

GLENCOE CITY COUNCIL MEETING AGENDA

Monday, May 4, 2026

City Center Ballroom

1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

2. CONSENT AGENDA

- A. Approve Minutes of the Regular Meeting of April 20, 2026
- B. Special Event – Spring Fling – First Congregational Church, 1400 Elliott Avenue North, Glencoe, MN – 5/17/26 – Close Street and Picnic Tables – Pending Chief Padilla and PW Director Frankfurth's Approval
- C. Approve Summary Publication for Ordinance 632
- D. Approve Pickleball Paddle Holder Purchase from Park Improvement Fund
- E. Peddler/Solicitor – Mad City Windows & Baths – Home Remodeling Company – 4 Annual Permits

3. APPROVE AGENDA

4. PUBLIC COMMENT (agenda items only)

5. PUBLIC HEARINGS

- A. Public Hearing for **Resolution 2026-06** Regarding the Issuance of Revenue Obligations – Mark Ostlund, City Attorney

6. BIDS AND QUOTES

- A. Upgrade Wastewater SCADA System – Brandon Frankfurth, Public Works Director

7. REQUESTS TO BE HEARD

- A. Approve RFP Process for the Marketing of City Owned Property – Mark Lemen, City Administrator
- B. Approve RFP Process for the Development of City Owned Property – Mark Lemen, City Administrator
- C. Allow KGLB to Use City Center Ballroom at No Cost for AG Day in Exchange for City Advertising – Mark Lemen, City Administrator
- D. Approve Bond **Resolution 2026-09** for Lift Station – Mark Lemen, City Administrator
- E. Approve SLA with SEH for Glen Knoll Lift Station Project- Justin Black, SEH

8. ITEMS FOR DISCUSSION

9. ROUTINE BUSINESS

- A. Project Updates
- B. Economic Development
- C. Public Input

- D. Reports
- E. City Bills
- F. Closed meeting to consider strategy for labor negotiations pursuant to sections [179A.01](#) to [179A.25](#).

10. ADJOURN



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



SMALL CITY & BIG FUTURE

GLENCOE CITY COUNCIL MEETING MINUTES

April 20, 2026 – 7:00 PM

City Center Ballroom

Attendees: Jon Dahlke, Scott Maynard, Cory Neid, Yodee Rivera

City Staff: Mark Lemen, Mark Ostlund, Brandon Frankfurth, Tony Padilla, Bobbi Kadrie, Haylie Kusler

1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

The Meeting was called to order by Vice President Cory Neid.

2. CONSENT AGENDA

A. Approve Minutes of the Regular Meeting of April 6, 2026

B. Approve Minutes of The Council Workshop April 13, 2026

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

3. APPROVE AGENDA

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

4. PUBLIC COMMENT (agenda items only)

None.

5. PUBLIC HEARINGS

A. Public Hearing for **Resolution 2026-06** Regarding the Issuance of Revenue Obligations – Mark Ostlund, City Attorney

This public hearing was postponed until May 4, 2026, at 7:05 PM.

6. BIDS AND QUOTES

A. Purchase Sewer Manhole Lining- Brandon Frankfurth, Public Works Director

Motion: Dahlke, seconded by Maynard to approve the quote from Summitt Infrastructure, for Sanitary Manhole Lining for \$26,235.00. All in favor, the motion carries.

B. Approved Change Order for Parking Lot Resurfacing- Justin Black, SEH

The expense remains within the approved project budget and doesn't affect residents' assessments.

Motion: Rivera, seconded by Maynard to approve the change order for parking lot resurfacing, for \$69,047.50. All in favor, the motion carries.

C. Approve **Resolution 2026-07** approving bids and awarding the Glen Knoll Lift Station Project- Justin Black, SEH

Motion: Maynard, seconded by Rivera to approve **Resolution 2026-07**. Upon roll call vote the following voted Aye, Dahlke, Maynard, Rivera. The following voted Nay, none. Whereupon the resolution was declared adopted and approved.

RESOLUTION NO. 2026-07
ACCEPTING BID

WHEREAS, pursuant to an advertisement for bids for the construction of the **Glen Knoll Lift Station Replacement Project**, bids were received, opened, and tabulated according to law, and the following bids were received complying with the advertisement:

Contractor	Base Bid Amount	Alternate 1 Amount
Holtmeier Construction, Inc. Mankato, MN	\$1,029,941.00	\$86,970.00
R & R Excavating, Inc. Hutchinson, MN	\$1,053,458.49	\$98,924.83
Meyer Contracting Inc. Maple Grove, MN	\$1,295,167.00	\$72,000.00

AND WHEREAS, it appears Holtmeier Construction, Inc. of Mankato, Minnesota, is the lowest responsible bidder,

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

1. The mayor and city administrator are hereby authorized and directed to enter into a contract with Holtmeier Construction, Inc. of Mankato, Minnesota, in the name of the City of Glencoe, Minnesota, for the construction of the Glen Knoll Lift Station Replacement Project, Base Bid and Alternate 1, according to the plans and specifications therefore approved by the city council and on file in the office of the city administrator.
2. The city administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Adopted by the city council this 20th day of April, 2026.

7. REQUESTS TO BE HEARD

- A.** Approve the Third Reading of the Updated Liquor Ordinance 633 - Mark Lemen, City Administrator

Motion: Dahlke, seconded by Rivera to approve the Third Reading of the Updated Liquor Ordinance 633. All in favor, the motion carries.

- B.** Approve the Third Reading of the Updated Zoning Ordinance 632 – Mark Lemen, City Administrator

Motion: Maynard, seconded by Dahlke to approve the Third Reading of the Updated Zoning Ordinance 633. All in favor, the motion carries.

- C.** Approve hiring of Police Lieutenant – Tony Padilla, Glencoe Police Chief

Motion: Dahlke, seconded by Rivera to approve the hiring of Matthew Struck as full-time Lieutenant. All in favor, the motion carries.

- D.** Approve hiring of Police Patrol Officer – Tony Padilla, Glencoe Police Chief

Motion: Maynard, seconded by Dahle to approve the hiring of Alex Kasatkin as full-time Police Patrol Officer. All in favor, the motion carries.

- E. Approve hiring of Streets & Parks Maintenance Worker- Brandon Frankfurth, Public Works Director

Motion: Dahlke, seconded by Rivera to approve the hiring of Kaden Lilienthal as a full time Streets & Parks Maintenance Worker

- F. Approve **Resolution 2026-08** State Airport Grant Agreement- Brandon Frankfurth, Public Works Director

Motion: Dahlke, seconded by Maynard to approve **Resolution 2026-08**. Upon a roll call vote, the following voted Aye, Dahlke, Maynard, Rivera. The following voted Nay, none. Whereupon the resolution was declared adopted and approved.

**RESOLUTION 2026-08 APPROVING
STATE AIRPORT FUND GRANT
AGREEMENT
WITH THE MINNESOTA DEPARTMENT OF TRANSPORTATION**

It is resolved by the City of Glencoe as follows:

- That it has applied for and been awarded a State Airport Fund grant by the Minnesota Department of Transportation, Agreement Number 1062873 (“Agreement”);
- That it hereby agrees to the terms and conditions of the Agreement; and
- That the proper signing officers are hereby authorized to execute the above-referenced Agreement and any amendments thereto on behalf of the City of Glencoe.

Adopted by the City Council on this 20th day of April, 2026.

8. ITEMS FOR DISCUSSION

- A. Local Sales Tax Update – Mark Lemen, City Administrator

9. ROUTINE BUSINESS

- A. Project Updates – No concrete updates for the Hotel
- B. Economic Development
- C. Public Input
- D. Reports
- E. City Bills

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

10. ADJOURN

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



SMALL CITY & BIG FUTURE

City of Glencoe
Special Event Application
1107 11th Street East, Suite 107
Glencoe, MN 55336
320-864-5586

Proposed event name: Spring Fling Proposed location: 1400 Elliott Ave N

Date(s) of the event: 5/17/2026 Time(s) of event: 12:00 PM to 4:00 PM

Group name or organization: First Congregational Contact Name: Rev. Adam Thompson

Address: 1400 Elliott Ave N City: Glencoe Zip: 55336

Email: pastor@firstcongregationalchurch.org Phone: 952-239-5893

Type of organization: ☐ For Profit ☐ Non-Profit ☐ Charity

Location requested use: ☐ City Parking Lot ☐ City Park ☒ Street Closure

Estimate the number of participants you expect to attend the event: 150

Event Description: Free outdoor community music event.

Event to include 2 live bands, activities for children and youth, food and beer available for purchase from Lazy Loon Brewing Company (temp. liquor license application, insurance provided). Free will offering to benefit McLeod County Food Shelf.

Assistance Requested: 8-10 picnic tables

Street Closure Request:

Describe the name and sections of the streets you are requesting temporary closure:

Closure at 14th Street - East side of intersection extending West to alleyway on 14th Street between Elliott and Ford.

Date/Time for beginning of street closure: 10:30 AM on 5/17/26

Date/Time for reopening of streets: 5:00 PM on 5/17/26

Events using public streets and parking lots (parades, walk/runs, dances, etc.) must submit a map with precise locations.

See back side for guidelines and information.

City of Glencoe, Minnesota

Ordinance No. 632

An ordinance of the City of Glencoe, Minnesota, adopting an amendment to the City zoning ordinance (the "Zoning Code Amendment") and directing publication of the ordinance by title and summary.

Section 1. Findings; procedural compliance; authority

1. The City Council finds that Minnesota law authorizes municipalities, by ordinance, to regulate land use through zoning and to adopt and amend zoning ordinances.
2. The City Council further finds that an amendment to a zoning ordinance may be initiated by the governing body, the planning agency, or by petition of affected property owners as defined in the zoning ordinance, and that an amendment not initiated by the planning agency must be referred to the planning agency, if there is one, for study and report and may not be acted upon by the governing body until it has received the planning agency's recommendation or until 60 days have elapsed from the date of reference without a report.
3. The City Council finds that has been held by the planning agency, with published notice of the time, place, and purpose of the hearing at least ten days prior to the hearing.
4. The City Council finds that they adopted and amended a zoning ordinance by a two thirds majority of all its members.

Section 2. Adoption of Zoning Code Amendment

1. The City Council of the City of Glencoe, Minnesota, hereby adopts the Zoning Code Amendment, a copy of which is on file with the City of Glencoe.
2. The Zoning Code Amendment adopted by this ordinance is incorporated into and made a part of the City's zoning ordinance.
3. Council action and vote:
 - a) The City Council adopts this summary ordinance by the following vote: Ayes: 3; Nays: 0; Absent: 2.

Section 3. Publication by title and summary; availability of full text

1. The City Council determines that publication of the title and a summary of this ordinance will clearly inform the public of the intent and effect of the ordinance.

2. By a four-fifths vote of its members, the City Council directs that only the title and a summary of this ordinance be published in the official newspaper, with notice that a printed copy of the ordinance is available for inspection during regular office hours at the office of the City Clerk and at any other location designated by the City Council.
3. Prior to publication, the City Council approves the text of the summary and determines that it clearly informs the public of the intent and effect of the ordinance.
4. The City shall post a copy of the entire text of the ordinance in the community library, if there is one, or if not, in another public location designated by the City Council.
5. Proof of publication shall be attached to and filed with the ordinance.

Section 4. Effective date

1. This ordinance shall take effect according to law following its adoption and publication as directed herein.

Adopted by the City Council of the City of Glencoe, Minnesota, this 20th day of April, **2026**.

Mayor: _____

Mark Hueser

Attest:

City Administrator: _____

Mark Lemen



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: Brandon Frankfurth, Public Works Director

Date: May 1, 2026

Re: **Item 2D:** Pickleball Paddle Holder

At the most recent Park Board meeting, the Board approved a recommendation to purchase paddle holders for the pickleball court. Pickleball has remaining donation funds that were not used during the court construction phase. These funds are currently held in the Park Improvement Fund; therefore, City Council approval is required to proceed with the purchase.

It is recommended that the City Council approve the purchase of pickleball paddle holders for **\$61.35**.

