



Mayor: Mark Hueser
Precinct 1 Councilor: Jon Dahlke
Precinct 2 Councilor: Scott Maynard
Precinct 3 Councilor: Paul Lemke
Precinct 4 Councilor: Cory Neid
At-Large Councilor: Yodee Rivera

GLENCOE CITY COUNCIL MEETING AGENDA

Monday, February 3, 2025

City Center Ballroom

7:00 PM

- 1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**
- 2. CONSENT AGENDA**
 - A. Approve Minutes of the Regular Meeting of January 21, 2025
 - B. Maria's Mexican Restaurant, On-Sale Liquor and Sunday Sales, 702 10th Street E.
 - C. Glencoe VFW Post 5102, Club On-Sale and Sunday Sales, 923 Chandler Ave. N.
 - D. Lazy Loon Brewing Company LLC, Brew Pub Full On-Sale and Sunday Sales, 610 13th St. E.
 - E. Extrada Properties dba Pla-Mor Ballroom, Wine and Sunday Sales, 1904 9th St. E.
 - F. Glencoe Country Club, Club On-Sale and Sunday Sales, 1325 1st St. E.
 - G. Happy Hour Inn, On-Sale Liquor and Sunday Sales, 815 11th St. E.
 - H. Main Street Sports Bar, On-Sale Liquor and Sunday Sales, 1226 Greeley Ave N.
 - I. Glencoe Brewers Baseball Association, 3.2 On-Sale and Sunday Sales, Vollmer Field, Oak Leaf Park
- 3. APPROVE AGENDA**
- 4. PUBLIC COMMENT (agenda items only)**
- 5. PUBLIC HEARINGS**
 - A. Set Public Hearing for MS4 Public Hearing – March 3, 2025
- 6. BIDS AND QUOTES**
 - A. Windows for Police Department Conference Room – Police Chief Padilla
 - B. Police Squad Car for Investigator – Police Chief Padilla
 - C. Mechanical System Updates and Air Handler Controls for Glencoe PD – Chief Padilla
 - D. Approve Plans and Specifications and authorize SEH to solicit quotes for the fencing at the Airport Terminal Building – Justin Black SEH
 - E. Approve Plans and Specifications and set bid opening on the Pavement Maintenance for the Glencoe Airport (GYL) – Justin Black, SEH
 - F. Resolution **2025-03**, Approving Plans and Specifications and authorizing SEH to Solicit quotes for Tree Removal on the Hennepin Avenue Project – Justin Black. SEH
 - G. Fencing for the Rotary Dog Park – City Administrator Larson
 - H. Hydration Station for the Dog Park – Meeker, McLeod, Sibley Community Health Grant – City Administrator Larson

7. REQUESTS TO BE HEARD

- A. Ordinance No. 627 an Ordinance amending the City of Glencoe Charter – Mark Ostlund, City Attorney
- B. Appoint member to the Economic Development Authority (EDA) – EDA Recommendation

8. ITEMS FOR DISCUSSION

- A. Accept Resignation of Scott Maynard from the Planning and Industrial Commission – Councilor Maynard

9. ROUTINE BUSINESS

- A. Project Updates
- B. Economic Development
- C. Public Input
- D. Reports
- E. City Bills
- F. Close Meet to discuss Police Union Negotiations

10. ADJOURN



SMALL CITY  BIG FUTURE

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SMALL CITY  BIG FUTURE

GLENCOE CITY COUNCIL MEETING MINUTES

January 21, 2025 – 7:00 PM

City Center Ballroom

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

City Staff: Mark Larson, Mark Ostlund, Mark Lemen, Jamie Voigt, Tony Padilla, Todd Trippel

1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

The Meeting was called to order by Mayor Mark Hueser

A. Oath of Office – Scott Maynard, Precinct 2

2. APPROVE AGENDA

A. Approve Minutes of January 6, 2025

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

3. CONSENT AGENDA

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

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

4. PUBLIC COMMENT (agenda items only)

None.

5. PUBLIC HEARINGS – None Scheduled

None.

6. BIDS AND QUOTES

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

SEH is honored to serve as the City Engineer for the City of Glencoe. City Engineers attend weekly Public Works meetings, project cost estimates, development site plan review, architectural, and structural reviews, and environmental services. They coordinate with MnDOT, McLeod County, MPCA, MDH, and BCWD and assist with MS4 and MPCA Wastewater permits. The agreement for Professional Services includes being billed hourly for authorized work, not to exceed \$50,000 for general engineering services, not to exceed \$10,000 for general Municipal State Aid engineering services, and separate agreements for larger standalone projects. It is recommended to approve the Master Agreement with SEH.

Motion: Lemke, seconded by Rivera to approve the Master Agreement and Supplemental Letter Agreement (SLA) for SEH to serve as City Engineer. All in favor, the motion carries.

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

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

- C. SLA for Wetland Mitigation for Hennepin Avenue Project – Justin Black, City Engineer, SEH

1. Update on Hennepin Avenue Project

It has been made evident that the area North of the hospital is a wetland area and has gone beyond where the cattails are and has extended into the farm area. Regulatory requirements require us to build or construct a stormwater pond as part of the Hennepin Ave Project. It is recommended to approve the SLA for Wetland Mitigation Engineering Services and not to exceed \$12,400.

Motion: Neid, seconded by Lemke to approve the SLA for Wetland Mitigation Engineering Services. All in favor, the motion carries.

7. REQUESTS TO BE HEARD

- A. **Resolution 2025-02** - Approving Jurisdictional Transfer of State Aid Streets with McLeod County – Justin Black, City Engineer, SEH

RESOLUTION NO. 2025-02

RESOLUTION APPROVING MUNICIPAL STATE AID STREET DESIGNATIONS AND REVOCATIONS AS PART OF THE 2025 ROADWAY JURISDICTIONAL TRANSFERS WITH MCLEOD COUNTY

WHEREAS, a Roadway Jurisdictional Transfer Cooperative Agreement has been approved by the City of Glencoe and McLeod County which delineates requirements of the City and County as it relates to the transfer of roadway segments between the two agencies; and

WHEREAS, The County and the City have further agreed to transfer jurisdiction of the following City roadway segments from the City to the County:

Part of MSAS 102: 11th Street W. from the west city limits to N. Armstrong Avenue (0.58 miles)

Part of MSAS 105: N. Armstrong Avenue from 11th Street W. to 13th Street (TH 22) (0.14 miles)

MSAS 116: 18th Street E. from Ford Avenue N. (CSAH2) to Hennepin Avenue N. (CR 83) (0.17 miles)

Collectively, the revoked Municipal State Aid Streets.

WHEREAS, The County and City have agreed to transfer jurisdiction of the following County roadway segments from the County to the City:

CSAH 2 (Ford Avenue N.) from 13th Street E. (TH22) to 18th Street E (0.38 miles)

Collectively, the relinquished County Roadways.

WHEREAS, it appears to the City Council of Glencoe that the streets hereinafter described should be described as or designated as Municipal State Aid streets under the provisions of Minnesota Laws;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Glencoe, Minnesota:

1. That the streets described as follows to-wit:
 - a. Part of MSAS 102: 11th Street W. from the west city limits to N. Armstrong Avenue (0.58 miles)
 - b. Part of MSAS 105: N. Armstrong Avenue from 11th Street to W. to 13th Street (TH 22) (0.14 miles)
 - c. MSAS 116: 18th Street E. from Ford Avenue N. (CSAH2) to Hennepin Avenue N. (CR 83) (0.17 miles)

be revoked as a Municipal State Aid Streets of said City, subject to the approval of the Commissioner of Transportation of the State of Minnesota.

2. That the streets described as follows to-wit:
 - a. Ford Avenue N. from 13th Street E. (TH22) to 18th Street E (0.38 miles)Be hereby established, located and designated as a Municipal State Aid Street of the City of Glencoe, subject to the approval of the Commissioner of Transportation of the State of Minnesota.

BE IT FURTHER RESOLVED that the City Administrator is hereby authorized and directed to forward two (2) certified copies of this resolution to the Commissioner of Transportation for this consideration and that upon the Commissioner's approval of the revocations of said streets or portion thereof, that the same be revoked as Municipal State Street and that upon the Commissioner's approval of the designation of said streets or portions thereof, that same be constructed and improved and maintained as a Municipal State Aid Streets of the City of Glencoe, to be numbered and known as a Municipal State Aid Street.

Adopted and approved this 21st day of January 2025.

Motion: Rivera, seconded by Maynard to approve Resolution 2025-02. Upon a roll call vote, the following voted Aye, Rivera, Dahlke, Maynard, Lemke, and Neid. The following voted Nay, none. Whereupon the resolution was declared adopted and approved.

8. ITEMS FOR DISCUSSION

- A. Cemetery Board – Authorize City Attorney to draft Ordinance Change to assign duties of the Cemetery Board to the Park Board – City Administrator
Motion: Lemke, seconded by Dahlke to authorize City Attorney to draft Ordinance Change to assign duties of the Cemetery Board to the Park Board. All in favor, the motion carries.
- B. Airport Commission Update from January meeting – Assistant City Administrator
Discussion debating surface treatment at the Airport. There are two different types of treatment. One is just a seal, crack seal, and seal coat. The second one is a crack seal and slurry seal.

9. ROUTINE BUSINESS

- A. Project Updates – next Council meeting to have bids and quotes for the work being done at the PD.
- B. Economic Development – there will be an EDA meeting next Monday.
- C. Public Input
- D. Reports
- E. Close Meeting to Discuss Police Union Negotiations/Technology and IT Initiatives of City Computer System – Nuvera

Motion: Neid, seconded by Dahlke to close the meeting to discuss Police Union Negotiations/ Technology and IT Initiatives of City Computer System. All in favor, the motion carries.

- F. City Bills

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

10. ADJOURN

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



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: January 31, 2025

Re: **Item 5A** – MS4 Public Hearing

Item 5A – It is recommended to set a public hearing as required by the City MS4 program to discuss stormwater maintenance and improvements in 2024 and to take public comment on the City of Glencoe **Separate Storm Sewer System (MS4)** for March 3, 2025 at 7:00 PM.

Mayor: Mark Hueser **City Administrator:** Mark D. Larson
Councilors: At-Large - Yodee Rivera, Precinct 1 - Jon Dahlke, Precinct 2 – Scott Maynard,
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To: Mayor and City Council

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

Date: February 3, 2025

RE: Annual Public Hearing of Municipal Separate Storm Sewer System (MS4) – **Monday, March 3, 2025.**

This public hearing is mandated by federal regulations under the Clean Water Act and administered by the Minnesota Pollution Control Agency (MPCA).

The following topics will be discussed, and the **Public** will have an opportunity to comment or ask questions.

Environmental harm
Defining MS4
Public process
MS4 general permit
Reducing storm water
Simple steps to better water quality
Adopt a Catch Basin

Documentation of this public hearing and comments will be implemented in the 2025 MS4 Annual Report.

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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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: January 31, 2025

Re: **Item 6A** – Window Replacement at Glencoe PD.

Item 6A – The windows in the Police Department Conference Room need to be replaced. The windows are original to the building (1968).

The Window are leaking and are not energy efficient. With the repairs to the interior of the Police Department in 2024 due to leaking roof, it is imperative that the windows now be replaced.

Chief Padilla budget for this repair in 2025.

The City currently has a quote for replacement from Rice Companies of Glencoe for \$14,474.

The City has struggled to get a second quote from any other local contractors. I have held up submitting this to the City Council as we wait for another quote.

We may have a quote from RDV (Ryan Voss) Companies later today. We also had ABC-Arrow (formerly Fullerton Lumber) look at the window and may have a quote from them also.

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Memo

To: Glencoe City Council
From: Tony Padilla- Chief of Police
cc:
Date: January 8, 2025
Re: Conference Room Window Replacement

Requesting approval to remove and replace 9 windows inside the conference room. The roof was replaced, and the back portion of the police department was rebuilt afterwards. Unfortunately, these windows continue to leak resulting in buckets being placed on the floors to catch water at times, additional ceiling tiles have been wrecked, as well as sheetrock that has been wrecked. The items that sustained water damage were just replaced in the rebuild.

I'm requesting that all the current windows are taken out and have new windows installed for \$14,474. The conference room is used daily, and the light that is allowed in is truly appreciated.

There was another estimate received to remove all the windows and fill in the spots where the windows were. The cost of that project would be \$13,274.

The money for this purchase was allocated in the 2025 budget.



Rice Companies Inc. - Glencoe, MN

3301 11th St E
 Glencoe, MN 55336
 (320) 864-4500
 www.ricecompanies.com

Proposal

ADDRESS
 Todd Trippel
 City of Glencoe
 1107 11th st e
 Glencoe, MN 55336

SHIP TO
 Brad Eggersluess
 City of Glencoe
 630 10th St E
 Glencoe, MN 55336

PROPOSAL GCM24152
 DATE 09/10/2024
 EXPIRATION 10/10/2024
 DATE

SCOPE OF WORK

AMOUNT

All labor, materials and equipment necessary to complete the following repair/project:

14,474.00

Option #1

Remove (9) windows and replace (8)

- Demo and dispose of existing (9) windows
- Install new vinyl stationary windows
- Install new exterior trims and sealants
- All interior trims will stay the same
- Clean work area and dispose of any debris

Option #2

13,274.00

- Demo existing (9) windows
- Demo interior and exterior trims
- Install framing, insulation, house wrap, poly and plywood in current window openings
- Install vinyl siding on entire exterior wall 5' x 43' (color to be determined)
- Sheetrock, mud tape and paint interior to match existing finish
- Clean work area and dispose of debris

Exclusions:

Permit, electrical, HVAC, weekend work

0.00

Any applicable tax included in Subtotal

0.00

SUBTOTAL 27,748.00

TAX 0.00

TOTAL **\$27,748.00**

Accepted By

Accepted Date



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: January 31, 2025

Re: **Item 6B** – Squad Car for Investigations.

Item 6B - Chief Padilla will review the purchase and set up costs for a squad for Investigations.

I concur with the Chief's recommendation to purchase this vehicle from McLeod County

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

Glencoe Police Department

Memo

To: Glencoe City Council
From: Tony Padilla- Chief of Police
cc:
Date: January 29, 2025
Re: Purchase used squad car for investigator

Glencoe Police Department (GPD) is requesting to purchase a 2015 Ford Explorer with roughly 127,000 miles on it from the McLeod County Sheriff's Office in the amount of \$3750.00. The vehicle was brought to Sam's Tires and evaluated for serviceability. Sam's recommended replacing an axle seal, battery and fluids, in that amount of \$1049.81 total (to include labor). Total amount for squad and to fix issues is **\$4799.81**.

The money to purchase the vehicle and repairs would come from the Glencoe Police Department Forfeiture account. The account currently has a balance of \$17,040.24. The forfeiture account funds come from vehicles that have been stopped by Glencoe Police Officers and ultimately forfeited because of a criminal offense. Once the owner of the vehicle goes through the legal process and the forfeiture is ordered by the court, the money from the sale of the vehicle is split between GPD, McLeod County Attorney's Office and the State (if drugs are involved). Prior to the money being distributed the City of Glencoe is reimbursed for any expenses they may have incurred, for example towing of the vehicle.

We have used forfeiture money in the past to buy our current SRO squad, computers for squads, radars for squads, lightbars for squads, rifles and repairs to the SRO squad. Purchasing a vehicle is an acceptable use of the forfeiture funds.

The purpose of the vehicle would be to serve as an investigator squad. Currently our investigator is using a marked squad (all squads are marked). The investigator has items that he needs to have available to him and not having an assigned car makes it difficult. The squad wouldn't be identifiable as a squad to allow for ease of incidents in which an unmarked car may be needed.



Sams Tire Service
 1231 Ford Ave. N
 Glencoe, MN 55336
 (320) 864-3615
 www.samstire.net

Invoice #: 99586
Work Order: 13978
Cust ID: 1353
Terms: NET 10TH
In Date: 1/24/25 3:37 pm
Out Date: 1/28/25 2:08 pm
Salesperson: Jeremy Geib
Promised: 1/28/2025 5:00:00PM

Bill To:	Sold To:	Vehicle Serviced:
GLENGOE POLICE DEPARTMENT 911 GREELEY AVENUE N GLENGOE, MN 55336 Cell: (320) 864-5171	GLENGOE POLICE DEPARTMENT 911 GREELEY AVENUE N GLENGOE, MN 55336 Contact: (320) 864-5171	2015 FORD TRUCK POLICE INTRCPTR UTIL Eng: V6 3731 3.7L DOHC VIN: 1FM5K8AR1FGC41007 License: FHF700 State: MN Color: Mileage In: 127617 Mileage Out: 127617 Unit:

Vehicle Specifications:

Lug Nut Torque F/Lbs: Oil Capacity: 6.00
 Tire Inflation: N/A Rec. Viscosity: 5W-20

DECLINED SERVICES

Recommended Services not Authorized By Customer

Prices do not include sales tax and shop supplies

DESCRIPTION	ITEM	QTY	PRICE	EXT PRICE
PLT Labor	PLTLABOR			\$333.98
P/LT Labor-R&R Rear Axle Seal		2.70	\$110.00	\$297.00
AXLE SHAFT SEAL		1.00	\$22.20	\$22.20
75w90 LT Endurance Gear Lube- HD Synthetic (Qt)		1.20	\$12.32	\$14.78
Battery	BAT			\$239.82
Battery		1.00	\$184.82	\$184.82
R&R Battery - Includes: Testing;		0.50	\$110.00	\$55.00
PLT Labor	PLTLABOR			\$273.79
P/LT Labor		2.20	\$110.00	\$242.00
RF AXLE SEAL		1.00	\$31.79	\$31.79
Drive-Line Service (Fluid is Additional)	DLSER			\$92.27
D/L Service: Removes old fluid, wear metals, & oxidation. (Front Diff)		1.00	\$79.95	\$79.95
75w90 LT Endurance Gear Lube- HD Synthetic (Qt)		1.00	\$12.32	\$12.32
4 Wheel Alignment - Light Truck/SUV	ALL			\$109.95
Alignment Check		1.00	\$29.95	\$29.95
Alignment Labor		1.00	\$80.00	\$80.00

SubTotal: \$1,049.81
Tax Amount: \$0.00
Grand Total: \$1,049.81

THESE PRICES ARE VALID FOR 30 DAYS



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: January 31, 2025

Re: **Item 6C** – Police Department HVAC Mechanical System improvements

Item 6C1 – Foster Mechanical, Hutchinson has been the primary company maintaining and providing services to the City of Glencoe for the Mechanical systems at the Police Department and Liquor store for the past 20 years.

Attached are recommendations to replace the Air Conditioner and Air Handler for the Police Department from Foster Mechanical for **\$55,295.00**. Costs have increased from the amount budgeted due to changes in the type of refrigerant that is allowed.

Item 6C2 – Controls for the Air Handler would be provided by ARI Mechanical Services Inc for \$8,031.

Staff has tried luck to obtain a second quote from another HVAC provider and Control provider; without any luck.

Foster Mechanical has handled these services for the City in the past and the City has been extremely satisfied with the quality of the work provided.

Memo

To: Glencoe City Council
From: Tony Padilla- Chief of Police
cc:
Date: January 8, 2025
Re: Air Handler Unit and Air Conditioner Replacement

Requesting approval to purchase a new Air Handler Unit (AHU) and Air Conditioner, in the amount of \$55,295.00. These items are constantly being repaired due to current condition. Foster Mechanical recommended replacement of both items based on current condition. The money for the purchase was allocated in the 2025 budget.

FOSTER MECHANICAL

Phone: 320-587-4003 Fax: 320-587-4450
945 5th Ave. S.E. #12 Hutchinson, MN 55350

Foster Mechanical is a Minnesota Corporation

Budget Estimate

5/29/2024

Revised

1/15/2025

Project: AHU and Air Conditioner Replacement
Location: Glencoe Police Station
Submitted to: Tony Padilla

We will furnish all material and labor to replace the existing HVAC system that serves the police station offices and conference room.

Included in the price:

- 10 ton condensing unit
- 10 ton air handling unit with heating and cooling coil
- Ductwork to transition to new air handler
- New refrigeration piping and accessories
- Crane
- Hydronic piping
- Duct insulation
- Pipe insulation
- Demo of old system
- Labor

The cost for this is: **\$55,295.00**

Exclusions – the following is not included with this proposal:

- Electrical work
- Controls

This proposal may be withdrawn if it is not accepted within 30 days. If you have any questions, please call.

By _____ Date _____
Mike Sanken, Foster Mechanical, Inc.

Accepted by _____ Date _____

Thank You

Mike Sanken

Foster Mechanical, Inc.

945 5th Ave S.E. # 12

Hutchinson, MN 55350

Cell 320-510-0136

PH 320-587-4003

Fax 320-587-4450

mike@fostermech.com

Memo

To: Glencoe City Council
From: Tony Padilla- Chief of Police
cc:
Date: January 8, 2025
Re: Controller Purchase

Requesting approval to purchase 9000 JACE with current license in the amount of \$8031.00. The 9000 JAVE is an updated air handler control system. The current system hasn't been updated in over 20 years and the current system can no longer be updated. This system is responsible for controlling where the heat or air goes within the building. This controller purchase goes hand in hand with the new HVAC controller that's also being requested at this meeting. The money for this purchase was allocated in the 2025 budget.

A
R
I
Mechanical Services, Inc.

9201 EAST BLOOMINGTON FREEWAY • SUITE A • BLOOMINGTON, MN 55420 • 952/884-7140 • FAX: 952/884-7143

June 22, 2016

Sent Via E-Mail
tpadilla@ci.glencoe.mn.us

Glencoe Police Department
911 Greeley Ave. No.
Glencoe, MN 55336

Attn: Tony Padilla

Re: BMS Upgrade

Dear Tony:

ARI Mechanical Services, Inc. proposes to replace the existing AX JACE controller with new current series 9000 JACE with current license.

Included in this proposal:

- A) One (1) JACE 9000, 25 device, controller with a 5-year SMA
- B) Data base migration to new JACE
- C) Repair any broken graphic displays
- D) Set up IP and communication addresses
- E) Long on training for users

Price: \$8,031.00 (Eight Thousand Thirty One and no/100 Dollars)

Please call with any questions you may have on this proposal.

Thank you,

ARI MECHANICAL SERVICES, INC.


Don Bergquist
DB:hs

ACCEPTED BY: _____
Date: _____



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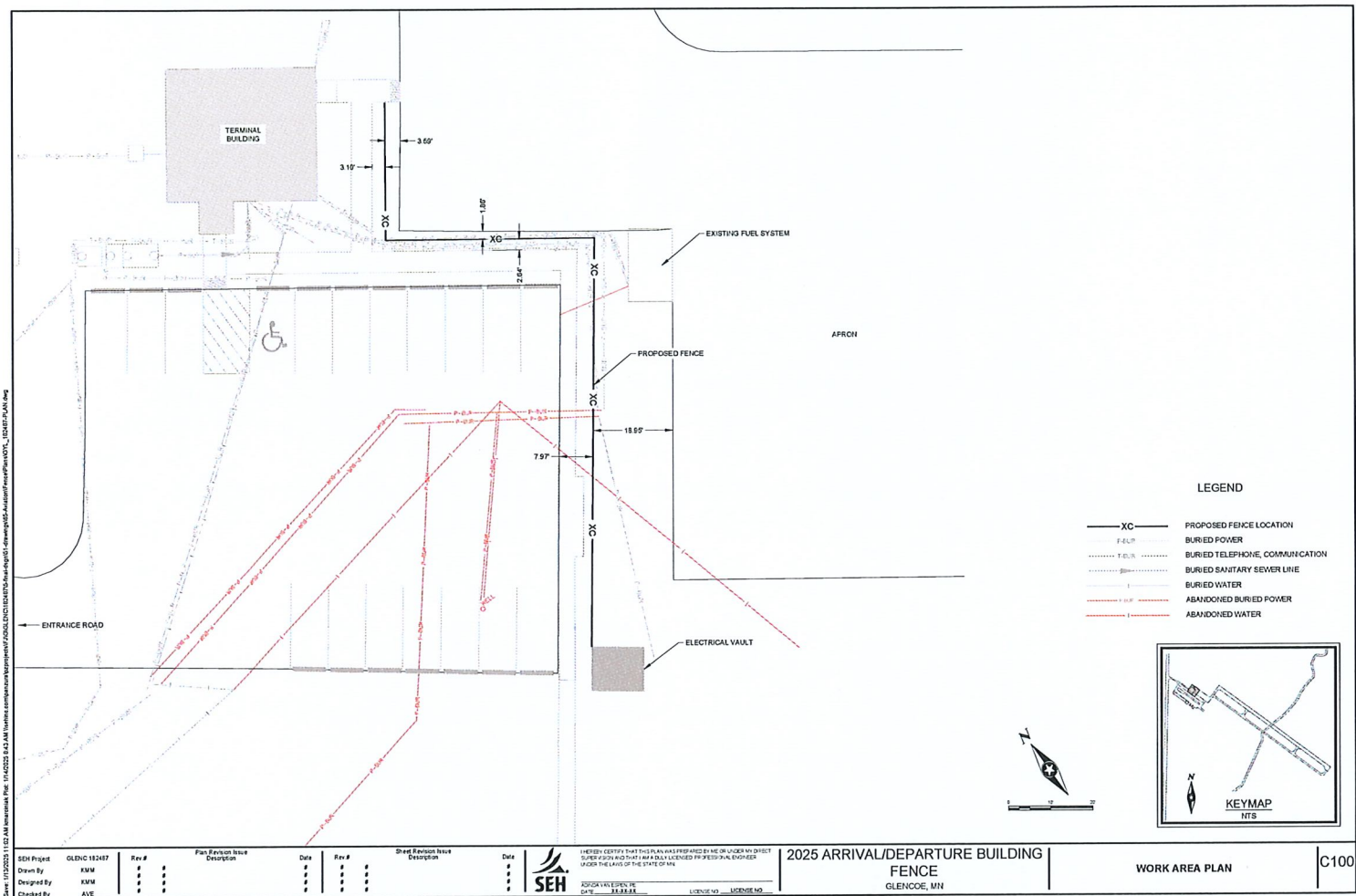
To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: January 31, 2025

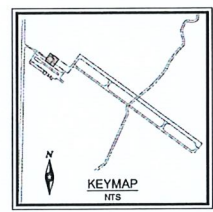
Re: **Item 6E** – Plans and Specifications for Fencing at the Glencoe Airport

Item 6E – Justin Black with SEH will appear on behalf of Airport Engineer Adinda Van Espen with SEH to review plans and specifications for the Fencing at the Airport by the new Terminal Building. It is recommended to open quotes on March 7th, 2025 at 10:30 AM. Federal and State Funding will provide 95% of the cost for the fencing.



