



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

TUESDAY, February 18, 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 February 3, 2025
- 3. APPROVE AGENDA**
- 4. PUBLIC COMMENT (agenda items only)**
- 5. PUBLIC HEARINGS**
- 6. BIDS AND QUOTES**
 - A. Siding for Park Shed – Assistant City Administrator Lemen
 - B. Park Shelter Repairs and Siding – Assistant City Administrator Lemen
 - C. IT Management Contract with Nuvera – Assistant City Administrator Lemen
 - D. Tree Removal Quotes for Hennepin Avenue – Brody Bratsch, SEH
- 7. REQUESTS TO BE HEARD**
 - A. First Reading of Ordinance No. 627 an Ordinance amending the City of Glencoe Charter – City Attorney Ostlund
 - B. Waiver of Monetary Limits on Municipal Tort Liability, established by MN Statute 466.04 to the extent of the limits of the liability coverage obtained from the League of MN Cities Insurance Trust – City Administrator Larson
 - C. Planning Commission Membership – Planning Commission Recommendation
- 8. ITEMS FOR DISCUSSION**
 - A. Coalition of Greater MN Legislative Priorities – City Administrator Larson
- 9. ROUTINE BUSINESS**
 - A. Project Updates
 - B. Economic Development
 - C. Public Input
 - D. Reports
 - E. City Bills
- 10. ADJOURN**



SMALL CITY  BIG FUTURE

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

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

GLENCOE CITY COUNCIL MEETING MINUTES

February 3, 2025 – 7:00 PM

City Center Ballroom

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

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

Others: Justin Black, Rich Glennie, Gary Ziemer

1. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

The Meeting was called to order by Mayor Mark Hueser

2. CONSENT AGENDA

A. Approve Minutes of the Regular Meeting of January 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

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

3. APPROVE AGENDA

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

4. PUBLIC COMMENT (agenda items only)

None.

5. PUBLIC HEARINGS

A. Set Public Hearing for MS4 Public Hearing – March 3, 2025

Motion: Lemke, seconded by Rivera to set the Public Hearing for the MS4 Public Hearing on March 3, 2025, at 7:00PM. All in favor, the motion carries.

6. BIDS AND QUOTES

A. Windows for Police Department Conference Room – Police Chief Padilla

The windows in the Police Department Conference Room are needing to be replaced. They are the original windows to the building (1968). The windows have been leaking and are not energy efficient. With the roof replacement in 2024, it is imperative that the windows now be replaced. The window replacement is in the 2025 budget. The City has received a quote for replacement from Rice Companies of Glencoe for \$14,474.00. It has seemed to be difficult to receive multiple quotes for this job.

Motion: Rivera, seconded by Dahlke to approve the quote from Rice Companies for \$14,474.00 for the window replacement. All in favor, the motion carries.

B. Police Squad Car for Investigator – Police Chief Padilla

The Glencoe Police Department (GPD) is requesting to purchase a 2015 Ford Explorer with roughly 127,000 miles on it from McLeod County Sherriff's Office in the amount of \$3,750.00. The vehicle was brought to Sam's Tire and evaluated for serviceability. Sam's recommended replacing an axel seal, battery and fluids, in the amount of \$1,049.81 total (labor included). The total amount for squad and to fix issues is \$4,799.81. The money to purchase the vehicle and repairs would come from the GPD Forfeiture account.

Motion: Maynard, seconded by Dahlke to purchase the 2015 Ford Explorer from McLeod County Sherriff's Office. All in favor, the motion carries.

C. Mechanical System Updates and Air Handler Controls for Glencoe PD – Chief Padilla

It is recommended 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. Controls for the Air Handler would be provided by ARI Mechanical Services Inc for \$8,031.00. It has been difficult to obtain a second quote from another HVAC provider and Control provider.

Motion: Lemke, seconded by Rivera to approve the replacement of the Air Conditioner and Air Handler from Foster Mechanical for \$55,295.00. All in favor, the motion carries.

D. Approve Plans and Specifications and authorize SEH to solicit quotes for the fencing at the Airport Terminal Building – Justin Black SEH

Justin Black with SEH reviewed plans and specifications for the Fencing at the Airport by the new Terminal Building. It is recommended to open quotes on March 7, 2025, at 10:00 AM. Federal and State Funding will provide 95% of the cost for the fencing.

Motion: Lemke, seconded by Maynard to set the bid opening for quotes on March 7, 2025, at 10:00 AM. All in favor, the motion carries.

E. Approve Plans and Specifications and set bid opening on the Pavement Maintenance for the Glencoe Airport (GYL) – Justin Black, SEH

Justin Black with SEH reviewed plans and specifications for the Pavement Management project at the Airport. This is done as maintenance for the pavement

improvements to taxilanes around the hangars and the apron area at the Airport. It is recommended to open quotes on March 7, 2025, at 10:00 AM. State funding will provide 70% of the cost pavement maintenance project.

Motion: Dahlke, seconded by Rivera to set the bid opening for quotes on March 7, 2025, at 10:00 AM. All in favor, the motion carries.

- 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 It is recommended to approve the Plans and Specifications and authorize SEH to solicit quotes for the tree removal. The City Engineer will bring back quotes for approval at an upcoming City Council meeting.

**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.

Motion: Lemke, seconded by Dahlke to approve Resolution 2025-03. Upon a roll call vote, the following voted Aye, Rivera, Dahlke, Maynard, and Lemke. The following voted Nay, none. Whereupon the resolution was declared adopted and approved.

- G. Fencing for the Rotary Dog Park – City Administrator Larson
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 \$39,590.00. The City of Glencoe has committed \$12,500.00 to the project.

Motion: Rivera, seconded by Maynard to approve the Black Vinyl Coated Chain Link Fence from Century Fence for \$39,590.00. All in favor, the motion carries.

H. Hydration Station for the Dog Park – Meeker, McLeod, Sibley Community Health Grant – City Administrator Larson

The Glencoe Rotary Club has received a grant commitment for funding for the purchase of a water hydration station for the Dog Park. This 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 \$6,500.00. It is recommended to authorize the purchase of the hydration station and submit for reimbursement.

Motion: Maynard, seconded by Lemke to approve the purchase of the Hydration Station and submit for reimbursement. All in favor, the motion carries.

7. REQUESTS TO BE HEARD

A. Ordinance No. 627 an Ordinance amending the City of Glencoe Charter – Mark Ostlund, City Attorney

Motion: Lemke, seconded by Dahlke to accept Ordinance No. 627 and set the Public Hearing for March 3, 2025, at 7:15 PM.