Deliver to City
Glencoe 55336

All ▾ pickleball paddle holder

EN

Hello, Todd
Account for City of Glencoe ▾

Returns
& Orders 0

All Rufus Business Essentials Climate Pledge Friendly Add Users Buy Again Today's Deals Savings For You Lists ▾ Business Prime ▾

Guided Buying

Group: City of Glencoe

☒ Mark product as preferred

Manage Buying policies

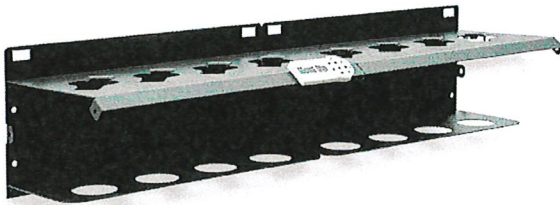


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2 sets
for
\$ 61.35

Pickleball Paddle Rack, 4/8/12-Paddle Holder, Next Up Players, Multiple Racks are Spliced to Achieve Expansion, Fence or Wall Mount, Steel, Black

Brand: PRAMOON

4.3 (52) | [Search this page](#)

Typical price: ~~\$64.58~~ Details

Business Price **\$61.35** (\$30.68 / count)

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You Save: **\$3.23 (5%)**

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6 units	10 units	Lowest
-8% \$357.06	-10% \$582.00	
\$59.51/unit	\$58.20/unit	

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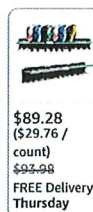
Color: BLACK - 2 SETS



\$32.47
~~\$34.49~~
FREE Delivery
Wednesday



\$61.35
(\$30.68 / count)
~~\$64.58~~
FREE Delivery
Wednesday



\$89.28
(\$29.76 / count)
~~\$92.98~~
FREE Delivery
Thursday

Material Alloy Steel

Color BLACK - 2 SETS

Buy new: **\$61.35**
(\$30.68 / count)

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FREE delivery **Wednesday, April 22**. Order within 9 hrs 16 mins

[Deliver to City - Glencoe 55336](#)

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Product support included

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If you still require Amazon packaging for this item, choose "Ship in Amazon packaging" at checkout.

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Used - Very Good
\$38.75 (\$19.37 / count)

FREE delivery **Monday, April 27** for Prime members

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Sold by: PRAMOON



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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Mayor: Mark Hueser **City Administrator:** Mark Lemen

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



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

To: Mayor and City Council

From: Mark Lemen, City Administrator

Date: April 30, 2026

Re: **Item 5A:** Public Hearing on **Resolution 2026-06** Regarding the Issuance of Revenue Obligations

Item 5A: Public Hearing on Resolution 2026-06 Regarding the Issuance of Revenue Obligations

FRYBERGER

— LAW FIRM —

DANIEL F. BURNS
dburns@fryberger.com
218.725.6892

March 20, 2026

City of Glencoe, Minnesota
Attn: Mark Lemen, City Administrator
1107 11th Street East
Glencoe, Minnesota 55336

Re: *Host Approval for the Issuance of Conduit Revenue Obligations by the City of Plato, Minnesota (GRHS Project)*

Greetings:

This letter is provided to follow-up on the request of Glencoe Regional Health Services (the "Borrower"), to have the City of Glencoe, Minnesota (the "City"), approve the issuance of private activity revenue bonds, in one or more series (the "Bonds"), by the City of Plato, Minnesota (the "Issuer"). Fryberger, Buchanan, Smith & Frederick, P.A., would act as Bond Counsel on the issuance of such Bonds.

The Bonds are proposed to be sold by the Issuer to Security Bank & Trust Co. (the "Lender"), and the proceeds thereof lent to the Borrower to: (i) finance the (a) constructing and equipping of a new approximately 7,645 square-foot addition for outpatient pain management and wound care services, and an approximately 2,445 square-foot addition to relocate medical imaging modalities, and the (b) expansion and remodeling of approximately 6,100 square feet of the existing surgical services department, all at the Borrower's existing health care and related facilities campus (the "Facilities") located at 1805 Hennepin Avenue N., in the City; (ii) fund capitalized interest, if any; (iii) fund required reserves, if any; and (iv) pay costs of issuance associated with the Bonds (collectively, the "Project").

The Bonds would be issued under Minnesota Statutes, Sections 469.152 through 469.1655, and Section 471.656, as amended (the "Acts"), and would be issued as tax-exempt obligations. Both the Acts and the Internal Revenue Code of 1986, as amended (the "Code"), and the rules and regulations promulgated thereunder, allow for issuers to issue tax-exempt bonds for projects located outside of their jurisdictional boundaries; provided that the municipality in which such project being financed with tax-exempt bonds is located gives what is called "host approval" for

FRYBERGER, BUCHANAN, SMITH & FREDERICK, P.A.

CLOQUET
813 Cloquet Ave.
Cloquet, MN 55720
p: (218) 879-3363

DULUTH
302 West Superior St.
Ste 700
Duluth, MN 55802
p: (218) 722-0861

SUPERIOR
1409 Hammond Ave., Suite 330
Superior, WI 54880
p: (715) 392-7405

fryberger.com

FRYBERGER, BUCHANAN, SMITH & FREDERICK, P.A.

March 20, 2026

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the bond issuance. The Borrower is requesting such "host approval" from the City, for the issuance of the Bonds by the Issuer.

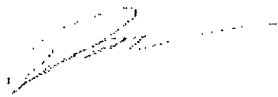
The Borrower has requested that the Issuer designate the Bonds, which will be in an amount not-to-exceed \$9,750,000, as "bank-qualified" (an additional benefit provided under the Code). The Issuer does not intend to issue over \$10,000,000 of tax-exempt bonds this year and is therefore able to make such designation. The Borrower's understanding is that the City is planning on issuing its own tax-exempt bonds this year, in an amount greater than \$250,000, precluding the City from being able to issue the proposed Bonds as "bank-qualified".

The Bonds and the resolutions adopted by the Issuer and the City will recite that the Bonds, if and when issued, will not to be payable from or charged upon any of the Issuer's or City's funds, other than the revenues received under a loan agreement (the "Loan Agreement") and pledged to the payment of the Bonds, and **the Issuer and the City are not subject to any liability on the Bonds**. No holder of the Bonds will ever have the right to compel any exercise by the Issuer or the City of their taxing powers to pay any of the principal of the Bonds or the interest or premium thereon, or to enforce payment of the Bonds against any property of the Issuer or of the City except the interests of the Issuer in payments to be made by the Borrower under the Loan Agreement. The Bonds will not constitute a charge, lien, or encumbrance, legal or equitable, upon any property of the Issuer or of the City, except the interests of the Issuer in payments to be made by the Borrower under the Loan Agreement. The Bonds are not moral Bonds on the part of the State or its political subdivisions, including the Issuer and the City, and the Bonds will not constitute a debt of the Issuer or of the City within the meaning of any constitutional or statutory limitation.

The issuance of the Bonds will not affect the Issuer's or Glencoe's credit rating on bonds that either entity issues for its own purposes.

Please feel free to contact me if you have any further questions or comments.

Sincerely,



Daniel F. Burns

EXHIBIT A

NOTICE OF PUBLIC HEARING ON A PROPOSED PROJECT AND THE ISSUANCE OF PRIVATE ACTIVITY BONDS BY THE CITY OF PLATO, MINNESOTA

CITY OF GLENCOE, MINNESOTA

Notice is hereby given that the governing body of the City of Glencoe, Minnesota (the "City") will meet on Monday, May 4, 2026, at 7:05 p.m., or as soon thereafter as reasonably possible in the City Center-South Ballroom, 1107 11th Street East, Glencoe, Minnesota.

The purpose of the public hearing is to consider giving host approval to the issuance by the the City of Plato, Minnesota (the "Issuer") of revenue obligations, in one or more series (the "Bonds"), under Minnesota Statutes, Sections 469.152 through 469.1655, and Section 471.656 (the "Act"), primarily to finance the costs of the "Project" described below. The Project will be owned and operated by Glencoe Regional Health Services (the "Borrower"), a Minnesota nonprofit corporation and an organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code").

Proceeds of the Bonds would be loaned to the Borrower and used: (i) to pay for the (a) constructing and equipping of a new approximately 7,645 square-foot addition for outpatient pain management and wound care services, and an approximately 2,445 square-foot addition to relocate medical imaging modalities, and the (ii) expansion and remodeling of approximately 6,100 square feet of the existing surgical services department, all at the Borrower's existing health care and related facilities campus located at 1805 Hennepin Avenue N., Glencoe, Minnesota (the "Project"); (ii) to fund required reserves, if necessary; (iii) to capitalize interest, if necessary; and (iv) to pay costs of issuance associated with the Bonds. The estimated total amount of the Bonds will not exceed \$9,750,000, and are proposed to be issued as qualified 501(c)(3) bonds as defined in Section 145 of the Code.

The Bonds and interest thereon shall not be payable from nor charged against any funds of the City or the Issuer other than revenue pledged for the payment thereof, nor shall the City or the Issuer be subject to any liability thereon. No holders of the Bonds shall ever have the right to compel any exercise of the taxing power of the City or the Issuer to pay the obligations or the interest thereon, nor to enforce payment against any property of the City or the Issuer. Such Bonds shall not constitute a charge, lien or encumbrance, legal or equitable, upon any property of the City or the Issuer, nor shall the same constitute a debt of the City or the Issuer within the meaning of any constitutional or statutory limitations.

All persons interested may appear and be heard at the time and place set forth above or may submit written comments to the City Administrator in advance of the hearing.

Dated: _____, 2026

BY ORDER OF THE CITY COUNCIL

Mark Lemen, City Administrator

**EXTRACT OF MINUTES OF A REGULAR MEETING OF THE
CITY COUNCIL OF THE
CITY OF GLENCOE, MINNESOTA**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Glencoe, Minnesota, was duly called and held at the City Center-South Ballroom located at 1107 11th Street East, Glencoe, Minnesota, on Monday, April 6, 2026, at 7:00 p.m.

The following members were present: _____

and the following members were absent: _____

MOTION: Member _____ moved to adopt Resolution No. _____, entitled
 "RESOLUTION SCHEDULING A PUBLIC HEARING ON THE ISSUANCE OF REVENUE
 OBLIGATIONS BY THE CITY OF PLATO, MINNESOTA, TO FINANCE A PROJECT BY
 GLENCOE REGIONAL HEALTH SERVICES."

SECOND: Member _____

RESULT: On a roll call vote the motion was carried.

Ayes:

Nays:

Not Voting:

Absent:

RESOLUTION NO. 2026-06

RESOLUTION SCHEDULING A PUBLIC HEARING ON THE ISSUANCE OF REVENUE OBLIGATIONS BY THE CITY OF PLATO, MINNESOTA, TO FINANCE A PROJECT BY GLENCOE REGIONAL HEALTH SERVICES

BE IT RESOLVED, by the City Council of the City of Glencoe, Minnesota, as follows:

Section 1. Definitions. The capitalized terms used in this resolution have the meanings assigned below:

Acts: Minnesota Statutes, Sections 469.152 through 469.1655, as amended, and Minnesota Statutes, Section 471.656, as amended.

Authorized Officers: the Mayor and City Administrator of the City.

Bond Counsel: the law firm of Fryberger, Buchanan, Smith & Frederick, P.A.

Borrower: Glencoe Regional Health Services, a Minnesota nonprofit corporation.

City: the City of Glencoe, Minnesota.

Code: the Internal Revenue Code of 1986, as amended.

Financing Purposes: financing, funding, and/or paying for, as applicable (i) the Project; (ii) required reserves, if necessary, (iii) capitalized interest, if necessary, and (iv) costs associated with issuing the Obligations.

Governing Body: the Council of the City.

Issuer: the City of Plato, Minnesota.

Obligations: the Issuer's proposed not-to-exceed \$9,750,000 tax-exempt 501(c)(3) Health Care Facilities Revenue Note (GRHS Project), Series 2026.

Project: the (i) constructing and equipping of a new approximately 7,645 square-foot addition for outpatient pain management and wound care services, and an approximately 2,445 square-foot addition to relocate medical imaging modalities, and the (ii) expansion and remodeling of approximately 6,100 square feet of the existing surgical services department, all at the Borrower's existing health care and related facilities campus located at 1805 Hennepin Avenue N., in the City.

Qualified Services and Activities: services and activities provided by revenue-producing health care facilities, the operation of a nonprofit hospital, and organizations as described in Section 501(c)(3) of the Code.

Section 2. Recitals. The Governing Body makes the following statements of fact:

2.01 Representatives of the Borrower have represented to the City that:

(a) the Borrower is a Minnesota nonprofit corporation and an organization described in Section 501(c)(3) of the Code;

(b) the Borrower is engaged in Qualified Services and Activities, which the Project supports;

(c) the Borrower desires to undertake the Project, and to incur debt to finance the same; and

(d) the economic feasibility of the Project will be greatly enhanced through the issuance of the Obligations for the Financing Purposes in an amount not exceeding \$9,750,000.

