



Mayor: Ryan Voss  
Precinct 1 Councilor: Sue Olson  
Precinct 2 Councilor: Mark Hueser  
Precinct 3 Councilor: Paul Lemke  
Precinct 4 Councilor: Cory Neid  
At-Large Councilor: Yodee Rivera

## GLENCOE CITY COUNCIL MEETING AGENDA

**Monday, November 18, 2024**

City Center Ballroom

7:00 PM

1. **PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**
2. **CONSENT AGENDA**
  - A. Approve Minutes of the Regular Meeting of November 6, 2024
  - B. Approve Minutes of the Canvassing Board Meeting on November 14, 2024
3. **APPROVE AGENDA**
4. **PUBLIC COMMENT (agenda items only)**
5. **PUBLIC HEARINGS**
  - A. None Scheduled
6. **BIDS AND QUOTES**
  - A. Quotes for Property Demolition – 1206 10<sup>th</sup> Street East and 1207 Chandler Avenue North – Assistant City Administrator
  - B. 1234 Greeley Avenue North
    1. Braun Intertec quote for Pre-Demolition Hazardous Property Materials Inspection – City Administrator
    2. Request to purchase adjoining property at 712 13<sup>th</sup> Street East – City Administrator
7. **REQUESTS TO BE HEARD**
  - A. Renewal of Contract for Building Inspection Services with SAFEbuilt – City Administrator
  - B. Annexation of Revolve Labs Property purchase from Seneca Foods – (PID# 04 1400 450) 2.27 AC ALL OF THE 100' WIDE CORRIDOR OF FORMER CHICAGO MILWAUKEE ST PAUL & PACIFIC RR IN SW 1/4 NW 1/4 & .25 S 1/2 NW 1/4 EX .71 ACRES
  - C. 2025 Street Sweeper replacement – Assistant City Administrator
8. **ITEMS FOR DISCUSSION**
  - A. Glencoe History Book – Councilor Olson and Mayor Voss
  - B. Revolve Labs Sound Study update – City Attorney
  - C. Filling Precinct #2 - City Councilor Position – City Attorney

**9. ROUTINE BUSINESS**

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

**10. ADJOURN**



SMALL CITY & BIG FUTURE

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

---

**This page is Blank to  
separate Agenda Items**

**Mayor:** Ryan Voss **City Administrator:** Mark D. Larson

**Councilors:** At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neid



SMALL CITY  BIG FUTURE

**GLENCOE CITY COUNCIL MEETING MINUTES**  
**November 6, 2024 – 7:00 PM**  
City Center Ballroom

Attendees: Ryan Voss, Susan Olson, Mark Hueser, Paul Lemke, Cory Neid, Yodee Rivera  
City Staff: Mark Larson, Mark Ostlund, Mark Lemen, Jamie Voigt, Tony Padilla, Todd Trippel  
Others: Jon Dahlke

**1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**

The Meeting was called to order by Mayor Voss.

**2. CONSENT AGENDA**

**A.** Approve Minutes of the Regular Meeting of October 21, 2024

**B. Special Event Application**, Good Shepherd Church, 1407 Cedar Avenue, Glencoe, Saturday, December 14, 2024, 3:00 to 8:00 PM for **Living Nativity Drive-By** Event. Barricades and cones to close streets to direct traffic around event at Church location

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

**3. APPROVE AGENDA**

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

**4. PUBLIC COMMENT (agenda items only)**

**5. PUBLIC HEARINGS**

**A. None Scheduled**

**6. BIDS AND QUOTES**

**A. None Scheduled**

**7. REQUESTS TO BE HEARD**

**A.** Set Canvass Board Meeting for November 14, 2024, at noon to certify results of the 2024 City Council Election – City Administrator  
Pass a Resolution at 12:00 PM on November 14, 2024.

**Motion:** Olson, seconded by Lemke to set the Canvass Board Meeting for 12:00 PM on November 14. All in favor, the motion carries.

**B. Property Zoning – Zone Property Industrial One (I1) - Planning Commission Recommendation:**

1. City Limits – (PID# 22 0890 142) REGISTERED LAND SURVEY #25 CIT 5.06 AC TRACT M 5.06 ACRES to include (PID# 22 0890 143) SURVEY #25 CIT .04 AC TRACT N (PART OF ROAD)
2. Outside city limits – (PID# 04 1400 450) 2.27 AC ALL OF THE 100' WIDE CORRIDOR OF FORMER CHICAGO MILWAUKEE ST PAUL & PACIFIC RR IN SW 1/4 NW 1/4 & .25 S 1/2 NW 1/4 EX .71 ACRES

**Motion:** Lemke, seconded by Olson to approve the Zone Property Industrial 1. All in favor, the motion carries.

**C. Awning Grant Application of Pro Nails – 702 11<sup>th</sup> Street East – EDA Recommendation**

**Motion:** Neid, seconded by Hueser to approve the Awning Grant application. All in favor, the motion carries.

**D. Public Works Contract Approval – City Administrator**

**Motion:** Hueser, seconded by Olson to approve the agenda. All in favor, the motion carries.

**E. 2025 Employee Health Insurance – City Administrator**

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

**F. Hennepin Avenue Street Width Discussion – Brody Bratsch and Justin Black, SHE**

**Motion:** Olson, seconded by Hueser to approve the agenda. All in favor, the motion carries.

**8. ITEMS FOR DISCUSSION**

**A. CEDA Update – City Administrator**

**B. Glencoe History Book – Councilor Olson and Mayor Voss**

**C. Filling Precinct #2 - City Councilor Position – Mark Ostlund, City Attorney**

**Motion:** Lemke, seconded by Rivera to approve advertising the position for filling councilor precinct two. All in favor, the motion carries.

**9. ROUTINE BUSINESS**

**A. Project Updates**

**B. Economic Development**

**C. Public Input**

**D. Reports**

**E. City Bills**

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

**10. ADJOURN**

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



SMALL CITY & BIG FUTURE

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

---

**This page is Blank to  
separate Agenda Items**

**Mayor:** Ryan Voss    **City Administrator:** Mark D. Larson

**Councilors:** At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neid



SMALL CITY  BIG FUTURE

**GLENCOE CITY COUNCIL CANVASSING MEETING MINUTES**  
**November 14, 2024 – 12:00 PM**  
City Center West Conference Room

Attendees: Ryan Voss, Susan Olson, Paul Lemke, Yodee Rivera

Absent: Mark Hueser and Cory Neid

City Staff: Mark Larson, Mark Lemen, Haylie Kusler

1. **Motion:** Open the meeting by Lemke at 12:06 PM, seconded by Olson; all in favor, the motion carried.
2. **Resolution 2024-14 to approve the election results:**

**RESOLUTION NO. 2024-14**

**RESOLUTION OF CANVASSING BOARD GENERAL ELECTION 2024**

WHEREAS, the City Council of the City of Glencoe canvassed the votes cast of the City Election held on November 5, 2024.

	P-1	P-2	P-3	P-4	Total
TOTAL VOTES CAST	762	738	855	629	2984

**COUNCIL MEMBER – PRECINCT ONE**

Jon Dahlke	429
Sue Olson	264
Write-In	6

**COUNCIL MEMBER – PRECINCT FOUR**

Cory Neid	492
Write-In	5

**MAYOR**

Mark Hueser	2353
Write-In	145

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

That the following persons be declared elected to the office opposite their names for a term of four years:

Council Member-Precinct One	Jon Dahlke
Council Member – Precinct Four	Cory Neid
Mayor	Mark Hueser

**Motion:** Lemke, seconded by Olson to approve Resolution. All in favor, the motion carries.

**3. ADJOURN**

**Motion:** Lemke, seconded by Olson to adjourn the meeting. All in favor, the motion carries.





SMALL CITY & BIG FUTURE

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

---

**This page is Blank to  
separate Agenda Items**

**Mayor:** Ryan Voss **City Administrator:** Mark D. Larson

**Councilors:** At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neid



SMALL CITY  BIG FUTURE

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

---

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: November 15, 2024

Re: Item 6 – Demolition Quotes

Item 6A – The City of Glencoe has received two quotes for the Demolition of 1206 10<sup>th</sup> Street East and 1207 Chandler Avenue. Both Properties are owned by Marco Arandia and were condemned for occupancy by the City of Glencoe. The City of Glencoe has received court orders for their demolition.

**Item 6A** - Quotes received for **1207 Chandler Avenue** are as follows:

- Rickert Excavating, Glencoe - \$15,300
- Rachael Aggregates, Arlington MN (Austin Frauendienst) \$24,700

- Quotes received for **1206 10<sup>th</sup> Street East** are as follows:

- Rickert Excavating, Glencoe - \$13,800
- Rachael Aggregates, Arlington MN (Austin Frauendienst) \$23,200

It is recommended to approve the low quote of Rickert Excavating. The cost of the demolition will be specially assessed against the property for collection with the property taxes.

**Mayor:** Ryan Voss    **City Administrator:** Mark D. Larson

**Councillors:** At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neid

# ESTIMATE

Rachael Aggregates LLC  
PO Box 326  
Arlington, MN 55307

rachaelaggregates@gmail.com  
+1 (507) 317-3488



Rachael Aggregates LLC

Bill to  
City of Glencoe

Ship to  
City of Glencoe

## Estimate details

Estimate no.: 1034  
Estimate date: 10/25/2024

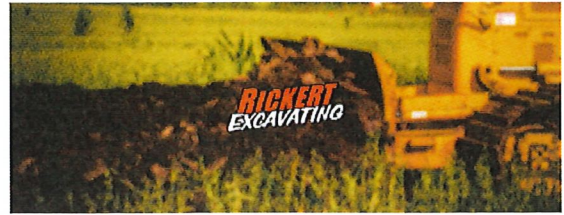
Project: 1207 Chandler Ave

#	Date	Product or service	Description	Qty	Rate	Amount
1.	10/24/2024	Demo	Demolition house, garage, concrete and footings. backfill with clay and place 6" top soil price includes reseeding erosion blankets and silt socks placed on site	1	\$18,000.00	\$18,000.00
2.	10/24/2024	Demo	Demolition permit will be determined by city	1	\$0.00	\$0.00
3.	10/24/2024	Demo	Water and sewer water line to be shut off by the city at curb stop we will install a cap on the property side of curb stop. sewer will be capped/ plugged	1	\$1,200.00	\$1,200.00
4.	10/24/2024	Demo	Asbestos testing house will be tested if awarded the job	1	\$1,000.00	\$1,000.00
5.	10/24/2024	Demo	asbestos removal not to exceed the price listed if no removal is required city will not be charged	1	\$4,500.00	\$4,500.00
<b>Total</b>						<b>\$24,700.00</b>