B. Appoint member to the Economic Development Authority (EDA) – EDA Recommendation

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.

Motion: Rivera, seconded by Dahlke to appoint Paul Harpel to the EDA. All in favor, the motion carries.

Motion: Dahlke, seconded by Maynard to appoint Jeff Scharpe to the EDA. All in favor, the motion carries.

8. ITEMS FOR DISCUSSION

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

Motion: Lemke, seconded by Dahlke to accept the resignation of Scott Maynard from the Planning and Industrial Commission. All in favor, the motion carries.

9. ROUTINE BUSINESS

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

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

F. Close Meet to discuss Police Union Negotiations

Motion: Dahlke, seconded by Maynard to close the meeting to discuss Police Union Negotiations. All in favor, the motion carries.

10. ADJOURN

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



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GLENCOE



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To: Mayor and City Council

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

Date: February 18, 2025

RE: **Item 6A** - Old Airport Building Exterior Finish

In the spring of 2024 the City of Glencoe moved the old airport arrival and departure building to Oak Leaf Park to utilize as an additional equipment storage and repair facility. City staff were able to perform the majority of the site prep work and complete the task of setting the building in place.

There are a few final items needed for the project to be complete. City staff received quotes for the installation of soffit and fascia as well as the completion of the overhead door. In addition, there will be some insulation installed around the entire building.

All Aspects Builders provided the lowest quote of \$11,000. I am requesting a motion to approve the quote from All Aspects Builders.



All Aspects Builders

8816 120th Street
 Glencoe, MN
 507-995-0739
 treetz@allaspectbuilders.net

ESTIMATE
 EST0235

DATE
 Aug 6, 2024

TOTAL
 USD \$11,000.00

TO

jvoigt@ci.glencoe.mn.us

320-510-0369

DESCRIPTION	RATE	QTY	AMOUNT
steel on walls and soffit and fascia on moved in building price includes framing in walk door and framing in overhead door but not installing overhead door	\$9,200.00	1	\$9,200.00
rail out using 2x4 horizontally and place 1 1/2" insulation in between girts around entire building	\$1,800.00	1	\$1,800.00
TOTAL			USD \$11,000.00

RDV Construction
 6574 100th Street
 Glencoe, MN 55336

Estimate

Date	Estimate #
2/10/2025	2011-603

Name / Address
City of Glencoe Glencoe, MN Airport terminal re-clad exterior

Project

Item	Description	Qty	Cost	Total
Permit	by owner		0.00	0.00
Building Material	Framing, rigid foam insulation, steel panel siding, and related fasteners		7,329.60	7,329.60
Demo	Remove exterior siding		950.00	950.00
Refuse	Dumpster for debris		725.00	725.00
Construction Labor	Install furring to exterior of building, with rigid foam panels between purlins. Infill windows to exterior. Install owners service door, install overhead door jamb and wrap. Install steel panel siding and related trim. Install new soffit panel.		8,750.00	8,750.00
Overhead Door	Option-Overhead Door installation supplied by owner add \$575		0.00	0.00
Thank you for the opportunity to quote this project.			Total	\$17,754.60

Estimate

Schauer and Sons Construction, Inc.
11344 180th Street
Glencoe, MN 55336
320/327-3170
LIC# BC230114
Schauerandsons03@gmail.com

January 27, 2025

City of Glencoe
Attn Jamie Voight

Bid for moved in airport building

Remove existing siding
Frame front wall for overhead and walk door
Tyvek walls
Install 2x4 perlins on cmu walls and existing building
Insulate inbetween perlins with 1 1/2 styrofoam
Install walk door provided by city
Install new aluminum soffit and fascia
Install steel on sidewalls and gables
Clean up and remove any debris

Total=\$19,350.00

Install overhead door provided by city
\$850.00

Due to the rapid changes in current pricing any new changes will be passed on to our customers.

Any foreseen obstructions will be done on a T&M basis.
Please let us know if you have any questions, or if you want to schedule this.

Thank You
Joey Schauer
320-212-3097



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GLENCOE



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To: Mayor and City Council

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

Date: February 18, 2025

RE: **Item 6B** - Oak Leaf Shelter 4 Damage Repair

Shelter 4 at Oak Leaf Park sustained storm damage from a falling tree. The damage is covered by the City insurance policy, however, the replacement of just the damaged area would present an unsightly finish. Therefore, City staff obtained quotes for the additional repairs to maintain aesthetic cohesion.

All Aspects Builders submitted the low bid. The complete quote including the entirety of the shelter is \$17,400. The City insurance is providing \$11,900 in coverage leaving \$5,500 for the City's portion. You will find documentation in the Council packet that provides a financial breakdown.

I am asking that Council motion to approve the overall project for Oak Leaf Shelter #4 to All Aspects Builders, whereas, the City's portion of the expense is \$5,500.



All Aspects Builders

8816 120th Street
Glencoe, MN
507-995-0739
treetz@allaspectsbuilders.net

ESTIMATE

EST0236

DATE

Sep 4, 2024

TOTAL

USD \$17,400.00

TO

jvoigt@ci.glencoe.mn.us

320-510-0369

DESCRIPTION	RATE	QTY	AMOUNT
shed at ball field unable to match existing roof panels price for whole roof using tuff rib panel	\$9,800.00	1	\$9,800.00
replace all panels and wrap overhead doors	\$7,600.00	1	\$7,600.00
	\$0.00	1	\$0.00
TOTAL			USD \$17,400.00



All Aspects Builders

8816 120th Street
Glencoe, MN
507-995-0739
treetz@allaspectsbuilder.net

ESTIMATE

EST0236

DATE

Sep 4, 2024

TOTAL

USD \$11,900.00

TO

jvoigt@ci.glencoe.mn.us

320-510-0369

DESCRIPTION	RATE	QTY	AMOUNT
shed at ball field unable to match existing roof panels price for whole roof using tuff rib panel	\$9,800.00	1	\$9,800.00
east wall damaged by tree with	\$2,100.00	1	\$2,100.00
TOTAL			USD \$11,900.00



All Aspects Builders

8816 120th Street
 Glencoe, MN
 507-995-0739
 treetz@allaspectbuilders.net

ESTIMATE

EST0236

DATE

Sep 4, 2024

TOTAL

USD \$17,400.00

TO

jvoigt@ci.glencoe.mn.us

320-510-0369

DESCRIPTION	RATE	QTY	AMOUNT
shed at ball field unable to match existing roof panels price for whole roof using tuff rib panel	\$9,800.00	1	\$9,800.00
replace all panels and wrap overhead doors	\$7,600.00	1	\$7,600.00
	\$0.00	1	\$0.00
TOTAL			USD \$17,400.00

