



SMALL CITY  BIG FUTURE

GLENCOE CITY COUNCIL MEETING MINUTES
December 16, 2024 – 7:00 PM
City Center Ballroom

Attendees: Susan Olson, Mark Hueser, Cory Neid, Yodee Rivera

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

Absent: Mark Larson, Ryan Voss, Paul Lemke

Others: Richard Glennie, Milan Alexander

1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

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

2. CONSENT AGENDA

A. Approve Minutes of the Regular Meeting of December 2, 2024

B. Approve the following License's

1. Coborn's Inc, 2211 11th St E. Glencoe, MN 55336
Tobacco
2. Kwik Trip #1049, 2600 11th St E. Glencoe, MN 55336
Tobacco
3. Main Street Sports Bar. 1226 Greeley Ave N. Glencoe, MN 55336
Tobacco, 1 Music Machine, 5 Amusement Devices
4. Glencoe Smoke & Vape Inc, 716 13th St E. Glencoe, MN 55336
Tobacco
5. Glencoe Tobacco Inc, 722 11th St E. Glencoe, MN 55336
Tobacco
6. Hy-Vee Inc, 3325 10th St E. Glencoe, MN 55336
Tobacco
7. Happy Hour Inn, 815 11th St E. Glencoe, MN 55336
Tobacco, 1 Music Machine, 2 Amusement Devices
8. Casey's General Store #1688, 801 13th St E. Glencoe, MN 55336
Tobacco
9. Casey's General Store #2010, 2101 10th St E. Glencoe, MN 55336
Tobacco
10. Chandler Go For It Gas, 415 Chandler Ave N. Glencoe, MN 55336
Tobacco
11. Celine Stop Glencoe Inc, 2306 9th St E. Glencoe, MN 55336
Tobacco

12. Glencoe VFW Post #5102, 923 Chandler Ave N. Glencoe, MN 55336
2 Amusement Devices, 1 Music Machine
13. Unhinged Pizza, 2408 9th St E. Glencoe, MN 55336
5 Amusement Devices
14. Pla-Mor (Extrada Properties), 1904 9th St E. Glencoe, MN 55336
Annual Dance Permit

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

3. APPROVE AGENDA

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

4. PUBLIC COMMENT (agenda items only)

None.

5. PUBLIC HEARINGS

None.

6. BIDS AND QUOTES

A. Quote for Tables and Chairs – Police Chief

Chief Padilla is requesting \$9,949.00 to purchase product; included is 10 tables and 20 chairs. Approval to purchase tables from National Business Furniture (NBF) in the amount of \$6,149.00 and chairs from ULINE in the amount of \$3,200.00. The combined total for the purchase is roughly \$9,949.00 (estimated shipping at \$600 total for both items). ULINE and NBF stated the chairs and tables were in stock for shipment.

Motion: Rivera, seconded by Hueser to approve the purchase of the 10 tables from National Business Furniture for \$6,149.00 and the 20 chairs from UNLINE for \$3,200.00. All in favor, the motion carries.

B. Quote Asbestos testing for 1234 Greeley Avenue, 712 13th Street, 1207 Chandler Avenue, and 1206 10th Street – City Administrator

Brett Madsen of Gaylord stopped by City Office's and asked to submit a quote for the Asbestos inspection(s). City Administrator Larson provided him with the addresses to the 4 properties that are currently being looked at for demolition. Madsen has done work in the City of Glencoe previously with his father under the name of Diamond Five Demolition. He has previously done work with both Rickert Excavating and Rachael Aggregates. Madsen is licensed with the State of MN to conduct Asbestos inspection and remediation.

Motion: Hueser, seconded by Rivera to table the recommendation of moving ahead with the inspection by Brett Madsen. All in favor, the motion carries.

7. REQUESTS TO BE HEARD

A. 2025 Budget and Levy - Approve Resolution 2024–16 Resolution setting 2025 Final Levy – City Administrator

It is recommended to approve Resolution 2024-16 to set the 2025 Levy and approve the Budget.

RESOLUTION NO. 2024-16
RESOLUTION SETTING FINAL 2025 TAX LEVY

WHEREAS, the Department of Revenue has set December 30th, 2024 as the deadline for certifying 2025 Preliminary tax levies; and,

WHEREAS, the City Administrator has provided the City Council with the p2025 City General Fund and Debt Service Budgets, which includes the recommended Ad Valorem Tax Levy, a wage increase of 3.25% and wage adjustments as approved by the City Council.

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

1. That the following sums of money be levied for the current year, collectable in 2025, upon taxable property in the City of Glencoe, for the following purposes:

GENERAL

General Fund/Ad Valorem Levy	\$1,787,000.00
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DEBT SERVICE/SPECIAL LEVY

Street Overlay	\$ 800,000.00
2010 City Center	\$ 160,000.00
2014 Street Improvement	\$ 221,000.00
2015 Lincoln Park Project	\$ 180,000.00
2016 Armstrong Ave Project	\$ 37,000.00
2017 Baxter Avenue Project	\$ 171,000.00
2018 Central Storm	\$ 164,000.00
2021 10 th Street Improvement	\$ 25,320.00
Economic Development Authority	<u>\$ 125,000.00</u>
	\$1,758,320.00

TOTAL	\$3,758,320.00
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2. That the City Administrator is hereby instructed to transmit a certified copy of the levy to the County Auditor of McLeod County, Minnesota by December 30, 2024.
3. This is an increase over the 2024 tax levy.