LEGEND

- XC — PROPOSED FENCE LOCATION
- F-6L/7 — BURIED POWER
- T-6L/3 — BURIED TELEPHONE, COMMUNICATION
- S-6L/1 — BURIED SANITARY SEWER LINE
- W-6L/2 — BURIED WATER
- F-6L/7 --- ABANDONED BURIED POWER
- T-6L/3 --- ABANDONED BURIED TELEPHONE
- S-6L/1 --- ABANDONED BURIED SEWER
- W-6L/2 --- ABANDONED BURIED WATER



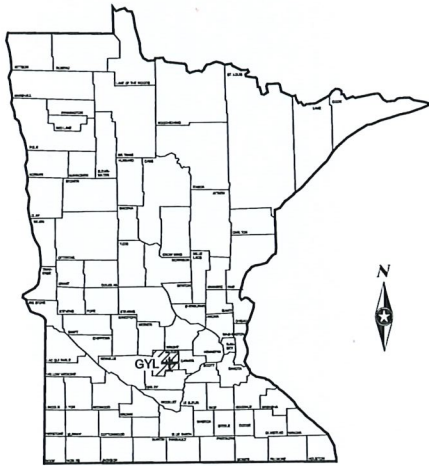
Date: 11/20/2025 11:02 AM Worksheet File: \\AEC205\AIA\Projects\2025\2025 Arrival/Departure Building Fence\Drawings\1000\1000-1000-1000-1000-1000-1000.dwg				I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A duly LICENSED PROFESSIONAL ENGINEER IN THE STATE OF MINN.				2025 ARRIVAL/DEPARTURE BUILDING FENCE GLENCOE, MN		WORK AREA PLAN		C100	
SEH Project Drawn By Designed By Checked By	OLENC 182487 KMM KMM AVE	Rev # Description	Date	Rev # Description	Date		2025 ARRIVAL/DEPARTURE BUILDING FENCE GLENCOE, MN	WORK AREA PLAN		C100			

CONSTRUCTION DRAWINGS
FOR
2025 ARRIVAL/DEPARTURE BUILDING FENCE
AT THE
GLENCOE MUNICIPAL AIRPORT
GLENCOE, MN

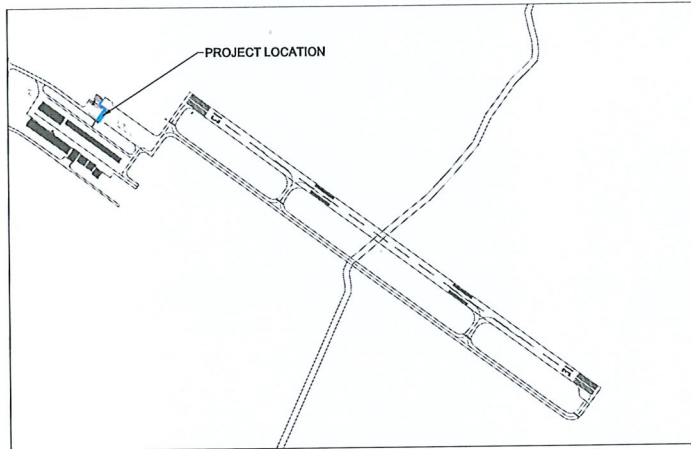


A.I.P. NO. 3-27-0158-016-2025
S.P. NO. A4301-41

Sheet List Table	
Sheet Number	Sheet Title
G000	TITLE SHEET
G100	CONSTRUCTION SAFETY PLAN
C100	WORK AREA PLAN & QUANTITIES
C101	DETAILS



STATE MAP
NO SCALE



PROJECT LOCATION MAP
NO SCALE

GOPHER STATE ONE CALL

(800) 252-1166 (651) 454-0002

NOTE:
THE SUBSURFACE UTILITY QUALITY INFORMATION IN THIS PLAN IS
LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED
ACCORDING TO THE GUIDELINES OF CHS&E 38-02 ENTITLED
"STANDARD GUIDELINES FOR THE COLLECTION AND INSPECTION
OF EXISTING SUBSURFACE UTILITY DATA."

THE CONTRACTOR SHALL CALL THE GOPHER STATE ONE CALL
SYSTEM AT 811 BEFORE COMMENCING EXCAVATION.



Know what's below.
Call before you dig.

PRINT IN COLOR
FOR BEST
RESULTS

F.A.A. AD 150.5370-101 SHALL GOVERN, WHERE APPLICABLE, FOLLOWED
BY THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF
TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION",
EXCEPT AS MODIFIED BY THE SPECIFICATIONS FOR THIS PROJECT.



OFFICE OF AERONAUTICS
6020 28TH AVE. S, STE 102
MINNEAPOLIS, MINNESOTA - U.S.A. 55450



OFFICE OF AERONAUTICS
395 JOHN IRELAND BLVD
ST. PAUL, MINNESOTA - U.S.A. 55107

SEH Project	GLENC 184487	Rev #	Plan Revision Description	Date	Rev #	Sheet Revision Description	Date
Drawn By	YAM	#		#			
Designed By	KAM	#		#			
Checked By	AYE	#		#			



FOR APPROVAL

2025 ARRIVAL/DEPARTURE BUILDING
FENCE
GLENCOE, MN

TITLE SHEET

G000

Date: 10/02/2024 12:34 PM File: 184487.dwg Plot: 184487.dwg Plotter: HP DesignJet T1100e

RUNWAY OBJECT FREE AREA		
RUNWAY	WIDTH	LENGTH BEYOND RWY END
13/31	500'-0"	300'-0"

RUNWAY SAFETY AREA		
RUNWAY	WIDTH	LENGTH BEYOND RWY END
13/31	150'-0"	300'-0"

TAXIWAY OBJECT FREE AREA	
TAXIWAY	WIDTH
TAXIWAY A	131'-0"

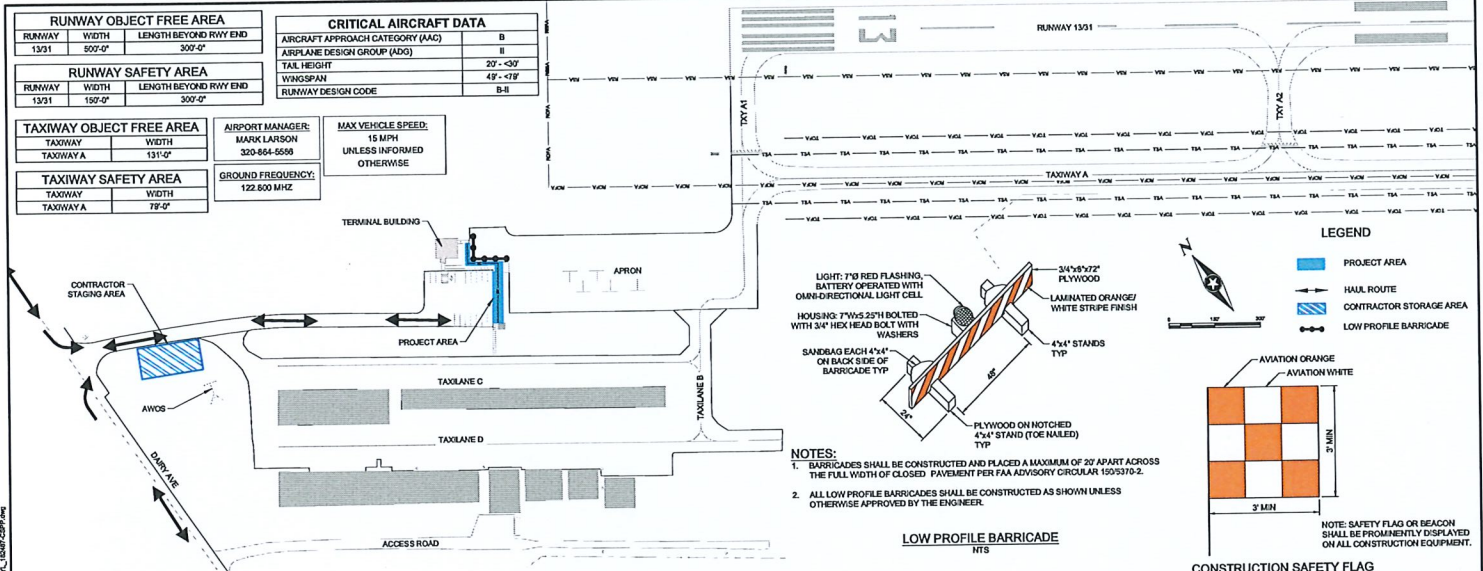
TAXIWAY SAFETY AREA	
TAXIWAY	WIDTH
TAXIWAY A	78'-0"

CRITICAL AIRCRAFT DATA	
AIRCRAFT APPROACH CATEGORY (AAC)	B
AIRPLANE DESIGN GROUP (ADG)	II
TAIL HEIGHT	27' - 03"
WINGSPAN	49' - 07"
RUNWAY DESIGN CODE	B-II

AIRPORT MANAGER:
MARK LARSON
320-864-5556

MAX VEHICLE SPEED:
15 MPH
UNLESS INFORMED
OTHERWISE

GROUND FREQUENCY:
122.800 MHZ



SCOPE OF WORK:

1. FENCE INSTALLATION BETWEEN THE TERMINAL BUILDING AND THE ELECTRICAL VAULT TO PROVIDE CLEAR SEPARATION BETWEEN PARKING AREA AND THE ACTIVE AIRFIELD.

CONSTRUCTION SAFETY NOTES:

- GENERAL SAFETY NOTES**
1. ALL CONSTRUCTION SHALL MEET THE MOST CURRENT REQUIREMENTS OF FAA ADVISORY CIRCULARS WHICH ARE AVAILABLE ONLINE AT WWW.FAA.GOV, OR UPON REQUEST TO THE ENGINEER. APPLICABLE ADVISORY CIRCULARS MAY INCLUDE, BUT ARE NOT LIMITED TO, 1505340-1, 5370-2, 5210-6, AND 707460-1.
 2. THE CONTRACTOR SHALL SUBMIT A DETAILED SCHEDULE OF CONSTRUCTION OPERATIONS AT LEAST 5 DAYS PRIOR TO THE PRE-CONSTRUCTION CONFERENCE. THE SCHEDULE MUST BE APPROVED BY THE ENGINEER AND THE OWNER PRIOR TO THE BEGINNING OF CONSTRUCTION OPERATIONS.
 3. THE CONTRACTOR WILL ADVISE THE ENGINEER AND THE AIRPORT MANAGER 72 HOURS IN ADVANCE OF ANY PROPOSED CONSTRUCTION ACTIVITIES ON THE PROJECT.
 4. THE AIR OPERATIONS AREA (AOA) INCLUDES RUNWAYS, TAXIWAYS, AIRCRAFT PARKING APRONS, AND OTHER AREAS WHERE AIRCRAFT MAY MOVE UNDER THEIR OWN POWER, AS WELL AS RUNWAY PROTECTION ZONES.
 5. NO WORK SHALL BE ALLOWED WITHIN THE AOA UNTIL THE REQUIRED AIRFIELD CLOSURES HAVE BEEN MADE AND THE REQUIRED CLOSURE MARKERS AND BARRICADES ARE IN PLACE. ALL NECESSARY NOTICE TO AIR MISSIONS (NOTAMS) WILL BE ISSUED BY THE AIRPORT MANAGER, WHICH SPECIFICALLY DETAIL THE CURRENT STATUS OF THE AIRPORT DURING CONSTRUCTION.
 6. WORK MAY BE STOPPED AT ANY TIME BY THE AIRPORT MANAGER OR ENGINEER IF IT IS DETERMINED THAT PROPER SAFETY PRECAUTIONS ARE NOT BEING TAKEN.
 7. CONTRACTOR IS RESPONSIBLE FOR COMPLYING WITH INFORMATION ON THIS SAFETY PLAN AND THE CONSTRUCTION SAFETY PLAN NARRATIVE CONTAINED IN THE SPECIFICATION.
 8. CONTRACTOR SHALL DEVELOP THEIR OWN SAFETY PLAN COMPLIANCE DOCUMENT DETAILING HOW THEY WILL COMPLY WITH ALL SAFETY REQUIREMENTS.

EQUIPMENT SAFETY REQUIREMENTS

9. THE MAXIMUM HEIGHT OF CONSTRUCTION EQUIPMENT TO BE USED ON THE AIRPORT SHALL BE 20 FEET. IF USE OF EQUIPMENT OF GREATER THAN 20 FEET IS NEEDED, THE CONTRACTOR SHALL FILE FAA FORM 7460-1 WITH THE APPROPRIATE FAA OFFICE. FORMS ARE AVAILABLE UPON REQUEST TO THE ENGINEER.
10. ALL AIRPORT AND CONSTRUCTION EQUIPMENT ON THE AIRPORT SHALL BE MARKED, LIGHTED, AND FLAGGED ACCORDING TO FAA ADVISORY CIRCULARS.
11. THE CONTRACTORS PARKED EQUIPMENT OR VEHICLES (INCLUDING PERSONAL VEHICLES) SHALL BE STORED IN THE STORAGE AREA LOCATION ON THIS SHEET. LARGE EQUIPMENT THAT IS BEING USED EACH WORKING DAY THAT CANNOT BE EASILY MOVED OUT OF THE AOA MAY BE LEFT OVERNIGHT WITHIN THE AOA AT A LOCATION DESIGNATED BY THE ENGINEER.

BARRICADES

12. THE CONTRACTOR SHALL PLACE, PROVIDE AND MAINTAIN LIGHTED LOW PROFILE BARRICADES THROUGHOUT THE DURATION OF THE PROJECT. PROVIDING AND PLACING DEVICES, MAINTENANCE, BATTERY REPLACEMENT, AND MOVEMENT ARE ALL INCIDENTAL TO MODIFICATION.
13. BARRICADES SHALL BE PLACED AT LOCATIONS AS DIRECTED BY ENGINEER TO DELINEATE CONSTRUCTION AREAS.

CONSTRUCTION HAUL ROUTES

14. THE CONTRACTOR SHALL ESTABLISH A HAUL ROUTE IN THE GENERAL AREA INDICATED ON THE PLAN. THE EXACT LOCATION OF THE HAUL ROUTE SHALL BE REVIEWED AND APPROVED BY THE ENGINEER. THIS ROUTE SHALL BE USED FOR DELIVERY AND REMOVAL OF ALL CONSTRUCTION EQUIPMENT AND MATERIALS AND ACCESS TO THE SITE FOR ALL PERSONNEL FOR THE DURATION OF THE PROJECT.
15. THE CONTRACTOR SHALL KEEP THE ROUTE AND ALL PAVEMENTS CLEAR OF DEBRIS AT ALL TIMES. AT A MINIMUM, THE ROUTE SHALL BE SWEEPED AT THE END OF EACH WORKING DAY. ADDITIONAL SWEEPING MAY BE REQUIRED IMMEDIATELY UPON THE NOTIFICATION BY ENGINEER.
16. THE ROUTE AND ALL AIRFIELD PAVEMENTS SHALL BE THOROUGHLY CLEANED PRIOR TO REOPENING TO AIRCRAFT USE.

UTILITIES

17. ALL EXISTING UTILITIES INDICATED ON THE DRAWINGS ARE SHOWN IN AN APPROXIMATE WAY ONLY. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR LOCATING AND MARKING ANY AND ALL PUBLIC AND PRIVATE UTILITIES PRIOR TO BEGINNING CONSTRUCTION ACTIVITIES. CALL Gopher State One Call AT 800.231.1159 AT LEAST 48 HOURS PRIOR TO COMMENCING CONSTRUCTION.
18. IN THE EVENT UTILITIES ARE DAMAGED BY THE CONTRACTOR, THE CONTRACTOR SHALL REPAIR THE DAMAGED UTILITIES TO THE UTILITY OWNERS REQUIREMENTS AT THE EXPENSE OF THE CONTRACTOR.

PENALTIES

19. FAILURE TO COMPLY WITH THE SAFETY PLANS THAT RESULT IN A RUNWAY INCURSION OR VEHICLE DEVIATION ON THE AIRFIELD SHALL HAVE A \$1,000 PENALTY ASSESSED TO THE PRIME CONTRACTOR. A SECOND RUNWAY INCURSION OR VEHICLE DEVIATION ON THE AIRFIELD SHALL BE ASSESSED A PENALTY OF \$2,500. A THIRD RUNWAY INCURSION OR VEHICLE DEVIATION ON THE AIRFIELD SHALL RESULT IN CONTRACT TERMINATION.

SCHEDULE

20. CONTRACTOR SHALL BE GIVEN 3 CALENDAR DAYS TO REACH SUBSTANTIAL COMPLETION. WORK MUST BE COMPLETED BY SEPTEMBER 30, 2025.

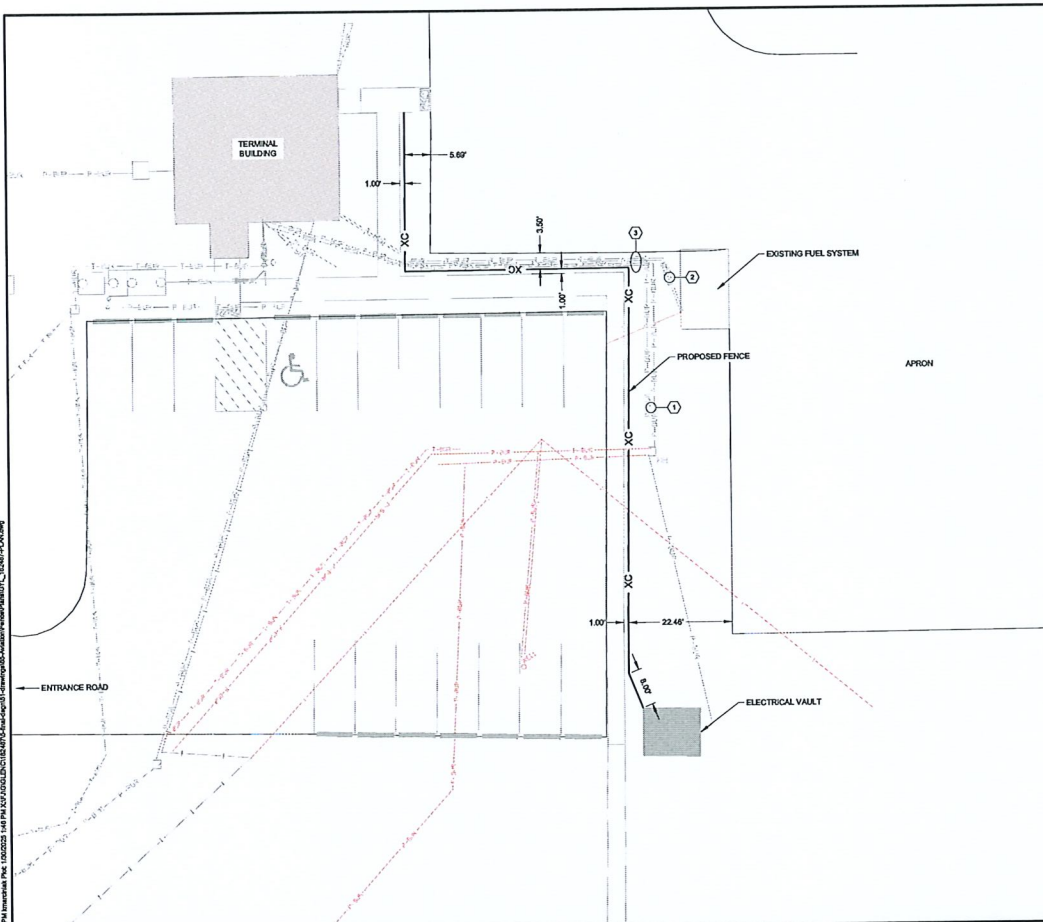
SEH Project	GLENG 182487	Rev #	Rev #	Sheet Revision	Sheet Revision
Drawn By	KAM	#	#	#	#
Designed By	KAM	#	#	#	#
Checked By	AYE	#	#	#	#

FOR APPROVAL

2025 ARRIVAL/DEPARTURE BUILDING
FENCE
GLENGCE, MN

CONSTRUCTION SAFETY PLAN

G100



STATEMENT OF ESTIMATED QUANTITIES (BEG)					
LINE NO.	ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	FINAL QUANTITY
1	C-105	MOBILIZATION	LS	1	
2	F-102	CHAINLINK FENCE (F HEIGHT)	LG	1	

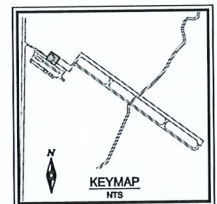
BEG NOTES:
 GENERAL: ALL DISTURBED AREAS SHALL BE RESTORED WITH SEED AND MULCH. TOPSOIL WILL BE USED AS NECESSARY, INCIDENTAL TO PROJECT.

NOTES

- POWER LINES BURIED IN 2 - 1" CONDUITS, APPROXIMATELY 12" APART. POWER AND COMMUNICATION LINES BURIED IN 4 - 1" CONDUITS, APPROXIMATELY 12" APART.
- POWER AND COMMUNICATION LINES BURIED IN 4 - 1" CONDUITS, APPROXIMATELY 8" APART, LOCATED APPROXIMATELY HALFWAY BETWEEN SIDEWALK AND APRON PAVEMENT.
- FIELD VERIFY LOCATIONS OF EXISTING UNDERGROUND CABLE, DUCTS, AND UTILITIES PRIOR TO CONSTRUCTION.
- EXISTING UNDERGROUND CABLES ARE NOT ALL SHOWN. CONTRACTOR SHALL ELECTRONICALLY LOCATE AND MARK ALL EXISTING CABLE LOCATIONS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE TO CONTACT "DIGGERS HOTLINE" AT (800)242-8511 TO COORDINATE FIELD LOCATIONS OF EXISTING UNDERGROUND UTILITIES PRIOR TO BEGGING WORK.
- ALL DISTURBED AREAS SHALL BE RESTORED WITH SEED AND MULCH. TOPSOIL WILL BE USED AS NECESSARY, INCIDENTAL TO PROJECT.

LEGEND

- XC — PROPOSED FENCE LOCATION
- - - F-BUR BURIED POWER
- · · T-BUR BURIED TELEPHONE, COMMUNICATION
- · - S-BUR BURIED SANITARY SEWER LINE
- - - W-BUR BURIED WATER
- ⊕ EXISTING HAND HOLE
- - - T-BUR ABANDONED TELEPHONE, COMMUNICATION
- - - W-BUR ABANDONED BURIED POWER
- - - W-BUR ABANDONED WATER



SEH Project	GLENC 102487	Rev #	Rev #	Rev #	Rev #	Rev #	Rev #
Drawn By	KAM						
Designed By	KAM						
Checked By	AVE						

FOR APPROVAL

**2025 ARRIVAL/DEPARTURE BUILDING
 FENCE
 GLENCOE, MN**

WORK AREA PLAN & QUANTITIES C100



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

Page is Blank to Separate Agenda Items

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



SMALL CITY  BIG FUTURE

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

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: January 31, 2025

Re: **Item 6F** – Plans and Specifications for Pavement Management
improvements at the Glencoe Airport

Item 6F – Justin Black with SEH will appear on behalf of Airport Engineer Adinda Van Espen with SEH to review plans and specifications for the Pavement Management project at the Airport. This is done as maintenance for the pavement improvements to taxiways around the hangars and the apron area at the Airport. It is recommended to open quotes on March 7th, 2025 at 10:00 AM. State Funding will provide 70% of the cost pavement maintenance project..

