

Glyndon City Council

01/10/2018

7:00 p.m. Regular Council Meeting

Following the Public Hearing

Glyndon Community Center

1. **Call to Order:** Mayor Cecil Johnson called the meeting to order at 7:15 p.m.

2. **Roll Call:** Council Members Present: Dave Owings, Justin Schreiber, Joe Olson and Kimberly Savageau, Maintenance Supervisor Scott Lofgren, City Clerk Wendy Affield, City Attorney Ken Norman, City Engineers Kris Carlson and Alex Ranz.

As Per Sign in Sheet: Bryant Devries, Ken Parke, Kelly Richards, Frank Gross, and Corey Trick

3. **Motion to Approve Consent Agenda**
 - a. Minutes – 12-27-17 Council Meeting
 - b. Minutes – 2-8-17 Council Meeting
 - c. Minutes – 2-15-17 Council Meeting
 - d. Approve Resolution of Payments - A motion was made by Dave Owings to approve the Consent Agenda, seconded by Justin Schreiber. All in favor.
Motion Carried.

4. **Additions to Agenda**
 - None

5. **Motion to Approve Agenda**

A motion to approve the 01/10/2018 Agenda was made by Joe Olson, seconded by Kimberly Savageau. All in favor.
Motion Carried.

6. **New Business**
 - a. **Annual Organizations**
 1. **Official Depositories** – Northwestern Bank in Dilworth
 2. **Official Papers for Publication and Public Notices** – Clay County Union and FM Extra
 3. **Council By-Laws** – Revised 1-5-18
 4. **Vice-Mayor** – Justin Schreiber
 5. **2018 Council Committee Appointments**
 - **Maintenance Department** – Joe Olson & Justin Schreiber
 - **Fire and Police Departments** – Dave Owings & Justin Schreiber
 - **Finance Department** – Mayor Johnson & Kimberly Savageau
 - **School Board Liaisons** – Dave Owings & Joe Olson
 - **HR Committee** – Kimberly Savageau & Joe Olson
 - **Council Representatives to FM Metro COG** – Dave Owings & Justin Schreiber

- **Planning and Zoning Committee** - Mayor Johnson & Kimberly Savageau
- **Economic Development Committee (New)** – Kimberly Savageau & Dave Owings

A motion to approve the Annual Organizations was made by Joe Olson, seconded by Justin Schreiber. All in favor.
Motion Carried.

b. Resolution 2018-1 – Resolution Ordering Improvement and Preparation of Plans for Parke Avenue – A motion was made by Dave Owings to approve Resolution 2018-1 A Resolution Ordering Improvement and Preparation of Plans, seconded by Kimberly Savageau. All in favor.
Motion Carried.

c. Resolution 2018-2 – Resolution Accepting Bid for Water Looping Project – Carlson stated the City received five (5) bids during the rebidding process for the Watermain Looping Project. Sellin Brothers, Inc. came in with the lowest bid for the project which was \$7,000 less in 2018 than the bid received from Hough Inc. in 2016. Carlson reminded Council Resolution 2018-2 would be contingent upon the PFA Funding final approval. A motion was made by Kimberly Savageau to approve Resolution 2018-2 A Resolution Accepting Sellin Brothers, Inc. bid of \$388,605.00 for the Watermain Looping Project, seconded by Justin Schreiber. All in favor.
Motion Carried.

7. Old Business/Unfinished Business

a. Updates on Southview and Charleswood Addition – Kelly Richards – Nothing at this time.

b. Project Updates – Kris Carlson – Carlson reported plans for the Parke Avenue Project will be resubmitted to the County tomorrow which will be forwarded to St. Paul. Final approval should be in by the end of January for State Aid. Mayor Johnson asked how much longer it would be to hear back regarding the TIGER Grant approval. Carlson stated he thought it would have been in December 2017 and we should be hearing something soon. Carlson will follow up with the County as to what the status is on the TIGER Grant. Olson asked Carlson when the assessments on Parke Avenue will go into effect. Carlson stated it will be 2020, the assessments will be certified in the Fall of 2019 and payable in 2020. Olson wondered if there was a warranty on the project in which Carlson responded there is a one-year warranty on the work performed. Mayor Johnson asked if the bid winner has been notified they are being considered for the Water Looping Project? Carlson stated Sellin Bros. are aware they won the bid and know it is contingent upon the PFA funding. Carlson will follow up with Sellin Bros. when all the paperwork is in place. Schreiber asked when the start date is for the project? Carlson stated it will be around May 1st, 2018, it is proposed to do Parke Avenue and Highway 10 crossings first so there will only be a lane shift instead of a closure to do the boring. The goal is to be ahead of the Parke Avenue Project doing Parke Avenue, Highway 10, then the Railroad and Stockwood crossings. Carlson stated if there is any water shut off, they have a plan in place so the residents will have temporary water and sewer along Parke Avenue and will keep the residents informed with door hangers when they will be on a temporary sewer and water set up. There will also be informational meetings held to inform the residents as to the development of the project.

c. Monday, December 24, 2018 Christmas Eve – Wendy Affield – Affield reported she has visited with Chief Cline and Scott Lofgren and they do prefer City offices closed with the employees taking a comp or vacation day. Affield stated the Police Department will still be on duty that day. Tabled.

d. Administrative Fee for Assessing Mowing Charges to Property Taxes – Wendy Affield – Affield reported Hawley does not add administrative fees to the mowing charges and Barnesville does not charge administrative fees but does charge \$75.00 per hour with a one-hour minimum charge on the mowing fee. Lofgren suggested increasing the City’s mowing fees from the current \$65.00 per hour with a minimum of one hour to \$75.00. A motion was made by Dave Owings to raise the mowing fees to \$75.00 with a one hour minimum, seconded by Joe Olson. All in favor.
Motion Carried.

e. CPR/AED Training Options – Affield reported it was recommended by Chief Cline to have a private CPR/AED training class for all departments and any Council Members in which there needs to be at least ten (10) people signed up for the class. The certificate is good for two (2) years.

8. Department Reports / Committee Reports

a. Mike Cline, Police Chief – Absent

b. Bob Cuchna, Fire Chief – Absent

c. Scott Lofgren, Maintenance/Public Works Supervisor – Lofgren reported the warming house will be ready this spring and needs to be moved before the next school year. The interior needs to be constructed with electricity and insulation. Lofgren has requested estimates for both the electric and insulation work to be performed. The warming house will be ready in the Fall of 2018. The skating rink and sledding hill are being used quite frequently and the hill may be built a little bigger next year.

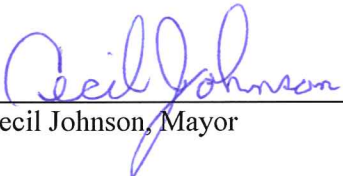
d. Wendy Affield, City Clerk – Nothing at this time.

9. Open Forum – Frank Gross commented the Parke Avenue Project will be a great improvement for the City.

10. Miscellaneous Announcements –

11. Adjournment - A motion was made by Joe Olson, seconded by Kimberly Savageau to adjourn at 7:37 p.m. All in favor.

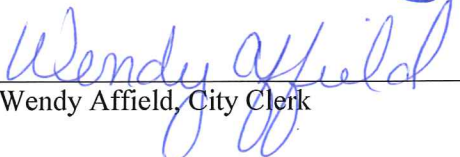
Motion Carried.



Cecil Johnson, Mayor



Susan Dayley, Administrative Assistant



Wendy Affield, City Clerk