2.02 Bond Counsel has advised the City as follows:

(a) the Acts provide the legal authority for the issuance of the Obligations;

(b) Sections 469.152 through 469.1655 of the Acts authorize a municipality to issue revenue obligations to finance a project consisting of any properties, real or personal, used or useful in connection with a revenue producing enterprise, whether or not operated for profit, engaged in providing health care services, including hospitals and related medical facilities;

(c) in order for interest on the Obligations to be exempt from federal income taxation, the tax-exempt bond rules of the Code require that each jurisdiction in which a portion of the Project is located must hold a public hearing on the Project and approve the issuance of the Obligations; and

(d) in order for the Obligations to be legally issued by the Issuer, Section 471.656 of the Acts requires that the City consent to the issuance of the Obligations by the Issuer.

Section 2. Public Hearing.

2.01 The City agrees to hold a public hearing on the issuance of the Obligations by the Issuer and the Project.

2.02 Bond Counsel, at the direction of the City Administrator, is authorized and directed to publish the notice substantially in the form attached hereto as Exhibit A (the "Notice") in the official newspaper of the City and a newspaper of general circulation in the City not less than 10 days nor more than 30 days prior to the date set for the public hearing.

Section 3. City Costs. The Borrower has agreed that it will pay the administrative fees of the City and pay, or upon demand reimburse the City for payment of, any and all costs incurred by the City in connection with the issuance of the Obligations, whether or not the Project is carried to completion, or the Obligations are issued.

Adopted: April 6, 2026.

Attest:

City Administrator

Mayor



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Mayor: Mark Hueser

City Administrator: Mark Lemen

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



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To: Mayor and City Council

From: Brandon Frankfurth, Public Works Director

Date: April 30, 2026

Re: **Item 6A:** SCADA Update for Glen Knoll Lift Station

As the Glen Knoll Lift Station project approaches the start of construction, a related technological need involving the City's Supervisory Control and Data Acquisition (SCADA) system should also be addressed to ensure proper integration and reliable operation of the new facility.

With the addition of the New Glen Knoll Lift Station, the City will need to integrate new equipment, alarms, and communication points into the SCADA system. To accomplish this, the SCADA program must be upgraded to provide Total Control Systems with full access, ownership, and control of the software. Without these upgrades, the City would be unable to properly integrate the new lift station into the existing SCADA system, creating potential operational and maintenance risks.

Total Control Systems has provided a quote of **\$36,439.00** to perform the necessary SCADA upgrades. This work would include replacing the existing SCADA program to allow full system access, improved maintenance, future expansion, and integration of the New Glen Knoll Lift Station.

It is recommended to approve the upgrade to the SCADA system.



Total Control Systems, Inc
38841 Nyman Drive NE
PO Box 40
Stanchfield, MN 55080-0040
Phone 320-396-4442 / Fax 320-396-4443

February 11th, 2026

To: Ron

Re: Glencoe, MN – WWTP SCADA FTVIEW Computer

Total Control Systems, Inc. (TCS) proposes to furnish equipment & services for the City of Glencoe WWTP SCADA System. TCS proposes creating a new HMI project with Rockwell Software FTVIEW SE for the gradual transition of the WWTP System. This new system will allow for the addition of the new sewage lift station to be incorporated into SCADA as well.

Computer & Software Control Upgrade Equipment

- Qty. 1 – Dell Pro Max Slim Computer
- Qty. 1 – Dell 1 TB Solid State Hard Drive
- Qty. 1 – Dell 24" P Series Monitor
- Qty. 1 – Microsoft Office 2024 H&B
- Qty. 1 – Rockwell Software FTVIEW SE Unlimited Display
- Qty. 1 – SmartSights Win911 Alarm Notification Software
- Qty. 1 – Grandstream Modem (Win911 Voice Calls)
- Qty. 1 – Sonicwall TZ270W Security Appliance

Install & Programming, Startup, Testing and Commissioning.

Price for the WTP control package: **\$36,439.00 (No TAX Included).**

Does not include:

Sales Tax

- We acknowledge receipt of Addendum No.
- Terms are Net 30 days from invoice date. No retainage allowed. A 1.5% charge per month is added to any past due balance. Price may be dependent on past credit history.
- This quote/proposal is valid for 60 days.
- Work to commence after receipt of an acceptable written purchase order acknowledging acceptance of our terms.
- F.O.B. jobsite.
- Start-up service/training, documentation, and equipment adjustment is included as specified.
- TCSI does not accept any liquidated damages.
- ALL PANELS FURNISHED BY TCS WILL HAVE A UL 508 SERIALIZED OR UL698A ENCLOSED INDUSTRIAL CONTROL PANEL RELATING TO HAZARDOUS LOCATIONS WITH INTRINSICALLY SAFE CIRCUIT EXTENSIONS LABEL, AS REQUIRED.

If you have any questions regarding our proposal, please contact our office. We look forward to working with you on this project.

Sincerely,
TOTAL CONTROL SYSTEMS, INC.

Kraig LaFreniere
KL/kd



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To: Mayor and City Council

From: Mark Lemen, City Administrator

Date: May 4, 2026

RE: **ITEM 7A** Request for Proposal (RFP) Policy Marketing City Owned Properties

ITEM 7A – Recently the City of Glencoe EDA has received inquiries and offers regarding several City owned properties. Throughout the process of determining the value of the properties and identifying the proper procedure to negotiate and present offers to Council, Assistant City Administrator/EDA Director Kusler and I conducted research centered around a bid/proposal system.

We found that surrounding cities, as well as cities throughout the state, utilize a Request for Proposal (RFP) process. This process is very similar to how the City bids Capital Improvement Projects and Airport Engineer Selection.

Assistant City Administrator/EDA Director Kusler and I presented the RFP policy that we drafted to the EDA meeting on April 27, 2026. The EDA voted to recommend presenting the RFP policy to the City Council for adoption at the May 4, 2026 Council meeting.

Mayor: Mark Hueser **City Administrator:** Mark Lemen

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



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Request for Proposals (RFP)

Marketing of City-Owned Properties City of Glencoe, Minnesota

Introduction

The City of Glencoe is seeking proposals from qualified real estate professionals, firms, or broker teams to provide marketing and sales services for city-owned properties. The City's goal is to effectively position and promote these properties to attract high-quality development that aligns with community and economic development objectives.

Project Overview

The selected respondent(s) will assist the City in marketing available parcels for development, redevelopment, or sale. Properties may include residential, commercial, industrial, or mixed-use opportunities.

Scope of Services

The selected realtor or firm will be expected to provide comprehensive marketing and brokerage services, including but not limited to:

- Development and execution of a marketing strategy for city-owned properties
- Preparation of property listings, marketing materials, and digital content
- Promotion through Multiple Listing Service (MLS), commercial listing platforms, and professional networks
- Outreach to developers, investors, and potential buyers
- Coordination of property showings and site visits
- Advising the City on pricing strategy and market conditions

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



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- Assisting with negotiation of purchase agreements
- Providing regular updates on marketing activity and buyer interest

Desired Qualifications

The City is seeking respondents with:

- Active real estate licensure in the State of Minnesota
- Demonstrated experience marketing development sites or public-sector properties
- Knowledge of regional real estate markets and development trends
- Strong marketing capabilities, including digital and print strategies
- Experience working with municipalities or public entities (preferred)

Proposal Requirements

Proposals should include the following:

- Firm or agent overview and qualifications
- Relevant experience and examples of similar projects
- Proposed marketing strategy and approach
- Description of services to be provided
- Commission structure and fee proposal
- References from past clients
- Any additional value-added services

Evaluation Criteria

Proposals will be evaluated based on:

- Experience and qualifications
- Quality and creativity of marketing approach

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



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- Understanding of the Glencoe market
- Fee structure and overall value
- Ability to attract high-quality development prospects

Term of Engagement

The City anticipates entering into a listing agreement or service contract with the selected respondent(s) for a defined period, with the option to extend based on performance.

Timeline

- RFP Release Date:
- Proposal Submission Deadline:
- Review and Interviews (if applicable):
- Selection and Contract Award:

Submission Instructions

Proposals must be submitted electronically or in hard copy to:

City of Glencoe

Attn: City Administrator
1107 11th St E Glencoe, MN 55336
mlemen@ci.glencoe.mn.us

Or

Attn: Assistant City Administrator
1107 11th St E Glencoe, MN 55336
hkusler@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



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Additional Information

The City of Glencoe reserves the right to accept or reject any and all proposals, to waive irregularities, and to negotiate terms in the best interest of the City.

Questions regarding this RFP may be directed to City staff.

The City of Glencoe looks forward to partnering with qualified real estate professionals to successfully market and position its properties for development and investment.

Sincerely,
Mark Lemen
City Administrator
City of Glencoe

Haylie Kusler
Assistant City Administrator/EDA Director
City of Glencoe



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Mayor: Mark Hueser **City Administrator:** Mark Lemen

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



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To: Mayor and City Council

From: Mark Lemen, City Administrator

Date: May 4, 2026

RE: **ITEM 7B** Request for Proposal (RFP) Policy for Development of City Owned Properties

ITEM 7B – Recently the City of Glencoe EDA has received inquiries and offers regarding several City owned properties. Similar to the RFP Policy for marketing the sale of City properties EDA Director Kusler and I researched developing a RFP policy for marketing specifically to developers for development of City owned properties.

Again, as with RFP policies for marketing the sale of properties, we found that surrounding cities, as well as cities throughout the state, utilize a Request for Proposal (RFP) process specifically for the development of city owned properties.

Assistant City Administrator/EDA Director Kusler and I presented the RFP policy that we drafted to the EDA meeting on April 27, 2026. The EDA voted to recommend presenting the RFP policy to the City Council for adoption at the May 4, 2026 Council meeting.

Mayor: Mark Hueser

City Administrator: Mark Lemen

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



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

Request for Development Proposals (RFP)

City of Glencoe, Minnesota

Introduction

The City of Glencoe is seeking qualified developers, investors, and development teams to submit proposals for the redevelopment of selected city-owned properties. This initiative is intended to encourage high-quality, community-focused development that supports economic growth, enhances quality of life, and aligns with the City's long-term vision.

Community Overview

Glencoe is a regional center in McLeod County, offering a strong local economy, established infrastructure, and a high quality of life. The City is committed to thoughtful development that supports local businesses, housing opportunities, and community amenities.

Development Objectives

The City is seeking proposals that:

- Promote economic development and expand the local tax base
- Enhance the character and vitality of the community
- Support housing, commercial, mixed-use, or civic development
- Complement existing parks, trails, and downtown assets
- Encourage walkability and connectivity



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Available Properties

The City is offering one or more publicly owned sites for redevelopment. Information provided for each site may include:

- Location and parcel size
- Current zoning and land use
- Infrastructure availability
- Site constraints or opportunities

(Additional site-specific details may be attached or provided upon request.)

Preferred Development Concepts

While the City is open to a variety of proposals, preference may be given to projects that include:

- Mixed-use or downtown-supportive development
- Workforce or market-rate housing
- Commercial or retail activity that serves residents and visitors
- Public-private partnerships
- Integration with nearby parks, trails, or civic spaces

Submission Requirements

Proposals should include the following:

- Developer/team qualifications and experience
- Conceptual site plan and project description
- Proposed timeline for development
- Financial plan and funding sources



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- Estimated economic impact (jobs, tax base, etc.)
- Description of community benefits

Evaluation Criteria

Proposals will be evaluated based on:

- Alignment with City goals and vision
- Project feasibility and financial strength
- Developer experience and track record
- Community and economic impact
- Design quality and compatibility with surrounding uses

Timeline

- RFP Release Date:
- Proposal Submission Deadline:
- Review Period
- Developer Selection:

City Support and Incentives

The City of Glencoe may consider development assistance, including:

- Tax Increment Financing (TIF), if eligible
- Site preparation or infrastructure support
- Flexible zoning or regulatory assistance



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

Submission Instructions

Proposals must be submitted electronically or in hard copy to:

City of Glencoe

Attn: City Administrator

1107 11th St E Glencoe, MN 55336

mlemen@ci.glencoe.mn.us

Or

Attn: Assistant City Administrator/EDA Director

1107 11th St E Glencoe, MN 55336

hkusler@ci.glencoe.mn.us

Questions and Additional Information

Interested parties are encouraged to contact the City EDA Director with questions or to request additional information or site tours.



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

The City of Glencoe reserves the right to accept or reject any and all proposals, to waive informalities, and to negotiate with selected respondents in the best interest of the community.

We look forward to partnering with developers to bring high-quality projects to Glencoe.