Insurance 11,900.00
5,500.00



All Aspects Builders

8816 120th Street
 Glencoe, MN
 507-995-0739
 treetz@allaspectsbuilders.net

ESTIMATE

EST0236

DATE

Sep 4, 2024

TOTAL

USD \$11,900.00

TO

jvoigt@ci.glencoe.mn.us

320-510-0369

DESCRIPTION	RATE	QTY	AMOUNT
shed at ball field unable to match existing roof panels price for whole roof using tuff rib panel	\$9,800.00	1	\$9,800.00
east wall damaged by tree with	\$2,100.00	1	\$2,100.00
TOTAL			USD \$11,900.00

LOSS SUMMARY					
Trust Member: City of Glencoe					
Claim No.: CP-361417					
Date of Loss: 6/4/24					
Loss Loc: 28 - Park Shelter #4					
Property Limit: \$49,947					
Damages	Invoice #	Line Item Total	Date Approved	Date Pd	Amount Pd
Glencoe Light & Power (Assist to City) Tree Limb Removal Labor & Equip.	-	\$337.37	10/23/2024	10/23/2024	\$337.37
City Tree Consideration: Labor & Equip.initial limb, & final tree and stump removal, re-planting, etc.	-	\$1,500.00	10/23/2024	10/23/2024	\$1,500.00
All Aspect Builders Shelter Repairs	Est. 0236	\$11,900.00	10/23/2024	10/23/2024	\$11,900.00
Century Fence -Fence Repair	Est. 24250	\$1,825.00	10/23/2024	10/23/2024	\$1,825.00
TOTAL RESULTING DAMAGE					\$15,562.37
Less City Deductible					-1,000
NET PAYMENT TO CITY					\$14,562.37

Estimate

Schauer and Sons Construction, Inc.
11344 180th Street
Glencoe, MN 55336
320/327-3170
LIC# BC230114
Schauerandsons03@gmail.com

January 31, 2025

City of Glencoe
Attn Jamie Voight

Ball park field shed storm damage
Remove existing roof
Install new steel and trims
Remove east side wall of building
Install new steel and trims
Clean up and remove all debris
Total=\$16,324.00

Ball park field shed North/West/South
Remove side wall steel and trims
Install new side wall steel and trims
Clean up and remove all debris
Total=\$13,684.00

Bath room inside of ball field fence
Remove shingles
Put underlayment on roof
Install 2x4 perlins every 2' on roof
Install new steel and trims
Clean up and remove all debris
Total=\$5,126.00

Due to the rapid changes in current pricing any new changes will be passed on to our customers.

Any foreseen obstructions will be done on a T&M basis.
Please let us know if you have any questions, or if you want to schedule this.
Thank You
Joey Schauer
320-212-3097



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To: Mayor and City Council

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

Date: February 18, 2025

RE: **Item 6C** - City of Glencoe Technology Initiatives 2025

Item 6C - Late in 2024 City staff began a cooperative with the City of Glencoe IT provider Nuvera to audit our IT systems for security and functionality. The audit did outline areas for improvement and efficiency. The results were discussed at multiple council workshops that included representatives from Nuvera. After reviewing the results and discussing them, I requested Nuvera provide the City with a quote for updated services.

The quote from Nuvera, along with the discussions with Council and City staff, led me to reach out to other cities and the League of Minnesota Cities IT representative, Christian Torkelson, to discuss the proposal Nuvera provided the City of Glencoe. The feedback I received gives me confidence in recommending that the City should move forward with the proposal that Nuvera provided.

This process has shed light on initiatives that City staff will be undertaking in the future to help navigate cybersecurity concerns and operating software efficiency. I recently have completed a class on cybersecurity risk awareness through FEMA and Norwich University Applied Research Institutes (NUARI) and will provide opportunities for other City staff to participate in these training as well.

In closing, I am asking for a motion to approve the quote for updated IT services from Nuvera.



NCPC
National Cybersecurity
Preparedness Consortium

Certificate of Training

Mark Lemen Jr

successfully completed

AWR-383 Cybersecurity Risk Awareness for Officials and Senior Management

on February 12, 2025

demonstrating a dedication to cybersecurity professional development.



FEMA

Course instruction provided by
NUARI
NORWICH UNIVERSITY APPLIED RESEARCH INSTITUTES

**PHIL SUSMANN, PRESIDENT -
NORWICH UNIVERSITY
APPLIED RESEARCH
INSTITUTES**

4 course hours



Sales Proposal

Proposal For:
 CITY OF GLENCOE
 1107 11TH ST E SUITE 107
 GLENCOE, MN 55336

Date: 10/28/2024, 10:44 AM
Proposal #: Q-02007
Proposal Valid Until: 11/27/2024
 Quote Term: 3 Years

MARK LARSON
 Email: mlarson@ci.glencoe.mn.us
 Phone: 320-510-350

Prepared by:
 Tim Mannion
 Email: timmannion@nuvera.net

Comments/Special Instructions:

Scope of Work:

Monthly Recurring Charges

QTY	DESCRIPTION	RATES	EXT. RATES
1	Server Premium Seat	\$125.00	\$125.00
46	Workstation Standard Seat	\$50.00	\$2,300.00
4	MS O365 Business Basic	\$6.00	\$24.00
4	MS Defender O365 Plan 1	\$1.95	\$7.80
1	Meraki MX84 - Licensing only	\$64.95	\$64.95
1	Internet Ethernet 100Mb w/ SLAs - City Center	\$399.95	\$399.95
1	Internet Equipment Fee Bu	\$13.95	\$13.95
1	Internet Static IP	\$10.00	\$10.00
1	Secondary Circuit, City Center, 200/200 Broadband	\$79.95	\$79.95
1	Internet Equipment Fee Bu	\$13.95	\$13.95
1	200/200 Broadband - Pool	\$79.95	\$79.95
1	Internet Equipment Fee Bu	\$13.95	\$13.95
6	ITFST Onsite Hours	\$100.00	\$600.00
3	FV Analog	\$19.95	\$59.85
29	FV Basic	\$19.95	\$578.55
6	FV Premium	\$29.95	\$179.70
1	FV Auto Attendant	\$9.95	\$9.95
5	FV Add'l Number	\$4.95	\$24.75