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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for All of Us[®]

MEMORANDUM

TO: Glencoe Airport Commission

FROM: Adinda Van Espen (Lic. PE (MN, FL, AL, WY, TX, ID, OR, NY, CA, OH, WI), PEng (ON))

DATE: January 14, 2025

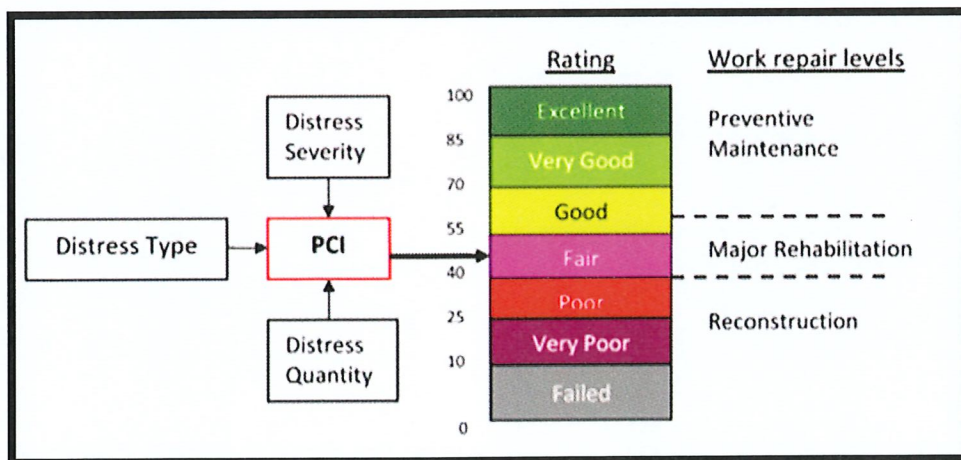
RE: Airfield Pavement Maintenance
SEH No. GLENC 182487 4.43

Glencoe Municipal Airport (GYL) has plans for an upcoming Airfield Pavement Maintenance project that includes plans to preserve the condition of runways, taxiways, and aprons. This memo will describe surface treatment options as well as review prospective costs.

PAVEMENT HISTORY AND CONDITION

Runway 13/31, including connector Taxiway A1, was last reconstructed in 2014. The full parallel Taxiway A including connector Taxiways A2, A3, and A4 were constructed in 2015. The apron was last reconstructed in 2015. In 2020, the runway, taxiway, and apron pavements were crack sealed as part of routine pavement maintenance. Additionally in 2020, the hangar area pavement was reconstructed.

Table 1 shows a summary of the Pavement Condition Index (PCI) values provided in the MnDOT 2022 Pavement Condition Report, along with the projected PCI values for 2025. Runway 13/31 covers 253,800 square feet, connecting Taxiway A1 covers 12,275 square feet, connecting Taxiway A2 covers 11,130 square feet, connecting Taxiway A3 covers 10,825 square feet, and parallel Taxiway A (including Taxiway A4) covers 120,420 square feet or surface area. Using the estimated drop in PCI/Yr value from the 2022 MnDOT PCI report, these pavements will be rated between "Good" to "Very Good" condition in 2025. However, recent inspections have noted the emergence of longitudinal and transverse cracking, and weathering on all pavements and some patching on the taxiway pavement.



Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-3507

651.490.2000 | 800.325.2055 | 888.908.8166 fax | sehinc.com

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Table 1 – Pavement Condition Index from the MnDOT 2022 Pavement Condition Report

Area	2019 PCI	2022 PCI	Drop in PCI/Yr	Projected 2025 PCI	LCD *	Distress Type
RWY 13-31	85	81	2.4	73.8	2014	Longitudinal & Transverse (L&T) Cracking
Parallel TWY A (incl. TWY A4)	93	87	1.9	81.3	2015	L&T Cracking, Weathering
Connector TWY A1	94	86	1.8	80.6	2014	L&T Cracking, Weathering
Connector TWY A2	92	77	3.3	67.1	2015	L&T Cracking, Weathering
Connector TWY A3	89	81	2.7	72.9	2015	L&T Cracking, Weathering
Apron	94	86	2.0	80	2015	L&T Cracking, Weathering
Taxilanes (Original)	-	95	-	-	2020	L&T Cracking, Patching
Taxilane (Extension)	-	100	-	-	2020	No distress

* LCD = last construction date (original construction, last overlay, or reconstruction [whichever is most recent])

TREATMENT OPTIONS AND CONSIDERATIONS

To maintain the integrity of asphalt pavements and prevent water and debris intrusion, it is recommended to apply a crack seal treatment every three to five years. Given that the airfield pavement was last sealed in 2020, it is due for another resealing treatment. Mastic treatment would also be beneficial for any cracks that are wider than 2 inches. Specific areas that may be candidates for mastic crack repair can be determined by field inspection.

To address the weathering distresses identified in the MnDOT 2022 Pavement Condition Report, an additional surface treatment can be considered. Surface treatments are done immediately following crack seal treatment and is essential for slowing the oxidation of resins and oils in asphalt pavement and for reducing water permeability. Two treatments are most suitable based the current condition of the pavement: (1) Emulsified Asphalt Slurry Seal Surface Treatment (P-626), and (2) Emulsified Asphalt Seal Coat (P-608). The slurry seal treatment (P-626), with a life expectancy of 5-8 years, is a longer-lasting repair that is spread over the pavement surface and fills existing defects. This makes it a better option for older pavements (over 7 years) with more advanced weathering. It is approved for all airfield pavements at General Aviation (GA) airports serving airplanes weighing 12,500 lbs or less but is most effective on pavements with minimal vehicle turning movements. Therefore, this treatment would be suitable for Runway 13-31, the Parallel Taxiway, and the Taxiway connectors. The seal coat treatment (P-608) is also acceptable for these areas, though its life expectancy is lower at 2-3 years. This treatment is permissible on any airfield pavement. It is generally recommended for newer pavements with minimal wear. Given the condition of the apron and taxilane pavements and considering the higher volume of turning movements made in those areas, the seal coat treatment (P-608) would be more effective for these areas.

Table 2 shows a summary of the treatment options discussed above. See the Airfield Pavement Treatments Table included in the appendix for a complete summary of the potential treatment options allowed by the FAA.

Table 2 – Pavement Treatment Options by Area

Area	Recommended Treatments	
RWY 13-31	P-605 Crack Seal (and Mastic if needed)	P-626 Emulsified Asphalt Slurry Seal Surface Treatment – or – P-608 Emulsified Asphalt Seal Coat
Parallel TWY A	P-605 Crack Seal (and Mastic if needed)	P-626 Emulsified Asphalt Slurry Seal Surface Treatment – or – P-608 Emulsified Asphalt Seal Coat
TWY A1, A2, A3, A4	P-605 Crack Seal (and Mastic if needed)	P-626 Emulsified Asphalt Slurry Seal Surface Treatment – or – P-608 Emulsified Asphalt Seal Coat
Apron	P-605 Crack Seal (and Mastic if needed)	P-608 Emulsified Asphalt Seal Coat
Taxilanes (Hangar Area)	P-605 Crack Seal (and Mastic if needed)	P-608 Emulsified Asphalt Seal Coat

COST

A high-level cost estimate has been prepared for the treatment options outlined above. The estimates shown in Table 3 present the costs for the various options and combinations treatments, including new pavement markings on all areas that would see a surface treatment, defined as follows:

- **Base Bid:** Crack seal and mastic application on all airfield pavements (no pavement markings)
- **Option 1:** Slurry seal on the runway (including pavement markings)
- **Option 2:** Seal coat on the runway (including pavement markings)
- **Option 3:** Slurry seal on the taxiways (including pavement markings)
- **Option 4:** Seal coat on the taxiways (including pavement markings)
- **Option 5:** Seal coat on the apron and taxilanes (including pavement markings)

The estimate breaks down the cost based on funding eligibility. Attached is an exhibit showing the eligibility determination. This is still being reviewed by the FAA. GYL would request that the ineligible portion of the cost be covered under a MnDOT grant at a funding rate of 70% state, 30% local.

Table 3 – Preliminary Engineer’s Estimate

Schedule	Total Cost	AIP Eligible	AIP Ineligible
Base Bid	\$58,000	\$57,000	\$1,000
Option 1	\$102,000	\$102,000	-
Option 2	\$88,000	\$88,000	-
Option 3	\$49,000	\$49,000	-
Option 4	\$41,000	\$41,000	-
Option 5	\$43,000	\$27,000	\$16,000
Base Bid + Option 1	\$160,000	\$159,000	\$1,000
Base Bid + Option 2	\$146,000	\$145,000	\$1,000
Base Bid + Option 3	\$107,000	\$106,000	\$1,000
Base Bid + Option 4	\$99,000	\$98,000	\$1,000
Base Bid + Option 5	\$101,000	\$84,000	\$17,000

AVAILABLE FUNDING

GYL intends to use AIG funding for this pavement maintenance project. During this upcoming Federal Fiscal Year (FFY) 2025, the FAA will cover 95% of the project cost with the remaining 5% split 50/50 between MnDOT (2.5%) and the City of Glencoe (2.5%). GYL's current AIG balance is \$322,961. At the 95% funding rate, this allows for all FY25 project costs to equal \$339,959.

The airport is expecting some of this funding balance to be used for the design of the new taxiway and taxiway extension project (under contract for \$99,400) as well as the design and construction of the fence project (estimated at \$20,000). The design contract for this pavement maintenance project has been approved in the amount of \$26,200. An additional \$40,679 will be needed to cover a portion of the terminal building change order costs. This leaves around \$150,000 of available AIG funding to complete the construction portion of this work.

Based on the cost estimate provided above, and available funding, options are limited. GYL consider crack sealing all pavements and applying a seal coat on the runway or crack sealing all pavements and applying a seal coat on the apron and taxiway areas.

Last Updated: January 2025

Crack Repair Treatments

FAA Spec	Treatment	Applicable Areas	Considerations
P-605	Crack Seal	<ul style="list-style-type: none"> • Can be used on all airfield pavement 	<ul style="list-style-type: none"> • Treatment recommended for pavement that is around 3 years old (or whenever cracks start to appear) and to be repeated every 3 years • Critical for preventing the growth of cracks by stopping the intrusion of water and other debris in existing cracks
P-605	2-Part Crack Repair (Mastic)	<ul style="list-style-type: none"> • Can be used on all airfield pavement 	<ul style="list-style-type: none"> • Treatment recommended for cracks that are wider than 2" and those where the surrounding pavement is caving in, creating a larger depression in the asphalt • Mastic crack sealer is an asphalt binder with aggregate inclusions that provides a superior structural repair to cracks than a traditional hot pour crack sealer

Surface Treatments (to be completed after crack repairs)

FAA Spec	Treatment	Applicable Areas	Considerations
P-608	Emulsified Asphalt Seal Coat	<ul style="list-style-type: none"> • Can be used on all airfield pavement (runways and taxiways require aggregate application) • Pavements in fair or better condition • Low to moderate weathered surfaces • New asphalt pavement 	<ul style="list-style-type: none"> • Only surface treatment that is approved on all airfield pavement • Recommended early in pavement life • Formulated with Gilsonite that penetrates the surface vs sitting on top and is a Green Circle Certified Product • Slows the oxidation process and gives life back to resins and oils lost through that process • Treatment wears faster in high traffic areas. Overall life expectancy is 2-3 years. • Makes pavement impermeable to water • Can be applied on grooved runways • Application window must allow sufficient time for curing before opening to traffic
P-608R	Rapid Cure Seal Coat	<ul style="list-style-type: none"> • Same as P-608 	<ul style="list-style-type: none"> • Provides the same result as P-608 • Recemented for airports with short closure windows (product has a cure time of 2-3 hrs.)
P-609	Chip Seal Coat	<ul style="list-style-type: none"> • Not recommended for airfield pavements • Can be used on airfield pavement where small aircraft may operate (12,500lbs or less) when followed by application of a slurry seal 	<ul style="list-style-type: none"> • Leaves excessive amounts of loose aggregate on the pavement surface • Treatment provides significant improvements to pavement frictional properties. Slurry seal can be used to adhere the aggregate to the pavement surface.

FAA Spec	Treatment	Applicable Areas	Considerations
P-623	Emulsified Asphalt Spray Coat	<ul style="list-style-type: none"> • Approved for use on all pavements, except runways, serving airplanes 12,500lbs or less and pavements on which aircraft do not operate • Pavements in fair or better condition • Low to moderate weathered surfaces 	<ul style="list-style-type: none"> • Doesn't have structural benefits, therefore only recommended on pavements that are in good condition with minimal cracking and slight weathering • Low frictional properties • Slows the oxidation process and gives life back to resins and oils lost through that process
P-626	Emulsified Asphalt Slurry Seal Surface Treatment	<ul style="list-style-type: none"> • All pavements on GA airports serving airplanes 12,500lbs or less • All pavements, except runways, on airports serving airplanes 60,000lbs or less • Any pavements on which aircraft do no operate 	<ul style="list-style-type: none"> • Recommended to be used when the pavement is about 7 years old and again when about 14 years old • Works best on bi-directional pavements don't see a lot of turning movements • Waterproofs the surface and prevents future oxidation • Is spread over the pavement surface and fills existing pavement surface defects • Can cause issues with rapid tire wear • Has a 5-8 year life expectancy • Can peel or delaminate if not properly applied, creating FOD issues • Application window must allow sufficient time for curing before opening to traffic
<i>*The treatments below are generally not recommended due to their environmentally harmful components*</i>			
P-629	Thermoplastic Coal Tar Elusion Surface Treatment	<ul style="list-style-type: none"> • Treatment includes micro-surface, sand slurry seal, and spray seal coat. Each treatment has different areas where it can be used See the P-629 for specific information regarding which treatment to use 	<ul style="list-style-type: none"> • Coal Tar Products have extremely high concentrations of PAHs and are classified as carcinogenic. Many states and local authorities are prohibiting the use of coal tar products with growing environmental/safety regulations.
P-630	Refined Coal Tar Emulsion without Additives, Slurry Seal Surface Treatment	<ul style="list-style-type: none"> • Approved for apron locations serving airplanes 60,000lbs or less that need a fuel resistant surface treatment 	<ul style="list-style-type: none"> • Coal Tar Products have extremely high concentrations of PAHs and are classified as carcinogenic. Many states and local authorities are prohibiting the use of coal tar products with growing environmental/safety regulations.
P-631	Refined Coal Tar Emulsion with Additives, Slurry Seal Surface Treatment	<ul style="list-style-type: none"> • Approved for apron locations serving airplanes 60,000lbs or less that need a fuel resistant surface treatment 	<ul style="list-style-type: none"> • Coal Tar Products have extremely high concentrations of PAHs and are classified as carcinogenic. Many states and local authorities are prohibiting the use of coal tar products with growing environmental/safety regulations.

FAA Spec	Treatment	Applicable Areas	Considerations
P-632	Asphalt Pavement Rejuvenation (Fog Seal)	<ul style="list-style-type: none"> • Approved for use on any pavements on which aircraft do not operate • Approved for use on airport pavements, except runways and acute angled exit taxiways, at airports serving airplanes less than 60,000lbs • Can be considered for use on pavements with low to moderate weathered surfaces 	<ul style="list-style-type: none"> • Requires coring pavement for testing, which is not recommended for lengthening the life of the pavement • Prior to the use of this product, the Engineer must check with federal, state, and local authorities on the use of products that contain volatile organic compounds (VOC) and/or coal tar

DOCUMENT 00 11 13

ADVERTISEMENT FOR BIDS

2025 Pavement Maintenance
Glencoe Municipal Airport
Glencoe, Minnesota
AIP No. 3-27-0158-016-2025
SP No. A4031-41
SEH No. GLENC 182487

Notice is hereby given that Online Bids will be received by the City of Glencoe until 10 AM, Friday, March 7, 2025, via [QuestCDN](#) for the furnishing of all labor and material for the construction of 2025 Pavement Maintenance.

The bid opening will be conducted via Microsoft Teams, at which time they will be publicly opened and read aloud:

2025 PAVEMENT MAINTENANCE Bid Opening
FEBRUARY 7, 2025 AT 10:00 AM (CDT)

Please join my meeting from your computer, tablet or smartphone: <https://bit.ly/4qlhK2T>

Or call in (audio only)
+1 872-242-7640,,969811914# United States, Chicago
Phone conference ID: 969 811 914#

Any person monitoring the meeting remotely may be responsible for any documented costs. Message and data rates may apply.

Major components of the Work include:

- Pavement marking removal
- Crack seal and joint reseal
- Surface treatment (seal coat and/or slurry seal)
- New pavement markings

The Bidding Documents may be viewed for no cost at <http://www.sehinc.com> by selecting the Project Bid Information link at the bottom of the page and the View Plans option from the menu at the top of the selected project page.

Digital image copies of the Bidding Documents are available at <http://www.sehinc.com> for a fee of \$30. These documents may be downloaded by selecting this project from the "Project Bid Information" link and by entering eBidDoc™ Number [REDACTED] on the SEARCH PROJECTS page. For assistance and free membership registration, contact QuestCDN at 952.233.1632 or info@questcdn.com.

For this project, bids will **ONLY** be received electronically. Contractors submitting an electronic bid **will** be charged an additional \$42 at the time of bid submission via the online electronic bid service QuestCDN.com. To access the electronic Bid Worksheet, download the project document and click the online bidding button at the top of the advertisement. Prospective bidders must be on the plan holders list through QuestCDN for bids to be accepted. Bids shall be completed according to the Bidding Requirements prepared by SEH dated February 3, 2025.

In addition to digital plans, paper copies of the Bidding Documents may be obtained from Docunet Corp. located at 2435 Xenium Lane North, Plymouth, MN 55441 (763.475.9600) for a fee of \$ [REDACTED].

Bid security in the amount of 5 percent of the Bid must accompany each Bid in accordance with the Instructions to Bidders.

A Contractor responding to these Bidding Documents must submit to the City/Owner a signed statement under oath by an owner or officer verifying compliance with each of the minimum criteria in Minnesota Statutes, section 16C.285, subdivision 3.

This Work shall be subject to minimum wages and labor standards in accordance with Federal Davis Beacon and MnDOT Prevailing Wage Rates.

The City of Glencoe reserves the right to reject any and all Bids, to waive irregularities and informalities therein and to award the Contract in the best interests of the City of Glencoe.

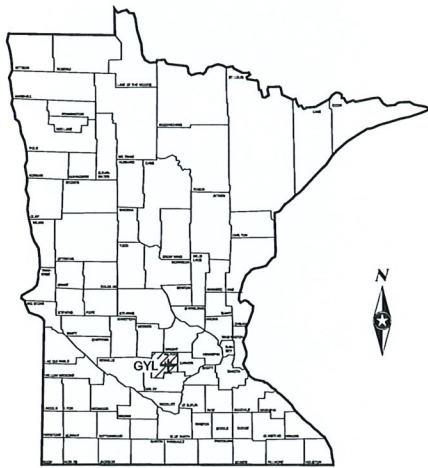
Mark Larson
City Administrator
City of Glencoe, MN

Publish:
McCleod County Chronicle February 7, 14, and 21, 2025
Quest

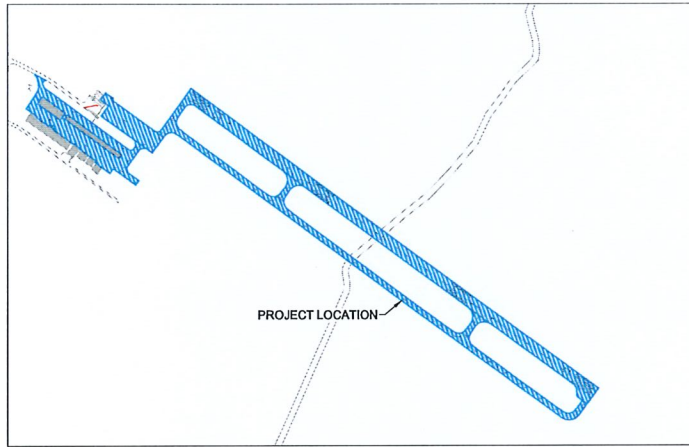
**BIDDING DRAWINGS
FOR
2025 PAVEMENT MAINTENANCE
AT THE
GLENCOE MUNICIPAL AIRPORT
GLENCOE, MN**



A.I.P. NO. 3-27-0158-016-2025
S.P. NO. A4301-41



STATE MAP
NO SCALE



PROJECT LOCATION MAP
NO SCALE

Sheet List Table	
Sheet Number	Sheet Title
G000	TITLE SHEET
G100	CONSTRUCTION SAFETY PLAN
G101	CONSTRUCTION SAFETY PLAN DETAILS
G200	PHASING PLAN
G300	PAVEMENT ELIGIBILITY FIGURE
C100	PAVEMENT MAINTENANCE PLAN AND QUANTITIES
C200	PAVEMENT MAINTENANCE DETAILS
C300	PAVEMENT MARKING PLAN

GOPHER STATE ONE CALL
(800) 252-1166 (651) 454-0002

NOTE:
THE SUBSURFACE UTILITY QUALITY INFORMATION IN THIS PLAN IS LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CHASSIS 3040 ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA".

THE CONTRACTOR SHALL CALL THE GOPHER STATE ONE CALL SYSTEM AT 811 BEFORE COMMENCING EXCAVATION.



Know what's below.
Call before you dig.

PRINT IN COLOR
FOR BEST
RESULTS

FAA AC 150/5370-10H SHALL GOVERN, WHERE APPLICABLE, FOLLOWED BY THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION", EXCEPT AS MODIFIED BY THE SPECIFICATIONS FOR THIS PROJECT.

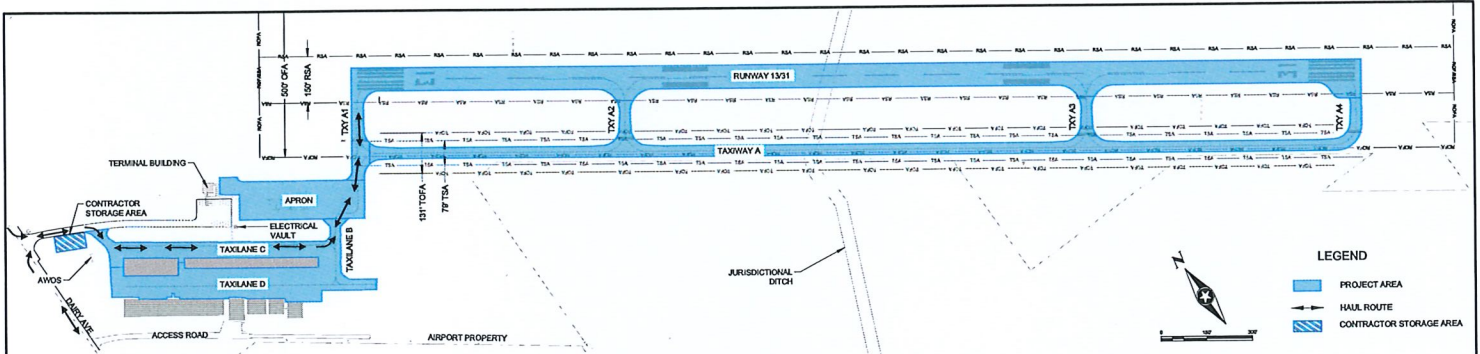


OFFICE OF AERONAUTICS
6020 28TH AVE S, STE 102
MINNEAPOLIS, MINNESOTA - U.S.A. 55460



OFFICE OF AERONAUTICS
395 JOHN IRELAND BLVD
ST. PAUL, MINNESOTA - U.S.A. 55107

SEH Project	GLENC_12147	Rev.#	Plan Revision Issues Description	Date	Rev.#	Sheet Revision Issues Description	Date	SEH	LICENSEE CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MN	2025 PAVEMENT MAINTENANCE	TITLE SHEET	G000
Drawn By	KJM	#						 JACQUELYNNE SPAN DATE: 02/02/25 LICENSE NO: 88961	2025 PAVEMENT MAINTENANCE GLENCOE, MN	2025 PAVEMENT MAINTENANCE GLENCOE, MN	TITLE SHEET	G000
Designed By	KJM	#										
Checked By	AVE	#										



CRITICAL AIRCRAFT DATA

AIRCRAFT APPROACH CATEGORY (A/C)	B
AIRCRAFT DESIGN GROUP (ADG)	II
TAIL HEIGHT	20' - 30'
WINGSPAN	49' - 79'
RUNWAY DESIGN CODE	B-II

RUNWAY OBJECT FREE AREA

RUNWAY	WIDTH	LENGTH BEYOND RWY END
13/31	507'-0"	300'-0"

TAXIWAY OBJECT FREE AREA

TAXIWAY	WIDTH
TAXIWAY A	131'-0"

AIRPORT MANAGER:
MARK LARSON
320-864-6568

GROUND FREQUENCY:
122.800 MHz

MAX VEHICLE SPEED:
15 MPH
UNLESS INFORMED OTHERWISE

SCOPE OF WORK:

1. PAYMENT MAINTENANCE ON ALL AIRFIELD PAVEMENTS, INCLUDING RUNWAY 13/31, THE PARALLEL TAXIWAY, AS WELL AS THE APRON AND TAXIWAY PAVEMENTS. WORK INCLUDES REMOVAL OF EXISTING PAVEMENT MARKINGS AND APPLICATION OF NEW PAVEMENT MARKINGS.