Sincerely,
Mark Lemen
City Administrator
City of Glencoe

Haylie Kusler
Assistant City Administrator/EDA Director
City of Glencoe



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Mayor: Mark Hueser **City Administrator:** Mark Lemen

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



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To: Mayor and City Council

From: Mark Lemen, City Administrator

Date: May 4, 2026

RE: **Item 7C KGLB AG Day Event Center Ballroom Advertising**

ITEM 7C - The local radio station KGLB will host their annual AG Day celebration at the City Center in the Grand Ballroom on June 24, 2026. KGLB offers free pork burgers at the event and hosts a live radio show on the City stage, often interviewing City staff to promote City events and updates on City projects.

In exchange for the advertising the City has provided the space at no cost to KGLB. I would like to continue this relationship and am asking for an approval from Council to do so.



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To: Mayor and City Council

From: Mark Lemen, City Administrator

Date: May 4, 2026

RE: **Item 7D** Resolution 2026-09 Sewer General Obligation Sewer Revenue Bonds

ITEM 7D – It is recommended to approve Resolution 2026-09 regarding the general obligation sewer revenue bonds for the Glen Knoll Lift Station Project

Mayor: Mark Hueser

City Administrator: Mark Lemen

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

CERTIFICATION OF MINUTES RELATING TO
GENERAL OBLIGATION SEWER REVENUE BONDS,
SERIES 2026A

Issuer: City of Glencoe, Minnesota

Governing Body: City Council

Kind, date, time and place of meeting: A regular meeting held May 4, 2026 at 7:00 p.m., in the Glencoe City Center.

Members present:

Members absent:

Documents Attached:

Minutes of said meeting (including):

RESOLUTION NO. 2026-09

RESOLUTION AUTHORIZING ISSUANCE, AWARDING SALE,
PRESCRIBING THE FORM AND DETAILS AND PROVIDING FOR
THE PAYMENT OF \$1,458,000 GENERAL OBLIGATION SEWER
REVENUE BONDS, SERIES 2026A

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

WITNESS my hand officially as such recording officer this 4th day of May, 2026.

Mark Lemen, City Administrator

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

RESOLUTION AUTHORIZING ISSUANCE, AWARDING SALE,
PRESCRIBING THE FORM AND DETAILS AND PROVIDING FOR THE
PAYMENT OF \$1,458,000 GENERAL OBLIGATION SEWER REVENUE
BONDS, SERIES 2026A

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

SECTION 1. AUTHORIZATION AND SALE.

1.01. Authorization. This Council hereby determines it to be in the best interest of the City to issue and sell its General Obligation Sewer Revenue Bonds, Series 2026A (the “Bonds”), for the purpose of financing various improvements (the “Projects”) to the municipal sewer utility (the “System”).

1.02. Sale. In a private placement, the City has received a proposal from Security Bank and Trust Co. (the “Purchaser”) to purchase the Bonds in the principal amount of \$1,458,000, at a price equal to the principal amount thereof plus accrued interest, if any, to the date of delivery, and a true interest cost of 3.900613%, on the further terms and conditions hereinafter set forth. The sale of the Bonds is hereby awarded to the Purchaser, and the Mayor and the City Administrator are hereby authorized and directed to execute a contract on the part of the City for the sale of the Bonds with the Purchaser.

SECTION 2. BOND TERMS; REGISTRATION; EXECUTION AND DELIVERY.

2.01. Issuance of Bonds. All acts, conditions and things which are required by the Constitution and laws of the State of Minnesota to be done, to exist, to happen and to be performed precedent to and in the valid issuance of the Bonds having been done, now existing, having happened and having been performed, it is now necessary for the Council to establish the form and terms of the Bonds, to provide security therefor and to issue the Bonds forthwith.

2.02. Maturities; Interest Rates; Denominations and Payment. The Bonds shall be originally dated as of May 28, 2026, shall be in the denomination of \$1,000 each, or any integral multiple thereof, of single maturities, shall mature on February 1, 2041, and shall bear interest from their date of issue until paid or duly called for redemption, at the annual rate of 3.90%.

The Bonds shall be issuable only in fully registered form. The interest thereon and, upon surrender of each Bond, the principal amount thereof shall be payable by check or draft issued by the Registrar described herein.

2.03. Dates and Interest Payment Dates. Upon initial delivery of the Bonds pursuant to Section 2.07 and upon any subsequent transfer or exchange pursuant to Section 2.06, the date of authentication shall be noted on each Bond so delivered, exchanged or transferred. Interest on the

Bonds shall be payable on February 1 and August 1 in each year, commencing August 1, 2026, each such date being referred to herein as an Interest Payment Date, to the persons in whose names the Bonds are registered on the Bond Register, as hereinafter defined, at the Registrar's close of business on the fifteenth day of the calendar month preceding that in which the Interest Payment Date falls, whether or not such day is a business day. Interest shall be computed on the basis of a 360-day year composed of twelve 30-day months.

2.04. Redemption. The Bonds shall be subject to redemption and prepayment at the option of the City, in whole or in part, in such order of maturity dates as the City may select and, within a maturity, by lot as selected by the Registrar in integral multiples of \$1,000, on February 1, 2034, and on any date thereafter, at a price equal to the principal amount thereof and accrued interest to the date of redemption. The City Administrator shall cause notice of the call for redemption thereof to be published if and as required by law, and at least thirty (30) and not more than sixty (60) days prior to the designated redemption date, shall cause notice of call for redemption to be mailed, by first class mail, to the Registrar and registered holders of any Bonds to be redeemed at their addresses as they appear on the Bond Register described in Section 2.06 hereof. No defect in or failure to give such notice of redemption shall affect the validity of proceedings for the redemption of any Bond not affected by such defect or failure. Official notice of redemption having been given as aforesaid, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified and from and after such date (unless the City shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon partial redemption of any Bond, a new Bond or Bonds will be delivered to the owner without charge, representing the remaining principal amount outstanding.

The Bonds shall be subject to mandatory redemption prior to maturity pursuant to the sinking fund requirements of this Section 2.04 at a redemption price equal to the stated principal amount thereof plus interest accrued thereon to the redemption date, without premium. The Registrar shall select for redemption, by lot or other manner deemed fair, on February 1 in each of the following years the following stated principal amounts of such Bonds:

<u>Year</u>	<u>Principal Amount</u>	<u>Year</u>	<u>Principal Amount</u>
2027	\$51,000	2035	\$101,000
2028	77,000	2036	105,000
2029	81,000	2037	109,000
2030	84,000	2038	114,000
2031	87,000	2039	118,000
2032	90,000	2040	123,000
2033	94,000	2041*	127,000
2034	97,000		

**Stated Maturity*

Notice of redemption shall be given as provided in the preceding paragraph.

2.05. Appointment of Registrar. The City hereby appoints the City Finance Director as the initial Bond registrar, transfer agent and paying agent (the "Registrar"). The City reserves the right to remove the Registrar, effective upon not less than thirty days' written notice and upon the

appointment and acceptance of a successor Registrar, in which event the predecessor Registrar shall deliver all cash and Bonds in its possession to the successor Registrar and shall deliver the Bond Register to the successor Registrar.

2.06. Registration. The effect of registration and the rights and duties of the City and the Registrar with respect thereto shall be as follows:

(a) Register. The Registrar shall keep at its principal office a register (the "Bond Register") in which the Registrar shall provide for the registration of ownership of Bonds and the registration of transfers and exchanges of Bonds entitled to be registered, transferred or exchanged. The term Holder or Bondholder as used herein shall mean the person (whether a natural person, corporation, association, partnership, trust, governmental unit, or other legal entity) in whose name a Bond is registered in the Bond Register.

(b) Transfer of Bonds. Upon surrender for transfer of any Bond duly endorsed by the Holder thereof or accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the Holder thereof or by an attorney duly authorized by the Holder in writing, the Registrar shall authenticate and deliver, in the name of the designated transferee or transferees, one or more new Bonds of a like aggregate principal amount and maturity, as requested by the transferor. The Registrar may, however, close the books for registration of any transfer after the first day of the month in which each interest payment date occurs and until such interest payment date.

(c) Exchange of Bonds. At the option of the Holder of any Bond in a denomination greater than \$1,000, such Bond may be exchanged for other Bonds of authorized denominations, of the same maturity and a like aggregate principal amount, upon surrender of the Bond to be exchanged at the office of the Registrar. Whenever any Bond is so surrendered for exchange the City shall execute and the Registrar shall authenticate and deliver the Bonds which the Bondholder making the exchange is entitled to receive.

(d) Cancellation. All Bonds surrendered for payment, transfer or exchange shall be promptly canceled by the Registrar and thereafter disposed of as directed by the City.

(e) Improper or Unauthorized Transfer. When any Bond is presented to the Registrar for transfer, the Registrar may refuse to transfer the same until it is satisfied that the endorsement on such Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Registrar shall incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

(f) Persons Deemed Owners. The City and the Registrar may treat the person in whose name any Bond is at any time registered in the Bond Register as the absolute owner of the Bond, whether the Bond shall be overdue or not, for the purpose of receiving payment of or on account of, the principal of and interest on the Bond and for all other purposes; and all payments made to or upon the order of such Holder shall be valid and

effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

(g) Taxes, Fees and Charges. For every transfer or exchange of Bonds (except for an exchange upon a partial redemption of a Bond), the Registrar may impose a charge upon the owner thereof sufficient to reimburse the Registrar for any tax, fee or other governmental charge required to be paid with respect to such transfer or exchange.

(h) Mutilated, Lost, Stolen or Destroyed Bonds. In case any Bond shall become mutilated or be destroyed, stolen or lost, the Registrar shall deliver a new Bond of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of any such mutilated Bond or in lieu of and in substitution for any Bond destroyed, stolen or lost, upon the payment of the reasonable expenses and charges of the Registrar in connection therewith; and, in the case of a Bond destroyed, stolen or lost, upon filing with the Registrar of evidence satisfactory to it that the Bond was destroyed, stolen or lost, and of the ownership thereof, and upon furnishing to the Registrar of an appropriate bond or indemnity in form, substance and amount satisfactory to it, in which both the City and the Registrar shall be named as obligees. All Bonds so surrendered to the Registrar shall be canceled by it and evidence of such cancellation shall be given to the City. If the mutilated, destroyed, stolen or lost Bond has already matured or been called for redemption in accordance with its terms it shall not be necessary to issue a new Bond prior to payment.

(i) Authenticating Agent. The Registrar is hereby designated authenticating agent for the Bonds, within the meaning of Minnesota Statutes, Section 475.55, Subdivision 1, as amended.

(j) Valid Obligations. All Bonds issued upon any transfer or exchange of Bonds shall be the valid obligations of the City, evidencing the same debt, and entitled to the same benefits under this Resolution as the Bonds surrendered upon such transfer or exchange.

2.07. Execution, Authentication and Delivery. The Bonds shall be prepared under the direction of the City Administrator and shall be executed on behalf of the City by the signatures of the Mayor and the City Administrator, provided that the signatures may be printed, engraved or lithographed facsimiles of the originals. In case any officer whose signature or a facsimile of whose signature shall appear on any Bond shall cease to be such officer before the delivery of such Bond, such signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until the date of delivery of such Bond. Notwithstanding such execution, no Bond shall be valid or obligatory for any purpose or entitled to any security or benefit under this Resolution unless and until a certificate of authentication on the Bond, substantially in the form provided in Section 2.09, has been executed by the manual signature of an authorized representative of the Registrar. Certificates of authentication on different Bonds need not be signed by the same representative. The executed certificate of authentication on any Bond shall be conclusive evidence that it has been duly authenticated and delivered under this Resolution. When the Bonds have been prepared, executed and authenticated, the City Administrator shall deliver them to the Purchaser upon payment of the purchase price in

accordance with the contract of sale theretofore executed, and the Purchaser shall not be obligated to see to the application of the purchase price.

2.08. Form of Bonds. The Bonds shall be prepared in substantially the form found at EXHIBIT A hereto.

SECTION 3. USE OF PROCEEDS. There is hereby established on the official books and records of the City a General Obligation Sewer Revenue Bonds, Series 2026A Construction Fund (the "Construction Fund"). The Construction Fund shall be credited with \$1,458,000, representing the estimated costs of the Projects (\$1,430,900), costs of issuance of the Bonds (\$26,580), and rounding amount (\$520), from the proceeds of the Bonds. From the Construction Fund there shall be paid all costs and expenses related to the construction and acquisition of the Projects and costs of issuance. After payment of all such costs and expenses, the Construction Fund shall be terminated. All funds on hand in an account of the Construction Fund when terminated shall be credited to the Bond Fund described in Section 4 hereof, unless and except as such proceeds may be transferred to some other fund or account as to which the City has received from bond counsel an opinion that such other transfer is permitted by applicable laws and does not impair the exemption of interest on the Bonds from federal income taxes. In no event shall funds remain in the Construction Fund later than May 28, 2029.