QTY	DESCRIPTION	RATES	EXT. RATES
2	FV Yealink T58W Pro	\$4.95	\$9.90
4	FV Yealink EXP40 Exp Mod	\$2.95	\$11.80
3	FV Yealink W56H Handset	\$2.95	\$8.85
1	VM Greeting Only	\$4.95	\$4.95
2	VLAN CKT \$550.00 VLAN Port 100/100 \$300.00 Service Loyalty Disc. (\$552.50) (2)	\$148.75	\$297.50
3	VLAN Port(s) 100/100 \$300 x 3 = \$900 Service Loyalty Discount x3 = (\$585.00)	\$105.00	\$315.00
1	VLAN Port 20/20 - \$225.00 Service Loyalty Discount - (\$146.25)	\$78.75	\$78.75
1	Nuvera 1000 Long Distance Plan	\$19.95	\$19.95
4	KnowBe4	\$2.95	\$11.80
1	Dedicated Server Standard \$249.95 Dedicated Server Additional 100GB (2) \$29.90	\$279.85	\$279.85
TOTAL:			\$5,624.60



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To: Mayor and City Council

From: Mark Larson, City Administrator

Date: February 14, 2025

RE: **Item 6D – Tree Removal Quotes**

Item 6D – Three quotes were received for the Tree Removal on the 2025 Hennepin Avenue Project on February 14, 2025 at 10:00 AM.

It is recommended to approve the low quote of TreeStory Inc of Dassel, MN for \$26,000.



Building a Better World
for All of Us®

February 14, 2025

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

Honorable Mayor
and Members of the City Council
1107 11th Street E, Suite 107
Glencoe, MN 55336

Dear Mayor and Council Members:

At 10:00 a.m., Friday, February 14, 2025, three bids were received for the above-referenced project. The bids ranged from a high of \$74,260 to a low of \$26,000. The Engineer's Estimate was \$29,300. The low bid was submitted by TreeStory, Inc. The results were as follows:

Contractor	Total Bid
Engineer's Estimate	\$29,300.00
TreeStory, Inc. Dassel, MN	\$26,000.00
Castle Rock Contracting and Tree Service, LLC Castle Rock, MN	\$36,400.00
Husky Construction, Inc. Elk River, MN	\$74,260.00

We find no reason to deny awarding the contract to TreeStory, Inc. TreeStory, Inc. has done satisfactory work with SEH previously. If the council agrees, it is recommended that you make the award to this contractor.

Sincerely,

Justin Black, PE
Project Manager
(Lic. MN)

jb

X:\F\J\G\LENC\175513\6-bid-const\Tree Removal Quotes\RecAwdLtr.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



TABULATION OF BIDS

2025 Hennepin Avenue (CSAH 2) Street and Utility Improvement Project - Tree Removals Glencoe, Minnesota SEH No.: GLENC 175513 Bid Date: 10:00 a.m., Friday, February 14, 2025				Engineer's Estimate \$29,300.00		TreeStory, Inc. PO Box 676 Dassel, MN 55325 \$26,000.00		Castle Rock Contracting & Tree Service, LLC 4455 28th Street, PO Box 514 Castle Rock, MN 55010 \$36,400.00		Husky Construction, Inc. 12060 239th Avenue NW Elk River, MN 55330 \$74,260.00	
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
2021.501	MOBILIZATION	LUMP SUM	1.0	\$4,000.00	\$4,000.00	\$2,000.00	\$2,000.00	\$3,000.00	\$3,000.00	\$7,200.00	\$7,200.00
2101.504	CLEARING (15" OR SMALLER)	TREE	8.0	350.00	2,800.00	200.00	1,600.00	300.00	2,400.00	820.00	6,560.00
2101.504	CLEARING (16" OR LARGER)	TREE	40.0	500.00	20,000.00	500.00	20,000.00	650.00	26,000.00	1,425.00	57,000.00
2563.601	TRAFFIC CONTROL	LUMP SUM	1.0	2,500.00	2,500.00	2,400.00	2,400.00	5,000.00	5,000.00	3,500.00	3,500.00
TOTAL BID PRICE					\$29,300.00	\$26,000.00	\$36,400.00	\$74,260.00			



SMALL CITY & BIG FUTURE

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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 Neld

GLENCOE



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To: Mayor and City Council

From: Mark Larson, City Administrator

Date: February 14, 2025

RE: **Item 7A – Ordinance Number 627**

Item 7A – It is the recommendation of the Charter Commission to approve Ordinance Number 627 which amends the City of Glencoe Charter.

A public hearing will be held on the Ordinance on March 3, 2025 at 7:00 PM

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

From: Mark Larson, City Administrator

Date: February 14, 2025

RE: **Item 7B – Waiver of Tort Liability Limits**

Item 7B – It is recommended to waive tort liability limits established by statute and purchase excess liability coverage from the League of MN Cities Insurance Trust. This has been done annually and provides additional coverage for a potential claimant in excess of that established by law.

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



LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage. [Email completed form to your city's underwriter, to pstech@lmc.org](mailto:pstech@lmc.org), or fax to 651.281.1298.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. *The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.* The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: _____

Check one:

The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).

The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: _____

Signature: _____

Position: _____



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To: Mayor and City Council

From: Mark Larson, City Administrator

Date: February 14, 2025

RE: **Item 7C – Planning Commission Member Recommendation**

Item 7C – It is the recommendation of the Planning and Industrial Commission to appoint Josh Miller to the Commission to replace Scott Maynard.

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

City of Glencoe
Planning and Industrial Commission
Meeting Minutes

Thursday, February 13, 2025

Glencoe City Center West Conference Room, 7:00 PM

Acting chair Kevin Dietz called the meeting to order at 7:00 PM. Commissioners present were Bob Scheidt, Kevin Dietz, Bob Senst, Amanda Johnson, and Scott Maynard. Assistant Administrator Mark Lemen, City Attorney Mark Oslund, and City Mayor Mark Hueser were present. Also, present was Josh Miller.

Planning Commission Agenda #1: Approve minutes from December 12, 2024, Planning Commission Meeting.

Hearing no corrections or additions, a motion was made by Kevin Dietz to approve the minutes. It was seconded by Bob Scheidt. All members present voting in favor, the motion passed.

Planning Commission Agenda #2: Elect Officers for 2025.

Bob Senst elected Kevin Dietz to be acting chair. All present members voted in favor, Kevin Deitz was elected acting chair. Bob Senst elected Bob Scheidt to Vice Chair. All present members voted in favor, Bob Scheidt was elected Vice Chair. Bob Senst elected Amanda Johnson to be Secretary. All present members voted in favor, Amanda Johnson was elected secretary.

Planning Commission Agenda #3: Open Planning Commission Seat- Assistant City Administrator Lemen.

Josh Miller was introduced for the seat position. Bob Scheidt made motion to approve, Bob Senst seconded motion. All members present voting in favor, the motion passed.