Accepted date

Accepted by

Rickert Excavating  
46556 180th St  
Glencoe, MN 55336  
+1 3205102390  
RickertExcavating@gmail.com



**ADDRESS**

city of glencoe  
1107 11th street E STE107  
Glencoe, MN 55336

**Estimate 1736**

**DATE 09/18/2024**

**EXPIRATION DATE 10/31/2024**

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	<b>Structure demo</b>	Demo structure at 1207 Chandler Ave. Glencoe - Includes asbestos inspection, MPCA intent to do demo paperwork, mobilization for duration of project, demo structure and haul to approved landfill, remove all foundations and haul away to recycle, fill foundation voids with clay fill, top with 6 inches black dirt, seed and straw blanket site. (Does not include any asbestos removals if needed)	1	15,300.00	15,300.00

**TOTAL \$15,300.00**

Accepted By

Accepted Date



SMALL CITY  BIG FUTURE

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

---

**This page is Blank to  
separate Agenda Items**

**Mayor:** Ryan Voss    **City Administrator:** Mark D. Larson

**Councilors:** At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neid

# ESTIMATE

Rachael Aggregates LLC  
PO Box 326  
Arlington, MN 55307

rachaelaggregates@gmail.com  
+1 (507) 317-3488



**Bill to**  
City of Glencoe

**Ship to**  
City of Glencoe

## Estimate details

Estimate no.: 1033  
Estimate date: 10/24/2024

Project: 1206 10th st

#	Date	Product or service	Description	Qty	Rate	Amount
1.	10/24/2024	Demo	Demolition of house, small shed, concrete footings backfill with clay and place top soil top 6" price includes reseeding erosion blankets and silt socks placed on site	1	\$16,500.00	\$16,500.00
2.	10/24/2024	Demo	Demolition permit price will be determined by city	1	\$0.00	\$0.00
3.	10/24/2024	Demo	Water and sewer water line to be shut off by the city at curb stop we will install a cap on the property side of the curb stop, sewer will be capped/plugged	1	\$1,200.00	\$1,200.00
4.	10/24/2024	Demo	Asbestos testing house will be tested if awarded the job	1	\$1,000.00	\$1,000.00
5.	10/24/2024	Demo	Asbestos removal not to exceed the price listed if no removal is required city will not be charged	1	\$4,500.00	\$4,500.00
<b>Total</b>						<b>\$23,200.00</b>

Accepted date

Accepted by

**Rickert Excavating**  
46556 180th St  
Glencoe, MN 55336  
+1 3205102390  
RickertExcavating@gmail.com



**ADDRESS**

city of glencoe  
1107 11th street E STE107  
Glencoe, MN 55336

**Estimate 1737**

**DATE 09/18/2024**

**EXPIRATION DATE 10/31/2024**

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	<b>Structure demo</b>	Demo structure at 1206 10th st. E. Glencoe - Includes asbestos inspection, MPCA intent to do demo paperwork, mobilization for duration of project, demo structure and haul to approved landfill, remove all foundations and haul away to recycle, fill foundation voids with clay fill, top with 6 inches black dirt, seed and straw blanket site. (Does not include any asbestos removals if needed)	1	13,800.00	13,800.00

**TOTAL \$13,800.00**

Accepted By

Accepted Date



SMALL CITY & BIG FUTURE

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

---

**This page is Blank to  
separate Agenda Items**

**Mayor:** Ryan Voss    **City Administrator:** Mark D. Larson

**Councilors:** At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neid





SMALL CITY & BIG FUTURE

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

---

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: November 15, 2024

Re: **Item 6B** – Pre-Demolition Quote for 1234 Greeley Avenue

**Item 6B1** – To determine if there is hazardous material located at the commercial property at 1234 Greeley Avenue, the City will be required to conduct a pre-demolition inspection of this building to determine the cost of abatement.

Previously, the City of Glencoe has worked with Industrial Hygiene Services Corporation on this type of work. Industrial Hygiene has been purchased by Braun Intertec.

I have attached the quote from Braun Intertec to conduct this Commercial inspection. The cost estimate is \$4,775.00.

**Item 6B2** – The property that is adjoining 1234 Greeley Avenue has requested that the City of Glencoe purchase their property also, and to demolish their property at the same time as 1234 Greeley Avenue.

Unfortunately, at this time, the City of Glencoe will not own, 1234 Greeley Avenue, when demolished unless other arrangements can be made. Attached is a letter from Scharpe Limited, the adjoining property owner. The purchase price has been redacted at this time.

City Attorney Ostlund will review options with the City Council on Monday night.

**Mayor:** Ryan Voss    **City Administrator:** Mark D. Larson

**Councillors:** At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neid

October 24, 2024

Proposal QTB205526

Mr. Mark Larson  
City of Glencoe  
1107 11th Street East, Suite 107  
Glencoe, MN 55336

Re: Proposed Services and Cost Estimate  
Pre-Demolition Hazardous Building Materials Inspection  
Commercial Building  
1234 Greeley Avenue  
Glencoe, Minnesota

Dear Mr. Larson:

Braun Intertec Corporation is pleased to present this proposal to provide services and a cost estimate for a Pre-Demolition hazardous building materials inspection of the commercial building located at 1234 Greeley Avenue in Glencoe, Minnesota (Site).

County information indicates that the Site building has a basement. Information provided by you indicates that in 2023, there was approximately 2-feet of standing water in the basement. You have also indicated that the roof of the building has caved in, and the property taxes have not been paid by the current owner.

The proposed work will be performed in accordance with the terms and conditions in the Braun Intertec General Conditions.

## Scope of Services

The goal of the inspection will be to identify potentially hazardous building materials that require separate handling and/or disposal prior to building renovation and/or demolition. The inspection will be conducted by our experienced and accredited asbestos inspectors. Our representatives will perform the following services:

- Visually examine accessible areas and identify the locations of suspect asbestos-containing materials (ACM), lead-based paint (LBP), polychlorinated biphenyls (PCBs), mercury, and other miscellaneous hazardous materials.
- Collect and analyze representative bulk samples of materials suspected of containing asbestos. Examples of materials to be collected for analysis include, but are not limited to: floor tile, linoleum flooring, wall and ceiling plaster, suspended and acoustical ceiling tile, sheetrock, thermal system insulation, textured ceiling material and fireproofing.

- Conduct limited LBP testing of potential re-useable components (i.e. concrete and masonry block) with painted surfaces suspected of containing lead (where applicable) that may be impacted by the future demolition project. Testing will be accomplished by collecting paint chip samples and submitting them for lead analysis to an accredited laboratory.
- Assign a hazard rating based on asbestos content with respect to the materials condition, friability, accessibility, and hazard potential.
- Document the various ACM materials current conditions and quantities.
- Generate a final report, documenting the sample locations, analysis results, conditions, and ACM quantities.

The Braun Intertec personnel conducting the inspection are fully accredited asbestos inspectors, in accordance with state and federal regulations. Asbestos analysis will be performed by a laboratory that is accredited for polarized light microscopy (PLM) asbestos bulk sample analysis by the National Institute of Standards and Technology's (NIST) National Voluntary Laboratory Accreditation Program.

## Cost Estimate

The cost for each of the tasks described in this proposal is as follows.

Service Description	Cost
Field Work and Supplies	\$1,990
▪ <i>Assumes 1 day of field work for 2 field technicians</i>	
Analytical Services	\$785
▪ <i>Includes up to 60 layers analyzed via PLM, 4 point count analysis, and 3 lead paint chip analysis</i>	
Project Management and Reporting	\$2,000
<b>Total Project</b>	<b>\$4,775</b>

Braun Intertec will provide the above scope of services on a cost-plus (time-and-materials) basis for an estimated fee of **\$4,775**. Unit prices for time and expenses are set costs. Other figures such as number of hours to perform the inspection, number of samples, report time, etc. are estimated figures. Consequently, our estimated costs may be higher or lower, depending on the actual site conditions encountered. The total projected cost will not be exceeded by more than 10% without additional authorization.

The proposed fee is based on the scope of services described and the assumption that our services will be authorized within 30 days and others will not delay us beyond our proposed schedule. Invoices will be submitted monthly and are due on receipt, with interest added to unpaid balances after 30 days. The terms and conditions under which these services will be provided are detailed in the attached General Conditions, which are part of this proposal.

## Scheduling

Based on current workload, we will require 3-7 working days advanced notice to schedule the proposed scope of work, depending on staff availability. It is our understanding that an owner's representative will be responsible for scheduling the Site visit during normal business hours of 7:00 a.m. to 5:00 p.m. Monday through Friday. Our proposal also assumes that the on-Site work will be completed in one working day.

Laboratory turnaround time for the specified asbestos sample analysis is typically 3-5 working days. Upon receipt of the laboratory reports, our written reports will be submitted to you within 10 working days thereafter. Preliminary verbal results will be provided to you if requested.

## Limitations

In any building the potential exists for hazardous material to be located inside walls, above ceilings, under floors, buried underground, and other inaccessible areas. This inspection will attempt to identify hazardous material in these inaccessible areas. However, it is not feasible to inspect 100 percent of these areas. Therefore, Braun Intertec cannot be held responsible for the presence of any such hidden materials. The demolition contractor and other contractors involved in the project should be made aware of this potential. If previously unidentified suspect hazardous material is exposed during their activities they should be sampled and analyzed for content prior to any disturbance.

### **Notes:**

- *Sampling of materials for asbestos content involves the collection of a small piece of that material. Some damage is inevitable. Our representative will not be responsible for repairing materials damaged during sampling.*
  
- *It is our understanding that there could be standing water in the basement and portions of the roof have collapsed. There may be areas of the building that are unsafe to access due to the structural integrity of the building. For safety concerns, two inspectors will be needed to complete the inspection. Samples will only be collected from areas of the building that are deemed safe to access at the discretion of the asbestos inspectors. Assumptions will be made in areas that are not deemed safe by the asbestos inspectors.*

Braun Intertec will not be liable for any past, existing, or future damage to the roofing systems, the building structures, or the contents of the building.

In performing its services, Braun Intertec will use that degree of care and skill ordinarily exercised under similar circumstances by reputable members of its profession currently practicing in the same locality. No warranty, express or implied, is made.

## Acceptance of Proposal/General Remarks

The proposed fee is based on the scope of services described and the assumption that our services will be authorized within 30 days and others will not delay us beyond our proposed schedule. Invoices will be submitted monthly and are due on receipt, with interest added to unpaid balances after 30 days.

Braun Intertec appreciates the opportunity to present this proposal to you. This proposal is being sent in an electronic version **only**. We would be happy to meet with you to discuss our proposed Scope of Services further and clarify the various scope components.

After reviewing this proposal, ***please sign and return one copy to Braun Intertec as notification of acceptance and authorization to proceed.*** If anything in this proposal is not consistent with your requirements, please let us know immediately.