SECTION 4. GENERAL OBLIGATION SEWER REVENUE BONDS, SERIES 2026A BOND FUND. So long as any of the Bonds are outstanding and any principal or interest thereon unpaid, the City Administrator shall maintain on the official books and records of the City a separate fund designated as the General Obligation Sewer Revenue Bonds, Series 2026A Bond Fund (the "Bond Fund"). There shall be credited to the Bond Fund the following:

- (i) the amounts specified in Section 3 above, after payment of all costs of the Projects;
- (ii) net revenues of the System, such revenues to be distributed ratably with respect to the portion of the Bonds payable therefrom and any other obligations of the City payable from the same source
- (iii) taxes levied and collected in accordance with this Resolution and allocable to the Bonds; and
- (iv) any other funds appropriated by this Council for the payment of the Bonds.

The principal of and interest on the Bonds shall be payable from the Bond Fund, and the money on hand in the Bond Fund from time to time shall be used only to pay the principal of and interest on the Bonds. If the balance on hand in the Bond Fund is at any time insufficient to pay principal and interest then due on the Bonds, such amounts shall be paid from other money on hand in other funds of the City, which other funds shall be reimbursed therefor when sufficient money becomes available in the Bond Fund. The City Council also covenants and agrees that it will each year levy a sufficient amount of ad valorem taxes to pay any accumulated or anticipated deficiency, which levy is not subject to any constitutional or statutory limitation.

There are hereby established two accounts in the Bond Fund, designated as the "Debt Service Account" and the "Surplus Account." There shall initially be deposited into the Debt Service Account upon the issuance of the Bonds the amount set forth in (a) and (c) above. Thereafter, during each Bond Year (i.e., each twelve month period commencing on February 2 and ending on the following February 1), as monies are received into the Bond Fund, the City Administrator shall first deposit such monies into the Debt Service Account until an amount has been appropriated thereto sufficient to pay all principal and interest due on the Bonds through the end of the Bond Year. All subsequent monies received in the Bond Fund during the Bond Year shall be appropriated to the Surplus Account. If at any time the amount on hand in the Debt Service Account is insufficient for the payment of principal and interest then due, the City Administrator shall transfer to the Debt Service Account amounts on hand in the Surplus Account to the extent necessary to cure such deficiency. Investment earnings (and losses) on amounts from time to time held in the Debt Service Account and Surplus Account shall be credited or charged to said accounts.

SECTION 5. PLEDGE OF NET REVENUES. It is hereby found, determined and declared that the City owns and operates the System as a revenue-producing utility and convenience, and that the net operating revenues of the System, after deducting from the gross receipts derived from charges for the service, use and availability of the System the normal, current and reasonable expenses of operation and maintenance thereof, will be sufficient, together with any other pledged funds, for the payment when due of the principal of and interest on the Bonds herein authorized, and on any other bonds to which such revenues are pledged.

Pursuant to Minnesota Statutes, Section 444.075, the City hereby covenants and agrees with the registered owners from time to time of the Bonds, that until the Bonds and the interest thereon are discharged as provided in Section 8 or paid in full, the City will impose and collect reasonable charges in accordance with said Section 444.075 for the service, use and availability of the System according to schedules sufficient to produce net revenues sufficient to pay the Bonds and any other bonds to which said net revenues have been pledged, and the net revenues, to the extent necessary, are hereby irrevocably pledged and appropriated to the payment of the Bonds herein authorized and interest thereon when due. Nothing herein shall preclude the City from hereafter making further pledges and appropriations of the net revenues of the System for payment of additional obligations of the City hereafter authorized if the Council determines before the authorization of such additional obligations that the estimated net revenues of the System will be sufficient, together with any other sources pledged to the payment of the outstanding and additional obligations, for payment of the outstanding Bonds and such additional obligations. Such further pledges and appropriations of net revenues may be made superior or subordinate to or on a parity with, the pledge and appropriation herein made.

SECTION 6. RESERVED.

SECTION 7. PLEDGE OF TAXING POWERS. For the prompt and full payment of the principal of and interest on the Bonds as such payments respectively become due, the full faith, credit and unlimited taxing powers of the City shall be and are hereby irrevocably pledged. However, it is presently estimated that the net revenues of the System, together with other funds to be appropriated by the City, will produce amounts not less than five percent in excess of the amounts

needed to meet when due the principal and interest payments on the Bonds; therefore no ad valorem taxes are required to be levied at this time.

SECTION 8. DEFEASANCE. When all of the Bonds have been discharged as provided in this Section, all pledges, covenants and other rights granted by this Resolution to the Holders of the Bonds shall cease. The City may discharge its obligations with respect to any Bonds which are due on any date by depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full; or, if any Bond should not be paid when due, it may nevertheless be discharged by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued from the due date to the date of such deposit. The City may also discharge its obligations with respect to any prepayable Bonds called for redemption on any date when they are prepayable according to their terms by depositing with the Registrar on or before that date an amount equal to the principal, redemption premium, if any, and interest then due, provided that notice of such redemption has been duly given as provided herein. The City may also at any time discharge its obligations with respect to any Bonds, subject to the provisions of law now or hereafter authorizing and regulating such action, by depositing irrevocably in escrow, with the Registrar or with a bank or trust company qualified by law to act as an escrow agent for this purpose, cash or securities which are authorized by law to be so deposited for such purpose, bearing interest payable at such times and at such rates and maturing or callable at the holder's option on such dates as shall be required to pay all principal and interest to become due thereon to maturity or, if notice of redemption as herein required has been irrevocably provided for, to an earlier designated redemption date. If such deposit is made more than ninety days before the maturity date or specified redemption date of the Bonds to be discharged, the City must have received a written opinion of Bond Counsel to the effect that such deposit does not adversely affect the exemption of interest on any Bonds from federal income taxation and a written report of an accountant or investment banking firm verifying that the deposit is sufficient to pay when due all of the principal and interest on the Bonds to be discharged on and before their maturity dates or earlier designated redemption date.

SECTION 9. TAX COVENANTS; ARBITRAGE MATTERS AND CONTINUING DISCLOSURE.

9.01. General Tax Covenant. The City agrees with the registered owners from time to time of the Bonds that it will not take, or permit to be taken by any of its officers, employees or agents, any action that would cause interest on the Bonds to become includable in gross income of the recipient under the Internal Revenue Code of 1986, as amended (the "Code") and applicable Treasury Regulations (the "Regulations"), and agrees to take any and all actions within its powers to ensure that the interest on the Bonds will not become includable in gross income of the recipient under the Code and the Regulations. All proceeds of the Bonds deposited in the Construction Fund will be expended solely for the payment of the costs of the Projects. The Projects are and will be owned and maintained by the City and available for use by members of the general public on a substantially equal basis. The City shall not enter into any lease, management contract, use agreement, capacity agreement or other agreement with any non-governmental person relating to the use of the Projects, or any portion thereof, or security for the payment of the Bonds which might cause the Bonds to be considered "private activity bonds" or "private loan bonds" pursuant to Section 141 of the Code.

9.02. Arbitrage Certification. The Mayor and City Administrator being the officers of the City charged with the responsibility for issuing the Bonds pursuant to this Resolution, are authorized and directed to execute and deliver to the Purchaser a certificate in accordance with Section 148 of the Code, and applicable Regulations, stating the facts, estimates and circumstances in existence on the date of issue and delivery of the Bonds which make it reasonable to expect that the proceeds of the Bonds will not be used in a manner that would cause the Bonds to be “arbitrage bonds” within the meaning of the Code and Regulations.

9.03. Arbitrage Rebate. The City acknowledges that the Bonds may be subject to the rebate requirements of Section 148(f) of the Code. The City covenants and agrees to retain such records, make such determinations, file such reports and documents and pay such amounts at such times as are required under said Section 148(f) and applicable Regulations to preserve the exclusion of interest on the Bonds from gross income for federal income tax purposes, unless the Bonds qualify for an exception from the rebate requirement pursuant to one of the spending exceptions set forth in Section 1.148-7 of the Regulations and no “gross proceeds” of the Bonds (other than amounts constituting a “bona fide debt service fund”) arise during or after the expenditure of the original proceeds thereof.

9.04. Qualified Tax-Exempt Obligations. The City Council hereby designates the Bonds as “qualified tax-exempt obligations” for purposes of Section 265(b)(3) of the Code relating to the disallowance of interest expense for financial institutions, and hereby finds that the reasonably anticipated amount of tax-exempt governmental obligations (within the meaning of Section 265(b)(3) of the Code) which will be issued by the City and all subordinate entities during calendar year 2026 does not exceed \$10,000,000.

9.05. Reimbursement. The City certifies that the proceeds of the Bonds will not be used by the City to reimburse itself for any expenditure with respect to the Projects which the City paid or will have paid more than 60 days prior to the issuance of the Bonds unless, with respect to such prior expenditures, the City shall have made a declaration of official intent which complies with the provisions of Section 1.150-2 of the Regulations, provided that this certification shall not apply (i) with respect to certain de minimis expenditures, if any, with respect to the Projects meeting the requirements of Section 1.150-2(f)(1) of the Regulations, or (ii) with respect to “preliminary expenditures” for the Projects as defined in Section 1.150-2(f)(2) of the Regulations, including engineering or architectural expenses and similar preparatory expenses, which in the aggregate do not exceed 20% of the “issue price” of the Bonds.

9.06. Continuing Disclosure. As soon as available, but in no event later than 180 days after the end of each fiscal year, the City will provide to the Purchaser its audited financial statements (the “Disclosure Information”). The City shall (i) provide such Disclosure Information at the same time as or later than any equivalent disclosure information, relating to any outstanding obligations of the City, that the City is required to provide to the Municipal Securities Rulemaking Board (the “MSRB”) through its Electronic Municipal Market Access System (“EMMA”), or (ii) provide the Disclosure Information to the MSRB through EMMA on the same date as the City provides such Disclosure Information to Purchaser.

SECTION 10. CERTIFICATION OF PROCEEDINGS.

10.01. Registration of Bonds. The City Administrator is hereby authorized and directed to file a certified copy of this resolution with the County Auditor of McLeod County, together with such additional information as is required, and to obtain a certificate that the Bonds have been duly entered upon the County Auditor's Bond register.

10.02. Authentication of Transcript. The officers of the City and the County Auditor are hereby authorized and directed to prepare and furnish to the Purchaser and to Dorsey & Whitney LLP, Bond Counsel, certified copies of all proceedings and records relating to the Bonds and such other affidavits, certificates and information as may be required to show the facts relating to the legality and marketability of the Bonds, as the same appear from the books and records in their custody and control or as otherwise known to them, and all such certified copies, affidavits and certificates, including any heretofore furnished, shall be deemed representations of the City as to the correctness of all statements contained therein.

Upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon the Resolution was declared duly passed and adopted



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



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

To: Mayor and City Council

From: Brandon Frankfurth, Public Works Director

Date: April 30, 2026

Re: **Item 7E:** SLA with SEH for The Glen Knoll Lift Station Project

This Supplement Letter Agreement (SLA) is for Construction Admin and RPR services to be provided by SEH during the construction of the Glen Knoll Lift Station. It is recommended to approve the SLA with SEH

Mayor: Mark Hueser **City Administrator:** Mark Lemen

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

Supplemental Letter Agreement

In accordance with the Master Agreement for Professional Services between City of Glencoe ("Client"), and Short Elliott Hendrickson Inc. ("Consultant"), effective January 1, 2025, this Supplemental Letter Agreement dated May 4, 2026, authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: Glen Knoll Lift Station Replacement.

Client's Authorized Representative: Brandon Frankfurth

Address: 1107 11th St E, Ste 107, Glencoe, Minnesota 55336-2137, United States

Telephone: 320.864.6954 **Email:** bfrankfurth@ci.glencoe.mn.us

Project Manager: Rafael Estrada Moncada

Address: 1390 Highway 15 South, Suite 208, P.O. Box 308, Hutchinson, Minnesota 55350

Telephone: 651.490.2136 **Email:** restradamoncada@sehinc.com

Scope: The Services to be provided by Consultant:

Scope includes engineering services for construction phase including Project Management, Construction Administration, Submittal Review, Survey Staking, and Construction Observation (RPR for the Glen Knoll Lift Station Replacement Project. The scope of services is based on the low bid from Holtmeier Construction, Inc. at \$1,029,941 (Base Bid Amount) and \$86,970 (Alternate No. 1 Amount).

See attached letter dated April 27, 2026, for a list of tasks to be completed.

Resident Project Representative Services

RPR services will be provided in accordance with attached Exhibit B.

Schedule: We will begin our services upon receipt of a signed copy of this Agreement. See attached letter dated April 27, 2026.