Adopted and approved this 2nd day of December 2024.

ATTEST:

Ryan Voss
Mayor

Mark D. Larson
City Administrator

Motion: Hueser, seconded by Olson to approve Resolution 2024-16 2025 Budget and Levy. Upon a roll call vote, the following voted Aye, Rivera, Olson, and Hueser. The following voted Nay, none. Whereupon the resolution was declared adopted and approved.

1. City Prosecuting Attorney Fees recommendation – Police Chief and City Administrator

Prosecuting Attorney Kenneth Janssen has requested that his hourly rate be increased from \$145.00 per hour to \$165.00 per hour, effective January 1, 2025, with no cap. In the past few years, the annual cost was capped. The Law Firm of Flaherty and Hood (Coalition of Greater MN Cities) has been billing the City at a rate of \$190.00 per hour for labor relations services. City Civil Attorney Mark Ostlund is billing the City at a rate of \$145.00 per hour. It is recommended that the City should pay the Prosecuting Attorney Fees of \$165.00 per hour with no cap on the number of hours. The Prosecuting Attorney Office should not be subsidizing the cost of City prosecutions. Council would like to table the recommendation and have Attorney Janssen attend a meeting to discuss the increase in fees.

Motion: Hueser, seconded by Olson to table the City Prosecuting Attorney Fees. All in favor, the motion carries.

B. Appoint Planning and Industrial Commission Member - Planning Commission Recommendation

The Planning and Industrial Commission reviewed an application for appointment submitted by Amanda Johnson. She is a local business owner and has been a resident of Glencoe for 15 years. Johnson attended last Planning Commission's meeting, allowing for commission members to ask questions as well as providing an opportunity for her to elaborate on her interest in becoming a commission member. The appointment in question was called to a vote. The Planning and Industrial Commission members voted unanimously to request the Council approval.

Motion: Olson, seconded by Rivera to appoint Amanda Johnson to the Planning and Industrial Commission. All in favor, the motion carries.

- C. Resolution 2024-17 to Name Edgewood Park – Park Board Recommendation
During the month of October, the Park Board conducted a contest where residents of Glencoe could submit a name for the unnamed park at the end of Edgewood Dr. The contest submissions were reviewed at the Park Board meeting in November.

RESOLUTION NO. 2024-17

RESOLUTION NAMING OUTLOT B, GLENVIEW ESTATE NO. 1 TO BE EDGEWOOD PARK

WHEREAS, On or about June 2, 2010, R & B Developers, LLC and Glenview Investments LLC conveyed and quit claimed to the City of Glencoe certain real property in McLeod County, Minnesota by quit claim deed filed as document number 51258, McLeod County Registrar of Titles, for land legally described as Outlot B, Glenview Estate No. 1, McLeod County, Minnesota (the “Park”)

WHEREAS, From the time of the conveyance until present day, the City has utilized the reference parcel as parkland, however has never formally designated a name for the park.

WHEREAS, During the month of October 2024, the Park Board conducted a contest where residents of Glencoe could submit a name for the referenced unnamed park for Park Board review.

WHEREAS, At the Park Board’s November 27, 2024 meeting the Board voted to recommend to the City Council that the referenced unnamed park be named Edgewood Park.

BE IT RESOLVED by the City Council of the City of Glencoe, County of McLeod, Minnesota, that it hereby names the referenced Park to be Edgewood Park.

Adopted by the City Council of Glencoe on the _____ day of _____, 2024.

Ryan Voss, Its Mayor

ATTEST:

Mark D. Larson
City Administrator

Motion: Hueser, seconded by Olson to approve Resolution 2024-17 Naming Outlot B, Glenview Estate No. 1 to be Edgewood Park. Upon a roll call vote, the following voted Aye, Rivera, Olson, and Hueser. The following voted Nay, none. Whereupon the resolution was declared adopted and approved.

D. Updated Contract for Professional Service with CEDA – City Administrator
CEDA has assigned Michael Monson as the CEDA representative for Glencoe. Mike will have office hours in Glencoe on Tuesdays and Fridays every week. Mayor-elect Hueser, Council-elect Jon Dahlke, and EDA Chair Greg Ettl met with Mike on December 13 and reviewed goals and objectives. It is recommended to approve the attached update contract with CEDA for 2025.

Motion: Hueser, seconded by Olson to approve the updated Contract for Professional Service with CEDA. All in favor, the motion carries.

8. ITEMS FOR DISCUSSION

A. Cannabis Update – City Attorney

The State of MN is pushing the licensing process back. Hoping to award licenses by early summer. It does not look like we will need to utilize our emergency ordinance.

B. 2025 Board and Commission Openings – City Administrator

Currently, we have two open seats for the Economic Development Authority, three seats open on the Cemetery Commission, and two seats open on the Library Board.

9. ROUTINE BUSINESS

A. Project Updates

B. Economic Development

C. Public Input

D. Reports

E. City Bills

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

10. ADJOURN

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