Planning Commission Agenda #4: Review Ordinance Changes- Mark Ostlund

Reviewed zoning ordinance changes.

Planning Commission Agenda #5: Adjourn

With no further business, Bob Scheidt made a motion to adjourn. Bob Senst seconded the motion, with all members present voting in favor the motion carried.



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

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

NAME Josh Miller
ADDRESS 505 1st St E
EMAIL josh.miller8906@gmail.com
YEARS AS GLENCOE RESIDENT 5

TODAY'S DATE 1-9-25
TELEPHONE 320-298-9563
EMPLOYER Arnold's of Glencoe
OCCUPATION sales

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 would like to be
a more involved ~~individual~~ individual in my community as I take
pride in it

Describe any prior/current experience that may relate to serving on this board/commission: _____
I was on our church council as a trustee, which
has to do with planning

List other municipal boards/commissions you have served on:

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

Josh Miller
Signature of Applicant

1-9-25
Date



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GLENCOE



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To: Mayor and City Council

From: Mark Larson, City Administrator

Date: February 14, 2025

RE: **Item 8A – Coalition of Greater MN Cities (CGMC) Legislative Priorities**

Item 8A – I attended the CGMC Legislative Conference in St. Paul on February 12th. I will review some of the priorities of the CGMC is promoting to the legislature this year.

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

2025 CGMC TOP LEGISLATIVE PRIORITIES

LOCAL GOVERNMENT AID (LGA) & TAXES

- Add inflation & population growth to LGA appropriation on an ongoing basis
- Allow cities to authorize their own local sales tax (LST) under certain circumstances
- End local sales tax moratorium

WATER & WASTEWATER INFRASTRUCTURE

- \$299M in total funding for Public Facilities Authority (PFA) programs to support water & wastewater infrastructure
 - Increase grant caps for both the Point Source Implementation Grant Program (PSIG) & the Water Infrastructure Fund (WIF) to \$12M
- \$240M for lead service line replacement

CHILD CARE

- \$20M in bonding for the Greater MN Child Care Facilities Grant Program
- Advocate to increase funding for the DEED Child Care Economic Development grants

HOUSING

- Advocate for \$20 million for the Greater MN Housing Infrastructure Grants Program for FY26-27 & ongoing
- Eliminate income restriction for housing Tax Increment Finance (TIF) for Greater MN
- Oppose one-size-fits-all zoning & land use mandates on cities

ECONOMIC DEVELOPMENT

- Invest in the Greater MN Business Development Public Infrastructure (BDPI) Program
 - \$20M in general obligation bonds
 - Continue \$2.5M in annual general fund appropriations

TRANSPORTATION

- Support an infusion of \$400M in trunk highway bonds into the Corridors of Commerce program to address safety needs of highway travel in Greater MN
- Support \$250M in bonding for the Local Road Improvement Program & \$200M for the Local Bridge Replacement Program
- Support policies to speed up the phase-in of ongoing funding for small city streets
- Reduce the burden of highway expansion project GHG impact assessment legislation to ensure Greater MN highway safety projects can move forward without delay

EMERGENCY MEDICAL SERVICES (EMS)

- Support legislation that invests dedicated, ongoing monies to help support PSA license holders bridge a financial gap toward a long-term EMS sustainability plan
- Support long-term funding & reimbursement improvement strategies
- Support state policy changes that work toward workforce retention & recruitment improvements in Greater MN



[@GreaterMNCities](https://twitter.com/GreaterMNCities)



greatermncities.org

Created for the Coalition of Greater Minnesota Cities by Flaherty & Hood, P.A. 2/10/25.



HOW YOU CAN HELP GREATER MINNESOTA

The list of challenges facing our cities statewide is constantly growing and evolving. As a legislator, here are a few things you can do during this legislative session to support our communities and ensure they continue to thrive...



PASS A BONDING BILL Pass a bonding bill that includes...

- \$299M for the Public Facilities Authority (PFA)
- Raising caps on Water Infrastructure Fund (WIF) & Point Source Implementation Grant (PSIG) awards to \$12M
- \$20M for the Greater MN Business Development Public Infrastructure (BDPI) grant program & continue \$2.5M in annual general fund appropriations
- \$20M for the Greater MN Housing Infrastructure grant program for FY26-27 & ongoing
- \$20M for the Greater MN Childcare Facilities grant program

SHORE UP MINNESOTA'S EMS SYSTEM Invest in our first responders by...

- Supporting a sustainable, ongoing funding solution for rural EMS

OPPOSE ONE-SIZE-FITS-ALL ZONING & LAND USE MANDATES Support our local governments by...

- Acknowledging that one-size-fits-all policies...
 - Usurp local planning authority, expertise, & community voices
 - Create concerns with infrastructure deployment
 - Will not address the unique housing challenges in Greater MN

HELP RESTRAIN LOCAL PROPERTY TAXES Ensure reliable city services for communities by...

- Adding inflation & population growth to LGA appropriation on an ongoing basis
- Allowing cities to authorize their own local sales tax (LST) under certain circumstances
- Ending local sales tax moratorium



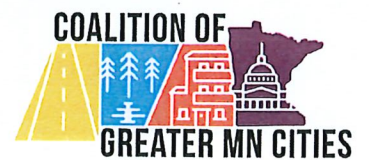


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FREQUENTLY ASKED QUESTIONS: WHAT SETS CGMC APART

DOES IT REALLY MATTER IF GREATER MN HAS ITS OWN LOBBYISTS?

Years of experience have shown that if CGMC doesn't speak up on certain issues, no one will — and surely no one who is specifically looking out for Greater Minnesota. The cities of Minneapolis and St. Paul have several lobbyists working for them at the Capitol, as do communities across the metro area through the Metro Cities organization and the Met Council. Greater Minnesota deserves the same strong team of advocates looking out for your communities, and CGMC provides that team.

IS CGMC JUST ANOTHER PARTISAN ORGANIZATION?

No! We are a nonpartisan organization and the city officials involved in CGMC cover every corner of the ideological spectrum. We have strong positive relationships and work closely with members of both parties to advance the needs of Greater Minnesota — and we aren't afraid to criticize either party when their actions warrant it.

HOW IS CGMC DIFFERENT FROM THE LEAGUE OF MINNESOTA CITIES?

While the League of Minnesota Cities (LMC) covers issues that impact *all* cities across the state, CGMC focuses specifically on the unique needs and interests of cities in Greater Minnesota. The work of CGMC and LMC is often complementary, but our distinct focus means we advocate for rural communities in ways that LMC does not. By concentrating on needs and issues from a Greater Minnesota perspective, we strive to ensure that Greater Minnesota receives its fair share of state resources such as Local Government Aid, bonding dollars, economic development programs, and more.