The Braun Intertec General Conditions are included with this proposal and are a part of our agreement.

If you have any questions regarding this proposal, please feel free to contact Aaron Volker at 320.253.9940 or [avolker@braunintertec.com](mailto:avolker@braunintertec.com).

Sincerely,

BRAUN INTERTEC CORPORATION



Aaron P. Volker  
Project Scientist



Ted R. Hubbes, PG, CHMM  
Senior Manager, Senior Scientist

Attachment: General Conditions – (1/1/18)

---

The proposal including the Braun Intertec General Conditions is accepted, and you are authorized to proceed:

\_\_\_\_\_  
Authorizer's Firm

\_\_\_\_\_  
Authorizer's Signature

\_\_\_\_\_  
Authorizer's Name (please print or type)

\_\_\_\_\_  
Authorizer's Title

\_\_\_\_\_  
Date

## General Conditions

### Section 1: Agreement

**1.1** Our agreement with you consists of these General Conditions and the accompanying written proposal or authorization ("Agreement"). This Agreement is the entire agreement between you and us. It supersedes prior agreements. It may be modified only in a writing signed by us, making specific reference to the provision modified.

**1.2** The words "you," "we," "us," and "our" include officers, employees, and subcontractors.

**1.3** In the event you use a purchase order or other documentation to authorize our scope of work ("Services"), any conflicting or additional terms are not part of this Agreement. Directing us to start work prior to execution of this Agreement constitutes your acceptance. If, however, mutually acceptable terms cannot be established, we have the right to terminate this Agreement without liability to you or others, and you will compensate us for fees earned and expenses incurred up to the time of termination.

### Section 2: Our Responsibilities

**2.1** We will provide Services specifically described in this Agreement. You agree that we are not responsible for services that are not expressly included in this Agreement. Unless otherwise agreed in writing, our findings, opinions, and recommendations will be provided to you in writing. You agree not to rely on oral findings, opinions, or recommendations without our written approval.

**2.2** In performing our professional services, we will use that degree of care and skill ordinarily exercised under similar circumstances by reputable members of our profession practicing in the same locality. If you direct us to deviate from our recommended procedures, you agree to hold us harmless from claims, damages, and expenses arising out of your direction. If during the one year period following completion of Services it is determined that the above standards have not been met and you have promptly notified us in writing of such failure, we will perform, at our cost, such corrective services as may be necessary, within the original scope in this Agreement, to remedy such deficiency. Remedies set forth in this section constitute your sole and exclusive recourse with respect to the performance or quality of Services.

**2.3** We will reference our field observations and sampling to available reference points, but we will not survey, set, or check the accuracy of those points unless we accept that duty in writing. Locations of field observations or sampling described in our report or shown on our sketches are based on information provided by others or estimates made by our personnel. You agree that such dimensions, depths, or elevations are approximations unless specifically stated otherwise in the report. You accept the inherent risk that samples or observations may not be representative of things not sampled or seen and further that site conditions may vary over distance or change over time.

**2.4** Our duties do not include supervising or directing your representatives or contractors or commenting on, overseeing, or providing the means and methods of their services unless expressly set forth in this Agreement. We will not be responsible for the failure of your contractors, and the providing of Services will not relieve others of their responsibilities to you or to others.

**2.5** We will provide a health and safety program for our employees, but we will not be responsible for contractor, owner, project, or site health or safety.

**2.6** You will provide, at no cost to us, appropriate site safety measures as to work areas to be observed or inspected by us. Our employees are authorized by you to refuse to work under conditions that may be unsafe.

**2.7** Unless a fixed fee is indicated, our price is an estimate of our project costs and expenses based on information available to us and our experience and knowledge. Such estimates are an exercise of our professional judgment and are not guaranteed or warranted. Actual costs may vary. You should allow a contingency in addition to estimated costs.

### Section 3: Your Responsibilities

**3.1** You will provide us with prior environmental, geotechnical and other reports, specifications, plans, and information to which you have access about the site. You agree to provide us with all plans, changes in plans, and new information as to site conditions until we have completed Services.

**3.2** You will provide access to the site. In the performance of Services some site damage is normal even when due care is exercised. We will use reasonable care to minimize damage to the site. We have not included the cost of restoration of damage in the estimated charges.

**3.3** You agree to provide us, in a timely manner, with information that you have regarding buried objects at the site. We will not be responsible for locating buried objects at the site. *You agree to hold us harmless, defend, and indemnify us from claims, damages, losses, penalties and expenses (including attorney fees) involving buried objects that were not properly marked or identified or of which you had knowledge but did not timely call to our attention or correctly show on the plans you or others furnished to us.*

**3.4** You will notify us of any knowledge or suspicion of the presence of hazardous or dangerous materials present on any work site or in a sample provided to us. You agree to provide us with information in your possession or control relating to such materials or samples. If we observe or suspect the presence of contaminants not anticipated in this Agreement, we may terminate Services without liability to you or to others, and you will compensate us for fees earned and expenses incurred up to the time of termination.

**3.5** Neither this Agreement nor the providing of Services will operate to make us an owner, operator, generator, transporter, treater, storer, or a disposal facility within the meaning of the Resource Conservation Recovery Act, as amended, or within the meaning of any other law governing the handling, treatment, storage, or disposal of hazardous substances. *You agree to hold us harmless, defend, and indemnify us from any damages, claims, damages, penalties or losses resulting from the storage, removal, hauling or disposal of such substances.*

**3.6** Monitoring wells are your property, and you are responsible for their permitting, maintenance, and abandonment unless expressly set forth otherwise in this Agreement.

**3.7** You agree to make all disclosures required by law. In the event you do not own the project site, you acknowledge that it is your duty to inform the owner of the discovery or release of contaminants at the site. *You agree to hold us harmless, defend, and indemnify us from claims, damages, penalties, or losses and expenses, including attorney fees, related to failures to make disclosures, disclosures made by us that are required by law, and from claims related to the informing or failure to inform the site owner of the discovery of contaminants.*

### Section 4: Reports and Records

**4.1** Unless you request otherwise, we will provide our report in an electronic format.

**4.2** Our reports, notes, calculations, and other documents and our computer software and data are instruments of our service to you, and they remain our property. We hereby grant you a license to use the reports and related information we provide only for the related project and for the purposes disclosed to us. You may not transfer our reports to others or use them for a purpose for which they were not prepared without our written approval. *You agree to indemnify, defend, and hold us harmless from claims, damages, losses, and expenses, including attorney fees, arising out of such a transfer or use.*

**4.3** If you do not pay for Services in full as agreed, we may retain work not yet delivered to you and you agree to return to us all of our work that is in your possession or under your control.

**4.4** Samples and field data remaining after tests are conducted and field and laboratory equipment that cannot be adequately cleansed of contaminants are and continue to be your property. They may be discarded or returned to you, at our discretion, unless within 15 days of the report date you give us written direction to store or transfer the materials at your expense.

**4.5** Electronic data, reports, photographs, samples, and other materials provided by you or others may be discarded or returned to you, at our discretion, unless within 15 days of the report date you give us written direction to store or transfer the materials at your expense.

## Section 5: Compensation

5.1 You will pay for Services as stated in this Agreement. If such payment references our Schedule of Charges, the invoicing will be based upon the most current schedule. An estimated amount is not a firm figure. You agree to pay all sales taxes and other taxes based on your payment of our compensation. Our performance is subject to credit approval and payment of any specified retainer.

5.2 You will notify us of billing disputes within 15 days. You will pay undisputed portions of invoices upon receipt. You agree to pay interest on unpaid balances beginning 30 days after invoice dates at the rate of 1.5% per month, or at the maximum rate allowed by law.

5.3 If you direct us to invoice a third party, we may do so, but you agree to be responsible for our compensation unless the third party is creditworthy (in our sole opinion) and provides written acceptance of all terms of this Agreement.

5.4 Your obligation to pay for Services under this Agreement is not contingent on your ability to obtain financing, governmental or regulatory agency approval, permits, final adjudication of any lawsuit, your successful completion of any project, receipt of payment from a third party, or any other event. No retainage will be withheld.

5.5 If you do not pay us in accordance with this Agreement, you agree to reimburse all costs and expenses for collection of the moneys invoiced, including but not limited to attorney fees and staff time.

5.6 You agree to compensate us in accordance with our Schedule of Charges if we are asked or required to respond to legal process arising out of a proceeding related to the project and as to which we are not a party.

5.7 If we are delayed by factors beyond our control, or if project conditions or the scope or amount of work changes, or if changed labor conditions result in increased costs, decreased efficiency, or delays, or if the standards or methods change, we will give you timely notice, the schedule will be extended for each day of delay, and we will be compensated for costs and expenses incurred in accordance with our Schedule of Charges.

5.8 If you fail to pay us in accordance with this Agreement, we may consider the default a total breach of this Agreement and, at our option, terminate our duties without liability to you or to others, and you will compensate us for fees earned and expenses incurred up to the time of termination.

5.9 In consideration of our providing insurance to cover claims made by you, you hereby waive any right to offset fees otherwise due us.

## Section 6: Disputes, Damage, and Risk Allocation

6.1 Each of us will exercise good faith efforts to resolve disputes without litigation. Such efforts will include, but not be limited to, a meeting(s)

attended by each party's representative(s) empowered to resolve the dispute. Before either of us commences an action against the other, disputes (except collections) will be submitted to mediation.

**6.2 Notwithstanding anything to the contrary in this Agreement, neither party hereto shall be responsible or held liable to the other for punitive, indirect, incidental, or consequential damages, or liability for loss of use, loss of business opportunity, loss of profit or revenue, loss of product or output, or business interruption.**

6.3 You and we agree that any action in relation to an alleged breach of our standard of care or this Agreement shall be commenced within one year of the date of the breach or of the date of substantial completion of Services, whichever is earlier, without regard to the date the breach is discovered. Any action not brought within that one year time period shall be barred, without regard to any other limitations period set forth by law or statute. We will not be liable unless you have notified us within 30 days of the date of such breach and unless you have given us an opportunity to investigate and to recommend ways of mitigating damages. You agree not to make a claim against us unless you have provided us at least 30 days prior to the institution of any legal proceeding against us with a written certificate executed by an appropriately licensed professional specifying and certifying each and every act or omission that you contend constitutes a violation of the standard of care governing our professional services. Should you fail to meet the conditions above, you agree to fully release us from any liability for such allegation.

**6.4 For you to obtain the benefit of a fee which includes a reasonable allowance for risks, you agree that our aggregate liability for all claims will not exceed the fee paid for Services or \$50,000, whichever is greater. If you are unwilling to accept this allocation of risk, we will increase our aggregate liability to \$100,000 provided that, within 10 days of the date of this Agreement, you provide payment in an amount that will increase our fees by 10%, but not less than \$500, to compensate us for the greater risk undertaken.** This increased fee is not the purchase of insurance.