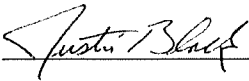
Payment: The estimated fee for SEH's services is a not-to-exceed amount of \$80,000 including expenses and equipment. See attached letter dated April 27, 2026.

The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-1.

Other Terms and Conditions: Other or additional terms contrary to the Master Agreement for Professional Services that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein: Subconsultant services shall be contracted directly with the Client when possible, and otherwise the Consultant cost shall include actual expenditures but not the 10% markup for the cost of administration and insurance as noted, unless otherwise approved by the Client.

Short Elliott Hendrickson Inc.

City of Glencoe

By: 

Full Name: Justin Black

Title: Principal/Client Service Manager

By: _____

Full Name: _____

Title: _____

Exhibit A-1

Payments to Consultant for Services and Expenses Using the Hourly Basis Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Hourly Basis Option

The Client and Consultant select the hourly basis for payment for services provided by Consultant. Consultant shall be compensated monthly. Monthly charges for services shall be based on Consultant's current billing rates for applicable employees plus charges for expenses and equipment.

Consultant will provide an estimate of the costs for services in this Agreement. It is agreed that after 90% of the estimated compensation has been earned and if it appears that completion of the services cannot be accomplished within the remaining 10% of the estimated compensation, Consultant will notify the Client and confer with representatives of the Client to determine the basis for completing the work.

Compensation to Consultant based on the rates is conditioned on completion of the work within the effective period of the rates. Should the time required to complete the work be extended beyond this period, the rates shall be appropriately adjusted.

B. Expenses

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client. Their costs are not included in the hourly charges made for services but instead are reimbursable expenses required in addition to hourly charges for services and shall be paid for as described in this Agreement:

1. Transportation and travel expenses.
2. Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets.
3. Lodging and meal expense connected with the Project.
4. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
5. Plots, Reports, plan and specification reproduction expenses.
6. Postage, handling and delivery.
7. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
8. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.
9. All taxes levied on professional services and on reimbursable expenses.
10. Other special expenses required in connection with the Project.
11. ~~The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.~~ Subconsultant services shall be contracted directly with the Client when possible, and otherwise the Consultant cost shall include actual

expenditures but not the 10% markup for the cost of administration and insurance as noted, unless otherwise approved by the Client.

The Client shall pay Consultant monthly for expenses.

C. Equipment Utilization

The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Client. The Client, therefore, agrees to pay the cost for the use of such specialized equipment on the project. Consultant invoices to the Client will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by Consultant.

The Client shall pay Consultant monthly for equipment utilization.

Exhibit B-4

A Listing of the Duties, Responsibilities and Limitations of Authority of the Resident Project Representative

Through part time on-site observation of the construction work in progress and field checks of materials and equipment by the Consultant's Resident Project Representative (RPR), Consultant shall endeavor to provide further protection for Client against defects and deficiencies in the work of contractor (Work); but, the furnishing of such services will not make Consultant responsible for or give Consultant control over construction means, methods, techniques, sequences or procedures or for safety precautions or programs, or responsibility for contractor's failure to perform the Work in accordance with the Contract Documents. Contract Documents are the documents that govern or are pertinent to contractor's Work including but not limited to the agreement between Client and contractor, the contractor's bid, the bonds, construction plans, standard specifications, special provisions, field design changes, permits, manuals, addenda, clarifications, interpretations, change orders, and reviewed shop drawings. The duties and responsibilities of the RPR are further defined as follows:

A. General

Client has requested that part time construction observation be provided by the Consultant for this project. Part time construction observation is requested for the purpose of reducing the time that the RPR is on the project site during construction activities and/or for the need to only observe critical construction activities associated with the Work. Based on the part time nature of this request, Consultant will attempt to provide protection for the Client against defects and deficiencies in the Work during those time periods where the Consultant's RPR is on-site. For those time periods where the Consultant's RPR is not on site, either due to the part time nature of the construction observation being requested or by not being made aware that the construction activities are occurring by the contractor and/or Client, the Consultant shall have no responsibility in observing or documenting the Work performed by the contractor during these time periods. Furthermore, the Consultant will have no liability for contractor's failure to perform Work in accordance with the Contract Documents, including errors made during past or current construction completed while the Consultant's RPR was not on the site.

While on-site, Consultant's RPR is an agent of the Client, will act as directed by and under the supervision of Consultant's project manager, and will confer with Consultant's project manager and Client regarding RPR's actions. RPR's dealings in matters pertaining to the on-site work shall in general be with Consultant's project manager and contractor assisting with keeping the Client informed as necessary. RPR's dealings with subcontractors shall only be through or with the full knowledge and approval of contractor. RPR shall generally communicate with Client with the knowledge of and under the direction of Consultant's project manager. Consultant's RPR will endeavor to complete the below duties and responsibilities of the RPR as further defined in the Agreement of Professional Services Scope of Work and to the extent feasible based on the part time nature of the services.

B. Duties and Responsibilities of RPR

1. Schedules: Review the proposed construction schedule and schedule of values prepared by contractor; and consult with Client concerning acceptability.

2. Conferences and Meetings: Attend meetings with contractor, such as preconstruction conferences, progress meetings, and other project related meetings; and prepare and circulate copies of minutes thereof.

3. Liaison:

(a) Serve as liaison with contractor, working principally through contractor's superintendent and assisting in understanding / communicating the intent of the Contract Documents.

(b) Assist in obtaining from Client additional information, when required for proper execution of the Work.

4. Review of Work, Observations and Tests:

(a) While on site, conduct observations of the Work in progress to determine if the Work is in general proceeding in accordance with the Contract Documents.

(b) Update the Client to keep them informed of issues and progress of the Work.

(c) Notify the Client of any unanticipated project conditions, any observed Work believed to be unsatisfactory or defective and does not conform to the Contract Documents, any unauthorized Work, or any non-conforming materials that are subject to rejection.

(d) Coordinate with the testing consultant to schedule testing and confirm compliance with the project requirements and the project Schedule of Materials Controls.

(e) If unsafe conditions are observed, notify the contractor immediately, and if unresolved, notify the Consultant's project manager and Client for determination of possible suspension of Work.

5. Interpretation of Contract Documents: Report to Client when clarifications, interpretations, and requests for information regarding the Contract Documents are requested by contractor and transmit to contractor clarifications and interpretations as issued by Client.

6. Modifications:

(a) Convey contractor's suggestions for modifications in construction plans and specifications to Client and assist with evaluation. Transmit to contractor decisions as issued by Client.

(b) Provide assistance with preparation of final documentation of change orders and field design changes critical construction activities observed while on-site.

7. Records / Reporting:

(a) Measure and document construction quantities that were placed while on-site, maintain an up to date item record account, and enter observed quantities into the Project filing system.

(b) Maintain orderly files of project documentation.

(c) Keep a diary, recording contractor's activities while RPR is on site including weather conditions, data relative to questions of change orders, or changed conditions, list of job site visitors, daily activities, decisions, photos, observations in general, and specific observations in more detail as in the case of observing test procedures; and send copies to Client.

(d) Document changes in the plans and field conditions observed.

(e) Prepare appropriate lists of observed items requiring completion or correction by the contractor.

(f) Notify Consultant's project manager and Client immediately upon the occurrence of any accident.

8. Payment Requests: For observed portions of the Work review applications for payment for compliance with the established procedure for their submission and forward with recommendations to Client.

9. Completion:

(a) Conduct final inspection in the company of Client and contractor and assist with preparation of a final list of items to be completed or corrected.

(b) Observe that all items on final list have been completed or corrected and make recommendations to Client concerning acceptance.

C. Limitations of Authority

Resident Project Representative:

1. Shall not authorize any deviation from of the Contract Documents or substitution of materials or equipment, unless authorized by Client.
2. Shall not provide direction, superintendence, or guidance to the contractor, their crews, their subcontractors, or their suppliers on means and methods to accomplish the Work.
3. Shall not suspend any portion of the Work without explicit Client authorization.
4. Shall not exceed limitations of Consultant's authority as set forth in the Agreement for Professional Services.
5. Shall not undertake any of the responsibilities of contractor, subcontractors or contractor's superintendent.
6. Shall not advise on, issue directions regarding or assume control over safety precautions and programs in connection with the Work.
7. Shall not accept shop drawing or sample submittals from anyone other than contractor.
8. Shall not authorize Client to occupy the Project in whole or in part.
9. Shall not participate in specialized tests or inspections conducted by others except as specifically authorized by Client.



April 27, 2026

RE: Glen Knoll Lift Station Replacement
Construction Services Proposal
Glencoe, MN
SEH No. 184587

Brandon Frankfurth
Public Works Director
City of Glencoe
Glencoe City Center
1107 11th Street East Suite 109
Glencoe, MN 55336

Dear Mr. Frankfurth,

Short Elliott Hendrickson Inc. (SEH®) is pleased to submit our proposal to provide professional engineering services for continued engineering services required for the City of Glencoe's Glen Knoll Lift Station Replacement Project. SEH's Project Understanding, Scope of Services, and Fee have been developed based on the design bid on April 16, 2026.

SEH collaborated with the City of Glencoe (City) to design a replacement lift station for the aging metal can lift station. The lift station requires replacement to improve its condition and provide reliable service to the community. The project was bid on April 16, 2026 and 3 bids were received. The low bid was from Holtmeier Construction, Inc. at \$1,029,941 (Base Bid Amount) and \$86,970 (Alternate No. 1 Amount).

The replacement of the pump station will include:

- Erosion control.
- Structural sheeting, shoring and dewatering required for the excavation.
- Construct a new submersible lift station with wet well and valve vault.
- Electrical work (equipment rack, control panel, site light, instrumentation and control).
- Alternate No. 1: Generator.
- Coat wet well and valve vault against corrosive gases.
- Extension of sewer main for future growth.
- Driveway and pavement improvements.
- Installation of a security fence with gates around the lift station.
- Sanitary sewer improvements.
- Connection to the existing force main and gravity lines from the newly constructed station.
- Continuous sewage temporary wastewater conveyance during construction.
- Electrical demolition.
- Demolition and abandonment of the existing facilities, including pipe, maintenance holes, and pump station wet and dry well structures.
- Surface restorations.
- Commission equipment.

Engineering services for construction phase include project management, construction administration, submittal review, survey staking and inspection services.

SCOPE OF WORK

The scope of work to be provided by SEH includes the following:

Task 1 – PROJECT MANAGEMENT

Task 1, Project Management, will be used to coordinate the planning, scheduling, and quality control for the proposed work, as well as, project meetings. The following tasks will be included:

- 1) Prepare and submit monthly invoices.
- 2) Provide regular construction updates to the City on construction progress.
- 3) **Deliverables:** Progress updates, monthly invoices.
- 4) **Assumptions:** It is assumed that the project will take approximately 20 weeks of construction.

TASK 6 – CONSTRUCTION SERVICES

Upon award of the contract, SEH will perform the following services during the construction of the project.

- 1) Attend the pre-construction meeting. Provide agenda and meeting notes.
- 2) Review submittals and maintain submittal log.
- 3) Provide construction staking.
- 4) Respond to Contractor's requests for information (RFIs) and maintain log.
- 5) Attend progress meetings and document meeting notes.
- 6) Provide periodic construction observation. SEH will provide approximately 50% construction inspection services for period of the construction. We have included 211 hours for a resident project representative and 34 hours for other design professionals in the budget for these visits.
- 7) Review and approve periodic pay requests.
- 8) Attend start-up and testing of all equipment.
- 9) Prepare punch list and make final inspections.
- 10) Prepare Record Drawings. The drawings will be prepared based on mark-ups to the construction plans by the Contractor and resident project representative.
- 11) Assist with coordination of project closeout documents including O&M Manuals and warranty documents.

Data Needs: Redlined as-builts provided by Contractor.

Deliverables: Submittal log, reviewed submittals, RFI log, construction observation reports, reviewed pay requests, record drawings in hard copy and electronic (AutoCAD and PDF) formats.

Assumptions:

- SEH will provide half-time construction inspection, limited to 211 hours of construction observation. We will work to stay within this budget, but any additional hours requested by the City will be considered an additional service.
- SEH estimates the project will involve approximately 20 weeks of active construction.
- SEH assumes the Contractor will submit no more than 5 payment applications, 3 change orders, 5 requests for information (RFIs), and complete submittals requiring a maximum review of two reviews per shop drawing. The scope also assumes only one commissioning site visit for electrical and mechanical start-up will be required.