PHASING:

1. PHASE 1: REMOVAL OF PAVEMENT MARKINGS AND CRACK SEAL/ASTMATIC REPAIR ON ALL AIRFIELD PAVEMENTS.
2. PHASE 2: SURFACE TREATMENT ON ALL AIRFIELD PAVEMENTS.
3. PHASE 3: PAVEMENT MARKINGS ON ALL AIRFIELD PAVEMENTS.
4. SEE SHEET 0200 FOR A DETAILED DESCRIPTION OF PROJECT PHASING.

CONSTRUCTION SAFETY NOTES:

1. ALL CONSTRUCTION SHALL MEET THE MOST CURRENT REQUIREMENTS OF FAA ADVISORY CIRCULARS WHICH ARE AVAILABLE ONLINE AT WWW.FAA.GOV, OR UPON REQUEST TO THE ENGINEER. APPLICABLE ADVISORY CIRCULARS MAY INCLUDE, BUT ARE NOT LIMITED TO, 1505340-1, 15052, 15105, AND 1507450-1.
2. THE CONTRACTOR SHALL SUBMIT A DETAILED SCHEDULE OF CONSTRUCTION OPERATIONS AT LEAST 15 DAYS PRIOR TO THE PRE-CONSTRUCTION CONFERENCE. THE PHASING PLAN AND SCHEDULE MUST BE APPROVED BY THE ENGINEER AND THE OWNER PRIOR TO THE BEGINNING OF CONSTRUCTION OPERATIONS.
3. THE CONTRACTOR WILL ADVISE THE ENGINEER AND THE AIRPORT MANAGER 72 HOURS IN ADVANCE OF ANY PROPOSED CONSTRUCTION ACTIVITIES ON THE PROJECT.
4. THE AIR OPERATIONS AREA (AOA) INCLUDES RUNWAYS, TAXIWAYS, AIRCRAFT PARKING APRONS, AND OTHER AREAS WHERE AIRCRAFT MAY MOVE UNDER THEIR OWN POWER, AS WELL AS RUNWAY PROTECTION ZONES.
5. NO WORK SHALL BE ALLOWED WITHIN THE AOA UNTIL THE REQUIRED AIRFIELD CLOSURES HAVE BEEN MADE AND THE REQUIRED CLOSURE MARKERS AND BARRICADES ARE IN PLACE. ALL NECESSARY NOTICE TO AIR MISSIONS (NOTAMS) WILL BE ISSUED BY THE AIRPORT MANAGER, WHICH SPECIFICALLY DETAIL THE CURRENT STATUS OF THE AIRPORT DURING CONSTRUCTION.
6. WORK MAY BE STOPPED AT ANY TIME BY THE AIRPORT MANAGER OR ENGINEER IF IT IS DETERMINED THAT PROPER SAFETY PRECAUTIONS ARE NOT BEING TAKEN.
7. CONTRACTOR IS RESPONSIBLE FOR COMPLYING WITH INFORMATION ON THIS SAFETY & PHASING PLAN AND THE CONSTRUCTION SAFETY PLAN NARRATIVE CONTAINED IN THE SPECIFICATION.

8. THE CONTRACTOR SHALL DEVELOP THEIR OWN SAFETY PLAN COMPLIANCE DOCUMENT DETAILING HOW THEY WILL COMPLY WITH ALL SAFETY REQUIREMENTS.

EQUIPMENT SAFETY REQUIREMENTS

9. THE MAXIMUM HEIGHT OF CONSTRUCTION EQUIPMENT TO BE USED ON THE AIRPORT SHALL BE 20 FEET. IF USE OF EQUIPMENT OF GREATER THAN 20 FEET IS NEEDED, THE CONTRACTOR SHALL FILE FAA FORM 700-1 WITH THE APPROPRIATE FAA OFFICE. FORMS ARE AVAILABLE UPON REQUEST TO THE ENGINEER.
10. ALL AIRPORT AND CONSTRUCTION EQUIPMENT ON THE AIRPORT SHALL BE MARKED, LIGHTED, AND FLAGGED ACCORDING TO FAA ADVISORY CIRCULARS.
11. THE CONTRACTORS PARKED EQUIPMENT OR VEHICLES (INCLUDING PERSONAL VEHICLES) SHALL BE STORED IN THE STORAGE AREA LOCATION ON THIS SHEET. LARGE EQUIPMENT THAT IS BEING USED EACH WORKING DAY THAT CANNOT BE EASILY MOVED OUT OF THE AOA MAY BE LEFT OVERNIGHT WITHIN THE AOA AT A LOCATION DESIGNATED BY THE ENGINEER.

BARRICADES

12. THE CONTRACTOR SHALL PROVIDE, PLACE, AND MAINTAIN LIGHTED LOW PROFILE BARRICADES THROUGHOUT THE DURATION OF THE PROJECT, PROVIDING AND PLACING DEVICES, MAINTENANCE, BATTERY REPLACEMENT, AND MOVEMENT ARE ALL INCIDENTAL TO MOBILIZATION.
13. BARRICADES SHALL BE PLACED AT LOCATIONS AS DIRECTED BY ENGINEER TO DELINEATE CONSTRUCTION AREAS AND WILL MOVE AS WORK PROGRESSES.

CONSTRUCTION HAUL ROUTES

14. THE CONTRACTOR SHALL ESTABLISH A HAUL ROUTE IN THE GENERAL AREA INDICATED ON THE PLAN. THE EXACT LOCATION OF THE HAUL ROUTE SHALL BE REVIEWED AND APPROVED BY THE ENGINEER. THIS ROUTE SHALL BE USED FOR DELIVERY AND REMOVAL OF ALL CONSTRUCTION EQUIPMENT AND MATERIALS AND ACCESS TO THE SITE FOR ALL PERSONNEL FOR THE DURATION OF THE PROJECT.
15. THE CONTRACTOR SHALL KEEP THE ROUTE AND ALL PAVEMENTS CLEAR OF DEBRIS AT ALL TIMES. AT A MINIMUM, THE ROUTE SHALL BE SWEEPED AT THE END OF EACH WORKING DAY. ADDITIONAL SWEEPING MAY BE REQUIRED IMMEDIATELY UPON THE NOTIFICATION BY ENGINEER.
16. THE ROUTE AND ALL AIRFIELD PAVEMENTS SHALL BE THOROUGHLY CLEANED PRIOR TO REOPENING TO AIRCRAFT USE.

UTILITIES

17. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR LOCATING AND MARKING ANY AND ALL PUBLIC AND PRIVATE UTILITIES PRIOR TO BEGINNING CONSTRUCTION ACTIVITIES. CALL Gopher STATE ONE CALL AT 800.332.1166 AT LEAST 48 HOURS PRIOR TO COMMENCING CONSTRUCTION.

18. IN THE EVENT UTILITIES ARE DAMAGED BY THE CONTRACTOR, THE CONTRACTOR SHALL REPAIR THE DAMAGED UTILITIES TO THE UTILITY OWNERS REQUIREMENTS AT THE EXPENSE OF THE CONTRACTOR.

PENALTIES

19. FAILURE TO COMPLY WITH THE SAFETY AND PHASING PLANS THAT RESULT IN A RUNWAY INCURSION OR VEHICLE DEVIATION ON THE AIRFIELD SHALL HAVE A \$1,000 PENALTY ASSESSED TO THE PRIME CONTRACTOR. A SECOND RUNWAY INCURSION OR VEHICLE DEVIATION ON THE AIRFIELD SHALL BE ASSESSED A PENALTY OF \$2,500. A THIRD RUNWAY INCURSION OR VEHICLE DEVIATION ON THE AIRFIELD SHALL RESULT IN CONTRACT TERMINATION.
20. IF CONTRACTOR SHOULD FAIL TO COMPLETE THE WORK SPECIFIED, THE CONTRACTOR WILL BE ASSESSED \$500 FOR EACH ADDITIONAL HOUR THAT REQUIRES THE CLOSURE OF A RUNWAY AOA OR \$500 FOR EACH ADDITIONAL DAY THAT REQUIRES THE CLOSURE OF A TAXIWAY AOA. THESE CHARGES APPLY TO ANY ADDITIONAL TIME THAT REQUIRES THE AOA TO BE CLOSED UNLESS AN EXTENSION OF TIME IS APPROVED BY THE ENGINEER.

SCHEDULE

21. CONTRACTOR SHALL COMPLETE THE WORK FOR EACH PHASE AS FOLLOWS:
 - PHASE 1A: LIMITED TO 2 CALENDAR DAYS
 - PHASE 1B: LIMITED TO 1 CALENDAR DAY
 - PHASE 1C: LIMITED TO 1 CALENDAR DAY
 - PHASE 1D: LIMITED TO 1 CALENDAR DAY
 - PHASE 2A: LIMITED TO 1 CALENDAR DAY
 - PHASE 2B: LIMITED TO 2 CALENDAR DAYS
 - PHASE 3: LIMITED TO 3 CALENDAR DAYS
22. AT THE END OF EACH WORKING DAY DURING PHASE 1, THE CONTRACTOR SHALL OPEN ALL PAVEMENTS IN THAT DAY'S WORKING AREA. PAVEMENTS TO BE OPENED MUST BE FREE OF FOREIGN OBJECT DEBRIS (FOD) AND INSPECTED BY THE ENGINEER PRIOR TO OPENING. THIS DOES NOT APPLY TO PHASES 2 & 3.
23. CONTRACTOR SHALL PROVIDE NOTICE TO ENGINEER AT LEAST 7 DAYS PRIOR TO RUNWAY CLOSURE. RUNWAY CLOSURE NOTICES SHALL BE 7:00 AM TO 6:00 PM.

SEH Project	GLN_C_15247	Rev #	Plan Revision	Description	Date	Rev #	Sheet Revision	Description	Date
Drawn By	KSAM	#	#			#	#		
Designed By	KSAM	#	#			#	#		
Checked By	AVE	#	#			#	#		

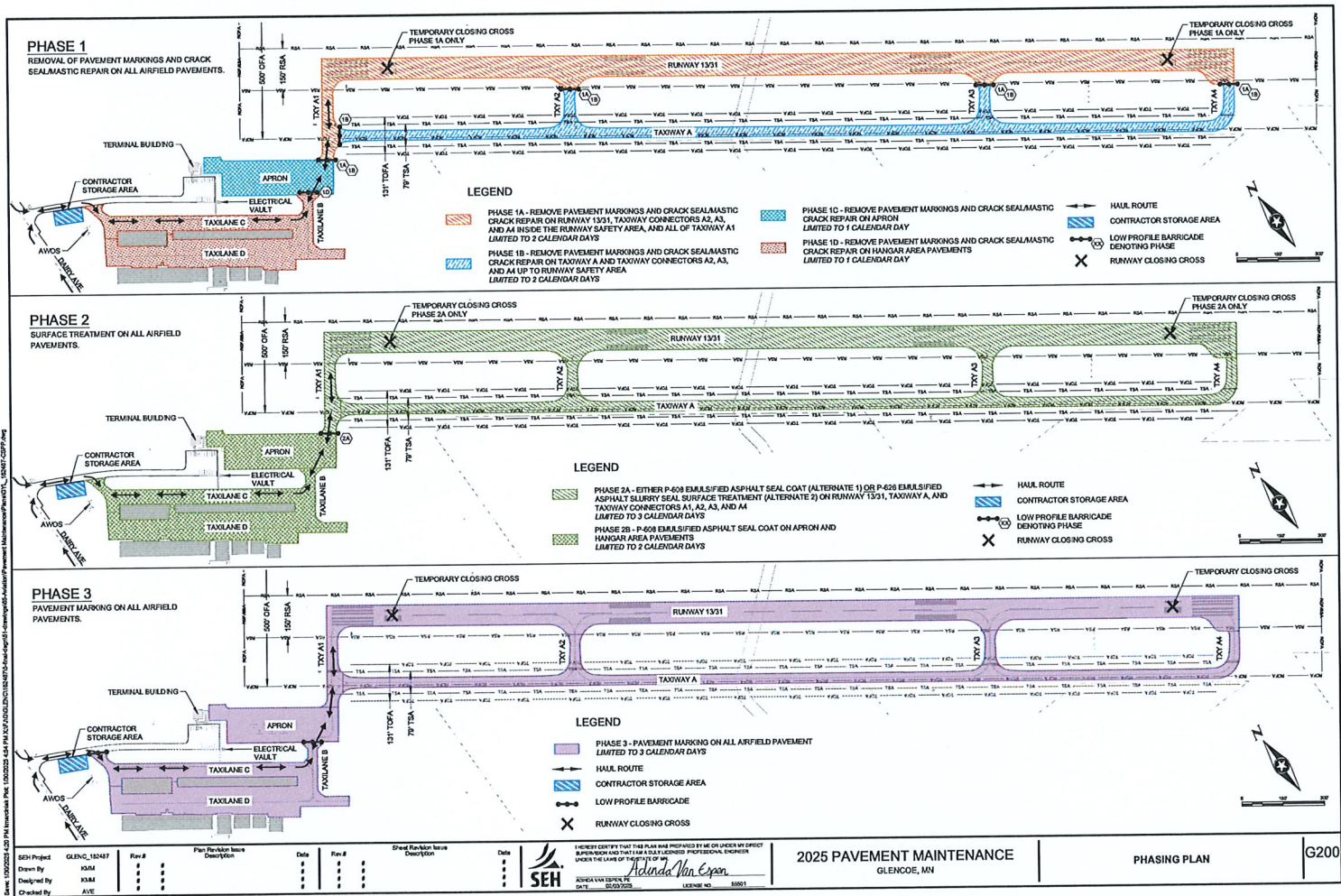
I HEREBY CERTIFY THAT THIS PLAN AND PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

SEH
JONATHAN SEH, P.E.
DATE: 05/03/2021

Wanda Van Espen
Wanda Van Espen, P.E.
05/03/2021

2025 PAVEMENT MAINTENANCE
GLENCOE, MN

CONSTRUCTION SAFETY PLAN



Rev #	Rev #	Rev #	Rev #	Rev #	Rev #	Rev #	Rev #
1	1	1	1	1	1	1	1
2	2	2	2	2	2	2	2
3	3	3	3	3	3	3	3
4	4	4	4	4	4	4	4
5	5	5	5	5	5	5	5
6	6	6	6	6	6	6	6
7	7	7	7	7	7	7	7
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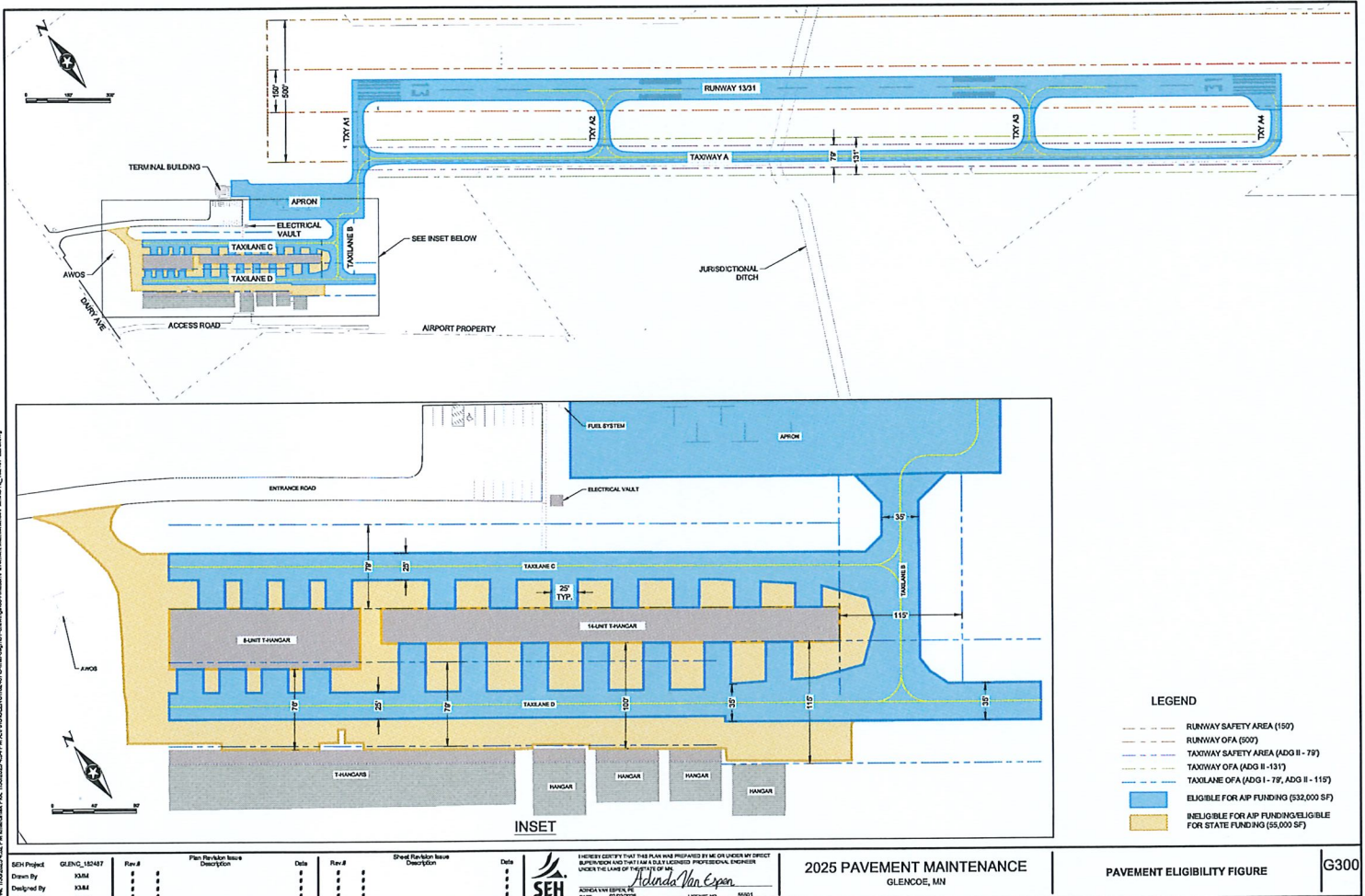
I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Adriana Van Espen
 ADRIANA VAN ESPEN
 LICENSE NO. 58951

2025 PAVEMENT MAINTENANCE
 GLENCOE, MN

PHASING PLAN
 G200

Scale: 1:50000 (2.00" = 1000.00') Date: 10/20/2023 4:02 PM User: jh@seh.com Plot Path: C:\Users\jeh\OneDrive\Documents\2025 Pavement Maintenance\2025 Pavement Phasing\2025 Pavement Phasing.dwg Plot Name: 2025 Pavement Maintenance Phasing.dwg



- LEGEND**
- RUNWAY SAFETY AREA (150')
 - RUNWAY OFA (50')
 - TAXIWAY SAFETY AREA (ADD II - 75')
 - TAXIWAY OFA (ADD II - 13')
 - TAXIWAY OFA (ADD I - 75', ADD II - 115')
 - ELIGIBLE FOR AIP FUNDING (\$32,000 SF)
 - ELIGIBLE FOR AIP FUNDING/ELIGIBLE FOR STATE FUNDING (\$5,000 SF)

Date: 1/20/2023 4:21 PM User: jlm File: 2025 Pavement Maintenance Plan - 152415.dwg Plot: 2025 Pavement Maintenance Plan - 152415.dwg

SEH Project	GLENC_152415	Rev.#	Plan Revision	Date	Sheet Revision	Date
Drawn By	KRM					
Designed By	KRM					
Checked By	AYE					

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MN.

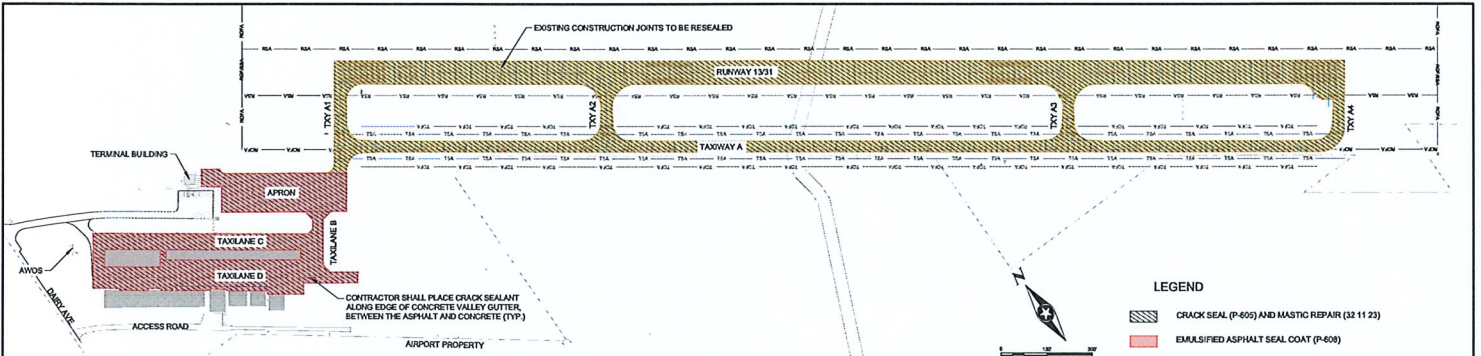
JOSHUA VAN DERKAM, P.E.
 DATE: 02/02/2023 LICENSE NO: 36851

Joshua Van DerKam

2025 PAVEMENT MAINTENANCE
 GLENCOE, MN

PAVEMENT ELIGIBILITY FIGURE

G300



LEGEND

- CRACK SEAL (P-605) AND MASTIC REPAIR (32 11 23)
- EMULSIFIED ASPHALT SEAL COAT (P-608)
- ALTERNATE 1 - EMULSIFIED ASPHALT SEAL COAT (P-608) OR ALTERNATE 2 - EMULSIFIED ASPHALT SLURRY SEAL (P-626)

TOTAL STATEMENT OF ESTIMATED QUANTITIES

Line No.	Item No.	Item Description	Unit	Estimated Quantity	AP Eligible Quantity	AP Ineligible Quantity	Final Quantity
Base Bid							
1	GENERAL	Traffic Previsions / Airport Security / Phasing	LS	1	1	0	
2	C-105	Mobilization	LS	1	1	0	
3	01 55 15	Maintenance and Restoration of Haul Road	LS	1	1	0	
4	P101	Removal of Foreign Substances/Contaminates	LS	1	1	0	
5	P-605-S-1	Crack Seal (Route and Seal)	LF	10,500	10,000	500	
6	P-605-S-2	Joint Repair (Reseal)	LF	30,000	30,000	0	
7	32 11 23	Mastic 2 Part Crack Repair - (Clean, Fill, Seal) Filler	LB	500	500	0	
8	32 11 23	Mastic 2 Part Crack Repair - (Clean, Fill, Seal) Sealant	LB	1,000	1,000	0	
9	P-608	Emulsified Asphalt Seal Coat	SY	19,900	19,900	0	
10	P-620	Pavement Markings (Ind. Reflective Beads)	SF	1,120	1,120	0	
Alternate 1 - Slurry Seal Runway & Taxiway							
11	P-626	Emulsified Asphalt Slurry Seal Surface Treatment	SY	45,800	45,800	0	
Alternate 2 - Seal Coat Runway & Taxiway							
12	P-608	Emulsified Asphalt Seal Coat	SY	45,800	45,800	0	

SEO Notes:

- 4 Includes the cost of pavement marking removal.
- 9 This item includes the apron and taxiway areas. Aggregate not required for application.
- 12 This item includes the Runway and Taxiway. Aggregate required during application.