**6.5 You agree to indemnify us from all liability to others in excess of the risk allocation stated herein and to insure this obligation. In addition, all indemnities and limitations of liability set forth in this Agreement apply however the same may arise, whether in contract, tort, statute, equity or other theory of law, including, but not limited to, the breach of any legal duty or the fault, negligence, or strict liability of either party.**

6.6 This Agreement shall be governed, construed, and enforced in accordance with the laws of the state in which our servicing office is located, without regard to its conflict of laws rules. The laws of the state of our servicing office will govern all disputes, and all claims shall be heard in the state or federal courts for that state. Each of us waives trial by jury.

6.7 No officer or employee acting within the scope of employment shall have individual liability for his or her acts or omissions, and you agree not to make a claim against individual officers or employees.

## Section 7: General Indemnification

7.1 We will indemnify and hold you harmless from and against demands, damages, and expenses of others to the comparative extent they are caused by our negligent acts or omissions or those negligent acts or omissions of persons for whom we are legally responsible. You will indemnify and hold us harmless from and against demands, damages, and expenses of others to the comparative extent they are caused by your negligent acts or omissions or those negligent acts or omissions of persons for whom you are legally responsible.

7.2 To the extent it may be necessary to indemnify either of us under Section 7.1, you and we expressly waive, in favor of the other only, any immunity or exemption from liability that exists under any worker compensation law.

7.3 You agree to indemnify us against losses and costs arising out of claims of patent or copyright infringement as to any process or system that is specified or selected by you or by others on your behalf.

## Section 8: Miscellaneous Provisions

8.1 We will provide a certificate of insurance to you upon request. Any claim as an Additional Insured shall be limited to losses caused by our negligence.

8.2 You and we, for ourselves and our insurers, waive all claims and rights of subrogation for losses arising out of causes of loss covered by our respective insurance policies.

8.3 Neither of us will assign or transfer any interest, any claim, any cause of action, or any right against the other. Neither of us will assign or otherwise transfer or encumber any proceeds or expected proceeds or compensation from the project or project claims to any third person, whether directly or as collateral or otherwise.

8.4 This Agreement may be terminated early only in writing. You will compensate us for fees earned for performance completed and expenses incurred up to the time of termination.

8.5 If any provision of this Agreement is held invalid or unenforceable, then such provision will be modified to reflect the parties' intention. All remaining provisions of this Agreement shall remain in full force and effect.

8.6 No waiver of any right or privilege of either party will occur upon such party's failure to insist on performance of any term, condition, or instruction, or failure to exercise any right or privilege or its waiver of any breach.



SMALL CITY & BIG FUTURE

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

---

**This page is Blank to  
separate Agenda Items**

**Mayor:** Ryan Voss    **City Administrator:** Mark D. Larson

**Councilors:** At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neid



**SCHARPE LTD**  
712 East 13th Street  
Glencoe, Minnesota 55336  
Phone (320) 864-5380  
jeff@jscharpe.net

October 24, 2024

City of Glencoe  
1107 11th Street East  
Glencoe, MN 55336

City Council,

In reference to the building at 1234 Greeley Avenue. My business at 712 East 13<sup>th</sup> Street shares a common wall with that property, and Barbara Scharpe owns the property at 712 East 13<sup>th</sup> St.

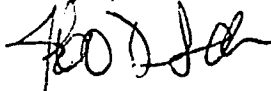
We understand that the building at 1234 Greeley Avenue will eventually have to be demolished. Our building has suffered considerable damage due to water infiltration from the common wall and roof line over the past 4-5 years since the building at 1234 Greeley has degraded considerably. We also understand that when the building is demolished, our building would have to be shored up, not only the wall, but the roof line as well, in order to bring our building back to optimal condition. There will be mildew/mold cleanup that would need to occur as well.

Our proposal to the City of Glencoe when you look at the costs associated with the cleanup of 1234 Greeley Avenue, and the costs associated with fixing our building, would be to continue the demolition and remove our building at 712 East 13<sup>th</sup> Street as well. I believe this would save the City of Glencoe and us money on the project.

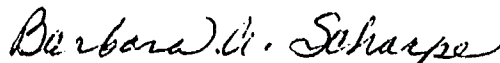
Our property is worth approximately \$30,000 on the property tax statement. We would offer that the City pay for the demo of our building in lieu of having to pay for the reconstruction of the common wall after the building at 1234 Greeley is demolished, that is, if the building can be demolished without further damage to the common wall and roof line. Inside this negotiation we would surrender the property at 712 E 13<sup>th</sup> St., to the City of Glencoe for the balance of [REDACTED] assuming the demolition estimate were to be [REDACTED]. This gives the future owner a viable space for development.

If you have any questions, please call us at 320-864-5380 or email me at [jeff@jscharpe.net](mailto:jeff@jscharpe.net).

Thank you,



Jeffrey D. Scharpe  
Scharpe LTD



Barbara Scharpe



SMALL CITY & BIG FUTURE

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

---

**This page is Blank to  
separate Agenda Items**

**Mayor:** Ryan Voss    **City Administrator:** Mark D. Larson

**Councillors:** At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neid



SMALL CITY  BIG FUTURE

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

---

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: November 15, 2024

Re: **Item 7A** – Renewal of Building Inspection Contract with SAFEbuilt

**Item 7A** – Alan Green with SAFEbuilt presented and reviewed the attached renewal with the City Council at their September workshop.

Based upon the discussion at the workshop, it is recommended to renew the attached professional services agreement Fourth Amendment for a period of 2 years beginning on January 1, 2025. No other changes are recommended to the professional services agreement at this time.

**Mayor:** Ryan Voss    **City Administrator:** Mark D. Larson

**Councillors:** At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neid

**FOURTH AMENDMENT OF  
PROFESSIONAL SERVICES AGREEMENT  
BETWEEN CITY OF GLENCOE, MINNESOTA  
AND MNSPECT, LLC**

**THIS FOURTH AMENDMENT OF PROFESSIONAL SERVICES AGREEMENT** is made effective as of the date of the last signature below by and between City of Glencoe, Minnesota (Municipality) and MNSPECT, LLC, a wholly owned subsidiary of SAFEbuilt, LLC, (Consultant). Municipality and Consultant shall be jointly referred to as the "Parties".

**RECITALS AND REPRESENTATIONS**

WHEREAS, Parties entered into a Professional Services Agreement (Agreement), by which both Parties established the terms and conditions for service delivery on April 1, 2019; and

WHEREAS, on July 25, 2022, Parties instituted Amendment One to the Agreement to add rental housing/property maintenance services and associated fee; and

WHEREAS, On January 4, 2023, Parties instituted Amendment Two to the Agreement to extend term through December 31, 2023;

WHEREAS, On December 12, 2023, Parties instituted Amendment Three to the Agreement to extend term through December 31, 2024;

Parties hereto now desire to amend the Agreement as set forth herein; and

**NOW, THEREFORE**, in consideration of the mutual promises and covenants herein contained, and other good and valuable consideration, the receipt and adequacy of which are acknowledged, the Parties agree as follows:

1. The above recitals are acknowledged as true and correct and are incorporated herein.
2. Agreement, 5. Termination of Agreement shall be extended for an additional two (2) year period of January 1, 2025 through December 31, 2026.
3. All other conditions and terms of the original Agreement, First Amendment, Second Amendment, and Third Amendment not specifically amended herein, shall remain in full force and effect.

IN WITNESS HEREOF, the undersigned have caused this Amendment to be executed in their respective names on the dates hereinafter enumerated.

MNSPECT, LLC  
Digitally signed by Gary Amato  
Date: 2024.08.23 12:41:04 -04'00'

By: Gary Amato  
Name: Gary Amato  
Title: Chief Administrative Officer  
Date: August 23, 2024

City of Glencoe, Minnesota  
By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_



SMALL CITY & BIG FUTURE

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

---

**This page is Blank to  
separate Agenda Items**

**Mayor:** Ryan Voss    **City Administrator:** Mark D. Larson

**Councilors:** At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neld

# GLENCOE



SMALL CITY & BIG FUTURE

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

---

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: November 15, 2024

Re: **Item 7B** – Annexation of Revolve Labs property

**Item 7B** – City Attorney Mark Ostlund will review Resolution **2024-15** to annex property purchased by Revolve Labs from Seneca Food. This property will be zoned Industrial I1.

The area in blue is proposed for annexation.

City Attorney Ostlund will need to present the annexation Resolution to the Glencoe Township Board for their approval.

**Mayor:** Ryan Voss    **City Administrator:** Mark D. Larson

**Councilors:** At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neid

# Annexation - Blue is township



Disclaimer: McLeod County does not warrant or guarantee the accuracy of the data. The data is meant for reference purposes only and should not be used for official decisions. If you have questions regarding the data presented in this map, please contact the McLeod County GIS Department. This information is to be used for reference purposes only.

**RESOLUTION 2024-15**

**IN THE MATTER OF THE ORDERLY ANNEXATION BETWEEN  
THE CITY OF GLENCOE AND GLENCOE TOWNSHIP  
PURSUANT TO MINNESOTA STATUTES § 414.0325**

**WHEREAS**, the City of Glencoe and Glencoe Township jointly agree to designate and request the immediate annexation of that portion of the following described land located within Glencoe Township to the City of Glencoe, County of McLeod, Minnesota;

See proposed descriptions on the attached Exhibit “A”

Tax ID: 04.014.0450,

and

**WHEREAS**, the City of Glencoe and Glencoe Township are in agreement as to the orderly annexation of the unincorporated land described; and

**WHEREAS**, Minnesota Statutes § 414.0325 provides a procedure whereby the City of Glencoe and Glencoe Township may agree on a process of orderly annexation of a designated area; and

**WHEREAS**, the City of Glencoe and Glencoe Township have agreed to all the terms and conditions for the annexation of the above-described lands; and the signatories hereto agree that no alteration of the designated area is appropriate and no consideration by the Chief Administrative Law Judge is necessary. The Chief Administrative Law Judge may review and comment, but shall within thirty (30) days, order the annexation in accordance with the terms of the resolution.

**NOW, THEREFORE, BE IT RESOLVED**, jointly by the City Council of the City of Glencoe and the Township Board of Glencoe Township as follows:

1. **(Property.)** That portion of the following described land situated in Glencoe Township is subject to orderly annexation pursuant to Minnesota Statutes § 414.0325, and that the parties hereto designate the area for orderly annexation; and agree that the land be immediately annexed:

See proposed descriptions on the attached Exhibit “A”

Tax ID: 04.014.0450,

2. **(Acreage/Population/Usage.)** That the orderly annexation area consists of approximately .71 acres more or less, the population in the area is zero (0), and the current land use types is agriculture.



