSPECT	0722	CODE ENFORCE: BUILDING & RENTAL INSPECTIONS	0	00/00/0000	9,921.25
				Vendor Total:	<u>9,921.25</u>
MVTL , INC.	0353	WWTP: LAB TESTING	0	00/00/0000	10.40
				Vendor Total:	<u>10.40</u>
NEUBARTH TOWING & RECOVERY	0438	REIMB: TOWING	0	00/00/0000	90.00
				Vendor Total:	<u>90.00</u>
NUVERA	2120	MULT DEPTS: INTERNET, PHONE, IT SUPPORT	0	00/00/0000	5,673.24
				Vendor Total:	<u>5,673.24</u>
OFFICE OF MN. IT SERVICES	1423	POLICE: INTERNET SERVICE	0	00/00/0000	127.89
				Vendor Total:	<u>127.89</u>
OPENGOV, INC	2045	WATER, WWTP: ASSET MANAGEMENT SOFTWARE	0	00/00/0000	101,311.83
				Vendor Total:	<u>101,311.83</u>
O'REILLY AUTOMOTIVE, INC	1982	WWTP: BULB	0	00/00/0000	5.00
				Vendor Total:	<u>5.00</u>
PITNEY BOWES BANK INC	0271	ADMIN: OFFICE EQUIPMENT LEASE	0	00/00/0000	227.31
				Vendor Total:	<u>227.31</u>

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Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
PLUNKETT'S PEST CONTROL, INC	0446	AQUATIC CENTER, WWTP: PEST CONTROL	0	00/00/0000	191.37
				Vendor Total:	191.37
PREMIUM WATERS, INC.	1081	MULT DEPTS: WATER	0	00/00/0000	231.95
				Vendor Total:	231.95
QUILL LLC	1691	LIBRARY: OFFICE SUPPLIES, BROCHURE HOLDER	0	00/00/0000	109.98
				Vendor Total:	109.98
RANNOU, NANCY	0338	STREET: MAILBOX REIMB.	0	00/00/0000	75.50
				Vendor Total:	75.50
SAM'S TIRE SERVICE INC.	0250	POLICE: TIRE REPAIR	0	00/00/0000	34.90
				Vendor Total:	34.90
SCHEIDT, BOB	0254	COUNCIL: PLANNING COMMISSION PAY	0	00/00/0000	225.00
				Vendor Total:	225.00
SEH	1757	MULT DEPTS: ENGINEERING SERVICES	0	00/00/0000	132,847.51
				Vendor Total:	132,847.51
SENST, BOB	1015	COUNCIL: PLANNING COMMISSION PAY	0	00/00/0000	200.00
				Vendor Total:	200.00
SHRED-N-GO - 446138	0032	FINANCE, POLICE: PAPER SHREDDING	0	00/00/0000	180.60
				Vendor Total:	180.60
STAR GROUP, L.L.C.	0972	STREET: FILTERS, OIL, SMALL TOOLS, ANTIFREEZE	0	00/00/0000	377.47
				Vendor Total:	377.47
STARRY'S EMBROIDERY	1868	ADMIN, FINANCE, CITY CENTER: UNIFORMS	0	00/00/0000	710.00
				Vendor Total:	710.00
STORM TRUCKING, LLC	1687	STREET: SNOW HAULING	0	00/00/0000	617.50
				Vendor Total:	617.50
THOMSON REUTERS	1260	POLICE: INVESTIGATION SERVICES	0	00/00/0000	200.66
				Vendor Total:	200.66
TRI-COUNTY WATER	1016	STREET, REIMB: WATER	0	00/00/0000	28.50
				Vendor Total:	28.50
				Grand Total:	565,890.99
				Less Credit Memos:	0.00
				Net Total:	565,890.99
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	565,890.99
Total Invoices:	59				