RUNWAY ESTIMATED BREAKDOWN

Crack Seal (Route and Seal)	LF	5,000
Joint Repair (Reseal)	LF	18,000
2 Part Crack Repair - (Clean, Fill, Seal) Filler	LB	500
2 Part Crack Repair - (Clean, Fill, Seal) Sealant	LB	1,000
Surface Treatment	SY	29,000
Pavement Markings	SF	14,720

TAXIWAY AND CONNECTORS ESTIMATED BREAKDOWN

Crack Seal (Route and Seal)	LF	2,000
Joint Repair (Reseal)	LF	10,000
2 Part Crack Repair - (Clean, Fill, Seal) Filler	LB	0
2 Part Crack Repair - (Clean, Fill, Seal) Sealant	LB	0
Surface Treatment	SY	15,000
Pavement Markings	SF	2,890

APRON ESTIMATED BREAKDOWN

Crack Seal (Route and Seal)	LF	1,000
Joint Repair (Reseal)	LF	2,000
2 Part Crack Repair - (Clean, Fill, Seal) Filler	LB	0
2 Part Crack Repair - (Clean, Fill, Seal) Sealant	LB	0
Surface Treatment	SY	6,100
Pavement Markings	SF	200

TAXIWAYS ESTIMATED BREAKDOWN (ELIGIBLE)

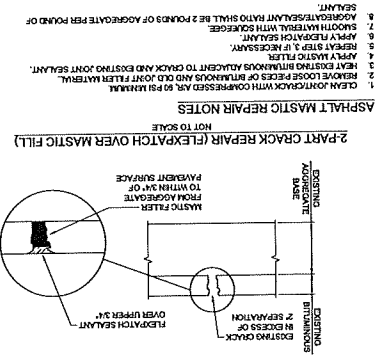
Crack Seal (Route and Seal)	LF	2,000
Joint Repair (Reseal)	LF	0
2 Part Crack Repair - (Clean, Fill, Seal) Filler	LB	0
2 Part Crack Repair - (Clean, Fill, Seal) Sealant	LB	0
Surface Treatment	SY	7,800
Pavement Markings	SF	820

TAXIWAYS ESTIMATED BREAKDOWN (INELIGIBLE)

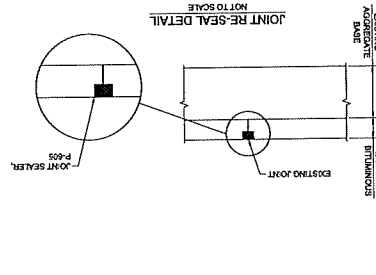
Crack Seal (Route and Seal)	LF	500
Joint Repair (Reseal)	LF	0
2 Part Crack Repair - (Clean, Fill, Seal) Filler	LB	0
2 Part Crack Repair - (Clean, Fill, Seal) Sealant	LB	0
Surface Treatment	SY	8,200
Pavement Markings	SF	0

SEH
SEAN E. HANSEN
REGISTERED PROFESSIONAL ENGINEER
LICENSE NO. 12242

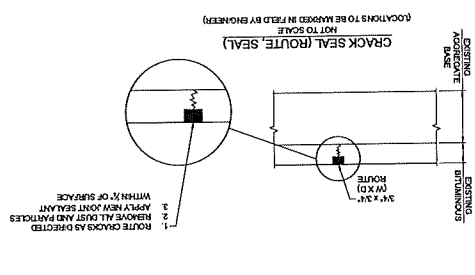
Project Name	2026 PAVEMENT MAINTENANCE
Location	GLENDON, MN
Scale	AS SHOWN
Drawn by	SEH
Checked by	SEH
Date	05/20/2025



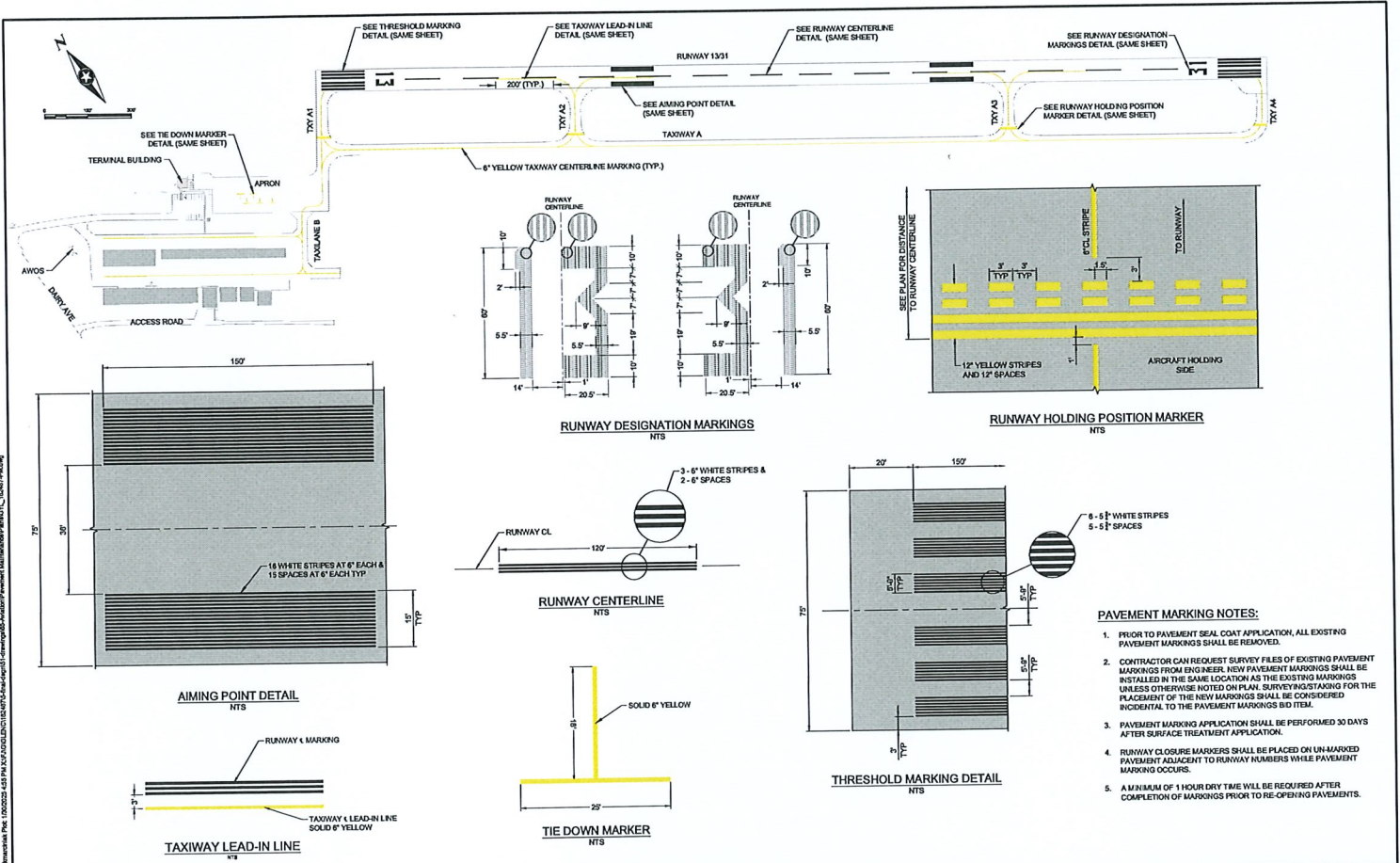
- ASPHALT MASTIC REPAIR NOTES**
NOT TO SCALE
- CLEAN JOINT CRACK WITH COMPRESSED AIR TO PSI MANUAL
 - REMOVE LOOSE PIECES OF BITUMINOUS AND OLD JOINT SEALANT
 - HEAT EXISTING BITUMINOUS ADJACENT TO CRACK AND EXISTING JOINT SEALANT
 - APPLY MASTIC FILLER
 - REPORT 1\"/>



- JOINT RE-SEAL NOTES**
NOT TO SCALE
- REMOVE ALL DIRT AND PARTICLES
 - HEAT EXISTING BITUMINOUS ADJACENT TO CRACK AND EXISTING JOINT SEALANT
 - APPLY JOINT SEALANT P-905 ON APPROX. EQUAL
 - FINISH OUT MATERIAL IN CRACK AND CONSTRUCT OVERLAND



- CRACK SEAL NOTES**
LOCATIONS TO BE MAINTAINED IN FIELD BY ENGINEER
- ROUTE CRACK 3/4"
 - REMOVE ALL DIRT AND PARTICLES
 - APPLY CRACK SEALANT P-905 ON APPROVED EQUAL
 - FINISH OUT MATERIAL IN CRACK AND CONSTRUCT OVERLAND
 - ALL SHEEPSHOES OF ROUTED MATERIAL SHALL BE FULLY EXPOSED TO OFF-SITE



- PAVEMENT MARKING NOTES:**
1. PRIOR TO PAVEMENT SEAL COAT APPLICATION, ALL EXISTING PAVEMENT MARKINGS SHALL BE REMOVED.
 2. CONTRACTOR CAN REQUEST SURVEY FILES OF EXISTING PAVEMENT MARKINGS FROM ENGINEER. NEW PAVEMENT MARKINGS SHALL BE INSTALLED IN THE SAME LOCATION AS THE EXISTING MARKINGS UNLESS OTHERWISE NOTED ON PLAN. SURVEYING STAKES FOR THE PLACEMENT OF THE NEW MARKINGS SHALL BE CONSIDERED INCIDENTAL TO THE PAVEMENT MARKINGS BID ITEM.
 3. PAVEMENT MARKING APPLICATION SHALL BE PERFORMED 30 DAYS AFTER SURFACE TREATMENT APPLICATION.
 4. RUNWAY CLOSURE MARKERS SHALL BE PLACED ON UN-MARKED PAVEMENT ADJACENT TO RUNWAY NUMBERS WHILE PAVEMENT MARKING OCCURS.
 5. A MINIMUM OF 1 HOUR DRY TIME WILL BE REQUIRED AFTER COMPLETION OF MARKINGS PRIOR TO RE-OPENING PAVEMENTS.

SEH Project	GLJN-C_12487	Rev. #	Plan Revision	Date	Sheet Revision
Drawn By	KJM				
Designed By	KJM				
Checked By	AYE				

Plan Revision	Description	Date	Sheet Revision	Description	Date

SEH
SEH ENGINEERING, INC. 11000 13th Avenue S, Suite 100, Glencoe, MN 55229
 PHONE: 612-997-3333 FAX: 612-997-3334
 LICENSE NO. 00001

Adriana Van Ceyen
REGISTERED PROFESSIONAL ENGINEER
 LICENSE NO. 00001

2025 PAVEMENT MAINTENANCE
 GLENCOE, MN

PAVEMENT MARKING PLAN
 C300



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

Page is Blank to Separate Agenda Items

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



SMALL CITY  BIG FUTURE

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

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: January 31, 2025

Re: **Item 6F** – Plans and Specifications for Tree Removal on Hennepin Avenue Project; Resolution **2025-03**

Item 6F – Justin Black with SEH will present plans and specifications of the tree removal in advance of the Hennepin Avenue Project. It is recommended to approve the Plans and Specifications and authorize SEH to solicit Quotes for the tree removal. It is recommended to approve Resolution 2025-03. The City Engineer will bring back quotes for approval at an upcoming City Council meeting.

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



Building a Better World
for All of Us®

January 31, 2025

RE: City of Glencoe, Minnesota
2025 Hennepin Avenue (CSAH 2) Street
and Utility Improvement Project - Tree
Removals
SEH No. GLENC 175513 14.00

Mark Larson
City Administrator
City of Glencoe
1107 11th Street E, Suite 107
Glencoe, MN 55336

Dear Mark:

As we discussed in our previous meetings, the Hennepin Avenue Project will require the removal of certain trees within the right-of-way. These trees either interfere with the underground utility replacement or are situated too close to the curb, gutter, or sidewalk.

We have conducted a review of the proposed tree removals in collaboration with City and County staff and have also presented the tree removal plan at the open house events held in January. In total, the project requires removal of 47 trees, 17 of which are Ash trees.

There are specific timelines recommended for tree clearing to protect the Northern Long-eared Bat and to address areas infested with the Emerald Ash Borer. To adhere to these timelines, tree clearing should be completed by March 31, 2025.

Attached is the tree removal plan that can be sent to contractors for soliciting quotes. The quotes will strictly cover the tree removal; the grubbing of the stumps will be part of the reconstruction project scheduled for the summer of 2025.

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

Sincerely,

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

jb

Enclosures

c: Mark Lemen Public Works Director/Assistant City Administrator
Andrew Engel, PE County Engineer

x:\fj\glenc\175513\1-gen\14-corr\tr re tree removals_01.31.2025.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 1390 Highway 15 South, Suite 200, P.O. Box 308, Hutchinson, MN 55350-0308

320.587.7341 | 800.838.8666 | 888.908.8166 fax | sehinc.com

SEH is 100% employee-owned | Affirmative Action–Equal Opportunity Employer

RESOLUTION NO. 2025-03
APPROVING PLANS AND SPECIFICATIONS AND
INVITATION TO BID

WHEREAS, the consulting engineer retained for the purpose has prepared plans and specifications for the tree removal portion of the **2025 Hennepin Avenue (CSAH 2) Street and Utility Improvement Project**, and has presented such plans and specifications to the council for approval;

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Administrator, with the assistance of the consulting engineer, shall forthwith prepare and distribute an invitation to bid upon the making of such improvement under such approved plans and specifications. The invitation shall specify the work to be done, and shall state that quotes will be received by the City Administrator until 10:00 a.m. on Friday, February 14, 2025, will then be tabulated, and will be considered by the council at 7:00 p.m. on Tuesday, February 18, 2025, in the council chambers of the Glencoe City Hall.

Adopted by the council this 3rd day of February, 2025.

ATTEST:

Mark Hueser
Mayor

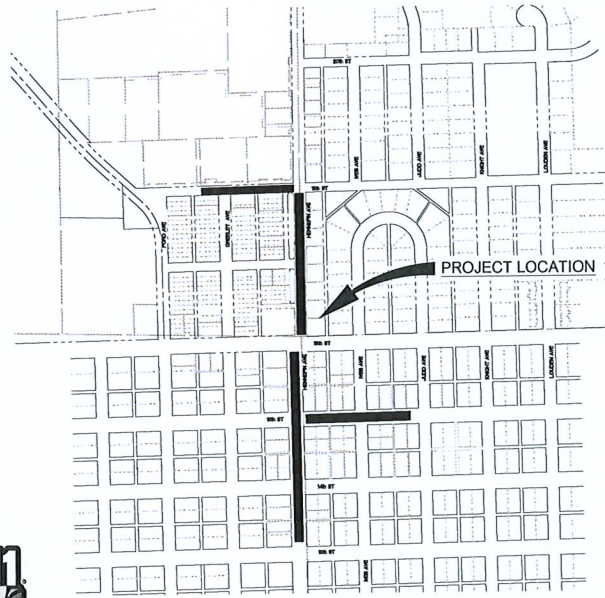
Mark Larson
City Administrator

ENGINEER'S ESTIMATE
 2025 HENNING AVENUE (CSAH 2) STREET AND UTILITY IMPROVEMENT PROJECT - TREE REMOVALS
 GLENCOE, MINNESOTA
 SEH NO. GLENC 175513
 JANUARY 31, 2025

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	ESTIMATED UNIT PRICE	TOTAL ESTIMATED COST
2021.501	MOBILIZATION	LUMP SUM	1	\$4,000.00	\$4,000.00
2101.502	CLEARING (15" OR SMALLER)	TREE	8	\$350.00	\$2,800.00
2105.502	CLEARING (16" OR LARGER)	TREE	39	\$500.00	\$19,500.00
2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$2,500.00	\$2,500.00
	Total Estimated Construction Cost				\$28,800.00
	5% Contingency				\$1,440.00
	Total Estimated Project Cost				\$30,240.00

CITY OF GLENCOE, MINNESOTA

CONSTRUCTION PLANS FOR TREE REMOVALS 2025 HENNEPIN AVE (CSAH 2) GLENC 175513



- EXISTING**
- RIGHT OF WAY
 - PERMANENT EASEMENT
 - PROPERTY LINE
 - HORIZONTAL CONTROL POINT
 - BENCHMARK
 - SURVEY MARKER
 - SOIL BORING
 - SANITARY SEWER AND MANHOLE
 - FORCE MAIN AND LIFT STATION
 - SANITARY SEWER SERVICE & CLEANOUT
 - WATER MAIN, HYDRANT, VALVE AND MANHOLE
 - WATER SERVICE AND CURB STOP BOX
 - STORM SEWER, MANHOLE AND CATCH BASIN
 - CULVERT AND APRON ENH WALL
 - GAS MAIN, VALVE, VENT AND METER
 - HANDHOLE
 - BURIED FIBER OPTIC CABLE AND MANHOLE
 - BURIED PHONE CABLE, PEDESTAL AND MANHOLE
 - BURIED TV CABLE, PEDESTAL AND MANHOLE
 - BURIED ELECTRIC CABLE, PEDESTAL, MANHOLE, TRANSFORMER AND METER
 - OVERHEAD WIRE, POLE AND GUY WIRE
 - LIGHT POLE
 - TRAFFIC SIGNAL
 - STREET NAME SIGN
 - SIGN (NON STREET NAME)
 - RAILROAD TRACKS
 - DECIDUOUS AND CONIFEROUS TREE
 - BUSH / SHRUB AND STUMP
 - EDGE OF WOODED AREA
 - WETLAND
 - BUILDING
 - FENCE (UNIDENTIFIED)
 - BARBED WIRE FENCE
 - CHAIN LINK FENCE
 - ELECTRIC WIRE FENCE
 - WOOD FENCE
 - WOVEN WIRE FENCE
 - PLATE BEAM GUARDRAIL
 - CABLE GUARDRAIL
 - POST ISOLAND
 - RETAINING WALL
- PROPOSED**
- STREET CENTERLINE
 - RIGHT-OF-WAY
 - PERMANENT EASEMENT
 - TEMPORARY EASEMENT
 - CONSTRUCTION LIMITS
 - SANITARY SEWER, BULKHEAD AND MANHOLE
 - FORCE MAIN
 - SANITARY SERVICE AND CLEANOUT
 - WATER MAIN, TEE, HYDRANT, BULKHEAD AND VALVE
 - WATER VALVE, MANHOLE, REDUCER, BEND AND CROSS
 - WATER SERVICE AND CURB STOP BOX
 - STORM SEWER, MANHOLE AND CATCH BASIN
 - CULVERT AND APRON ENH WALL
 - DRAIN TILE
 - DITCH / SWALE
 - RIPRAP
 - STREET NAME SIGN
 - SIGN (NON STREET NAME)
 - RETAINING WALL
- NOTE:**
THE SUBSURFACE UTILITY QUALITY INFORMATION IN THIS PLAN IS LEVEL D.
THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE
GUIDELINES OF GROUND PENETRATING RADAR (GPR) ENTITLED "STANDARD GUIDELINES FOR THE
COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."
- THE CONTRACTOR SHALL CALL THE GOPHER STATE ONE CALL SYSTEM AT
811 BEFORE COMMENCING EXCAVATION.



GOVERNING SPECIFICATIONS
THE 2023 EDITION OF THE MINNESOTA DEPARTMENT OF
TRANSPORTATION'S STANDARD SPECIFICATIONS FOR CONSTRUCTION
SHALL GOVERN EXCEPT AS MODIFIED BY THE SPECIFICATIONS FOR THIS PROJECT.

INDEX

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2-6	PLAN
7	TRAFFIC CONTROL

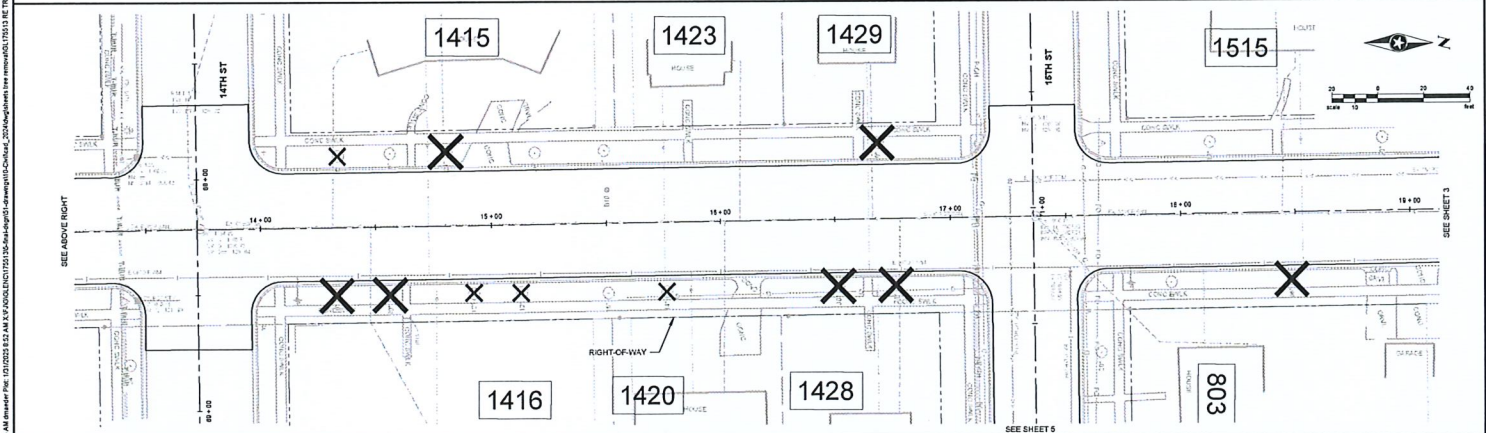
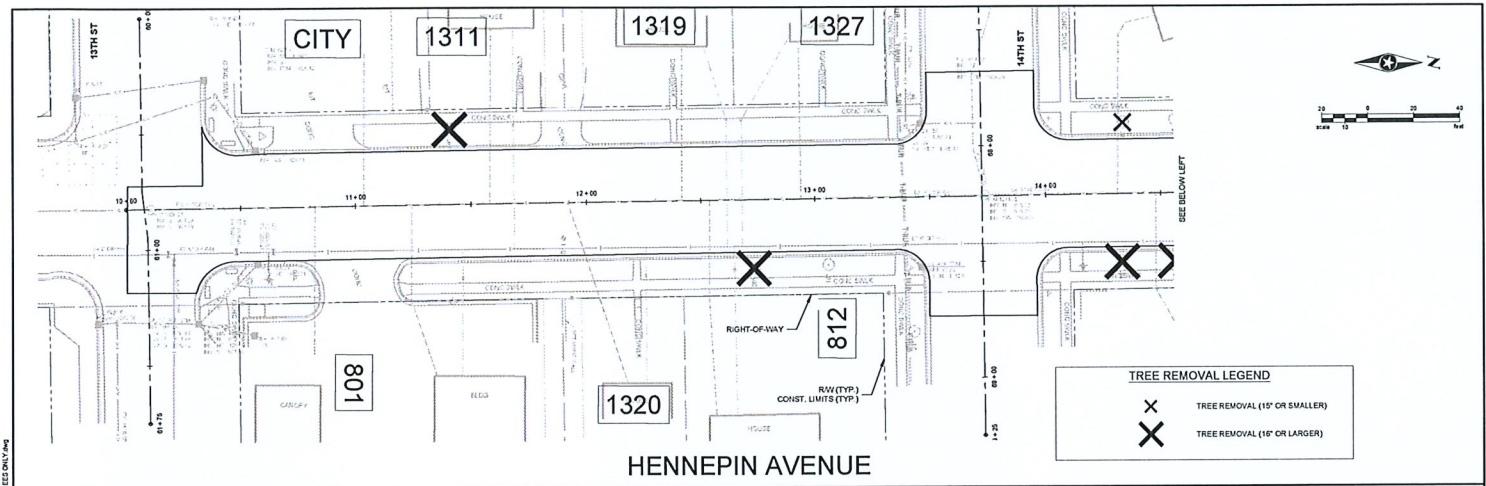
THIS PLAN CONTAINS 7 SHEETS

PROJECT LOCATION

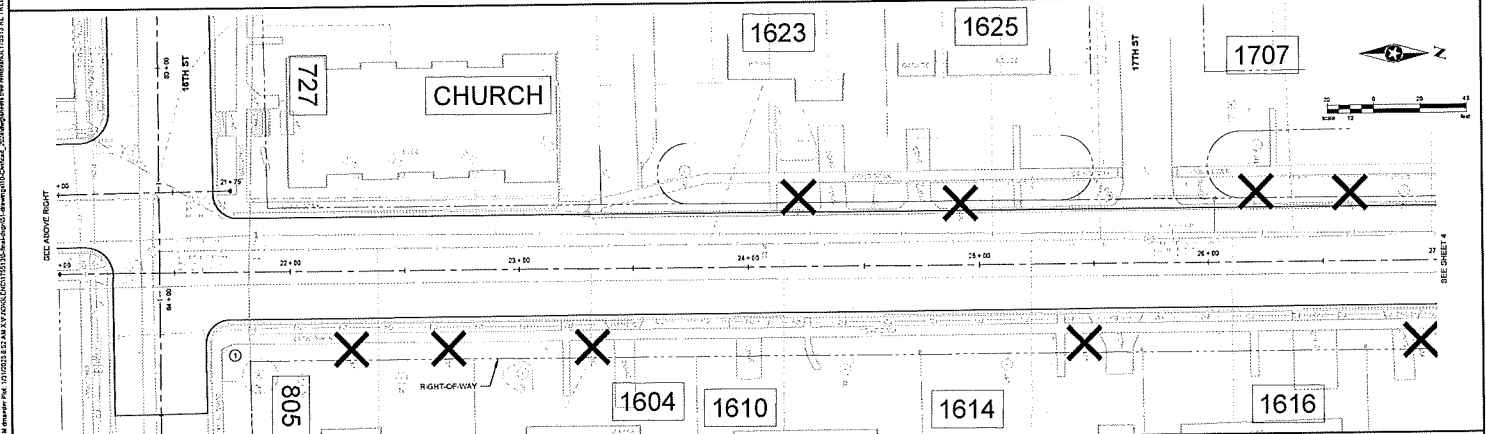
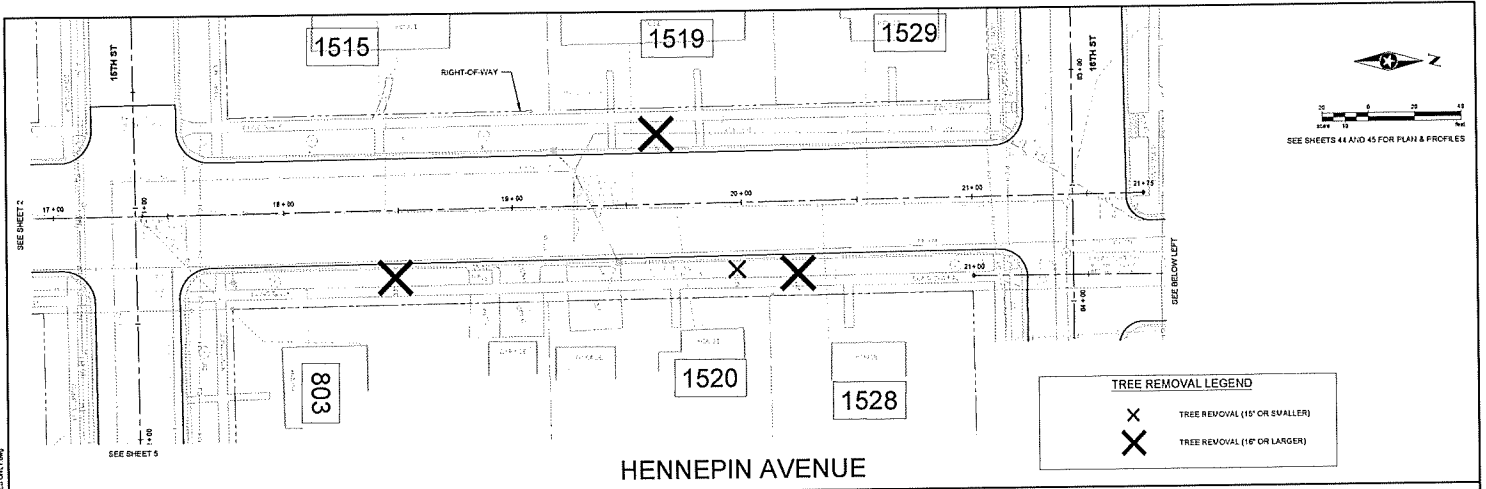
CITY OF GLENCOE,
MCLEOD COUNTY

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.	PROJECT NO. 175513
JUSTIN BLACKBE	1 of 7

Date: 07/20/25 3:37 AM
 Project: 175513
 Title: 2025 HENNEPIN AVE (CSAH 2) TREE REMOVAL PLANS
 Scale: N.T.S.