3. **(Jurisdiction.)** That Glencoe Township and the City of Glencoe, by submission of this joint resolution to the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, confers jurisdiction upon the Chief Administrative Law Judge so as to accomplish said orderly annexation in accordance with the terms of this resolution.

- 4. **(Municipal Reimbursement).** Minnesota Statutes § 414.036.
  - a. **Reimbursement to Towns for lost taxes on annexed property.**

The City of Glencoe shall make a lump sum payment to Glencoe Township without delay in the amount of \$30.

**b. Assessments and Debt.**

That pursuant to Minnesota Statutes § 414.036 with respect to any special assessment assigned by the Township to the annexed property and any portion of debt incurred by the Township prior to the annexation and attributable to the property to be annexed, but for which no special assessments are outstanding, for the area legally described (herein or attached exhibit) there are (1) no special assessments or debt.

6. **(Review and Comment).** The City of Glencoe and Glencoe Township agree that upon receipt of this resolution, passed and adopted by each party, the Chief Administrative Law Judge may review and comment, but shall within thirty (30) days, order the annexation in accordance with the terms of the resolution.

Adopted by affirmative vote of all the members of the Glencoe Township Board of Supervisors this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

GLENCOE TOWNSHIP

ATTEST:

By: \_\_\_\_\_  
Chairperson  
Board of Supervisor

By: \_\_\_\_\_  
Township Clerk

Adopted by affirmative vote of the City Council of \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

CITY OF GLENCOE

ATTEST:

By: \_\_\_\_\_  
Ryan Voss, Mayor

By: \_\_\_\_\_  
Mark Larson, City Administrator

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

Exhibit "A"

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

All of the 100 foot wide corridor of former Chicago, Milwaukee, St. Paul & Pacific Railroad Company in Southwest Quarter of the Northwest Quarter in Section 14, Township 115, Range 28, McLeod County, Minnesota.

AND

Part of the South half of the Northwest Quarter of Section 14, Township 115, Range 28, McLeod County, Minnesota, described as follows: Commencing at the southwest corner of said Northwest Quarter of Section 14; thence on an assumed bearing of South 88 degrees 50 minutes 12 seconds East along the South line of said Northwest Quarter 697.67 feet to the point of beginning of the tract to be described; thence continuing South 88 degrees 50 minutes 12 seconds East along said South line 234.28 feet to the southwesterly right of way line of the now abandoned railroad; thence northwesterly along said southwesterly line along a nontangential curve that is concave to the Northeast, said curve having a central angle of 07 degrees 26 minutes 40 seconds, a radius length of 1960.07 feet, an arc length of 254.67 feet; said curve having a chord bearing of North 65 degrees 50 minutes 53 seconds West and a chord length of 254.49 feet; thence South 01 degrees 09 minutes 48 seconds West, not tangent to last described curve, 99.39 feet to the point of beginning.

EXCEPTING the following described tract:

Part of the South half of the Northwest Quarter of Section 14, Township 115, Range 28, McLeod County, Minnesota, described as follows: Beginning at the northwest corner of Tract M of Registered Land Survey Number 25 as being of record and on file at the Registrar of Titles, McLeod County, Minnesota; thence on a bearing of South 49 degrees 23 minutes 45 seconds East along the Southerly line of said Tract M a distance of 175.08 feet; thence Southeasterly along said Southerly line of Tract M along a tangential curve that is concave to the Northeast, said curve having a central angle of 11 degrees 30 minutes 46 seconds, a radius length of 1910.07 feet; an arc length of 383.80 feet; thence South 01 degrees 09 minutes 48 seconds West, not tangent to last described curve, 56.41 feet to the Southerly right of way line of the now abandoned railroad; thence Northwesterly along said Southerly right of way line along a nontangential curve that is concave to the Northeast, said curve having a central angle of 12 degrees 17 minutes 11 seconds, a radius length of 1960.07 feet, an arc length of 420.31 feet, said curve having a chord bearing of North 55 degrees 29 minutes 26 seconds West and a chord length of 419.51 feet; thence North 49 degrees 23 minutes 45 seconds West along said Southerly right of way line and tangent to last described curve 231.06 feet to the Southerly right of way line of County Road Number 3; thence North 88 degrees 51 minutes 25 seconds East along said Southerly right of way line 75.09 feet to the point of beginning.

AND EXCEPTING Tract N Registered Land Survey No. 25, McLeod County, Minnesota.

And EXCEPTING the following described tract:

Part of Tract M of Registered Land Survey Number 25 in Section 14, Township 115, Range 28, McLeod County, Minnesota, described as follows: Beginning at the northwest corner of said Tract M; thence on a bearing of South 49 degrees 23 minutes 45 seconds East along the Southerly line of said Tract M a distance of 175.08 feet; thence Southeasterly along said Southerly line of Tract M along a tangential curve that is concave to the Northeast, said curve having a central angle of 12 degrees 01 minutes 16 seconds, a radius length of 1910.07 feet, an arc length of 400.74 feet; thence North 01 degrees 09 minutes 48 seconds East, not tangent to last described curve, 16.92 feet; thence Northwesterly along a nontangential curve that is concave to the Northeast, said curve having a central angle of 11 degrees 47 minutes 06 seconds, a radius length of 1895.07 feet, an arc length of 389.79 feet, said curve having a chord bearing of North 55 degrees 14 minutes 24 seconds West and a chord length of 389.10 feet; thence North 49 degrees 23 minutes 45 seconds West, tangent to last described curve, 158.28 feet to the North line of said Tract M; thence South 88 degrees 51 minutes 25 seconds West along said North line 22.53 feet to the point of beginning.

ALSO EXCEPTING the following described tract:

Part of the South half of the Northwest Quarter of Section 14, Township 115, Range 28, McLeod County, Minnesota, described as follows; Commencing at the northwest corner of Tract M of Registered Land Survey Number 25 in said Section 14; thence on a bearing of South 49 degrees 23 minutes 45 seconds East along the Southerly line of said Tract M a distance of 175.08 feet; thence Southeasterly along said Southerly line of Tract M along a tangential curve that is concave to the Northeast said curve having a central angle of 11 degrees 30 minutes 46 seconds, a radius length of 1910.07 feet, an arc length of 383.80 feet to the point of beginning of the tract to be described; thence South 01 degrees 09 minutes 48 seconds West, not tangent to last described curve, 56.41 feet to the Southerly right of way line of now abandoned railroad; thence Southeasterly along said Southerly right of way line along a nontangential curve that is concave to the Northeast, said curve having a central angle of 00 degrees 29 minutes 31 seconds, a radius length of 1960.07 feet, an arc length of 16.83 feet, said curve having a chord bearing of South 61 degrees 52 minutes 47 seconds East and a chord length of 16.83 feet; thence North 01 degrees 09 minutes 48 seconds East, not tangent to last described curve, 56.16 feet to the Southerly line of Tract M; thence Northwesterly along a nontangential curve that is concave to the Northeast, said curve having a central angle of 00 degrees 30 minutes 30 seconds: a radius length of 1895.07 feet, an arc length of 16.95 feet, said curve having a chord bearing of North 61 degrees 06 minutes 52 seconds West and a chord length of 16.95 feet to the point of beginning.

# GLENCOE



SMALL CITY & BIG FUTURE

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

---

**This page is Blank to  
separate Agenda Items**

**Mayor:** Ryan Voss    **City Administrator:** Mark D. Larson

**Councilors:** At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neld



SMALL CITY  BIG FUTURE

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

---

To: Mayor and City Council

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

Date: November 18, 2024

RE: **Item 7C** - Street Sweeper Replacement Purchase

**Item 7C** - The City of Glencoe relies heavily on our current street sweeper to clean debris from the street curb and gutter system and city owned parking lots. This is important for the city to maintain this service not only for aesthetics but for MS4 compliance as well.

The City of Glencoe is required by MPCA MS4 permit to reduce the amount of chemical runoff and debris from our storm sewer system because the Buffalo Creek has been deemed an impaired water system. In order to maintain compliance and keep our streets and storm system clean, the City must utilize a regenerative air street sweeper.

The current regenerative air sweeper owned by the City is a 2002 Tymco. This machine has had substantial repairs completed within the last 5 years in order to maintain minimal operation. The repairs have included a rebuilt rear mounted sweeper engine for the sweeping operation and multiple repairs on the below mounted sweeper head. There are some key operational items that are no longer able to be repaired, such as one of the front mounted brooms, that are key to the efficiency of the operation. It should be noted that the street department has completed many of these repairs in-house in order to minimize costs and keep the sweeper operational.

There have been many questions directed at me concerning the frequency of use and if the sweeper is in fact in need of replacement. The fact of the matter is that the sweeper would be utilized much more frequently if the City staff were confident we would not have breakdowns or failures that would eliminate the availability of the sweeper when

---

**Mayor:** Ryan Voss - **City Administrator:** Mark D. Larson

**Councillors:** At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neid



SMALL CITY & BIG FUTURE

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

---

operations dictate that the sweeper must be available for not only compliance but quality of service to the residents. To simplify, the street sweeper is a valuable asset to the City and City staff would like to utilize the operation much more frequently, however, the current sweeper is not mechanically sound enough to do so.

City staff has investigated different manufacturers and sweeper types and has narrowed their research down to two different options. Both options are regenerative air sweepers.

\*Both options have 1-year warranty on the sweeper and standard manufacturer warranties on the chassis.

**Option 1:**

Macqueen Equipment  
Elgin Regen w/Aux. Engine.  
Freightliner chassis  
Cost: \$445,185.00

**Option 2:**

Environmental Equipment and Services Inc.  
Tymco 600  
International chassis  
Cost: \$378,994.78

Considering the familiarity of the Tymco sweeper and the cost, City staff would recommend that the City move forward with the purchase of the Tymco sweeper. The City staff would like to order the sweeper as soon as possible this year, 2024, due to the lead time of 12 months.



SMALL CITY  BIG FUTURE

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

---

Payments on the sweeper would not be applied until the 2025 budget year. In addition, the sweeper will be financed for a 4-year term. Payments of approximately \$100,000 have been budgeted for the years 2025-2028.

Environmental Equipment Services Inc. has also given the City a favorable trade-in value of \$20,000.00 for the current City sweeper.

\*Both specification and cost sheets have been included in this packet for the Council to compare and contrast the two options.



27365 Zachary Avenue • Elko, MN 55020  
Office: 952-461-3650 www.environmentalequipment.com

August 9, 2024

Jamie Voigt, Public Works Director  
City of Glencoe  
1107 11<sup>th</sup> St. East, Suite 107  
Glencoe, MN 55336

Dear Jamie,

Thank you for the opportunity to quote a new TYMCO 600 mounted on an International MV607 Chassis. The Minnesota State contract number is S-843(5), #244545.

