



GLENCOE CITY COUNCIL MEETING MINUTES

January 20, 2026 – 7:00 PM

City Center Ballroom

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

City Staff: Mark Lemen, Mark Ostlund, Brandon Frankfurth, Haylie Kusler, Todd Trippel, Tony Padilla, Liz Griebel

Other: Justin Black, Brian O'Donnell

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 January 5, 2026

B. Approve Minutes of the City Council Workshop of January 12, 2026

C. Approve Liquor License renewal, 3.2 Off-Sale at **La Zacatecana**, 740 11th St E., Glencoe, MN

D. Pool Table Permit X 4, Pla-mor Ballroom, 1905 9th Street East, Glencoe, MN

Motion: Lemke, seconded by Neid to approve the consent agenda with the one correction in the January 5, 2026 regular meeting minutes. All in favor, the motion carries.

3. APPROVE AGENDA

Motion: Dahlke, seconded by Rivera to approve the agenda with the removal of 6D and the addition of 7E. All in favor, the motion carries.

4. PUBLIC COMMENT (agenda items only)

None.

5. PUBLIC HEARINGS – None Scheduled

None.

6. BIDS AND QUOTES

A. Supplemental Letter Agreement (SLA) for SEH to serve as City Engineer -Justin Black, City Engineer, SEH

Motion: Neid, seconded by Lemke to approve the SLA for SEH to serve as City Engineer. All in favor, the motion carries.

B. SLA for Engineering Services for Municipal State Aid (MSA) – Justin Black, City Engineer, SEH

Motion: Lemke, seconded by Dahlke to approve the SLA for Engineering Services for Municipal State Aid. All in favor, the motion carries.

C. Electronic payment option for Glencoe Aquatic Center - City Administrator Mark Lemen

The Glencoe Aquatic Center currently operates as a cash-based business. The current request is to approve purchasing credit card processors, tablets, cash boxes, and receipt printers to facilitate seamless and convenient transaction processing on site for all patrons. One terminal would be for admissions and the second for concessions.

Motion: Lemke, seconded by Rivera to approve the Elavon Talech rental, for the two devices described, for the 2026 season. Dahlke abstained his vote. All in favor, the motion carries.

7. REQUESTS TO BE HEARD

A. Approval of Administrative Assistant Job Description and Posting - City Administrator Mark Lemen

Motion: Neid, seconded by Rivera to approve the Administrative Assistant job description and posting. All in favor, the motion carries.

B. Resolution 2026-02 Local Option Sales Tax – City Administrator Mark Lemen

**CITY OF GLENCOE, MINNESOTA
RESOLUTION 2026-02**

Resolution to support the authority to impose a local sales tax to fund specific capital improvements providing regional benefit, to establish the duration of the tax and the revenue to be raised by the tax, and to authorize the city to issue bonds supported by the sales tax revenue.

WHEREAS, the city has engaged community residents and businesses and identified the City of Glencoe Recreational Area Park System and Trails System;

WHEREAS, the project(s) will result in benefits to both the residents and businesses of the city of Glencoe and to non-resident visitors and businesses; and,

WHEREAS, funding the project(s) with a local sales tax will more closely distribute the cost of the project(s) to the users of the facilities; and,

WHEREAS, the project(s) are estimated to cost approximately \$2,875,000; and,

WHEREAS, the city estimates that a local sales tax of 0.5 *percent* would generate \$3,003,371 over 15 years; and,

WHEREAS, the city has provided documentation of the regional significance of each project, including the share of the economic benefit to or use of each project by persons residing, or businesses located outside of the jurisdiction; and,

WHEREAS, the estimated local sales tax revenue and estimated time needed to raise that amount of revenue for each project is as follows:

- For Glencoe City Recreational Area Park System: The city will collect \$1,225,185 over 15 years
- For Glencoe Trail System: The city will collect \$1,649,815 over 15 years

WHEREAS, Minn. Stat. § 297A.99 authorizes the imposition of a general sales tax if permitted by special law of the Minnesota Legislature; and,

WHEREAS, Minn. Stat. § 297A.99 requires the City to pass a resolution authorizing such a local tax and to obtain Legislative approval prior to approval by the local voters to enact the local tax;

THEREFORE, BE IT RESOLVED the following:

1. The city council supports the authority to impose a general local sales tax of 0.5 percent for a period of 15 years to fund the aforementioned project(s);
2. Upon approval of this resolution, the city will submit the adopted resolution and documentation of regional significance to the chairs and ranking minority members of the House and Senate Taxes committees for approval and passage of a special law authorizing the tax, by January 31 of the year that it is seeking the

special law.

3. Upon Legislative approval and passage of the special law authorizing the tax, the city will adopt a resolution accepting the new law, which will be filed with a local approval certificate to the Office of the Secretary of State before the following Legislative session.
4. The city will put a detailed ballot question(s), which includes separate questions for each project, on a general election ballot for local voter approval. This will be done within two years of receiving legislative authority.
5. If one or more ballot questions pass, the city will also pass an ordinance imposing the tax and notify the commissioner of Revenue at least 90 days before the first day of the calendar quarter that the tax will be imposed.
6. Upon completion of the aforementioned requirements, the local sales tax will commence and run until February 1, 2027, to February 1, 2042, or until a sum sufficient to fund the voter-approved project(s), including related debt costs, is raised, whichever comes first.

Adoption by the City Council of the City of Glencoe this January the day of 20, 2026.

Motion: Dahlke, seconded by Maynard to approve **Resolution 2026-02 Local Option Sales Tax**. Upon a roll call vote, the following voted Aye, Rivera, Dahlke, Maynard, Neid and Lemke. The following voted Nay, none. Whereupon the resolution was declared adopted and approved.

C. Approval of Rezoning Permit Application for 2600 Block 14th St

Motion: Neid, seconded by Lemke to approve the Rezoning Permit Application for 2600 Block 14th St. All in favor, the motion carries.

D. Approval to advertise and set bid opening for GYL taxilane extension project

Motion: Neid, seconded by Dahlke to approve advertisement and set bid opening for GYL Taxilane Extension project. All in favor, the motion carries.

E. Appoint member to the Planning and Industrial Commission – Planning Commission Recommendation

Motion: Maynard, seconded by Rivera to appoint Hunter Lemke to the Planning and Industrial Commission. All in favor, the motion carries.

8. ITEMS FOR DISCUSSION

A. HR Policy Updates – Assistant City Administrator Haylie Kusler

Assistant City Administrator Kusler gave a brief update on the HR policies. Currently establishing a recruitment and onboarding process, performance management and reviews, and maintenance to the personnel policy.

9. ROUTINE BUSINESS

A. Project Updates

B. Economic Development

C. Public Input

D. Reports

E. City Bills

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

10. ADJOURN

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