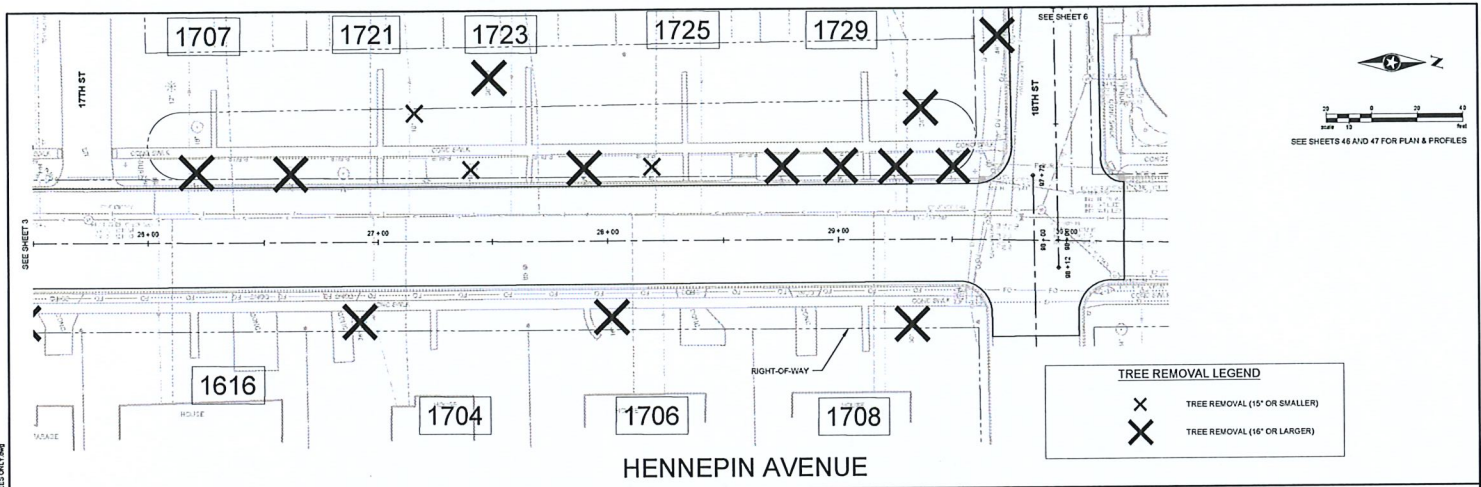


Date: 10/12/2021 8:40 AM Drawn By: DCM Designed By: DCM Checked By: JLB	GLENCOE 175513 Rev # Plan Revision Description Date	 SMALL CITY & RIG INT'LTY	 HEREIN CERTIFY THAT THESE PLANS AND SPECIFICATIONS ARE UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER IN THE STATE OF MINNESOTA. DATE: 6/13/2021 LICENSE NO.: 43373	2025 HENNEPIN AVE (CSAH 2) GLENCOE, MINNESOTA	TREE REMOVALS HENNEPIN AVENUE	2 of 7
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SDH Project: GLENC 170513 Drawn By: JBM Designed By: JBM Checked By: JBM	<table border="1"> <thead> <tr> <th>Rev #</th> <th>Description</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Rev #	Description	Date										GLENCOE <small>SMALL CITY & SUBURBAN</small>	 <small>SEH ENGINEERING & ARCHITECTURE</small> 1133 1/2 W. 13th St Glencoe, MN 55326	2025 HENNEPIN AVE (CSAH 2) GLENCOE, MINNESOTA	TREE REMOVALS HENNEPIN AVENUE	3 of 7
Rev #	Description	Date																

Date: 01/10/2023 8:43 AM Worksheet Path: I:\170513\2025 HENNEPIN AVE (CSAH 2)\Drawings\2025\Drawings\Tree Removal\2025\Drawings\Tree Removal\170513 Tree Removal.dwg

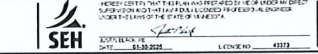


HENNEPIN AVENUE

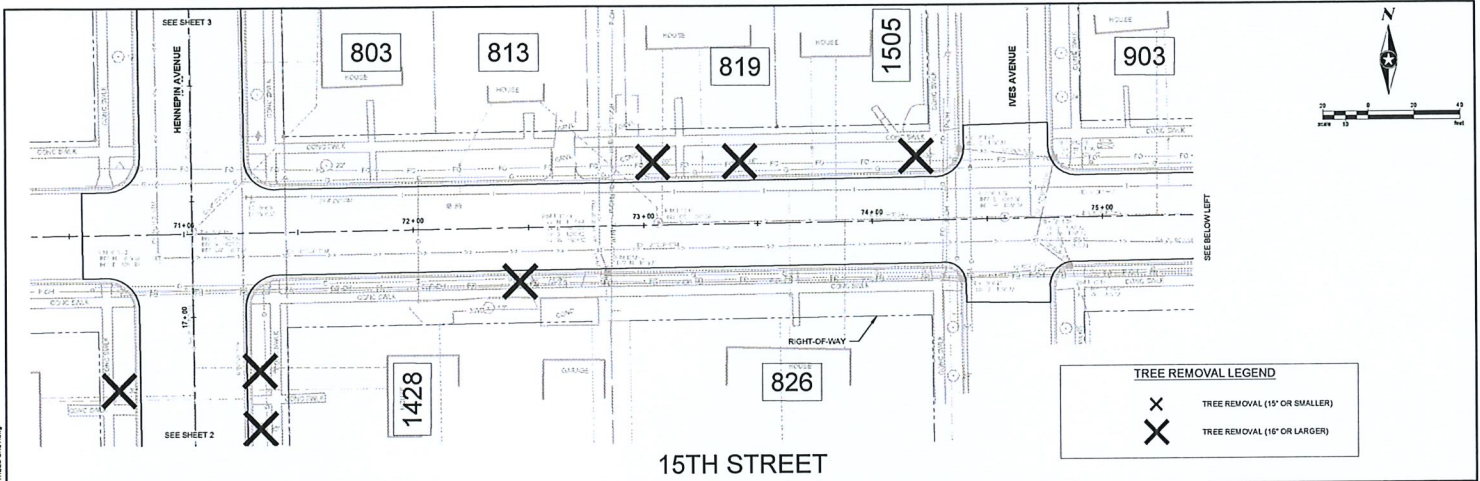
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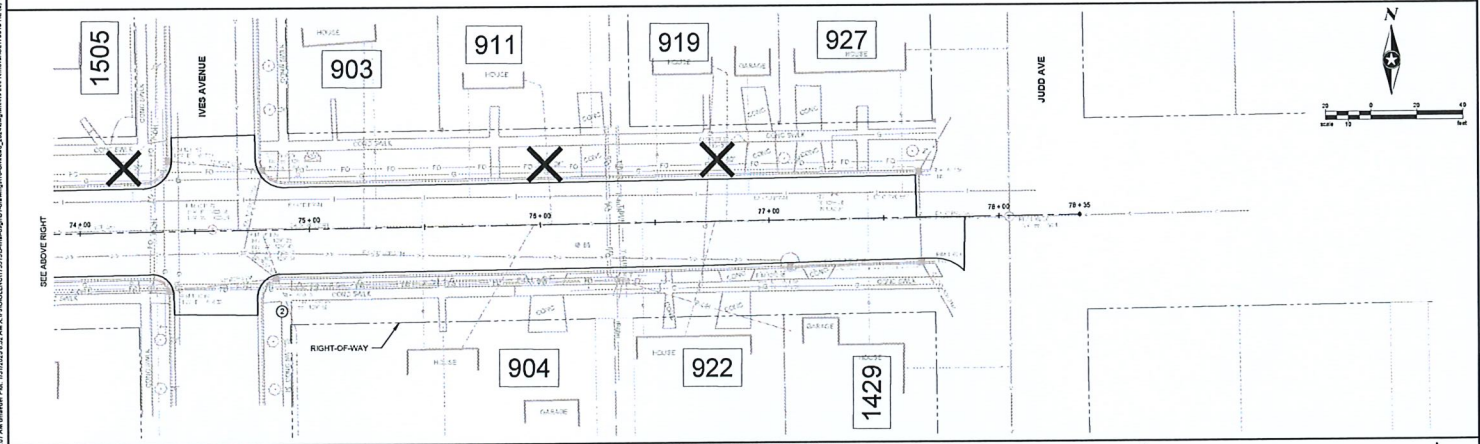
Item	Project	Rev #	Description	Date
Drawn By	DCM	#		
Designed By	DCM	#		
Checked By	JLB	#		



2025 HENNEPIN AVE (CSAH 2)
 GLENCOE, MINNESOTA



15TH STREET



SEH Project	GLENC 175513	Rev #	For Revision	Date
Drawn By	ECM	1		
Designed By	ECM	1		
Checked By	JB	1		

GLENCOE
SMALL CITY & BIG FUTURE

SEH

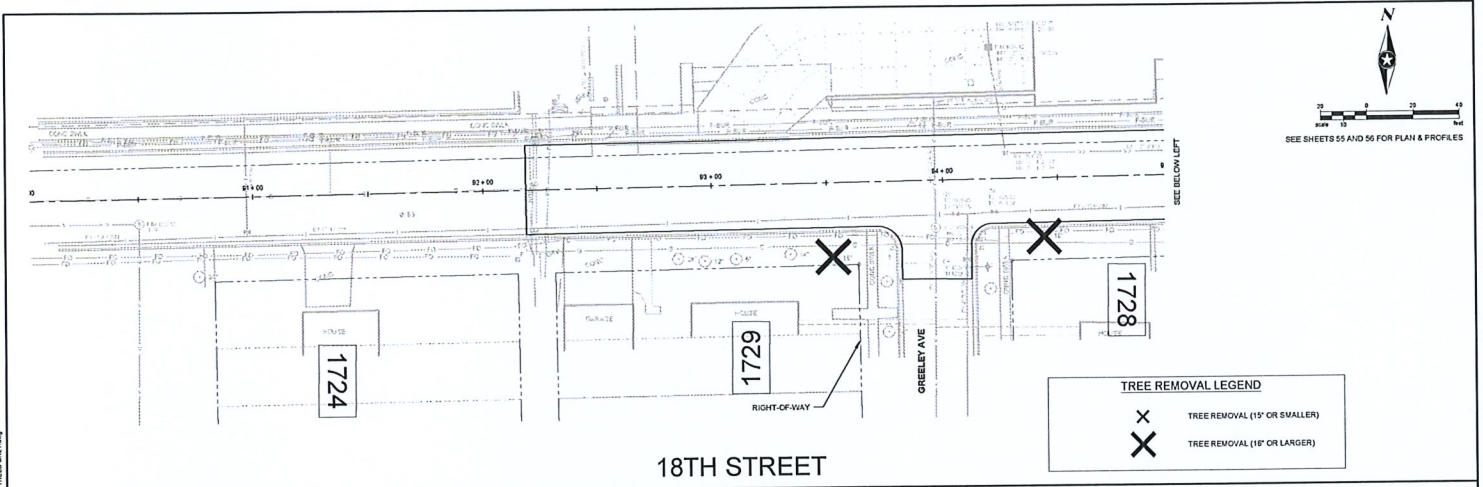
NOTES: CLIENTS THAT TREE REMOVALS ARE REQUIRED BY THEM UNDER ANY DIRECT SUPERVISION OF THE PROFESSIONAL ENGINEER OR ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE: 01/30/2018 LICENSE NO: 41073

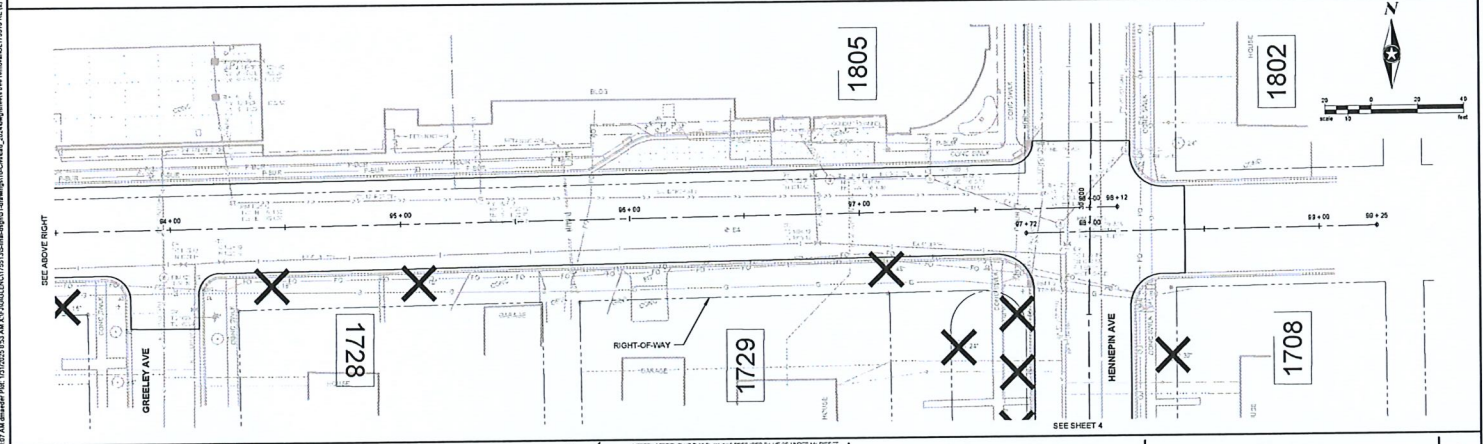
2025 HENNEPIN AVE (CSAH 2)
GLENCOE, MINNESOTA

TREE REMOVALS
15TH STREET

5
of 7



18TH STREET



SED Project: GLENC 170513 Drawn By: COM Designed By: COM Checked By: JB	<table border="1"> <thead> <tr> <th>Rev #</th> <th>Date</th> <th>Part Revision Description</th> </tr> </thead> <tbody> <tr> <td>1</td> <td></td> <td></td> </tr> <tr> <td>2</td> <td></td> <td></td> </tr> <tr> <td>3</td> <td></td> <td></td> </tr> <tr> <td>4</td> <td></td> <td></td> </tr> </tbody> </table>	Rev #	Date	Part Revision Description	1			2			3			4				HENNEPIN COUNTY TREE REMOVAL PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA DATE: 03-30-2018 LICENSE NO: 42313	2025 HENNEPIN AVE (CSAH 2) GLENCOE, MINNESOTA	TREE REMOVALS 18TH STREET	6 of 7
Rev #	Date	Part Revision Description																			
1																					
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3																					
4																					

NOTES & GUIDELINES

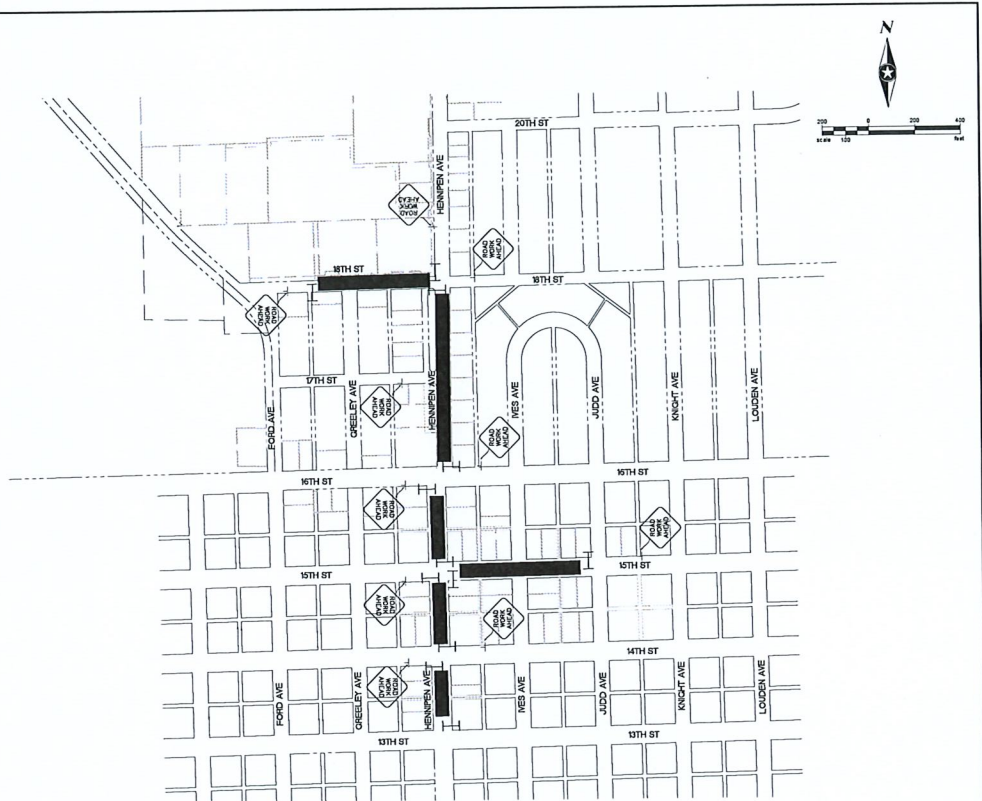
GENERAL INFORMATION:

1. THE CONTRACTOR SHALL FURNISH, INSTALL AND MAINTAIN THE DEVICES IN THIS TRAFFIC CONTROL PLAN UNLESS OTHERWISE NOTED.
2. FIELD CONDITIONS MAY REQUIRE MODIFICATIONS OF THIS LAYOUT AS DEEMED NECESSARY BY THE ENGINEER.
3. ALL DISTANCES ARE APPROXIMATE.
4. THE CONTRACTOR IS RESPONSIBLE FOR PROTECTING ANY WORK AREAS NEAR TRAFFIC IN ACCORDANCE WITH THE MN MUTCD.

TRAFFIC CONTROL DEVICES & SYMBOLS LEGEND

ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE MN MUTCD - FEB 2020

SYMBOL	DESCRIPTION
	CONSTRUCTION ACTIVITY
	TRAFFIC CONES
	TRAFFIC CONTROL SIGN
	TYPE III BARRICADE =



Date: 10/20/2023 11:28 AM Message File: 10/20/2023 11:28 AM X:\2023\10\20\20231020112811\Drawings\2023\2023\20231020112811\Traffic Only.dwg

SEH Project	GLD/C 175513	Rev #	For Revision Description	Date
Drawn By	DOM			
Designed By	DOM			
Checked By	JLB			



HENNEPIN COUNTY HAS BEEN PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
 JESSICA BLOOMER
 DATE: 10/20/2023 LICENSE NO: 43373

2025 HENNEPIN AVE (CSAH 2)
 GLENCOE, MINNESOTA

TRAFFIC CONTROL



SMALL CITY  BIG FUTURE

City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336
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SMALL CITY  BIG FUTURE

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

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: January 31, 2025

Re: **Item 6G** – Fencing Quote for Rotary Dog Park in Oscar Olson Park

Item 6G – The Glencoe Rotary Club has funds committed for the construction of the Dog Park in Oscar Olson Park. They are recommending that the City of Glencoe move ahead with awarding the low quote to Century Fence for Black Vinyl Coated Chain Link Fence for the 1 Acre Dog Park in the amount of \$39,590. The City of Glencoe has Committed \$12,500 to the project.

Glencoe Rotary

January 31, 2025

To Glencoe City Council,

On April 1, 2024, the Glencoe Rotary Club presented a request to the Glencoe City Council to construct a Dog Park in Oscar Olson Park in 2025. The City Council approved an appropriation from the Park Improvement Fund for \$12,500 to complete project at an estimated total project cost of \$52,000.00.

We are excited to announce that the Glencoe Rotary Club has reached our fundraising goal of **\$20,000.00!** We have also received a Rotary District Grant of \$4,000.00 and a Grant from Meeker, McLeod, Sibley Community Health Services of \$6,490.00 for the installation of an upgraded hydration station with water bottle filling station. With Club donations, we have raised the funds to complete the Dog Park as presented in April 2024. The Glencoe Rotary Club is continuing to solicit donations for additional amenities for the Dog Park, including a small shelter and picnic table.

The Glencoe Rotary Club is asking the City of Glencoe to move forward with awarding the fencing quote for the Dog Park to Century Fence for \$39,590.00 for black vinyl coated chain link fence for the 1 Acre Park. (See Attached).

Glencoe Rotary is also asking the City Council to move forward with the purchase of the hydration station with reimbursement coming from the grant mentioned above (See letter attached).

We will continue to update the City Council on the progress of the Dog Park, with an anticipated grand opening in May of 2025! Thank you for your continued support!

Sincerely,



Chris Sonju

Glencoe Rotary Club President

Quote

Century Fence Company
14839 Lake Dr NE
Forest Lake, MN 55025



Quote To:
CITY OF GLENCOE
1107 11th Street East
Glencoe, MN 55336

Project Location:
City of Glencoe Dog Park
Glencoe, MN

Quote #: 26408
Quote Date: 11/14/2024

Description

Dog Park Fence

Furnish and install approximately 1090 LF of 5 Foot high vinyl chain link fence. Line posts will be 2" O.D. Vinyl steel pipe driven 48" in depth and spaced a maximum of 10' on centers. The fence shall consist of top/bottom rails which will be 1-5/8" O.D. Vinyl pipe.