MY CITY HIRES A CONTRACT LOBBYIST TO WORK ON OUR ISSUES. WHY DO WE NEED TO JOIN CGMC?

Many cities hire a contract lobbyist or employ a staff member tasked with advancing specific bills at the Legislature. They are great for bringing attention to a city-specific project, but no single contract lobbyist for an individual city is able to influence statewide policy on the "big issues" like LGA or transportation funding. When it comes to these types of major issues, a well-established association of like-minded advocates who can wield their collective power is far more effective.

WON'T CGMC JUST DO THE SAME WORK WHETHER OR NOT OUR CITY IS A MEMBER?

There are certainly many cities who are not members of the CGMC but who still reap the benefits of our work. However, the cities who join CGMC understand that accomplishing favorable outcomes for Greater Minnesota requires cities to work together and put up a united front. CGMC cannot achieve success for all Greater Minnesota cities without a large group of member cities who support our shared goals and priorities.

IT SEEMS LIKE CGMC SPENDS A LOT OF TIME ON LOCAL GOVERNMENT AID, BUT MY CITY DOES NOT RECEIVE LGA. WHY SHOULD WE BE A MEMBER?

CGMC is most known for our advocacy on LGA, but we work on many other issues that are important to cities across Greater Minnesota. Child care, housing, broadband, transportation, environmental regulations, and annexation are just a few of the other critical issues we work on. In addition, we provide a discount on CGMC membership for cities that do not receive LGA. If your city's dues work out to be more than the LGA you receive, you are only charged for half of what your dues would otherwise be.

MORE QUESTIONS?

Get in touch with the CGMC at CGMC_Communications@flaherty-hood.com or by visiting greatermncities.org.



FREQUENTLY ASKED QUESTIONS: CGMC BASICS

WHAT IS THE CGMC?

We are a nonprofit, nonpartisan advocacy organization representing more than 100 cities outside of the Twin Cities metropolitan area. We advocate for the unique needs of Greater Minnesota cities on issues such as Local Government Aid, economic development, environment, transportation, and more. CGMC is led by a board of directors made up of mayors, city councilors, and city staff members from across Greater Minnesota.

DOES CGMC PROVIDE ANY NON-LEGISLATIVE SERVICES?

In addition to our legislative advocacy, we have a public labor and employment program that provides our members with data and information on topics ranging from negotiations with unions to disciplining employees and other workplace situations. Our labor team conducts seminars and webinars and was a vital resource during the COVID-19 pandemic as our member cities navigated the new realities for their employees and workplaces. CGMC member cities are also entitled to reduced fees on legal services related to labor and employment issues.

HOW DOES CGMC CALCULATE MEMBERSHIP DUES?

For most cities, dues are calculated based on a \$1,500 base fee plus an amount per capita (which is tiered so that larger cities pay more per capita than smaller cities). A different calculation is used for cities with populations greater than 35,000. We have a four-year phase-in fee schedule for new members or returning cities that have not been members in the last five years. For those cities, dues are phased in starting at 25% of the total in the first year and then stepping up to 50%, 75%, and finally 100% over the next three years. This phase-in schedule allows new members to see the work of the CGMC and participate in our programs for just a small initial investment.

DOES CGMC HOST ANY EVENTS?

We host several events each year including our Summer Conference, Fall Conference, Legislative Action Day (our annual "lobby day" at the Capitol in St. Paul), and seminars on labor & employment issues. In addition to our in-person events, we often conduct webinars to provide in-depth information on specific issues that may impact your city.

HOW & WHEN WAS THE CGMC ESTABLISHED?

Our origins stem from the early 1970s, when several Greater Minnesota mayors began to express concerns that their communities were not receiving adequate attention at the Legislature. They decided Greater Minnesota cities needed their own representation at the Capitol. CGMC started with just 13 cities and was led by enthusiastic city officials who hired lobbyists, met regularly with legislators, promoted their ideas in the media, and developed a strong presence around the Capitol, all while continuing to welcome additional members into the fold.

HOW DOES CGMC DECIDE WHICH ISSUES TO WORK ON?

Our legislative advocacy focuses on six main areas: LGA & property taxes, economic development, environment, transportation, annexation & land use, and EMS delivery. Within these areas, priorities and positions are selected based on input gleaned from our members through subcommittee meetings and informal discussions. Our official legislative priorities and positions are adopted by CGMC's full membership at our Fall Conference in November.

HOW DOES CGMC COMMUNICATE WITH ITS MEMBERS?

We keep in touch with members in several ways. The most consistent is through the CGMC in Brief, our weekly e-newsletter that provides updates on activities at the Legislature, emerging issues, grant opportunities, and upcoming events. We also offer opportunities to delve more deeply into specific topics through webinars featuring CGMC staff or outside guests and experts. In addition, CGMC staff members visit as many of our member cities between legislative sessions as possible. These visits can take many forms: Zoom meetings, face-to-face with the mayor and staff, or a presentation to the whole council.

MY CITY HAS A SPECIFIC BONDING PROJECT OR NEED FOR A LOCAL BILL, CAN CGMC HELP US?

We do not lobby or take positions on legislation that is specific to individual cities. However, our expert staff is always happy to offer advice and perspective to our members on the Legislature and the legislative process.



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

CITY OF GLENCOE BILLS

FEBRUARY 18, 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 11-27-24	\$81,857.55
WIRE TRANSFER	MULT DEPTS:EMP/CITY PAYROLL TAXES,HSA,PERA,D COMP,CAFE	\$53,571.34
	TOTAL PREPAID BILLS ----->	<u><u>\$135,428.89</u></u>