PROJECT TEAM

The SEH team proposed for this project includes:

Rafael Estrada Moncada – Project Manager

Justin Black – Client Service Manager

Fasil Yitbarek – QA/QC

Brody Bratsch – Civil Engineer

Kinsey Kump – Wastewater Engineer/Resident Project Representative

Matthew Solmonson – Surveyor

Brett Larsen – Geotechnical Engineer

John Carlson and Nou Lee – Electrical Engineer

FEE PROPOSAL

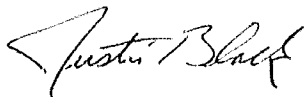
We proposed to provide these services on an hourly basis for an estimate fee not to exceed \$80,000 including expenses and equipment. Services will be invoiced monthly based on the work completed. The fee is an estimate, however, it will not be exceeded without prior review and consent from the City. Services will be performed in accordance with the Agreement of Professional Services between the City and SEH.

Please review our proposal letter and if acceptable, we will provide an agreement for professional services for execution referencing this letter.

Thank you for the opportunity to provide this proposal. The SEH team looks forward to continuing to assist the City of Glencoe with services related to the Glen Knoll Lift Station Replacement Project. If you have any questions regarding our scope of services or how they may be modified to meet your project needs, please feel free to contact me at restradamoncada@sehinc.com or 651.490.2136.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Justin Black, PE
Principal/Client Service Manager
(Lic. MN)



Rafael Estrada Moncada, PE
Project Manager
(Lic. MN, NE)

rem

cc: via email
Brandon Frankfurth, City of Glencoe
Justin Black, SEH
Fasil Yitbarek, SEH



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 Lemen

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

Glencoe Municipal Liquor Store
Profit & Loss Statement for December 2025

Sales	
Liquor	100,265.81
Beer	108,617.44
Wine	30,775.73
Other Merchandise	5,179.91
THC	4,049.75
Total Sales	<u>248,888.64</u>

Cost of Sales	
Beginning Inventory	457,904.03
Purchases	178,660.72
Total Merch. Avail. for Sale	<u>636,564.75</u>
Less Inventory Ending	453,082.28
Cost of Sales	<u>183,482.47</u>
Gross Profit on Sales	65,406.17
	<u>26.28%</u>

Operating Expenses	
Sales Tax (Use tax)	239.00
Full-Time Employees	25,095.11
Full-Time Employees- Overtime	0.00
Part-Time Employees	7,476.26
PERA Contributions	1,759.55
FICA Contributions	1,427.39
Medicare Contributions	333.81
Unemployment Insurance	0.00
Health & Life Insurance	(315.54)
Operating Supplies	7,909.81
Cleaning Supplies	0.00
Repair & Maintenance	2,790.09
Professional Services	707.78
Training	0.00
Computer Repair/Equipment	221.76
Telephone	231.49
Travel Expense	0.00
Advertising	2,378.66
Printing & Binding	0.00
Electricity	1,653.30
Natural Gas	1,021.62
Uniforms	0.00
Miscellaneous	50.00
Building & Structures (not fixed assets)	(13,445.74)
Sub-total	<u>39,534.35</u>
Insurance- Liquor, Property, Gen'l Liability	931.78
Depreciation	3,908.55
Audit	250.00
Worker's Comp	175.89
Bond Interest	733.13
Total Operating Expenses	<u>45,533.70</u>

Non-Operating Expenses/Income	
Interest Income	392.71
Miscellaneous	500.00
Sales Tax Variance	2.53
Cash Drawer +/-	95.13
Bad/Collected Checks	0.00
Total Non-Operating Exp./Inc.	<u>990.37</u>

Net Income	20,862.84
Year-To-Date Income	<u>296,549.59</u>

Comparative Figures

Previous Year (2024)

Total Sales	254,284.94
Gross Profit on Sales	67,225.76
Total Operating Expenses	46,435.65
Total Non-Operating Exp./Inc.	749.55
Net Income	21,539.66
Year-To-Date Income	320,381.10

moved equipment to capital assets

Current YTD Cash Balance	20,460.44
Last Month YTD Income	275,686.75



SMALL CITY & BIG FUTURE

City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
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CITY OF GLENCOE BILLS

MAY 4, 2026

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

VENDOR	DEPARTMENT: DESCRIPTION	TOTAL
CITY OF GLENCOE EMPLOYEES	MULTIPLE DEPTS.: CITY OF GLENCOE PAYROLL 3-4-26	\$82,100.03
CITY OF GLENCOE EMPLOYEES	MULTIPLE DEPTS.: CITY OF GLENCOE PAYROLL 3-18-26	\$102,862.17
CITY OF GLENCOE EMPLOYEES	MULTIPLE DEPTS.: CITY OF GLENCOE PAYROLL 4-1-26	\$93,291.94
CITY OF GLENCOE EMPLOYEES	MULTIPLE DEPTS.: CITY OF GLENCOE PAYROLL 4-15-26	\$77,547.24
WIRE TRANSFER	MULTIPLE DEPTS.: MEDICA INSURANCE PREMIUMS 2-10-26	\$37,774.40
WIRE TRANSFER	MULTIPLE DEPTS.: MEDICA INSURANCE PREMIUMS 3-10-26	\$45,576.98
WIRE TRANSFER	MULT DEPTS: STATE SALES TAX 3-19-26	\$477.00
WIRE TRANSFER	MULT DEPTS: STATE SALES TAX 4-20-26	\$427.00
WIRE TRANSFER	MULT DEPTS:EMP/CITY PAYROLL TAXES,HSA,PERA,D COMP,CAFE	\$249,108.92
	TOTAL PREPAID BILLS ----->	<u><u>\$689,165.68</u></u>

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

MAY 4, 2026 - PREPAID BILLS

Date: 05/01/2026

Time: 9:21 am

Page: 1

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
AMERICAN EXPRESS	1536	MULT DEPTS: OFFICE SUPPLIES, SAFETY EQ, SM TOOLS, SIGNAGE	188497	03/04/2026	2,795.34
				Vendor Total:	2,795.34
BREAKTHRU BEVERAGE	0513	LIQUOR STORE: MERCH FOR RESALE	188498	03/04/2026	2,119.06
				Vendor Total:	2,119.06
JOHNSON BROS - ST PAUL	0504	LIQUOR STORE: MERCH FOR RESALE	188499	03/04/2026	7,320.92
				Vendor Total:	7,320.92
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR STORE: MERCH FOR RESALE	188500	03/04/2026	5,839.16
				Vendor Total:	5,839.16
SOUTHERN GLAZER'S OF MN	1429	LIQUOR STORE: MERCH FOR RESALE	188501	03/04/2026	849.14
				Vendor Total:	849.14
VINOCOPIA, INC.	1353	LIQUOR STORE: MERCH FOR RESALE	188502	03/04/2026	191.00
				Vendor Total:	191.00
VISA	0350	MULT DEPTS: TRAINING/TRAVEL, POSTAGE,LICENSE,VIMEO,SUPPLIES	188503	03/04/2026	3,857.80
				Vendor Total:	3,857.80
				Grand Total:	22,972.42
				Less Credit Memos:	0.00
				Net Total:	22,972.42
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	22,972.42
Total Invoices:		7			

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

MAY 4, 2026 - PREPAID BILLS

Date: 05/01/2026

Time: 9:23 am

Page: 1

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
A.H. HERMEL CO.	0573	LIQUOR STORE: MERCH FOR RESALE	188550	03/13/2026	601.84
				Vendor Total:	601.84
ARTISAN BEER COMPANY	1258	LIQUOR STORE: MERCH FOR RESALE	188541	03/06/2026	722.00
				Vendor Total:	722.00
BOBBING BOBBER BREWING COM	1802	LIQUOR STORE: MERCH FOR RESALE	188551	03/13/2026	103.83
				Vendor Total:	103.83
BREAKTHRU BEVERAGE	0513	LIQUOR STORE: MERCH FOR RESALE	188542	03/06/2026	4,859.87
BREAKTHRU BEVERAGE	0513	LIQUOR STORE: MERCH FOR RESALE	188558	03/13/2026	2,294.75
				Vendor Total:	7,154.62
C & L DISTRIBUTING	0492	LIQUOR STORE: MERCH FOR RESALE	188552	03/13/2026	15,632.48
				Vendor Total:	15,632.48
COLONIAL LIFE	0735	MULT DEPTS: INS PREMIUMS	188543	03/06/2026	151.64
				Vendor Total:	151.64
DAHLHEIMER BEVERAGE	0003	LIQUOR STORE: MERCH FOR RESALE	188553	03/13/2026	13,376.58
				Vendor Total:	13,376.58
HOME CITY ICE COMPANY	1761	LIQUOR STORE: MERCH FOR RESALE	188554	03/13/2026	268.40
				Vendor Total:	268.40
INDIAN ISLAND WINERY	1512	LIQUOR STORE: MERCH FOR RESALE	188559	03/13/2026	525.75
				Vendor Total:	525.75
IUOE LOCAL #49	2109	MULT DEPTS: UNION DUES	188544	03/06/2026	340.21
				Vendor Total:	340.21
JOHNSON BROS - ST PAUL	0504	LIQUOR STORE: MERCH FOR RESALE	188545	03/06/2026	3,558.25
JOHNSON BROS - ST PAUL	0504	LIQUOR STORE: MERCH FOR RESALE	188560	03/13/2026	7,729.74
				Vendor Total:	11,287.99
MARLIN'S TRUCKING	1387	LIQUOR STORE: MERCH FOR RESALE	188555	03/13/2026	444.50
				Vendor Total:	444.50
MINNESOTA CHILD SUPPORT	1646	POLICE: CHILD SUPPORT PAYMENT	188546	03/06/2026	237.19
				Vendor Total:	237.19
MINNESOTA PUBLIC EMPLOYEE	1439	POLICE: UNION DUES	188547	03/06/2026	44.30
				Vendor Total:	44.30
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR STORE: MERCH FOR RESALE	188548	03/06/2026	2,147.80
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR STORE: MERCH FOR RESALE	188561	03/13/2026	3,850.73
				Vendor Total:	5,998.53
SOUTHERN GLAZER'S OF MN	1429	LIQUOR STORE: MERCH FOR RESALE	188549	03/06/2026	11,662.02
SOUTHERN GLAZER'S OF MN	1429	LIQUOR STORE: MERCH FOR RESALE	188562	03/13/2026	2,098.34
				Vendor Total:	13,760.36
VIKING BEVERAGES	0973	LIQUOR STORE: MERCH FOR RESALE	188556	03/13/2026	3,157.60
				Vendor Total:	3,157.60
VIKING COCA-COLA BOTTLING CC	0494	LIQUOR STORE: MERCH FOR RESALE	188557	03/13/2026	463.95
				Vendor Total:	463.95
				Grand Total:	74,271.77
				Less Credit Memos:	0.00
				Net Total:	74,271.77
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	74,271.77
Total Invoices:		22			