- 7 - Corner post: 3" O.D. Vinyl pipe - Driven
- 4 - Gate post: 3" O.D. Vinyl pipe - Concrete Set
- 6 - Gate post: 3" O.D. Vinyl pipe - Driven
- 2 - Corner post: 3" O.D. Vinyl pipe - Driven

- 3 - Single Swing Vinyl Gate: 5' Opening Width with standard hardware.
- 2 - Double Swing Vinyl Gate: 12' Opening Width with standard hardware.

Notes:

Excludes Excavation through rock, Excavation through frost, Private Utility Locate, Removal of spoils from post holes offsite, Survey of property for fence layout

Quote Total: \$39,590.00

Quote Valid For 15 days

Buyer's Signature: _____

Date: _____

Submitted by: Ben Erickson

Change

This quote when accepted in writing by purchaser and by Century Fence Company includes the terms and conditions set forth on www.centuryfence.com which are incorporated by reference and becomes a contract between two parties. If the project is cancelled upon agreement and special materials were purchased, the customer agrees to pay

Ben Erickson

Office: 651-464-7373

Acceptance:

100% of the material cost

Cell: 612-454-9755

Email: BErickson@centuryfence.com

Terms of Payment: Net Cash upon receipt of invoice.

Midwest Fence & Mfg.

525 E. Villaume Ave.
 South St. Paul, MN 55075
 Phone: 651.451.2222 | Fax: 651.451.6939

Company: <u>Glenoce, City of</u>	Contact: <u>Jamie Voigt</u>	Date: <u>11/13/2024</u>
Address: <u>1107 11th St E Suite 107</u>	Office: <u>320-864-5491</u>	
City: <u>Glencoe</u> State: <u>MN</u> Zip: <u>55336</u>	Cell: <u>320-510-0369</u>	Job #: _____
Job Site: <u>Dog Park Fence</u>	Estimator: Todd Renfors Email: ToddR@Midwestfenceco.com Mobile: 612-282-9808	
<u>Glencoe, MN 55336</u>		

Quantity	Description	Amount
	Furnish and install	
	Dog Park	
1091 lf	5' high black vinyl coated chain link fencing	
	2" x 8ga chain link	
	1 5/8" 40 weight top and bottom rails	
	2" 40 weight line post air driven 48"	
	Line post spacing 10' on center	
	2.5" 40 weight terminal posts air driven 48"	
6	2.5" 40 weight walk gate posts air driven 48"	
3	5' high x 5' wide single swing walk gates with standard comemrcial grade gate hardware	
4	3" 40 weight gate posts air driven 48"	
2	5' high x 12' wide double swing drive gates with standard commercial grade gate hardware	
	Grout for all posts air driven thru PVC sleeves by others	
	Total materials and labor	\$ 39,760.00
	Permit by owner	
Proposal is valid for 30 days.		TOTAL \$ 39,760.00

Fence lines, property lines and elevations to be provided by owner, construction manager or general contractor. ALL permits, fees and private utilities are the sole responsibility of the customer. Unless otherwise stated, owner is responsible for obstruction removal of every nature which will interfere with the fence installation. This proposal assumes normal ground conditions and excludes installation through rock, concrete and backfill. Unless otherwise stated, ALL hand digging is excluded. Should rocky or excessive hard digging be encountered, this proposal is subject to additional labor costs. Midwest Fence shall furnish only the materials and labor specified in this proposal. Any deviation from the above specifications will be subject to a change order.

A Service charge of 1.5% (18% annually) will be applied on all past due balances. The purchaser shall be responsible for any and all collection and legal costs incurred by Midwest Fence in the event of this bill becoming past due. Midwest Fence reserves the right to lien the improved property if payment in full as agreed to in this contract is not received.

Customer Signature

Date



SMALL CITY  BIG FUTURE

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



SMALL CITY  BIG FUTURE

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

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: January 31, 2025

Re: **Item 6H** – Hydration Station for Dog Park.

Item 6H – The Glencoe Rotary Club has received a grant commitment for funding the purchase of a water hydration station for the Dog Park. The Hydration station will include a water fountain, a dog water fountain, and a water bottle filling station. The Grant for 100% for the hydration station is being provided by the Meeker, McLeod and Sibley County Community Health for about \$6,500. I have included a couple of options for an Elkay Fountain and a Barco Fountain. It is recommended to authorize PW Director Lemen to proceed with the purchase of the hydration station and submit for reimbursement. Lemen will work with public health to select the appropriate fountain.



Public Health
Prevent. Promote. Protect.

Meeker McLeod Sibley
Community Health Services

Meeker-McLeod-Sibley Community Health Services

114 N Holcombe Ave, Litchfield, Minnesota 55355
Main Line (320)693-5370

1/30/2025

Glencoe City Council Members,

Meeker-McLeod-Sibley Community Health Services (MMS CHS) is excited to support the expense of an outdoor hydration station through our Statewide Health Improvement Partnership (SHIP) grant. This outdoor hydration station will be placed in Oscar Olson Park in 2025 to provide clean, healthy water access to all community members using the park.

Elkay Outdoor EZH2O Bottle Filling Station, Bi-Level Fountain & Pet Station, Evergreen

<https://www.berls.com/elkay-lk4420bf1udbevg>

Cost: \$6,490.99

MMS CHS SHIP will support this cost in full and send reimbursement of the expense once received from the City.

Please let me know if you have any questions.

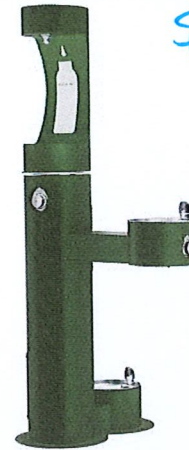
Thank you,

Jayne Krauth
McLeod County Health and Human Services
Meeker-McLeod-Sibley SHIP Staff

\$6,490.99

PRODUCT SPECIFICATIONS

Elkay Outdoor ezH2O[®] Upper Bottle Filling Station Bi-Level, Pedestal with Pet Station Non-Filtered Non-Refrigerated. Features shall include 316 Stainless, Heavy Duty Vandal Resistant, Laminar Flow, Pet Fountain. Furnished with Vandal Resistant bubbler. Mechanical Front Bubbler Button activation. Product shall be Floor Mount/Freestanding, for Outdoor applications, serving 2 station(s). Unit shall be lead-free design which is certified to NSF/ANSI 61 & 372 (lead free) and meets Federal and State low-lead requirements.



Special Features:	316 Stainless, Heavy Duty Vandal Resistant, Laminar Flow, Pet Fountain
Finish:	Beige (BGE), Black (BK), Blue (BLU), Brown (BRN), Evergreen (EVG), Gray (GRY), Orange (ORN), Powder Coat (12 Color Options), Purple (PUR), Red (RED), Terracotta (TER), White (WHT), Yellow (YLW)
Power:	No Electrical Required
Bubbler Style:	Vandal Resistant
Activation by:	Mechanical Front Bubbler Button
Mounting Type:	Floor Mount/Freestanding
Chilling Capacity:	Non-refrigerated
Dimensions (L x W x H):	26" x 31" x 64"
Approx. Shipping Weight:	205 lbs.
Installation Location:	Outdoor
No. of Stations Served:	2



Special Note: Bottle Filler Stations 1 (Upper), Bubbler Stations 1 (Low), Choose from 12 color options

- Mechanically-Activated bubbler continues to supply water in event of service disruptions.
- Laminar flow provides clean fill with minimal splash.
- Base material constructed from marine-grade 316 stainless steel provides the ultimate corrosion protection from even the most corrosive elements.
- Pet Fountain: Features slow drainage for easy drinking.

AMERICAN PRIDE. A LIFETIME TRADITION. Like your family, the Elkay family has values and traditions that endure. For almost a century, Elkay has been a family-owned and operated company, providing thousands of jobs that support our families and communities.



Included with Product: Outdoor Bottle Filler

Ships in one box.

PRODUCT COMPLIANCE

- ADA & ICC A117.1
- ASME A112.19.3/CSA B45.4
- Buy American Act
- GreenSpec[®]
- NSF/ANSI 61 & 372 (lead free)



Complies with ADA & ICC A117.1 accessibility requirements when installed according to the requirements outlined in these standards. Installation may require additional components and/or construction features to be fully compliant. Consult the local Authority Having Jurisdiction if necessary.

[Installation Instructions \(PDF\)](#)

Warranty pertains to drinking water applications only. Non-drinking water applications are not covered under warranty.

[Warranty \(PDF\)](#)

PART: _____ QTY: _____

PROJECT: _____

CONTACT: _____

DATE: _____

NOTES: _____

APPROVAL: _____

In keeping with our policy of continuing product improvement, Elkay reserves the right to change product specifications without notice. Please visit elkay.com for the most current version of Elkay product specification sheets. This specification describes an Elkay product with design, quality, and functional benefits to the user. When making a comparison of other producers' offerings, be certain these features are not overlooked.

OPTIONAL ACCESSORIES

LK4471LHB
97890C
4481FP

MOUNTING INSTRUCTIONS and PLUMBING CONNECTIONS

Provide solid, well-drained surface to mount pedestal fountain (concrete pad recommended). Mount on a smooth, flat, finished surface with adequate support (300 lb. load minimum). Secure unit with (8) 3/8" minimum fasteners (not included). Refer to rough-in. Should be attached firmly to mounting surface in order to secure unit.

Modified low stream height bubbler for pet fountain.

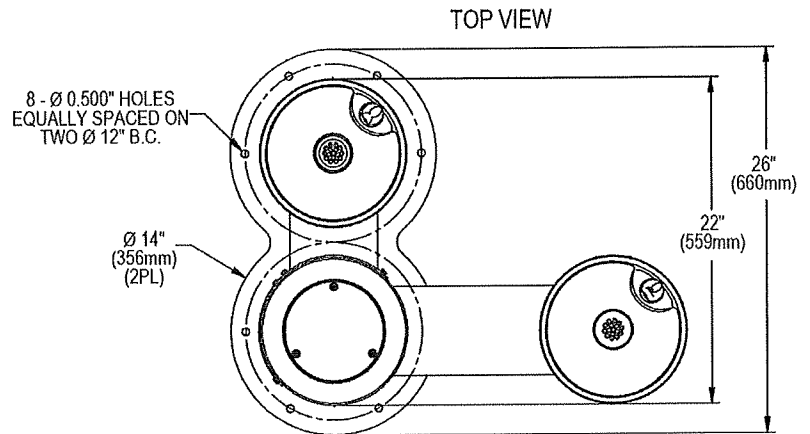
Locate and install plumbing through ground as required.

NOTE: Unit is not furnished with service valve.

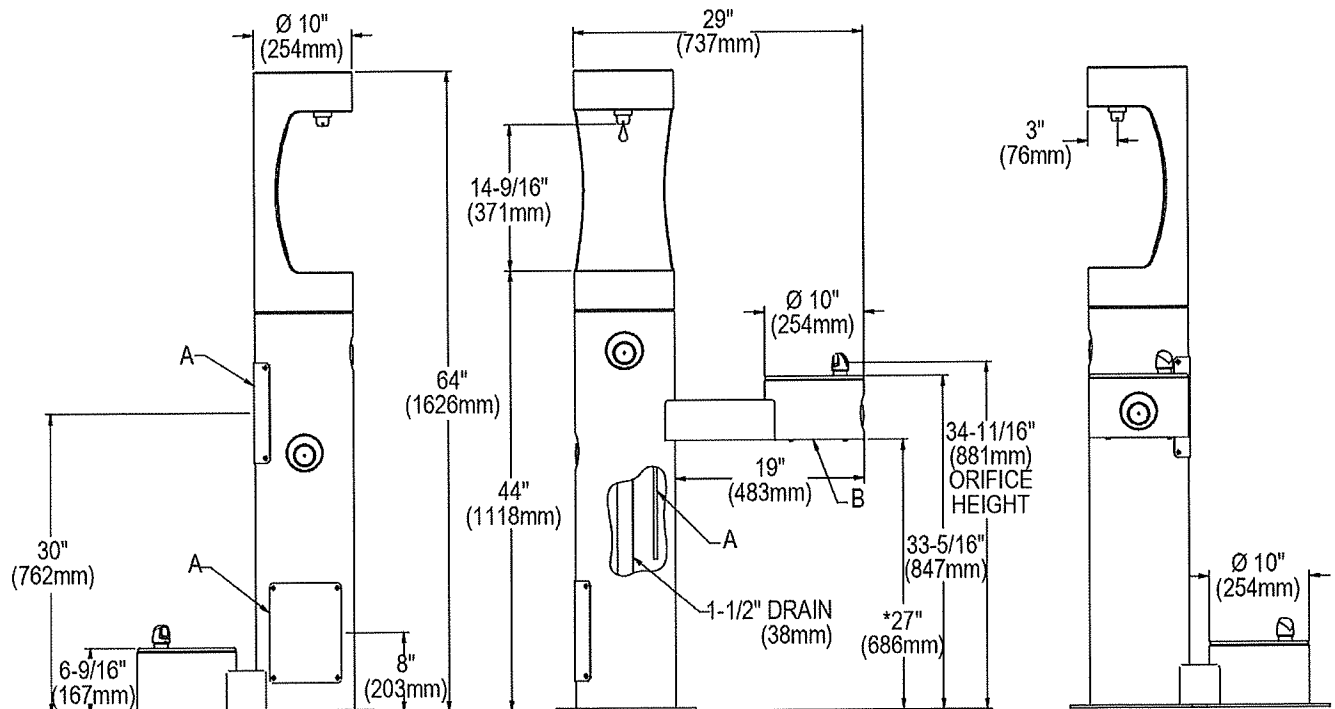
Position pedestal over plumbing and secure base to fasteners. Remove access panels and connect supply and water lines. Turn on water supply and check for leaks. Reassemble access panels to pedestal.

Trap and service stop not included.

OPERATING PRESSURES:
Supply water 20 – 105 psi maximum



FRONT & SIDE VIEWS



- A = 3/8" O.D. Unplated copper tube connect. Shut off valve by others.
- B = Access panel(8" x 10").
- C = Removable bottom cover.

* ADA Requirement

In keeping with our policy of continuing product improvement, Elkay reserves the right to change product specifications without notice. Please visit elkay.com for the most current version of Elkay product specification sheets. This specification describes an Elkay product with design, quality, and functional benefits to the user. When making a comparison of other producers' offerings, be certain these features are not overlooked.



A 5,805.00

Home > Park Amenities > Outdoor Water Stations > Outdoor Water Bottle Fillers with ADA Drinking Fountain & Pet Bowl



Optional Accessories

Double Surface Carrier 10" for Water Fillers and Fountains
05WB0702



\$449.00

Qty

- 1 +

ADD TO CART

Seasonal Bowl Cover for Water Fountains
05WB0801



\$189.00

Qty

- 1 +

ADD TO CART

Description Specifications Documents and Instructions Reviews /Q&A

Description

Quench thirst for pets and owners while reducing plastic bottle waste

- Provide clean drinking water at outdoor facilities and keeps visitors onsite longer

- Perfect for dog parks, bike trails, amusement parks and schoolyards
- Includes quick-action water bottle filler, ADA height compliant fountain and pet bowl .
- 13 colors to match any city or school color
- Powder-coated type 304 stainless steel construction with polished stainless steel bowls, spouts and drain assemblies
- Durable, corrosion-resistant stainless steel resists the elements
- Simple push-button activation
- Push button meets ADA height and force requirements
- Surface mounted; easy to plumb with required waterline
- Resistant to sunlight and heat, lead-free
- Replaceable in-line charcoal filter
- Includes stainless steel surface-mounting hardware
- Entire unit uses vandal-resistant hardware and components for optimal security
- Optional seasonal bowl cover and new construction concrete carrier assembly, sold separately
- Fountains and accessories are non-returnable
- More water fountain and water bottle filler models available

Specifications

SKU	05WB4030
Model Name	Water Filler with Drinking Fountain & Pet Bowl
Material	Stainless Steel
Mount Type	Surface Mount
Overall Dimensions	48.5"L x 10.75"W x 54.5"H
Weight	150.0

so Viewed



\$3729.00

Pet Bowls with Hose Bibb &



As low as **\$4375.00**

Outdoor Water Bottle Fillers w/ADA Drinking Fountain



As low as **\$549.00**

Outpost Wood Picnic Table, Rectangular



★★★★★ (1)

As low as **\$79.99**

Crowd Blocker Portable Bar

needed For You



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Page is Blank to Separate Agenda Items

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



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: January 31, 2025

Re: **Item 7A - Ordinance Number 627 – Charter Change recommendations**

Item 7A – City Attorney Mark Ostlund will review the attached recommendations for changes to the City Charter.

HUEMOELLER, CHESKIS, & OSTLUND, PLC



ATTORNEYS AT LAW
 16670 FRANKLIN TRAIL
 P.O. BOX 67
 PRIOR LAKE, MINNESOTA 55372
 (952) 447-2131 (Office)
 (952) 447-5628 (Fax)
 Email: hg@priorlakelaw.com

ANTON CHESKIS
 BRYCE D. HUEMOELLER
 MARK W. OSTLUND
 MATTHEW GOSPODAREK

January 2, 2025

Step		Timeline
#	Action	
1.	<u>Commission Action - Proposed Ordinance.</u> Commission makes a motion and votes at an open meeting to approve the following: A. Specific recommendations to amend the Charter by ordinance as included in a drafted proposed ordinance; and B. Submission of the Commission adopted ordinance to the Council for Council consideration.	No required timeframe.
2.	<u>Council Receive Proposed Ordinance and Notice.</u> Council motion to receive the proposed ordinance from the Commission and publish notice of a public hearing on the proposed ordinance, which must contain the text of the proposed ordinance.	Within one month after the Council receives the proposed ordinance from the Commission.
3.	<u>Public Hearing.</u> Council holds a public hearing on the Commission proposed ordinance.	The public hearing must be held at least two weeks, but not more than one month after the notice is published.
4.	<u>Council Action.</u> Council must vote on the proposed ordinance in an open meeting.	Within one month of the public hearing.

5.	<u>Vote.</u> Proposed ordinance enacted if it receives a unanimous affirmative vote of all members of the Council and is approved by the Mayor and published.	Date of Council meetings approving ordinance.
6.	<u>Glencoe Ordinance Adoption Process.</u> The Charter requires three reading of ordinances by the Council in order to pass. Statute requires unanimous approval of a Commission proposed ordinance by the Council. All three readings by the Council must be passed unanimously by all members of the Council. All three readings must occur at a regular meeting in most cases. Public notice of the proposed ordinance must be published at least one week prior to second reading.	Consecutive scheduled regular Council meetings or as determined by Council.
7.	<u>Effective Date.</u> Ordinance becomes effective only after three reading by the Council, passage by unanimous votes and publication plus at least 90 days.	90 days after final passage and publication or later date as fixed in the ordinance.

ORDINANCE NO. 627

**AN ORDINANCE AMENDING THE CITY OF GLENCOE
CHARTER**

WHEREAS, the Glencoe Charter Commission has made certain recommendations to the City Council pursuant to the provisions of Minnesota Statutes §410.12, Subd. 7, and

WHEREAS, the City Council is disposed to adopt the recommendations of the Charter Commission, and

WHEREAS, the public notice and hearings required by Minnesota Statutes §410.12, Subd. 7 have been complied with.

THE CITY COUNCIL OF THE CITY OF GLENCOE ORDAINS:

Section 1:

A. Section 2.05 of the City of Glencoe Charter shall be amended to read in its entirety as follows:

Section 2.05 Term of Office. The term of office of the Mayor and Council members shall be four years as established by Chapter 646 of Minnesota state code, as amended ~~laws of 1994~~. The Mayor and the Council members for the first and fourth wards shall be elected together in nongubernatorial year election and the Council member at large and Council members from the second and third wards shall be elected in the gubernatorial year election. The term of office of each officer elected hereunder shall commence at the organizational meeting of the council which is established at the first regular meeting of the City Council after January 1st next following the election in which such officer was elected. All elected officers shall hold office until their successors are elected or appointed and qualified.

B. Section 2.06 of the City of Glencoe Charter shall be amended to read in its entirety as follows:

Section 2.06 Vacancies. Whenever ~~any~~ vacancy shall occur in any elective office of said City and the remaining term of that elective office is more than two years, such vacancy shall be filled by appointment by the City Council, and such incumbent so appointed shall hold the Council member's office ~~for the unexpired term until the next~~ regularly scheduled election, and until the Council member's successor is elected and

qualified. An elected council member's successor shall serve for the remaining two years of the unexpired term of the vacant office. ~~Vacancies in appointive offices shall be filled in the same manner as the original appointment was made, and for the unexpired term~~ Any appointment shall be made from the same ward as the original elected office, or in the case of the at-large appointment, from any registered voter of the City. In the case where the remaining term of the vacated elective office is less than two years, then council shall fill said vacant office by appointment under this section for the remainder of the unexpired term. Vacancies in appointive offices shall be filled in the same manner as the original appointment was made.

C. Section 2.07 of the City of Glencoe Charter shall be amended to read in its entirety as follows:

Section 2.07 Removal. Elective officers may be removed from office in the manner and for the causes provided by Statute and herein. Appointive officers, except commission members, may be removed for cause upon the affirmative vote of the majority of the Council, ~~subject only to any civil service rules or procedures which may be provided.~~ Employees may be discharged according to the policy procedures established by the City Council and amended from time to time. Commission members may be removed only upon the four-fifths vote of the Council. Before any officer or commission member shall be removed, the charges against the officer or commission member shall be reduced to writing and filed with the City Administrator and a copy furnished the accused if the accused can be found within the City. Any accused officer or commission members shall be given a reasonable opportunity to be heard in person, and by counsel, to answer such charges and to present the accused's defense thereto. Continued failure or refusal of any elective or appointive officer to make or file reports required by this Charter or the Statutes shall be adequate cause for removal of such officer. Any officer or commission members so removed shall be removed only after written Findings of Fact are adopted by the Council upon the votes as above described, setting forth specific charges against such officer which the Council has determined to be true and the factual basis for which the Council has found to exist to support such charges.

D. Section 2.09 of the City of Glencoe Charter shall be amended to read in its entirety as follows:

Section 2.09 Veto Powers. All ordinances and resolutions shall be presented to the Mayor before they take effect. If the Mayor approves such ordinance or resolution the Mayor shall sign the same. Such ordinances and resolutions as the Mayor shall not approve the Mayor shall not sign but shall return to the City Council, by depositing the same with the City Administrator, with the Mayor's objections in writing attached thereto, and which shall be presented to the City Council at their next regular meeting thereafter. Upon the return of any resolution or ordinance not approved by the Mayor the same may be reconsidered, and if after such reconsideration, the Council shall pass the

same by a four-fifths vote of its members, it shall have the same effect as if approved by the Mayor. If any ordinance or resolution shall not be returned to the City Administrator by the Mayor within five business days (~~Sundays-excepted~~) after it shall have been presented to the Mayor, the same shall have the same effect as if approved by the Mayor.

E. Section 2.10 of the City of Glencoe Charter shall be amended to read in its entirety as follows:

Section 2.10 Vice President. The Council shall annually, at the organization meeting, elect one council member as Vice President of the Council, who shall act in the place of the Mayor during the Mayor's absence or inability to discharge the Mayor's duties. If the Vice President of the Council is acting in the place of the Mayor at a City Council meeting, then the Vice President shall recuse themselves from any votes in case a mayoral tie-breaker vote is necessary under Section 2.08. The Vice President of the Council serving in the place of the Mayor shall not count towards the quorum requirements of Section 3.02.

F. Section 2.14 of the City of Glencoe Charter shall be amended to read in its entirety as follows:

Section 2.14 Incompatible Offices. No member of the Council or the Mayor, ~~shall be appointed to, or~~ shall hold, any paid municipal office or employment under the City; and until one year after expiration of the term as Mayor or Council member, no former member shall be appointed to any appointive office or employment under the City which was created, or for which the compensation is increased, during such individual's term as Mayor or Council member. This ~~section latter provision~~ however shall not apply to a former ex-mayor or councilmember ex-alderman serving upon any of the City's commissions, and shall not apply to those current Councilmembers and the Mayor serving upon the City's Economic Development Committee.