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

FEB 18, 2025 PREPAID BILLS

Date: 02/14/2025

Time: 10:35 am

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
BREAKTHRU BEVERAGE	0513	LIQUOR: MERCH FOR RESALE	183446	11/22/2024	<u>7,384.44</u>
				Vendor Total:	7,384.44
C & L DISTRIBUTING	0492	LIQUOR: MERCH FOR RESALE	183447	11/22/2024	<u>12,736.75</u>
				Vendor Total:	12,736.75
DAHLHEIMER BEVERAGE	0003	LIQUOR: MERCH FOR RESALE	183448	11/22/2024	<u>19,050.62</u>
				Vendor Total:	19,050.62
JOHNSON BROS - ST PAUL	0504	LIQUOR: MERCH FOR RESALE	183449	11/22/2024	<u>1,614.88</u>
				Vendor Total:	1,614.88
MARLIN'S TRUCKING	1387	LIQUOR: MERCH FOR RESALE	183450	11/22/2024	<u>442.75</u>
				Vendor Total:	442.75
MORGAN CREEK VINEYARDS	0784	LIQUOR: MERCH FOR RESALE	183451	11/22/2024	<u>138.00</u>
				Vendor Total:	138.00
NOTHING BUT HEMP	0275	LIQUOR: MERCH FOR RESALE	183452	11/22/2024	<u>792.00</u>
				Vendor Total:	792.00
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR: MERCH FOR RESALE	183453	11/22/2024	<u>5,050.26</u>
				Vendor Total:	5,050.26
SOUTHERN GLAZER'S OF MN	1429	LIQUOR: MERCH FOR RESALE	183454	11/22/2024	<u>4,151.22</u>
				Vendor Total:	4,151.22
VIKING BEVERAGES	0973	LIQUOR: MERCH FOR RESALE	183455	11/22/2024	<u>7,318.60</u>
				Vendor Total:	7,318.60
WINE MERCHANTS	0667	LIQUOR: MERCH FOR RESALE	183456	11/22/2024	<u>500.00</u>
				Vendor Total:	500.00
				Grand Total:	59,179.52
				Less Credit Memos:	0.00
				Net Total:	59,179.52
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	59,179.52
	Total Invoices:	11			

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

FEB 18, 2025 PREPAID BILLS

Date: 02/14/2025

Time: 10:36 am

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
BELLBOY CORPORATION	1113	LIQUOR: MERCH FOR RESALE	183603	11/27/2024	<u>1,135.84</u>
				Vendor Total:	1,135.84
BREAKTHRU BEVERAGE	0513	LIQUOR: MERCH FOR RESALE	183604	11/27/2024	<u>4,120.76</u>
				Vendor Total:	4,120.76
JOHNSON BROS - ST PAUL	0504	LIQUOR: MERCH FOR RESALE	183605	11/27/2024	<u>1,743.25</u>
				Vendor Total:	1,743.25
MINNESOTA CHILD SUPPORT	1646	POLICE: CHILD SUPPORT PAYMENT	183609	12/06/2024	<u>249.65</u>
				Vendor Total:	249.65
MINNESOTA PUBLIC EMPLOYEE	1439	POLICE: UNION DUES	183610	12/06/2024	<u>155.05</u>
				Vendor Total:	155.05
NCPERS GROUP LIFE INS	1619	ADMIN: INS. PREMIUM	183611	12/06/2024	<u>16.00</u>
				Vendor Total:	16.00
PHILLIPS WINE & SPIRITS, INC.	1010	LIQUOR: MERCH FOR RESALE	183606	11/27/2024	<u>2,060.18</u>
				Vendor Total:	2,060.18
PPLSI	0485	MULT DEPTS: INS PREMIUM	183612	12/06/2024	<u>112.60</u>
				Vendor Total:	112.60
ROLLING FORKS VINEYARDS	0135	LIQUOR: MERCH FOR RESALE	183607	11/27/2024	<u>180.00</u>
				Vendor Total:	180.00
SOUTHERN GLAZER'S OF MN	1429	LIQUOR: MERCH FOR RESALE	183608	11/27/2024	<u>1,350.13</u>
				Vendor Total:	1,350.13
VISA	0350	MULT DEPTS: TONER, SOFTWARE JUDGE MEALS, DUES, ADVERTISING	183613	12/06/2024	<u>4,327.96</u>
				Vendor Total:	4,327.96
				Grand Total:	15,451.42
				Less Credit Memos:	0.00
				Net Total:	<u>15,451.42</u>
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	<u>15,451.42</u>
	Total Invoices:	11			

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

FEB 18, 2025 - REGULAR BILLS

Date: 02/14/2025

Time: 1:19 pm

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
A & K REPAIR	0001	WWTP, LIQUOR: BELTS, HVAC REPAIR	0	00/00/0000	<u>953.85</u>
				Vendor Total:	953.85
ARNOLD COMPANIES	0493	CITY CENTER: DAMAGE DEPOSIT REFUND	0	00/00/0000	<u>200.00</u>
				Vendor Total:	200.00
AT&T MOBILITY	1205	MULT DEPTS: PHONE BILL	0	00/00/0000	<u>683.30</u>
				Vendor Total:	683.30
AXON ENTERPRISE, INC	0439	POLICE: CAMERAS FOR SQUAD CARS	0	00/00/0000	<u>7,740.00</u>
				Vendor Total:	7,740.00
BCA-TRAINING & DEVELOPMENT	1019	POLICE: TRAINING	0	00/00/0000	<u>300.00</u>
				Vendor Total:	300.00
BORDER STATES INDUSTRIES INC	0852	CITY CENTER: LIGHTS	0	00/00/0000	<u>838.54</u>
				Vendor Total:	838.54
CARD SERVICES	0330	MULT DEPTS: MERCH FOR RESALE, LAB SUPPLIES	0	00/00/0000	<u>355.94</u>
				Vendor Total:	355.94
CARS ON PATROL SHOP LLC &	1365	POLICE: SQUAD SETUP	0	00/00/0000	<u>330.00</u>
				Vendor Total:	330.00
CENTERPOINT ENERGY	0204	MULT DEPTS: NATURAL GAS	0	00/00/0000	<u>22,041.71</u>
				Vendor Total:	22,041.71
COMPANION LIFE INSURANCE	1859	MULT DEPTS: INS PREMIUMS	0	00/00/0000	<u>3,367.71</u>
				Vendor Total:	3,367.71
CORE & MAIN LP	1741	WATER: CLAMPS	0	00/00/0000	<u>301.13</u>
				Vendor Total:	301.13
FLAHERTY & HOOD, P.A.	0441	ADMIN: LEGAL FEES	0	00/00/0000	<u>380.00</u>
				Vendor Total:	380.00
FLEXIBLE PIPE TOOLS &	0080	WWTP: GAUGES, SWITCH, COUPLERS	0	00/00/0000	<u>364.90</u>
				Vendor Total:	364.90
FRANKLIN PRINTING INC.	0085	WATER: TONER	0	00/00/0000	<u>265.90</u>
				Vendor Total:	265.90
GILLETTE PEPSI COMPANIES, INC	0496	LIQUOR: MERCH FOR RESALE	0	00/00/0000	<u>360.00</u>
				Vendor Total:	360.00
GLENCOE CO-OP ASSN.	1842	STREET, PARK, WATER, WWTP: FUEL	0	00/00/0000	<u>3,075.29</u>
				Vendor Total:	3,075.29
GLENCOE FLEET SUPPLY	2074	MULT DEPTS: PAINT, DEGREASER, HARDWARE, BATTERIES	0	00/00/0000	<u>1,049.02</u>
				Vendor Total:	1,049.02
GOPHER STATE ONE CALL	0482	WATER, WWTP, STORM: LOCATE TICKETS	0	00/00/0000	<u>62.15</u>
				Vendor Total:	62.15
HAWKINS, INC.	1133	WATER: CHEMICALS	0	00/00/0000	<u>4,097.45</u>
				Vendor Total:	4,097.45
HERALD JOURNAL PUBLISHING	1442	ADMIN, CITY CENTER: ADVERTISING	0	00/00/0000	<u>901.47</u>
				Vendor Total:	901.47
HUEMOELLER, GONTAREK &	1800	ADMIN: LEGAL SERVICES	0	00/00/0000	<u>4,081.00</u>
				Vendor Total:	4,081.00
ID SIGN SOLUTIONS	0219	POLICE: SPEED SIGN AND BRACKETS	0	00/00/0000	<u>9,013.62</u>
				Vendor Total:	9,013.62
INDEPENDENT EMERGENCY SER	0969	POLICE: 911 SERVICE	0	00/00/0000	<u>32.31</u>
				Vendor Total:	32.31
KDUZ - KARP - KGLB	2248	ADMIN, LIQUOR: ADVERTISING	0	00/00/0000	<u>1,951.00</u>
				Vendor Total:	1,951.00