Warranty:

TYMCO: 1 Year/ 1,000 Hours. John Deere 5 Year / 5,000 Hours.  
Cummins Engine: 5 Year / 150,000 Mile Ext. Warranty  
Chassis: Standard Manufacturer's Warranty

Base Price:	\$311,350.00
Air Dryer Brakes	Standard
Sweeper Deluge System	\$1,200.00
High Output Water System	\$865.00
Electric Heated West Coast Mirrors	Standard
2 Cameras, Color Monitor	\$2,650.00
12" Parabolic Mirrors	Standard
Cloth High Back Air Ride Seats	Standard
AM / FM / Aux Input / Blue Tooth Radio	Standard
Abrasion Protection Package	\$1,000.00
Automatic Sweep Interrupt (ASI)	\$1,950.00
Auxiliary Hand Hose	\$1,900.00
Auxiliary Hydraulic System	\$1,700.00
Gutter Broom Tilt Adjuster (Left & Right)	\$2,800.00
Stainless Steel Hopper	\$27,500.00
Left & Right Inspection Door (No Steps Needed)	Standard
Hydraulic Curtain Lifter System	\$1,700.00
Spring Factory Training for up to 4 People at TYMCO, Waco, TX	Standard
	= \$354,615.00

The City of Glencoe is responsible for 6.875% motor vehicle sales tax and title / registration fees. Thank you for your interest. I look forward to doing business with you.

Sincerely,

Alan Walford  
Vice President





# MACQUEEN™

MacQueen  
 1125 7th Street E  
 St Paul, MN 55106  
 651-645-5726 • 800-832-6417

Ship To: SAME AS BELOW

Invoice To: CITY OF GLENCOE  
 City Clerks Office  
 1107 11Th St E  
 Glencoe MN 55336

Branch 01 - ST PAUL MN		
Date 05/23/2024	Time 15:25:34 (O)	Page 1
Account No GLENC001	Phone No 3208645586	Est No 00 Q03447
Ship Via	Purchase Order	
Tax ID No		
KEVIN FISCHER	Salesperson 128	

## EQUIPMENT ESTIMATE - NOT AN INVOICE

Description                      \*\* Q U O T E \*\*                      EXPIRY DATE: 06/22/2024                      Amount

New ELGIN REGEN X W/AUX. ENGINE                      445185.00

PRICE AS PER MN STATE CONTRACT 244502 RELEASE NO. S-843(5)

\*

INCLUDES ALL STD OPTIONS:AUX. ENGINE 4045T 74 H.P. TIER 4  
 8.0 CU. YD HOPPER  
 50 DEGREE DUMP ANGLE  
 50 GALLON FUEL ALUM. FUEL TANK  
 DUAL 42" GUTTER BROOMS  
 12' SWEEPING PATH  
 265 GALLON POLY WATER TANK  
 CLOSED FACE COMPRESSOR TURBINE TYPE 9 VANE 33-3/8' DIA.  
 BALANCED FAN.  
 2 PIECE SHROUD W/POLYURETHANE LINED  
 NEMA 4 WIRING W/HOT STAMPED & FUNCTION LABELED EVERY 4"  
 1 YEAR WARRANTY ON SWEEPER

CHASSIS: FREIGHTLINER M2

A/C  
 AM/FM RADIO  
 CUMMINS ISB 200 6 CYL. 200 H.P.  
 ALLISON AUTOMATIC  
 DUAL STEERING  
 12,000 LB. FRONT  
 21,000 LB. REAR

*		
4.1.39	FREIGHTLINER M2 BASE	\$108728
4.1.00	REGEN X W/AUX. ENGINE	288829
4.2.3	AUX. HYD. PUMP	1545
4.4.2	LED STOP, TAIL, TURN	840
4.4.4	LED ARROW STICK	780
4.5.1	REAR CAMERA SYSTEM	STD
4.5.2	SUCTION HEAD CAMERA	STD
4.5.5	S.S. HOPPER INSPECTION DOOR	625
4.5.6	HOPPER DELUGE	1385
4.5.8	S.S. HOPPER SCREENS	5705



**MACQUEEN™**

MacQueen  
1125 7th Street E  
St Paul, MN 55106  
651-645-5726 • 800-832-6417

Ship To: SAME AS BELOW

Invoice To: CITY OF GLENCOE  
City Clerks Office  
1107 11th St E  
Glencoe MN 55336

Branch 01 - ST PAUL MN		
Date 05/23/2024	Time 15:25:34 (O)	Page 2
Account No GLENC001	Phone No 3208645586	Est No 00 Q03447
Ship Via	Purchase Order	
Tax ID No		
KEVIN FISCHER		Salesperson 128

**EQUIPMENT ESTIMATE - NOT AN INVOICE**

Description                      \*\* Q U O T E \*\*                      EXPIRY DATE: 06/22/2024                      Amount

4.5.9	HOPPER LIFE LINER	10490
4.6.3	EXTR 100 GALLON WATER TANK	2860
4.6.4	AIR PURGE WAER SYSTEM	575
4.6.5	HIGH PRESSURE WASHDOWN SYSTEM	5485
4.7.5	AM/FM RADIO	STD
4.7.6	RH BUS MIRROR	STD
4.7.7	HEATED MOTTO MIRRORS	STD
4.7.8	LH & RH AIR RIDE SEATS	1435
4.8.1	MEMORY SWEEP	STD
4.8.2	VACUUM ENHANCER	STD
4.8.3	RH & LH GUTTER BROOM TILT X2 @\$910	1820
4.8.4	VARIABLE SPEED GUTTER BROOMS	1130
4.8.6	DUAL GUTTER BROOM SCRUB POS.	1520
4.8.7	IN CAB HOPPER DUMP	1570
4.8.8	FLOW BLOCKER	STD
4.10.2	FREIGHT LINER M2 NEXT YEAR CHASSIS	9500
4.11.2	DELIVERY 66 MILES @ \$5.50	363
*		
TOTAL		\$445185

Subtotal: 445185.00  
Quote Total: 445185.00

Authorization: \_\_\_\_\_

QUOTED PRICES ARE BASED ON CURRENT COSTS AND THEREFORE SUBJECT TO CHANGE  
WITH WRITTEN NOTICE TO ACCOUNT FOR PRICING CHANGES BEYOND SELLER'S CONTROL



SMALL CITY & BIG FUTURE

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

---

**This page is Blank to  
separate Agenda Items**

**Mayor:** Ryan Voss    **City Administrator:** Mark D. Larson

**Councilors:** At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neid

# CITY OF GLENCOE BILLS

NOVEMBER 18 , 2024

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

<u>VENDOR</u>	<u>DEPARTMENT: DESCRIPTION</u>	<u>TOTAL</u>
CITY OF GLENCOE EMPLOYEES	MULTIPLE DEPTS.: CITY OF GLENCOE PAYROLL 8-21-24	\$98,812.62
CITY OF GLENCOE EMPLOYEES	MULTIPLE DEPTS.: CITY OF GLENCOE PAYROLL 9-4-24	\$87,962.18
WIRE TRANSFER	MULT DEPTS:EMP/CITY PAYROLL TAXES,HSA,PERA,D COMP,CAFE	\$117,673.00
	TOTAL PREPAID BILLS ----->	<u><u>\$304,447.80</u></u>

**INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR**

NOV 18, 2024 - PREPAID BILLS

Date: 11/15/2024

Time: 9:21 am

Page: 1

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
BOBBING BOBBER BREWING COM	1802	LIQUOR STORE: MERCH FOR RESALE	182532	08/26/2024	65.94
				Vendor Total:	<u>65.94</u>
BREAKTHRU BEVERAGE	0513	LIQUOR STORE: MERCH FOR RESALE	182533	08/26/2024	634.75
				Vendor Total:	<u>634.75</u>
C & L DISTRIBUTING	0492	LIQUOR STORE: MERCH FOR RESALE	182534	08/26/2024	32,140.35
				Vendor Total:	<u>32,140.35</u>
COLONIAL LIFE	0735	MULT DEPTS: INS PREMIUMS	182535	08/26/2024	263.70
				Vendor Total:	<u>263.70</u>
DAHLHEIMER BEVERAGE	0003	LIQUOR STORE: MERCH FOR RESALE	182536	08/26/2024	16,333.18
				Vendor Total:	<u>16,333.18</u>
JOHNSON BROS - ST PAUL	0504	LIQUOR STORE: MERCH FOR RESALE	182537	08/26/2024	13,237.54
				Vendor Total:	<u>13,237.54</u>
LEAGUE OF MN. CITIES INS TRUS	0915	FIRE: INSURANCE DEDUCTIBLE	182538	08/26/2024	1,000.00
				Vendor Total:	<u>1,000.00</u>
MARLIN'S TRUCKING	1387	LIQUOR STORE: MERCH FOR RESALE	182539	08/26/2024	393.75
				Vendor Total:	<u>393.75</u>
MINNESOTA PUBLIC EMPLOYEE	1439	POLICE: UNION DUES	182540	08/26/2024	155.05
				Vendor Total:	<u>155.05</u>
MNSPECT	0722	CODE ENFORCE: BUILDING & RENTAL INSPECTIONS	182541	08/26/2024	79,692.42
				Vendor Total:	<u>79,692.42</u>
NCPERS GROUP LIFE INS	1619	ADMIN: INS PREMIUM	182542	08/26/2024	16.00
				Vendor Total:	<u>16.00</u>
NOTHING BUT HEMP	0275	LIQUOR STORE: MERCH FOR RESALE	182543	08/26/2024	324.00
				Vendor Total:	<u>324.00</u>
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR STORE: MERCH FOR RESALE	182544	08/26/2024	3,606.10
				Vendor Total:	<u>3,606.10</u>
PPLSI	0485	MULT DEPTS: INS PREMIUMS	182545	08/26/2024	112.60
				Vendor Total:	<u>112.60</u>
SOUTHERN GLAZER'S OF MN	1429	LIQUOR STORE: MERCH FOR RESALE	182546	08/26/2024	4,514.89
				Vendor Total:	<u>4,514.89</u>
VIKING BEVERAGES	0973	LIQUOR STORE: MERCH FOR RESALE	182547	08/26/2024	6,236.60
				Vendor Total:	<u>6,236.60</u>
				Grand Total:	<u>158,726.87</u>
				Less Credit Memos:	0.00
				Net Total:	<u>158,726.87</u>
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	<u>158,726.87</u>
	Total Invoices:	16			

**INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR**

NOV 18, 2024 - PREPAID BILLS

Date: 11/15/2024

Time: 9:24 am

Page: 1

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
BREAKTHRU BEVERAGE	0513	LIQUOR STORE: MERCH FOR RESALE	182693	08/30/2024	7,249.24
BREAKTHRU BEVERAGE	0513	LIQUOR: MERCH FOR RESALE	182701	09/06/2024	1,946.40
				Vendor Total:	9,195.64
INDIAN ISLAND WINERY	1512	LIQUOR STORE: MERCH FOR RESALE	182694	08/30/2024	310.08
				Vendor Total:	310.08
JOHNSON BROS - ST PAUL	0504	LIQUOR STORE: MERCH FOR RESALE	182695	08/30/2024	3,095.44
JOHNSON BROS - ST PAUL	0504	LIQUOR: MERCH FOR RESALE	182702	09/06/2024	2,950.50
				Vendor Total:	6,045.94
MINNESOTA PUBLIC EMPLOYEE	1439	POLICE: UNION DUES	182703	09/06/2024	155.05
				Vendor Total:	155.05
MORRIE'S BUFFALO FORD	0896	STREET: 2024 FORD F550	182706	09/11/2024	78,729.92
				Vendor Total:	78,729.92
PAUSTIS WINE COMPANY	0916	LIQUOR STORE: MERCH FOR RESALE	182696	08/30/2024	2,740.50
				Vendor Total:	2,740.50
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR STORE: MERCH FOR RESALE	182697	08/30/2024	1,509.30
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR: MERCH FOR RESALE	182704	09/06/2024	728.92
				Vendor Total:	2,238.22
SOUTHERN GLAZER'S OF MN	1429	LIQUOR STORE: MERCH FOR RESALE	182698	08/30/2024	1,557.46
SOUTHERN GLAZER'S OF MN	1429	LIQUOR: MERCH FOR RESALE	182705	09/06/2024	4,231.90
				Vendor Total:	5,789.36
VINOCOPIA, INC.	1353	LIQUOR STORE: MERCH FOR RESALE	182699	08/30/2024	300.00
				Vendor Total:	300.00
VISA	0350	CC TERMINAL,PRINTING,SHELVES, BLD REPAIR,POOL EVENT,TRAINING	182700	08/30/2024	7,222.89
				Vendor Total:	7,222.89
				Grand Total:	112,727.60
				Less Credit Memos:	0.00
				Net Total:	112,727.60
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	112,727.60
Total Invoices:	14				

**INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR**

NOV 18, 2024 - REG BILLS

Date: 11/15/2024

Time: 12:33 pm

Page: 1

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
ALEX AIR APPARATUS 2 LLC	2153	FIRE: ANNAUL COMPRESSOR AIR QUALITY TEST & SERVICE	0	00/00/0000	953.82
				Vendor Total:	<u>953.82</u>
AT&T MOBILITY	1205	MULT DEPTS: CELL PHONE BILL	0	00/00/0000	683.28
				Vendor Total:	<u>683.28</u>
AUTO VALUE GLENCOE	0214	PARK: OIL, MUFFLER	0	00/00/0000	108.95
				Vendor Total:	<u>108.95</u>
BORDER STATES INDUSTRIES INC	0852	ADMIN: LIGHT BULBS	0	00/00/0000	514.62
				Vendor Total:	<u>514.62</u>
BRADLEY SECURITY & ELECTRIC	0209	AIRPORT: HANGAR ENTRY SERVICE	0	00/00/0000	384.00
				Vendor Total:	<u>384.00</u>
BRYAN ROCK PRODUCTS, INC.	0592	PARK: RED BALL DIAMOND AGGREGATE	0	00/00/0000	828.86
				Vendor Total:	<u>828.86</u>
BY THE YARD, INC	1974	PARK IMPROVE: BENCH	0	00/00/0000	3,179.95
				Vendor Total:	<u>3,179.95</u>
CARD SERVICES	0330	MULT DEPTS: BAR SUPPLIES, LAB & CLEANING SUPPLIES	0	00/00/0000	165.84
				Vendor Total:	<u>165.84</u>
CARGILL, INC	1636	WATER: SALT	0	00/00/0000	5,966.93
				Vendor Total:	<u>5,966.93</u>
CARS ON PATROL SHOP LLC &	1365	POLICE: SQUAD REPAIR	0	00/00/0000	179.31
				Vendor Total:	<u>179.31</u>
CENGAGE LEARNING INC-GALE	1828	LIBRARY: BOOKS	0	00/00/0000	155.30
				Vendor Total:	<u>155.30</u>
CENTER POINT LARGE PRINT	1349	LIBRARY: BOOKS	0	00/00/0000	149.82
				Vendor Total:	<u>149.82</u>
CENTERPOINT ENERGY	0204	MULT DEPTS: NATURAL GAS	0	00/00/0000	4,566.58
				Vendor Total:	<u>4,566.58</u>
CENTURY FENCE COMPANY	0034	PARK: FENCE REPAIRS	0	00/00/0000	1,995.00
				Vendor Total:	<u>1,995.00</u>
DEMCO, INC.	0676	LIBRARY: SUPPLIES	0	00/00/0000	98.23
				Vendor Total:	<u>98.23</u>
FARM-RITE EQUIPMENT	0947	PARK: FITTINGS, COUPLER	0	00/00/0000	86.15
				Vendor Total:	<u>86.15</u>
FOSTER MECHANICAL, INC.	0647	ADMIN: PLUMBING REPAIR	0	00/00/0000	157.37
				Vendor Total:	<u>157.37</u>
FRANKLIN PRINTING INC.	0085	MULT DEPTS: OFFICE SUPPLIES, PAPER, PRINTING	0	00/00/0000	590.16
				Vendor Total:	<u>590.16</u>
GACC TOURISM	0168	REIMB: LODGING TAX	0	00/00/0000	74.49
				Vendor Total:	<u>74.49</u>
GALLS, LLC	0452	POLICE: UNIFORMS	0	00/00/0000	49.95
				Vendor Total:	<u>49.95</u>
GLENCOE CO-OP ASSN.	1842	MULT DEPTS: FUEL, FLUIDS, TIRES	0	00/00/0000	8,357.84
				Vendor Total:	<u>8,357.84</u>
GLENCOE FIRE RELIEF ASS'N.	0455	REIMB: VFW CALENDAR DONATION	0	00/00/0000	400.00
				Vendor Total:	<u>400.00</u>
GLENCOE FLEET SUPPLY	2074	MULT DEPTS: HEDGE TRIMMER, SM TOOLS, REPAIR/MAINT SUPP'S	0	00/00/0000	1,136.88
				Vendor Total:	<u>1,136.88</u>

**INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR**

NOV 18, 2024 - REG BILLS

Date: 11/15/2024

Time: 12:33 pm

Page: 2

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
GLENCOE REGIONAL HEALTH	0099	FIRE: EMPLOYEE TESTING	0	00/00/0000	<u>387.17</u>
				Vendor Total:	387.17
GOPHER STATE ONE CALL	0482	WATER, WWTP, STORM WATER: LOCATE TICKETS	0	00/00/0000	<u>82.35</u>
				Vendor Total:	82.35
GREAT NORTHERN ENVIRONMEN	1601	WWTP: EQUIPMENT REPAIR & WINTERIZATION	0	00/00/0000	<u>1,375.00</u>
				Vendor Total:	1,375.00
HACH COMPANY	0114	WATER: COLORIMETER	0	00/00/0000	<u>2,374.10</u>
				Vendor Total:	2,374.10
HUB PUBLISHING, INC.	1605	POLICE: ATV PERMITS	0	00/00/0000	<u>89.95</u>
				Vendor Total:	89.95
HUEMOELLER, GONTAREK &	1800	ADMIN: LEGAL FEES	0	00/00/0000	<u>5,603.50</u>
				Vendor Total:	5,603.50
INDEPENDENT EMERGENCY SER\	0969	POLICE: MONTHLY 911 SERVICE	0	00/00/0000	<u>10.77</u>
				Vendor Total:	10.77
KONE CHICAGO	0800	ADMIN, LIBRARY, CITY CENTER: QUARTERLY ELEVATOR MAINT.	0	00/00/0000	<u>1,118.55</u>
				Vendor Total:	1,118.55
KRUGER, JOHN	0103	FIRE: REIMB FOR LIGHT	0	00/00/0000	<u>16.10</u>
				Vendor Total:	16.10
KWIK TRIP	1653	POLICE: FUEL	0	00/00/0000	<u>2,332.78</u>
				Vendor Total:	2,332.78
LAWSON PRODUCTS, INC.	1474	STREET: BRAKE & PARTS CLEANER	0	00/00/0000	<u>227.53</u>
				Vendor Total:	227.53
LIGHT & POWER COMMISSION	1484	MULT DEPTS: ELECTRICITY, CREDIT CARD & BILLING FEES	0	00/00/0000	<u>27,256.73</u>
				Vendor Total:	27,256.73
LITZAU EXCAVATING	0380	WWTP: I & I PROGRAM	0	00/00/0000	<u>2,000.00</u>
				Vendor Total:	2,000.00
MCLEOD CO FIRE CHIEF'S ASSOC	1149	FIRE: ACTIVE 911 SERVICE DUES	0	00/00/0000	<u>552.00</u>
				Vendor Total:	552.00
MCLEOD COOP. POWER ASS'N.	0201	AIRPORT:ELECTRICITY	0	00/00/0000	<u>4.94</u>
				Vendor Total:	4.94
MENARDS - HUTCHINSON	2184	ADMIN: DISPLAY BOARD	0	00/00/0000	<u>30.58</u>
				Vendor Total:	30.58
MESERB	1843	WATER, WWTP: MEMBERSHIP ASSESSMENT	0	00/00/0000	<u>2,061.00</u>
				Vendor Total:	2,061.00
METRO SALES, INC	1066	LIBRARY: OFFICE EQUIPMENT LEASE	0	00/00/0000	<u>321.59</u>
				Vendor Total:	321.59
MID MINNESOTA BUILDERS, INC	1220	PARK IMPROV: PICKLEBALL CONCRETE	0	00/00/0000	<u>25,492.00</u>
				Vendor Total:	25,492.00
MID-AMERICAN RESEARCH CHEM	1032	STREET, PARK: GLOVES, CLEANING SUPPLIES	0	00/00/0000	<u>519.58</u>
				Vendor Total:	519.58
MILLER MANUFACTURING CO.	0501	TAX INC #17: TIF NOTE PAYMENT	0	00/00/0000	<u>10,000.00</u>
				Vendor Total:	10,000.00
MINI BIFF	0177	PARK: WASTE REMOVAL	0	00/00/0000	<u>336.60</u>
				Vendor Total:	336.60



**INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR**

NOV 18, 2024 - REG BILLS

Date: 11/15/2024

Time: 12:33 pm

Page: 3

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
MN DEPT. OF LABOR & INDUSTRY	2002	ADMIN, WWTP: BOILER AND ELEVATOR INSPECTIONS	0	00/00/0000	120.00
				Vendor Total:	<u>120.00</u>
MN. STATE FIRE DEPT. ASSOC.	0410	FIRE: ANNUAL DUES	0	00/00/0000	290.00
				Vendor Total:	<u>290.00</u>
MNSPECT	0722	CODE ENFORCE: BUILDING & RENTAL INSPECTIONS	0	00/00/0000	4,043.27
				Vendor Total:	<u>4,043.27</u>
MVTL, INC.	0353	WATER, WWTP: LAB TESTING	0	00/00/0000	1,245.90
				Vendor Total:	<u>1,245.90</u>
MY-LOR, INC	1838	FIRE: ALUMINUM TAGS	0	00/00/0000	217.26
				Vendor Total:	<u>217.26</u>
MYTANA LLC	0404	WWTP: CAMERA REPAIR	0	00/00/0000	1,720.71
				Vendor Total:	<u>1,720.71</u>
NORTH CENTRAL LABORATORIES	0631	WWTP: LAB SUPPLIES	0	00/00/0000	604.62
				Vendor Total:	<u>604.62</u>
NUVERA	2120	MULT DEPTS: INTERNET, PHONE, IT SUPPORT	0	00/00/0000	5,279.01
				Vendor Total:	<u>5,279.01</u>
OFFICE OF MN. IT SERVICES	1423	POLICE: INTERNET SERVICE	0	00/00/0000	120.92
				Vendor Total:	<u>120.92</u>
OXYGEN SERVICE COMPANY	0653	STREET: WELDING SUPPLIES	0	00/00/0000	17.98
				Vendor Total:	<u>17.98</u>
PIONEERLAND LIBRARY SYSTEMS	0227	LIBRARY, REIMB: QUARTERLY FUNDING, CARDS & FINES	0	00/00/0000	24,860.10
				Vendor Total:	<u>24,860.10</u>
PITNEY BOWES BANK INC	0271	ADMIN: POSTAGE	0	00/00/0000	447.18
				Vendor Total:	<u>447.18</u>
PLUNKETT'S PEST CONTROL, INC	0446	POLICE, LIQUOR: PEST CONTROL	0	00/00/0000	120.90
				Vendor Total:	<u>120.90</u>
PREMIUM WATERS, INC.	1081	MULT DEPTS: WATER	0	00/00/0000	381.63
				Vendor Total:	<u>381.63</u>
QT PETROLEUM ON DEMAND	0673	AIRPORT: FUEL SYSTEM ANNUAL SUPPORT PLAN	0	00/00/0000	1,675.00
				Vendor Total:	<u>1,675.00</u>
QUILL LLC	1691	LIBRARY: OFFICE SUPPLIES	0	00/00/0000	32.07
				Vendor Total:	<u>32.07</u>
SAM'S TIRE SERVICE INC.	0250	POLICE: TIRE REPAIR	0	00/00/0000	26.95
				Vendor Total:	<u>26.95</u>
SCHIROO ELECTRICAL REBUILDING	1059	STREET: LIGHTS, MOUNTING KIT, TESTING	0	00/00/0000	1,615.55
				Vendor Total:	<u>1,615.55</u>
SHRED-N-GO, INC	0032	FINANCE, POLICE: PAPER SHREDDING	0	00/00/0000	167.86
				Vendor Total:	<u>167.86</u>
SOUTHWEST CORRIDOR	0740	ADMIN: ANNUAL DUES	0	00/00/0000	1,500.00
				Vendor Total:	<u>1,500.00</u>
STAR GROUP, L.L.C.	0972	STREET, WWTP: BATTERIES, FITTINGS, HOSES, OIL	0	00/00/0000	603.43
				Vendor Total:	<u>603.43</u>
SUNRISE WELLNESS	1522	POLICE: WELLNESS CHECKS	0	00/00/0000	1,287.50
				Vendor Total:	<u>1,287.50</u>

**INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR**

NOV 18, 2024 - REG BILLS

Date: 11/15/2024

Time: 12:33 pm

Page: 4

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
THOMSON REUTERS	1260	POLICE: INVESTIGATION SERVICES	0	00/00/0000	<u>185.82</u>
				Vendor Total:	<u>185.82</u>
TRI-COUNTY WATER	1016	STREET, REIMB: WATER	0	00/00/0000	<u>44.00</u>
				Vendor Total:	<u>44.00</u>
USA BLUEBOOK	1693	WWTP: EYE WASH	0	00/00/0000	<u>49.59</u>
				Vendor Total:	<u>49.59</u>
VONBERGE, RON	1339	WWTP: SAFETY BOOTS	0	00/00/0000	<u>220.49</u>
				Vendor Total:	<u>220.49</u>
ZERO9 HOLSTERS	2028	POLICE: UNIFORM ACCESSORIES	0	00/00/0000	<u>374.55</u>
				Vendor Total:	<u>374.55</u>
				Grand Total:	<u>160,228.44</u>
				Less Credit Memos:	<u>0.00</u>
				Net Total:	<u>160,228.44</u>
				Less Hand Check Total:	<u>0.00</u>
				Outstanding Invoice Total :	<u>160,228.44</u>
	Total Invoices:	72			



SMALL CITY & BIG FUTURE

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

---

**This page is Blank to  
separate Agenda Items**

**Mayor:** Ryan Voss **City Administrator:** Mark D. Larson

**Councilors:** At-Large Yodee Rivera, Precinct 1 Sue Olson, Precinct 2 Mark Hueser, Precinct 3 Paul Lemke, Precinct 4 Cory Neid

## FUND BALANCES

FUND #	2024 CASH BALANCES	MONTH AUGUST	MONTH JULY	MONTH JUNE
101	General-Operating	\$ 2,045,527.81	\$ 2,496,214.30	\$ 1,900,071.01
101	General-Childhood Intervention	\$ 886.55	\$ 886.55	\$ 886.55
101	General-Crime Prevention	\$ 11,059.42	\$ 11,059.42	\$ 11,059.42
601	Water-Operating	\$ 2,405,682.55	\$ 2,467,215.48	\$ 2,404,178.21
601	Water-Water Availability Charge	\$ 595,606.35	\$ 594,999.31	\$ 594,275.03
601	Water-Trunk Water Charge	\$ 25,805.84	\$ 25,779.54	\$ 25,748.16
601	Water-Bonds	\$ 1,959.99	\$ 1,957.99	\$ 1,955.61
601	Water-Construction	\$ -	\$ -	\$ -
602	W.W.T.P.-Operating	\$ 1,761,574.47	\$ 1,778,293.67	\$ 1,676,074.32
602	W.W.T.P.-Sewer Availability Charge	\$ 1,134,467.30	\$ 1,133,311.06	\$ 1,131,931.50
602	W.W.T.P.-Trunk Sewer Charge	\$ 131,622.21	\$ 131,488.06	\$ 131,328.00
602	W.W.T.P.-Bonds	\$ (268,105.07)	\$ 425,970.34	\$ 357,224.97
602	W.W.T.P.-Construction	\$ -	\$ -	\$ -
603	Sanitation	\$ 46,522.12	\$ 45,671.99	\$ 44,012.88
604	City Center-Operating	\$ (52,376.41)	\$ (31,441.58)	\$ (25,181.08)
604	City Center-Bonds	\$ (700,792.99)	\$ (700,078.74)	\$ (682,982.84)
609	Liquor Store	\$ 191,563.22	\$ 139,283.98	\$ 123,132.60
612	Airport	\$ (135,752.72)	\$ (243,804.82)	\$ (238,341.85)
651	Storm Water Management	\$ 201,815.41	\$ 159,954.14	\$ 113,955.71
213	Park Improvement	\$ 185,863.31	\$ 185,266.79	\$ 176,456.73
223	Aquatic Center	\$ (72,273.85)	\$ (22,444.10)	\$ (29,984.51)
223	Aquatic Center-Lifeguard Training	\$ 997.90	\$ 997.90	\$ 997.90
225	Cable TV	\$ 15,419.41	\$ 15,503.59	\$ 8,972.34
226	Cemetery	\$ (17,870.99)	\$ (16,420.42)	\$ (14,297.01)
229	Municipal State Aid	\$ 153,240.54	\$ 168,952.41	\$ 47,840.00
230	Engineering/Inspection Services	\$ (113,026.18)	\$ (112,910.98)	\$ (112,773.54)
231	Public Safety Aid	\$ 197,553.15	\$ 197,553.15	\$ 199,038.70
300	City Sinking	\$ 411.23	\$ 410.81	\$ 410.31
382	2007 Tax Increment Bond-2007 Industrial Park	\$ (59,413.26)	\$ (59,352.71)	\$ (58,365.28)
384	2018 Tax Increment Bond-Panther Heights	\$ (32,599.61)	\$ (32,566.38)	\$ (32,526.74)
409	Tax Increment #4-Industrial Park	\$ 435,596.31	\$ 435,152.35	\$ 434,622.65
424	Tax Increment #17-Miller Manufacturing	\$ 14,213.40	\$ 14,198.91	\$ 34,157.28
426	Tax Increment #19-Panther Heights	\$ 73,235.53	\$ 73,160.89	\$ 73,071.83
427	Tax Increment #20-Bus Garage	\$ (9,743.09)	\$ (9,733.16)	\$ (9,721.31)
466	2023 Street Improvement	\$ (11,440.50)	\$ (7,508.84)	\$ (7,499.70)
523	2008 11th Street/Morningside Bond	\$ (52,430.92)	\$ (52,377.48)	\$ 73,782.60
524	2014 Street Improvement Bond	\$ (111,206.57)	\$ (111,093.23)	\$ (110,138.95)
525	2015 Street Improvement Bond-Lincoln Park	\$ (448,605.09)	\$ (448,147.87)	\$ 56,440.84
526	2016 Street Improvement Bond-Armstrong Avenue	\$ (154,343.18)	\$ (154,185.87)	\$ 143,876.28
527	2017 Street Improvement Bond-Baxter Avenue	\$ (176,846.44)	\$ (176,666.20)	\$ 186,556.43
528	2018 Storm Water Improvement Bond-Central Storm Sewer	\$ (234,567.91)	\$ (234,328.84)	\$ 166,340.31
529	2021 Street Improvement Bond-10th Street	\$ 87,759.26	\$ 87,669.82	\$ 87,563.10
530	2023 Street Improvement Bond	\$ (67,068.59)	\$ (67,000.23)	\$ 5,196.69
<b>TOTALS</b>		\$ 6,999,919.91	\$ 8,110,891.00	\$ 8,889,345.15