G. Section 3.01 of the City of Glencoe Charter shall be amended to read in its entirety as follows:

Section 3.01 General Powers. The legislative power and authority of the City of Glencoe shall be vested in the City Council as provided by this Charter and by the laws and Constitution of the State of Minnesota. The City Council shall have charge of the care, control and supervision of all public streets, alleys, buildings, and grounds of the city, the care and supervision of which are not by this Charter vested in any other board or officer of the city. The City Council, except as in this Charter otherwise provided, shall have the general management and control of the finances and all the property of the city, and shall have full power and authority to make, amend or repeal all such ordinances

or resolutions as it shall deem expedient for the government and good order of the city, for the protection of the public and public health, comfort, and safety, for the suppression of vice and for the prevention of crime. It shall have power and authority to declare and impose penalties and punishments for the violation of ordinances and resolutions and to enforce the same against any person who may violate the same, and all such ordinances and resolutions, not inconsistent with laws and Constitution of this state or of the United States, of this Charter, are hereby declared to have full force and effect as the law of the city. In addition the Council shall have the specific powers as now provided by Minnesota Statutes Annotated Section 411.40, and as the same may hereafter from time to time be amended, together with such other specific powers as are from time to time granted by the Constitution and laws of the State of Minnesota to city councils of cities of the class of the City of Glencoe. ~~The City Council shall have the power and authority, to be exercised by the four fifths vote of the Council, to establish a nursing home and home for the aged, the establishment and operation of which is hereby specifically declared to be a public purpose. In the event the Council so elects to establish such a home, it shall thereafter be constructed, acquired, operated and maintained by the Glencoe Area Health Center Commission.~~

H. Section 4.09 of the City of Glencoe Charter shall be amended to read in its entirety as follows:

Section 4.09 Assessments for Services. The City Council may provide by ordinance that the cost of sprinkling, snow or rubbish removal, or of any other service to streets, sidewalks, or other public property, or the cost of any service, fine or the like to other property undertaken by the City of Glencoe or any of its Boards or Commissions, may be either assessed against the property benefited and collected in like manner as are special assessments or certified to the property taxes of the property benefited and collected in like manner as are property taxes.

I. Section 9.02 of the City of Glencoe Charter shall be amended to read in its entirety as follows:

Section 9.02 Appointment, Qualification and By Whom Made. GLPC shall consist of five members, four of whom shall be registered qualified voters of the City of Glencoe, one member may reside in the GLPC service territory, all must be residential customers of the GLPC and who shall be appointed by the City Council for the terms and the times of herein set forth.

Section 2: This ordinance shall take effect 90 days following its passage and publication.

[REMAINDER OF PAGE LEFT BLANK]

Adopted this _____ day of _____, 2025.

CITY OF GLENCOE

By _____
Mark Hueser, Its Mayor

ATTEST:

By _____
Mark D. Larson, Its City Administrator

First Reading:

Date: _____

Ayes: _____

Nays: _____

Absent: _____

Abstain: _____

Second Reading:

Date: _____

Ayes: _____

Nays: _____

Absent: _____

Abstain: _____

Third Reading:

Date: _____

Ayes: _____

Nays: _____

Absent: _____

Abstain: _____

Published:

Date: _____



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



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

To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: January 31, 2025

Re: **Item 7B** – EDA Appointments

Item 7B – The Glencoe EDA reviewed the three applications for the two open seats on the EDA. The votes were tallied and Paul Harpel received 4 votes, Jeff Scharpe received 3 votes and Ryan Voss received 3 votes. The City Council must select the new members in a public vote.

According to the enabling resolution, the “...Five (5) independent commissioners appointed by majority vote of the City Council, who shall be registered voters of the City of Glencoe, except one independent commissioner may reside outside the corporate limits of the City of Glencoe.”

GLENCOE

SMALL CITY & BIG FUTURE

City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336

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

NAME Ryan Voss
ADDRESS 1010 Reeds Lane
EMAIL ryan@rdvcompanies.com
YEARS AS GLENCOE RESIDENT 57

TODAY'S DATE 12/31/2024
TELEPHONE 320-510-0404
EMPLOYER RDV Companies
OCCUPATION General Contractor

I am interested in serving on the following City Board or Commission (descriptions on next page):

AIRPORT COMMISSION

LIGHT & POWER COMMISSION

CEMETERY BOARD

PARK BOARD

CHARTER COMMISSION

PLANNING & INDUSTRIAL COMMISSION

LIBRARY BOARD

ECONOMIC DEVELOPMENT AUTHORITY

Why you are interested in serving on this board/commission: Served on the board, and would like to continue with service to Glencoe's future and growth.

Describe any prior/current experience that may relate to serving on this board/commission: _____

Served on various boards and commissions for Glencoe, and served as Mayor.

List other municipal boards/commissions you have served on:

- Downtown Revitalization Served from _____ to _____
- Comprehensive Plan Served from _____ to _____
- _____ Served from _____ to _____

Ryan Voss

Signature of Applicant

12/31/2024

Date

GLENCOE

SMALL CITY & BIG FUTURE

City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336

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

NAME Jeffrey Scharpe
ADDRESS 215 Edgewood Dr S
EMAIL jeff@jscharpe.net
YEARS AS GLENCOE RESIDENT 40

TODAY'S DATE 12-12-2024
TELEPHONE 612-214-5539
EMPLOYER Scharpe Ltd
OCCUPATION Accountant

I am interested in serving on the following City Board or Commission (descriptions on next page):

AIRPORT COMMISSION

LIGHT & POWER COMMISSION

CEMETERY BOARD

PARK BOARD

CHARTER COMMISSION

PLANNING & INDUSTRIAL COMMISSION

LIBRARY BOARD

ECONOMIC DEVELOPMENT AUTHORITY

Why you are interested in serving on this board/commission:

I want to help the City and the community grow.

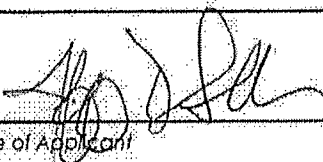
Describe any prior/current experience that may relate to serving on this board/commission:

I can contribute my financial background, and experience working in different industries and various institutions of government.

List other municipal boards/commissions you have served on:

1. None Served from _____ to _____
2. _____ Served from _____ to _____
3. _____ Served from _____ to _____

Signature of Applicant



12-12-2024

Date

GLENCOE

SMALL CITY & BIG FUTURE

City of Glencoe ♦ 1107 11th Street East, Suite 107 ♦ Glencoe, Minnesota 55336

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

NAME Paul Harpel
ADDRESS 2006 Judd Ave Glencoe MN 55336
EMAIL pjharpel67@gmail.com
YEARS AS GLENCOE RESIDENT 57

TODAY'S DATE 01/05/2025
TELEPHONE 320-510-0828
EMPLOYER Weelborg Chevrolet of Glencoe
OCCUPATION Manager

I am interested in serving on the following City Board or Commission (descriptions on next page):

AIRPORT COMMISSION

LIGHT & POWER COMMISSION

CEMETERY BOARD

PARK BOARD

CHARTER COMMISSION

PLANNING & INDUSTRIAL COMMISSION

LIBRARY BOARD

ECONOMIC DEVELOPMENT AUTHORITY

Why you are interested in serving on this board/commission: I have been a life long resident

of Glencoe and have been involved in the business community which has

offered me many opportunities to support Glencoe. I feel the experiences I have had can help support the mission of the EDA.

Describe any prior/current experience that may relate to serving on this board/commission: _____

List other municipal boards/commissions you have served on:

1. _____ Served from _____ to _____
2. _____ Served from _____ to _____
3. _____ Served from _____ to _____

Paul Harpel

Signature of Applicant

01/05/2025

Date



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GLENCOE



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To: Mayor and City Council

From: Mark D. Larson, City Administrator

Date: January 31, 2025

Re: **Item 8A** – Planning Commission open seat

Item 8A – with the appointment of Scott Maynard to the City Council, he has submitted his resignation of his seat on the Planning and Industrial Commission. I recommend that the City Council accept his resignation and declare the seat vacant and solicit application for the open seat.

Mark Larson

From: Scott Maynard
Sent: Tuesday, January 28, 2025 11:24 AM
To: Mark Larson; Mark Hueser
Cc: Mark Lemen; Mark W. Ostlund; Haylie Kusler
Subject: Re: Planning Commission

All

I would like to step down to give someone the opportunity to serve and get more people involved. I would consider the of council liaison position if the Mayor would so choose.

Thanks,
Scott Maynard

Get [Outlook for iOS](#)

From: Mark Larson <mlarson@ci.glencoe.mn.us>
Sent: Tuesday, January 28, 2025 10:12:01 AM
To: Mark Hueser <mhueser@ci.glencoe.mn.us>; Scott Maynard <smaynard@ci.glencoe.mn.us>
Cc: Mark Lemen <MLemen@ci.glencoe.mn.us>; Mark W. Ostlund <mwo@priorlakelaw.com>; Haylie Kusler <hkusler@ci.glencoe.mn.us>
Subject: Planning Commission

Mark and Scott,

Mark Lemen indicated to me that you might be of the understanding that Scott will need to step down from the position on the Planning Commission. The City Council changed the ordinance of all boards and commissions about 10 years ago to allow for the City Council to be represented on all board and commissions, if needed. In some cases, we were not getting enough applications for open board positions.

Below is from the Planning Commission Ordinance:

130.02 Composition. Section 1:
*“Such Planning Commission shall consist of five members to be appointed by the City Council and may be removed by 4/5 vote of the Council; the City Engineer and the City Attorney shall be additional members ex officio; **the Council may select one member of the Commission from among its own members.***
The City Council shall appoint five members to serve upon said commission for terms of variant tenures arranged so that the term of one member shall expire on the first day of January of each year and at its first regular meeting in January of each year, the City Council shall appoint one member to a term of five years to succeed that member whose term expires in such year. No person hereafter appointed to the commission shall serve more than two successive terms thereon...

Scott, let us know if you plan to step down or plan to assume both roles. Currently, we are not soliciting members of the Planning Commission (although, we do have one application received for the Planning Commission).

Thanks,
Mark

Mark D. Larson



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

Page is Blank to Separate Agenda Items

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

CITY OF GLENCOE BILLS

FEBRUARY 3, 2025

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

<u>VENDOR</u>	<u>DEPARTMENT: DESCRIPTION</u>	<u>TOTAL</u>
CITY OF GLENCOE EMPLOYEES	MULTIPLE DEPTS.: CITY OF GLENCOE PAYROLL 11-13-24	\$73,454.29
WIRE TRANSFER	MULT DEPTS: STATE SALES TAX	\$21,022.00
WIRE TRANSFER	MULT DEPTS:EMP/CITY PAYROLL TAXES,HSA,PERA,D COMP,CAFE	\$52,534.09
	TOTAL PREPAID BILLS ----->	<u><u>\$147,010.38</u></u>

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

FEB 3, 2025 PREPAID BILLS

Date: 01/31/2025

Time: 12:43 pm

Page: 1

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
A.H. HERMEL CO.	0573	LIQUOR: MERCH FOR RESALE	183430	11/15/2024	<u>393.92</u>
				Vendor Total:	<u>393.92</u>
BOBBING BOBBER BREWING COM	1802	LIQUOR: MERCH FOR RESALE	183431	11/15/2024	<u>59.98</u>
				Vendor Total:	<u>59.98</u>
BREAKTHRU BEVERAGE	0513	LIQUOR: MERCH FOR RESALE	183438	11/18/2024	<u>810.00</u>
				Vendor Total:	<u>810.00</u>
C & L DISTRIBUTING	0492	LIQUOR: MERCH FOR RESALE	183432	11/15/2024	<u>33,218.05</u>
				Vendor Total:	<u>33,218.05</u>
COLONIAL LIFE	0735	MULT DEPTS: INS PREMIUMS	183439	11/18/2024	<u>263.70</u>
				Vendor Total:	<u>263.70</u>
CROW RIVER WINERY	2067	LIQUOR: MERCH FOR RESALE	183440	11/18/2024	<u>948.00</u>
				Vendor Total:	<u>948.00</u>
DAHLHEIMER BEVERAGE	0003	LIQUOR: MERCH FOR RESALE	183433	11/15/2024	<u>17,561.00</u>
				Vendor Total:	<u>17,561.00</u>
HOME CITY ICE COMPANY	1761	LIQUOR: MERCH FOR RESALE	183434	11/15/2024	<u>483.57</u>
				Vendor Total:	<u>483.57</u>
JOHNSON BROS - ST PAUL	0504	LIQUOR: MERCH FOR RESALE	183441	11/18/2024	<u>1,160.03</u>
				Vendor Total:	<u>1,160.03</u>
MARLIN'S TRUCKING	1387	LIQUOR: MERCH FOR RESALE	183435	11/15/2024	<u>602.00</u>
				Vendor Total:	<u>602.00</u>
MINNESOTA CHILD SUPPORT	1646	POLICE: CHILD SUPPORT PAYMENT	183442	11/18/2024	<u>249.65</u>
				Vendor Total:	<u>249.65</u>
MINNESOTA PUBLIC EMPLOYEE	1439	POLICE: UNION DUES	183443	11/18/2024	<u>155.05</u>
				Vendor Total:	<u>155.05</u>
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR: MERCH FOR RESALE	183444	11/18/2024	<u>1,998.00</u>
				Vendor Total:	<u>1,998.00</u>
SOUTHERN GLAZER'S OF MN	1429	LIQUOR: MERCH FOR RESALE	183445	11/18/2024	<u>7,371.51</u>
				Vendor Total:	<u>7,371.51</u>
VIKING BEVERAGES	0973	LIQUOR: MERCH FOR RESALE	183436	11/15/2024	<u>8,504.00</u>
				Vendor Total:	<u>8,504.00</u>
VIKING COCA-COLA BOTTLING CC	0494	LIQUOR: MERCH FOR RESALE	183437	11/15/2024	<u>730.24</u>
				Vendor Total:	<u>730.24</u>
				Grand Total:	<u>74,508.70</u>
				Less Credit Memos:	<u>0.00</u>
				Net Total:	<u>74,508.70</u>
				Less Hand Check Total:	<u>0.00</u>
				Outstanding Invoice Total :	<u>74,508.70</u>
	Total Invoices:	16			

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

FEB 3, 2025 - 2024 REG BILLS

Date: 01/31/2025

Time: 8:57 am

Page: 1

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
ASPEN MILLS	1527	FIRE: UNIFORMS	0	00/00/0000	<u>475.22</u>
				Vendor Total:	475.22
CENGAGE LEARNING INC-GALE	1828	LIBRARY: BOOKS	0	00/00/0000	<u>47.98</u>
				Vendor Total:	47.98
CLAREY'S SAFETY EQUIPMENT IN	0333	FIRE: TURNOUT GEARS, BOOTS	0	00/00/0000	<u>4,624.00</u>
				Vendor Total:	4,624.00
CREEKVIEW IMAGES	0878	FIRE: FIREFIGHTER PHOTOS	0	00/00/0000	<u>100.00</u>
				Vendor Total:	100.00
DORDING, RYAN	2108	FIRE: TONER	0	00/00/0000	<u>516.68</u>
				Vendor Total:	516.68
FERGUS POWER PUMP, INC.	1664	WWTP: EQUIPMENT RENTAL, DISPOSAL	0	00/00/0000	<u>72,194.83</u>
				Vendor Total:	72,194.83
FLEET SERVICES DIVISION	2144	POLICE: SQUAD CAR LEASES	0	00/00/0000	<u>1,093.82</u>
				Vendor Total:	1,093.82
GLENCOE CO-OP ASSN.	1842	FIRE: FUEL	0	00/00/0000	<u>681.63</u>
				Vendor Total:	681.63
H & L MESABI	0731	STREET: PLOW BLADES	0	00/00/0000	<u>3,381.04</u>
				Vendor Total:	3,381.04
HEIMAN FIRE EQUIPMENT	0959	FIRE: FITTINGS	0	00/00/0000	<u>167.01</u>
				Vendor Total:	167.01
MACQUEEN EMERGENCY	0159	FIRE: FACEPIECE	0	00/00/0000	<u>494.65</u>
				Vendor Total:	494.65
MATHEWS, SCOTT	1383	FIRE: AIR CYLINDER VALVE	0	00/00/0000	<u>102.31</u>
				Vendor Total:	102.31
MENARDS - HUTCHINSON	2184	WATER, WWTP: SEALER, SPRAYER	0	00/00/0000	<u>583.01</u>
				Vendor Total:	583.01
MORRIS ELECTRONICS INC	1372	POLICE: NETWORK SWITCH INSTALL	0	00/00/0000	<u>3,071.60</u>
				Vendor Total:	3,071.60
NELSON ELECTRIC MOTOR REPAI	1277	WWTP: HEATER CONTROL REPAIR	0	00/00/0000	<u>888.86</u>
				Vendor Total:	888.86
OEM SERVICE CO, LLC	0937	WATER: DOOR REPAIR	0	00/00/0000	<u>241.05</u>
				Vendor Total:	241.05
PIONEERLAND LIBRARY SYSTEMS	0227	REIMB: CARDS & FINES	0	00/00/0000	<u>25.30</u>
				Vendor Total:	25.30
QUILL LLC	1691	LIBRARY: OFFICE SUPPLIES	0	00/00/0000	<u>47.16</u>
				Vendor Total:	47.16
ROSE TRUCKING INC	0775	FIRE: TRUCK MAINT. & REPAIR	0	00/00/0000	<u>8,043.23</u>
				Vendor Total:	8,043.23
SEH	1757	MULT DEPTS: ENGINEERING SERVICES	0	00/00/0000	<u>66,421.36</u>
				Vendor Total:	66,421.36
STAR GROUP, L.L.C.	0972	FIRE: FILTERS, BATTERY	0	00/00/0000	<u>696.50</u>
				Vendor Total:	696.50
				Grand Total:	163,897.24
				Less Credit Memos:	0.00
				Net Total:	<u>163,897.24</u>
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	<u>163,897.24</u>
Total Invoices:	21				

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

FEB 3, 2025 - REGULAR BILLS

Date: 01/31/2025

Time: 1:24 pm

Page: 1

City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
AUTO VALUE GLENCOE	0214	PARKS: FILTERS	0	00/00/0000	<u>40.15</u>
				Vendor Total:	40.15
BROTHERS FIRE & SECURITY	0642	STREET, REIMB: ALARM & SPRINKLER INSPECTIONS	0	00/00/0000	<u>1,265.50</u>
				Vendor Total:	1,265.50
CENGAGE LEARNING INC-GALE	1828	LIBRARY: BOOKS	0	00/00/0000	<u>105.71</u>
				Vendor Total:	105.71
CENTER POINT LARGE PRINT	1349	LIBRARY: BOOKS	0	00/00/0000	<u>149.82</u>
				Vendor Total:	149.82
CENTRAL HYDRAULICS	1913	STREET: PLOW CONNECTERS	0	00/00/0000	<u>238.96</u>
				Vendor Total:	238.96
CENTURYLINK	1394	MULT DEPTS: PHONE BILL	0	00/00/0000	<u>862.00</u>
				Vendor Total:	862.00
CLIFTONLARSONALLEN LLP	2090	ADMIN: AUDITING FEES	0	00/00/0000	<u>1,050.00</u>
				Vendor Total:	1,050.00
DAKOTA SUPPLY GROUP	0523	WATER, WWTP: ADAPTERS, VALVES, CONNECTORS	0	00/00/0000	<u>4,274.37</u>
				Vendor Total:	4,274.37
EGGERSGLUESS, BRAD	0869	ADMIN: CELL PHONE REIMB.	0	00/00/0000	<u>50.00</u>
				Vendor Total:	50.00
EVERYDAY SIGN AND GRAPHICS	0894	STREET: VEHICLE GRAPHICS	0	00/00/0000	<u>285.00</u>
				Vendor Total:	285.00
FASHION INTERIORS	1673	WWTP: PAINT	0	00/00/0000	<u>90.98</u>
				Vendor Total:	90.98
FRANKLIN PRINTING INC.	0085	WATER: CALENDARS	0	00/00/0000	<u>33.96</u>
				Vendor Total:	33.96
FREITAG, BENTON	0659	CABLE TV: COUNCIL MEETING RECORDINGS	0	00/00/0000	<u>100.00</u>
				Vendor Total:	100.00
GACC TOURISM	0168	REIMB: LODGING TAX	0	00/00/0000	<u>95.04</u>
				Vendor Total:	95.04
GLENCOE FIRE RELIEF ASS'N.	0455	REIMB: FIRE RELIEF DONATION REIMBURSEMENT	0	00/00/0000	<u>200.00</u>
				Vendor Total:	200.00
HAWKINS, INC.	1133	AQUATIC, WATER: CHEMICALS	0	00/00/0000	<u>90.00</u>
				Vendor Total:	90.00
JOHNSON CONTROLS FIRE	0874	STREET, AIRPORT: ANNUAL INSPECTIONS	0	00/00/0000	<u>445.44</u>
				Vendor Total:	445.44
LEEDSTONE	1541	WWTP: CHEMICALS	0	00/00/0000	<u>59.70</u>
				Vendor Total:	59.70
METRO SALES, INC	1066	ADMIN, POLICE, LIBRARY: OFFICE EQUIPMENT LEASE	0	00/00/0000	<u>714.52</u>
				Vendor Total:	714.52
MINI BIFF	0177	PARK: WASTE REMOVAL	0	00/00/0000	<u>142.80</u>
				Vendor Total:	142.80
MN DEPT OF LABOR & INDUSTRY	0246	WWTP: BOILER INSPECTION	0	00/00/0000	<u>110.00</u>
				Vendor Total:	110.00
MN DNR ECO-WATERS-RES	2012	WATER, WWTP: PERMIT	0	00/00/0000	<u>1,181.14</u>
				Vendor Total:	1,181.14
MN PUBLIC FACILITIES AUTHORIT	0905	WWTP: LOAN INTEREST PAYMENT	0	00/00/0000	<u>53,290.00</u>

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

FEB 3, 2025 - REGULAR BILLS

Date: 01/31/2025

Time: 1:24 pm

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
				Vendor Total:	<u>53,290.00</u>
MN. BUREAU OF CRIMINAL APP.	1169	POLICE: TRAINING	0	00/00/0000	<u>600.00</u>
				Vendor Total:	<u>600.00</u>
MN. STATE FIRE CHIEFS ASSOC.	0191	FIRE: MEMBERSHIP RENEWALS	0	00/00/0000	<u>400.00</u>
				Vendor Total:	<u>400.00</u>
MVTL , INC.	0353	WATER, WWTP: LAB TESTING	0	00/00/0000	<u>454.90</u>
				Vendor Total:	<u>454.90</u>
NATIONAL BUSINESS FURNITURE	0929	PUBLIC SAFETY: TABLES	0	00/00/0000	<u>6,930.36</u>
				Vendor Total:	<u>6,930.36</u>
NEUBARTH, SARA	1125	CITY CENTER: DECOR	0	00/00/0000	<u>900.00</u>
				Vendor Total:	<u>900.00</u>
NUVERA	2120	MULT DEPT: INTERNET, PHONE, IT SUPPORT	0	00/00/0000	<u>5,247.04</u>
				Vendor Total:	<u>5,247.04</u>
PLUNKETT'S PEST CONTROL, INC	0446	MULT DEPTS: PEST CONTROL	0	00/00/0000	<u>388.76</u>
				Vendor Total:	<u>388.76</u>
QUILL LLC	1691	LIBRARY: OFFICE SUPPLIES	0	00/00/0000	<u>161.19</u>
				Vendor Total:	<u>161.19</u>
SECURITY BANK & TRUST CO.	0259	FIRE: BOND PRINICPAL & INTEREST PAYMENT	0	00/00/0000	<u>169,544.09</u>
				Vendor Total:	<u>169,544.09</u>
SHRED-N-GO, INC	0032	FINANCE, POLICE: PAPER SHREDDING	0	00/00/0000	<u>167.86</u>
				Vendor Total:	<u>167.86</u>
SOUTHWEST EYE CARE	0038	WWTP: SAFETY GLASSES	0	00/00/0000	<u>424.50</u>
				Vendor Total:	<u>424.50</u>
STAR TRIBUNE	0263	ADMIN: NEWSPAPER	0	00/00/0000	<u>798.62</u>
				Vendor Total:	<u>798.62</u>
VANDAMME, JON	0136	LIQUOR: MONTHLY CELL PHONE REIMB	0	00/00/0000	<u>50.00</u>
				Vendor Total:	<u>50.00</u>
VANDAMME, MYRANDA	0028	CITY CENTER: MONTHLY CELL PHONE REIMB	0	00/00/0000	<u>50.00</u>
				Vendor Total:	<u>50.00</u>
VERIZON WIRELESS	1110	POLICE: AIR TAGS	0	00/00/0000	<u>200.03</u>
				Vendor Total:	<u>200.03</u>
VOIGT, JAMES	1894	STREET, PARK: CHIPPER KNIVES, BOLTS	0	00/00/0000	<u>214.46</u>
				Vendor Total:	<u>214.46</u>
WATER CONSERVATION SERVICE	1298	WATER: LEAK LOCATE	0	00/00/0000	<u>634.10</u>
				Vendor Total:	<u>634.10</u>
WESTECH	0483	WWTP: SUPPORT ARM	0	00/00/0000	<u>380.68</u>
				Vendor Total:	<u>380.68</u>
WITTUS, BETTY	0981	CITY CENTER: DOORS	0	00/00/0000	<u>135.00</u>
				Vendor Total:	<u>135.00</u>
				Grand Total:	<u>252,556.68</u>
				Less Credit Memos:	<u>0.00</u>
				Net Total:	<u>252,556.68</u>
				Less Hand Check Total:	<u>0.00</u>
				Outstanding Invoice Total :	<u>252,556.68</u>
Total Invoices:	42				