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

MAY 4, 2026 - PREPAID BILLS

Date: 05/01/2026

Time: 9:25 am

Page: 1

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
4815 EXCELSIOR LLC	1198	LIQUOR STORE: MERCH FOR RESALE	188696	03/23/2026	280.00
				Vendor Total:	280.00
BOBBING BOBBER BREWING COM	1802	LIQUOR STORE: MERCH FOR RESALE	188697	03/23/2026	129.20
				Vendor Total:	129.20
BRAU BROTHERS BREWING CO.	1679	LIQUOR STORE: MERCH FOR RESALE	188698	03/23/2026	87.00
				Vendor Total:	87.00
BREAKTHRU BEVERAGE	0513	LIQUOR STORE: MERCH FOR RESALE	188699	03/23/2026	4,269.58
BREAKTHRU BEVERAGE	0513	LIQUOR STORE: MERCH FOR RESALE	188715	03/27/2026	3,347.79
				Vendor Total:	7,617.37
C & L DISTRIBUTING	0492	LIQUOR STORE: MERCH FOR RESALE	188700	03/23/2026	10,906.89
				Vendor Total:	10,906.89
CROW RIVER WINERY	2067	LIQUOR STORE: MERCH FOR RESALE	188701	03/23/2026	714.00
				Vendor Total:	714.00
DAHLHEIMER BEVERAGE	0003	LIQUOR STORE: MERCH FOR RESALE	188702	03/23/2026	13,506.49
				Vendor Total:	13,506.49
FORESTEDGE WINERY	0499	LIQUOR STORE: MERCH FOR RESALE	188716	03/27/2026	276.00
				Vendor Total:	276.00
IUOE LOCAL #49	2109	MULT DEPTS: UNION DUES	188703	03/23/2026	340.21
				Vendor Total:	340.21
JOHNSON BROS - ST PAUL	0504	LIQUOR STORE: MERCH FOR RESALE	188704	03/23/2026	5,481.40
JOHNSON BROS - ST PAUL	0504	LIQUOR STORE: MERCH FOR RESALE	188717	03/27/2026	5,464.42
				Vendor Total:	10,945.82
MARLIN'S TRUCKING	1387	LIQUOR STORE: MERCH FOR RESALE	188705	03/23/2026	745.50
				Vendor Total:	745.50
MINNESOTA CHILD SUPPORT	1646	POLICE: CHILD SUPPORT PAYMENT	188706	03/23/2026	237.19
				Vendor Total:	237.19
MINNESOTA PUBLIC EMPLOYEE	1439	POLICE: UNION DUES	188707	03/23/2026	44.30
				Vendor Total:	44.30
MORGAN CREEK VINEYARDS	0784	LIQUOR STORE: MERCH FOR RESALE	188708	03/23/2026	666.00
				Vendor Total:	666.00
NOTHING BUT HEMP	0275	LIQUOR STORE: MERCH FOR RESALE	188718	03/27/2026	203.00
				Vendor Total:	203.00
PAUSTIS WINE COMPANY	0916	LIQUOR STORE: MERCH FOR RESALE	188709	03/23/2026	659.50
				Vendor Total:	659.50
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR STORE: MERCH FOR RESALE	188710	03/23/2026	2,297.89
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR STORE: MERCH FOR RESALE	188719	03/27/2026	2,660.62
				Vendor Total:	4,958.51
PPLSI	0485	MULT DETPS: INS PREMIUMS	188711	03/23/2026	86.70
				Vendor Total:	86.70
SOUTHERN GLAZER'S OF MN	1429	LIQUOR STORE: MERCH FOR RESALE	188712	03/23/2026	3,281.60
SOUTHERN GLAZER'S OF MN	1429	LIQUOR STORE: MERCH FOR RESALE	188720	03/27/2026	11,618.48
				Vendor Total:	14,900.08
VIKING BEVERAGES	0973	LIQUOR STORE: MERCH FOR RESALE	188713	03/23/2026	5,925.50
				Vendor Total:	5,925.50
VINOCOPIA, INC.	1353	LIQUOR STORE: MERCH FOR RESALE	188714	03/23/2026	92.50
VINOCOPIA, INC.	1353	LIQUOR STORE: MERCH FOR RESALE	188721	03/27/2026	173.75
				Vendor Total:	266.25

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

MAY 4, 2026 - PREPAID BILLS

Date: 05/01/2026
Time: 9:25 am
Page: 2

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
Grand Total:					73,495.51
Less Credit Memos:					0.00
Net Total:					73,495.51
Less Hand Check Total:					0.00
Outstanding Invoice Total :					73,495.51
Total Invoices:	26				

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

MAY 4, 2026 - PREPAID BILLS

Date: 05/01/2026

Time: 9:26 am

Page: 1

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
AMERICAN EXPRESS	1536	MULT DEPTS: OFFICE & OPERATING SUPPLIES, SAFETY EQUIPMENT	188775	04/09/2026	4,125.58
				Vendor Total:	4,125.58
BREAKTHRU BEVERAGE	0513	LIQUOR STORE: MERCH FOR RESALE	188776	04/09/2026	1,116.00
BREAKTHRU BEVERAGE	0513	LIQUOR STORE: MERCH FOR RESALE	188781	04/09/2026	695.54
				Vendor Total:	1,811.54
COLONIAL LIFE	0735	MULT DEPTS: INS PREMIUMS	188782	04/09/2026	151.64
				Vendor Total:	151.64
HORIZON AFO SEMINARS	0685	AQUATIC CENTER: TRAINING CLASS	188783	04/09/2026	1,170.00
				Vendor Total:	1,170.00
IUOE LOCAL #49	2109	MULT DEPTS: UNION DUES	188784	04/09/2026	340.21
				Vendor Total:	340.21
JOHNSON BROS - ST PAUL	0504	LIQUOR STORE: MERCH FOR RESALE	188777	04/09/2026	5,414.40
JOHNSON BROS - ST PAUL	0504	LIQUOR STORE: MERCH FOR RESALE	188785	04/09/2026	8,006.82
				Vendor Total:	13,421.22
MINNESOTA CHILD SUPPORT	1646	POLICE: CHILD SUPPORT PAYMENT	188786	04/09/2026	237.19
				Vendor Total:	237.19
MINNESOTA PUBLIC EMPLOYEE	1439	POLICE: UNION DUES	188787	04/09/2026	44.30
				Vendor Total:	44.30
MN DEPT. OF HEALTH	1223	WATER: OPERATOR LICENSE RENEWAL	188788	04/09/2026	23.00
				Vendor Total:	23.00
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR STORE: MERCH FOR RESALE	188778	04/09/2026	936.26
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR STORE: MERCH FOR RESALE	188789	04/09/2026	1,360.53
				Vendor Total:	2,296.79
SOUTHERN GLAZER'S OF MN	1429	LIQUOR STORE: MERCH FOR RESALE	188779	04/09/2026	2,760.25
SOUTHERN GLAZER'S OF MN	1429	LIQUOR STORE: MERCH FOR RESALE	188790	04/09/2026	4,088.42
				Vendor Total:	6,848.67
VINOCOPIA, INC.	1353	LIQUOR STORE: MERCH FOR RESALE	188791	04/09/2026	666.79
				Vendor Total:	666.79
VISA	0350	MULT DEPTS: TRAINING/TRAVEL, VEHICLE TABS, SUPPLIES, POSTAGE	188780	04/09/2026	4,364.48
				Vendor Total:	4,364.48
				Grand Total:	35,501.41
				Less Credit Memos:	0.00
				Net Total:	35,501.41
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	35,501.41
Total Invoices:		17			

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

MAY 4, 2026 - PREPAID BILLS

Date: 05/01/2026

Time: 9:28 am

Page: 1

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
4815 EXCELSIOR LLC	1198	LIQUOR STORE: MERCH FOR RESALE	188912	04/18/2026	700.00
				Vendor Total:	700.00
A.H. HERMEL CO.	0573	LIQUOR STORE: MERCH FOR RESALE	188906	04/18/2026	664.65
				Vendor Total:	664.65
BREAKTHRU BEVERAGE	0513	LIQUOR STORE: MERCH FOR RESALE	188913	04/18/2026	682.95
				Vendor Total:	682.95
C & L DISTRIBUTING	0492	LIQUOR STORE: MERCH FOR RESALE	188907	04/18/2026	19,667.50
				Vendor Total:	19,667.50
DAHLHEIMER BEVERAGE	0003	LIQUOR STORE: MERCH FOR RESALE	188908	04/18/2026	25,552.20
				Vendor Total:	25,552.20
IUOE LOCAL #49	2109	MULT DEPTS: UNION DUES	188914	04/18/2026	314.04
				Vendor Total:	314.04
JOHNSON BROS - ST PAUL	0504	LIQUOR STORE: MERCH FOR RESALE	188915	04/18/2026	12,045.13
				Vendor Total:	12,045.13
MARLIN'S TRUCKING	1387	LIQUOR STORE: MERCH FOR RESALE	188909	04/18/2026	899.50
				Vendor Total:	899.50
MINNESOTA CHILD SUPPORT	1646	POLICE: CHILD SUPPORT PAYMENT	188916	04/18/2026	245.96
				Vendor Total:	245.96
MINNESOTA PUBLIC EMPLOYEE	1439	POLICE: UNION DUES	188917	04/18/2026	44.30
				Vendor Total:	44.30
PAUSTIS WINE COMPANY	0916	LIQUOR STORE: MERCH FOR RESALE	188918	04/18/2026	880.50
				Vendor Total:	880.50
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR STORE: MERCH FOR RESALE	188919	04/18/2026	3,567.92
				Vendor Total:	3,567.92
SOUTHERN GLAZER'S OF MN	1429	LIQUOR STORE: MERCH FOR RESALE	188920	04/18/2026	3,482.13
				Vendor Total:	3,482.13
VIKING BEVERAGES	0973	LIQUOR STORE: MERCH FOR RESALE	188910	04/18/2026	8,340.60
				Vendor Total:	8,340.60
VIKING COCA-COLA BOTTLING CC 0494		LIQUOR STORE: MERCH FOR RESALE	188911	04/18/2026	662.54
				Vendor Total:	662.54
				Grand Total:	77,749.92
				Less Credit Memos:	0.00
				Net Total:	77,749.92
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	77,749.92
Total Invoices:		15			

CITY OF GLENCOE BILLS

MAY 4, 2026

**** REGULAR BILLS ****

VENDOR	DEPARTMENT: DESCRIPTION	TOTAL
ADB SAFEGATE AMERICAS, LLC	AIRPORT: SAFETY SIGNS	\$1,137.95
AKO ELECTRIC, INC	STREET, WWTP, CITY CENTER: ELECTRICAL & HEATER REPAIRS	\$2,396.39
BRINKMANN, TOM	FIRE: MINOR EQUIPMENT, CLEANING SUPPLIES	\$77.13
BS&A SOFTWARE	FINANCE: CREDIT CARD DOCKING STATIONS	\$130.00
BUFFALO CREEK WATERSHED DIST	STORM WATER: 2018 MARSH CREEK PROJECT PAYMENT	\$20,071.57
BUMPS RESTAURANT	COUNCIL, REIMB: EMPLOYEE RECOGNITION DINNER	\$2,375.50
CENTER POINT LARGE PRINT	LIBRARY: BOOKS	\$153.42
CENTURYLINK	MULTIPLE DEPTS.: PHONE BILL	\$826.53
CLIFTONLARSONALLEN	ADMIN: AUDITING SERVICES	\$17,535.00
DAKOTA SUPPLY GROUP	WWTP: MAGNETIC MANHOLE COVER LIFTER	\$1,698.97
DUMMER, KEENAN	PARK: TRAVEL EXPENSE REIMB	\$30.10
EGGERSGLUESS, BRAD	ADMIN: MONTHLY CELL PHONE REIMB	\$50.00
FLEET SERVICES	POLICE: SQUAD CAR LEASES	\$1,723.37
FREITAG, BENTON	CABLE TV: COUNCIL MEETING RECORDINGS	\$50.00
GACC TOURISM	REIMB: LODGING TAX	\$613.38
INTERSTATE ALL BATTERY CENTER	WATER: BATTERIES	\$68.40
JOHNSON CONTROLS FIRE	WWTP: SPRINKLER REPAIR	\$1,400.00
LANO EQUIPMENT, INC	STREET: BOBCAT 18" PLANER	\$17,569.24
LEADSTONE	WWTP: SAFETY EQUIPMENT	\$25.70
MCOA	AIRPORT: MEMBERSHIP RENEWAL	\$150.00
METRO SALES, INC.	ADMIN, LIBRARY: OFFICE EQUIPMENT LEASES	\$1,029.89
MN FIRE SERVICE CERT. BOARD	FIRE: RECERTIFICATIONS	\$367.50
MORRIS ELECTRONICS	POLICE: IT SERVICE	\$62.50
MVTL LABORATORIES, INC.	WWTP: LAB TESTING	\$980.80
NORTH CENTRAL LABORATORIES	WATER, WWTP: LAB SUPPLIES	\$1,639.18
OCCUPATIONAL HEALTH CENTERS	PUBLIC SAFETY AID: PHYSICALS	\$650.00
O'DAY EQUIPMENT, LLC	AIRPORT: FUEL SYSTEM REPAIR	\$2,515.66
PIONEERLAND LIBRARY SYSTEMS	REIMB: CARDS & FINES	\$3.00
PLUNKETT'S PEST CONTROL, INC.	CITY CENTER: PEST CONTROL	\$164.28
PRO AUTO GLENCOE, INC	WWTP: VEHICLE MAINTENANCE	\$167.96
QUILL CORPORATION	LIBRARY: OFFICE SUPPLIES	\$39.91
RELIANCE STANDARD LIFE INS CO	MULT DEPTS: INS PREMIUMS	\$1,080.24
SCR, INC - ST CLOUD	ADMIN, LIQUOR STORE: CHILLER REPAIR, COOLER REPAIR	\$3,021.25
SHRED-N-GO	FINANCE, POLICE: PAPER SHREDDING SERVICE	\$180.60
STORM TRUCKING	STREET: SNOW HAULING	\$1,917.50
THOMSON REUTERS	POLICE: INVESTIGATION SERVICES	\$200.66
VANDAMME, JON	LIQUOR STORE: MONTHLY CELL PHONE REIMB	\$50.00
VANDAMME, MYRANDA	CITY CENTER: MONTHLY CELL PHONE REIMB	\$50.00
VESSCO, INC	WATER: PUMP REPAIR PARTS	\$190.15
ZARNOTH BRUSH WORKS, INC	STREET: BROOM	\$537.00

TOTAL REGULAR BILLS -----> \$82,930.73