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

FEB 18, 2025 - REGULAR BILLS

Date: 02/14/2025

Time: 1:19 pm

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
KONE CHICAGO	0800	ADMIN, LIBRARY, CITY CENTER: ELEVATOR MAINT.	0	00/00/0000	1,182.30
				Vendor Total:	1,182.30
KUNKEL ELECTRICAL, INC	2246	WATER: ELECTRICAL SERVICE AT WATER PLANT	0	00/00/0000	2,100.00
				Vendor Total:	2,100.00
KWIK TRIP	1653	POLICE: FUEL	0	00/00/0000	2,186.07
				Vendor Total:	2,186.07
LEAGUE OF MN CITIES	1323	WATER, WWTP STORM: CITY DAY ON HILL, COALITION CONTRIB	0	00/00/0000	895.00
				Vendor Total:	895.00
LIGHT & POWER COMMISSION	1484	MULT DEPTS: ELECTRICING, CREDIT CARD & BILLING FEES	0	00/00/0000	28,606.40
				Vendor Total:	28,606.40
MCLEOD COOP. POWER ASS'N.	0201	ADMIN, AIRPORT: ELECTRICITY	0	00/00/0000	1,144.40
				Vendor Total:	1,144.40
MCLEOD COUNTY SHERIFF'S OFF	1581	POLICE: 2015 FORD EXPLORER	0	00/00/0000	3,750.00
				Vendor Total:	3,750.00
MENARDS - HUTCHINSON	2184	CITY CENTER: TOTES	0	00/00/0000	229.82
				Vendor Total:	229.82
METRO SALES, INC	1066	POLICE: OFFICE EQUIPMENT LEASE	0	00/00/0000	235.57
				Vendor Total:	235.57
MID-AMERICAN RESEARCH CHEM	1032	PARK: CLEANING SUPPLIES	0	00/00/0000	244.50
				Vendor Total:	244.50
MNSPECT	0722	CODE ENFORCEMENT: BUILDING & RENTAL INSPECTIONS	0	00/00/0000	5,020.61
				Vendor Total:	5,020.61
MORRIS ELECTRONICS INC	1372	POLICE: ANNUAL MAINTENANCE	0	00/00/0000	288.44
				Vendor Total:	288.44
MVTL, INC.	0353	WWTP: LAB TESTING	0	00/00/0000	137.60
				Vendor Total:	137.60
NELSON ELECTRIC MOTOR REPAIR	1277	WWTP: PUMP REPAIR	0	00/00/0000	4,550.00
				Vendor Total:	4,550.00
NORTH CENTRAL LABORATORIES	0631	WWTP: LAB SUPPLIES	0	00/00/0000	426.73
				Vendor Total:	426.73
OXYGEN SERVICE COMPANY	0653	STREET: WELDING SUPPLIES	0	00/00/0000	17.98
				Vendor Total:	17.98
PREMIUM WATERS, INC.	1081	MULT DEPTS: WATER	0	00/00/0000	217.22
				Vendor Total:	217.22
RELIANCE STANDARD LIFE INS CO	1915	MULT DEPTS: INS PREMIUMS	0	00/00/0000	1,220.51
				Vendor Total:	1,220.51
SAM'S TIRE SERVICE INC.	0250	POLICE, WATER: TIRE REPAIR	0	00/00/0000	148.60
				Vendor Total:	148.60
SOUTHWEST INITIATIVE	1062	ADMIN: 2025 APPROPRIATION	0	00/00/0000	500.00
				Vendor Total:	500.00
STAR GROUP, L.L.C.	0972	STREET, PARK, WWTP: OIL, BEARINGS, BRAKES, FILTERS	0	00/00/0000	573.01
				Vendor Total:	573.01
THOMSON REUTERS	1260	POLICE: INVESTIGATION SERVICES	0	00/00/0000	191.10
				Vendor Total:	191.10

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

FEB 18, 2025 - REGULAR BILLS

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City of Glencoe

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
TOWMASTER	2207	STREET: CHAIN, SHACKLE	0	00/00/0000	187.66
				Vendor Total:	187.66
TRI-COUNTY WATER	1016	STREET, REIMB: WATER	0	00/00/0000	30.50
				Vendor Total:	30.50
TRIMARK MARLINN, LLC	0057	LIQUOR: MERCH FOR RESALE	0	00/00/0000	649.51
				Vendor Total:	649.51
TROJAN TECHNOLOGIES	2136	WWTP: SEALS, CLEANERS, O-RINGS	0	00/00/0000	507.00
				Vendor Total:	507.00
TWIN CITIES & WESTERN R.R.	0590	REIMB: PARKING LOT LEASE	0	00/00/0000	5,000.00
				Vendor Total:	5,000.00
ULINE	1419	WATER: FIRE EXTINGUISHER	0	00/00/0000	140.83
				Vendor Total:	140.83
VOIGT, JAMES	1894	STREET: HOTEL REIMB.	0	00/00/0000	210.03
				Vendor Total:	210.03
				Grand Total:	123,337.68
				Less Credit Memos:	0.00
				Net Total:	123,337.68
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	123,337.68
	Total Invoices:	54			