

Glyndon City Council

12/26/2018

6:30 p.m. Regular Council Meeting
City Hall Council Chambers

1. **Call to Order:** Mayor Cecil Johnson called the meeting to order at 6:30 p.m.
2. **Roll Call:** Council Members Present: Dave Owings, Justin Schreiber, Joe Olson and Kimberly Savageau; Police Chief Mike Cline; City Clerk Wendy Affield and Administrative Assistant Susan Dayley.

As Per Sign in Sheet: None

3. **Motion to Approve Consent Agenda**
 - a. Minutes – 11/28/18 Council Meeting
 - b. Minutes – 12/12/18 Truth in Taxation Public Hearing
 - c. Minutes – 12/12/18 Council Meeting
 - d. Approve Resolution of Payments – A motion was made by Joe Olson to approve the Consent Agenda, seconded by Dave Owings. All in favor.
Motion Carried.

4. **Additions to Agenda**
 - None

5. **Motion to Approve Agenda**

A motion to approve the 12/26/2018 Agenda was made by Dave Owings, seconded by Justin Schreiber. All in favor.
Motion Carried.

6. **New Business**
 - a. **2018 Property/Casualty Dividend from LOMC – (informational only)** - Affield notified Council the 2018 Property/Casualty Dividend from LOMC was received in the amount of \$1,688.00. Affield added the dividend is smaller than usual because the LOMC had a large amount of claims this past year. Schreiber questioned if the funds go into the General Account. Affield confirmed they do.

b. Approve Resolution 2018-24 – A Resolution Designating Polling Place for Precinct One in the City of Glyndon - A motion was made by Kimberly Savageau to Approve Resolution 2018-24 – A Resolution Designating Polling Place for Precinct One in the City of Glyndon, seconded by Joe Olson. All in favor.
Motion Carried.

c. Discuss Community Center Law Enforcement Charge Increase from \$30.00 per Hour to \$35.00 per Hour, Minimum of 4 Hours – Affield stated the minimum has always been 4 hours and talking to Chief Cline, he requested the hourly rate be increased to \$35.00 per hour. Any scheduled events prior to today, will retain the \$30.00 rate. A motion was made by Kimberly Savageau to approve the Community Center law enforcement charge increase from

\$30.00 per hour to \$35.00 per hour, minimum of 4 hours, seconded by Justin Schreiber. All in favor.

Motion Carried.

d. Approve Ordinance #166 – An Ordinance Adopting the 2019 City of Glyndon Fee Schedule – A motion was made by Justin Schreiber to Approve Ordinance #166 – An Ordinance Adopting the 2019 City of Glyndon Fee Schedule, seconded by Joe Olson. All in favor.

Motion Carried.

e. Approve Glyndon Council Meeting Schedule for 2019 – Look at December 25th Council Meeting & Discussion on Evening Meetings – Affield explained Christmas in 2019 is on a Wednesday and is wondering if the Council Meeting should be changed to a different date. Savageau suggested meeting only once in December to have the Truth in Taxation Public Hearing and Council Meeting to have a break during the holidays. Discussion among Council and Staff determined to have one Council Meeting on December 11, 2019. Owings questioned whether the time of the morning and evening meetings need to be adjusted. Savageau suggested having Department Heads attend only the morning meetings unless they have something important to discuss with Council. Affield added the HR Committee agreed a memo could be added to the Agenda if a Department Head is not able to attend. Olson wondered if the 6:30 p.m. meeting should be changed to 6:00 p.m. Discussion among Council and Staff determined to set evening meetings at 6:00 p.m. and if a Public Hearing is scheduled for 6:00 p.m., the Council Meeting will begin immediately after. A motion was made by Dave Owings to approve having one Council Meeting on December 11, 2019 and to begin evening meetings at 6:00 p.m., and if a Public Hearing is scheduled for 6:00 p.m., the Council Meeting will begin immediately after the hearing for the 2019 Regular Scheduled Council Meetings, seconded by Joe Olson. All in favor. Motion Carried.

f. Approve Payroll Schedule for 2019 – A motion was made by Kimberly Savageau to Approve the Payroll Schedule for 2019, seconded by Justin Schreiber. All in favor. Motion Carried.

g. Approve IRS Mileage Rate for 2019 – Set at 58¢ Per Mile - A motion was made by Kimberly Savageau to Approve the IRS Mileage Rate for 2019 – Set at 58¢ Per Mile, seconded by Dave Owings. All in favor. Motion Carried.

h. Comp Time Payout for Wendy Affield – HR Committee – Mayor Johnson questioned whether all the hours are needed to get the work completed for the City. Affield stated with early and late Council Meetings the extra time is needed. Savageau stated the HR committee met with Affield and determined it was more cost effective to payout a portion of her comp hours than to adjust her salary for the difference. Savageau recommends to approve comp payout for Affield in the 2018 budget. Olson commented Affield comes in early most mornings and with attending the evening meetings he feels this is the best solution. A motion was made by Kimberly Savageau to approve comp time payout for Wendy Affield in the amount of \$1,322.50, seconded by Joe Olson. All in favor. Motion Carried.

7. Old Business/Unfinished Business

a. Approve 1-Year Contract with FM Ambulance – Discussion among Council and Staff believes the ambulance stationed in the City provides a quicker response time for calls. A

motion was made by Dave Owings to approve the 1-year contract with FM Ambulance pending approved changes City Attorney, Ken Norman requested, seconded by Justin Schreiber. All in favor.

Motion Carried.

b. Request for Late Fees and Interest Forgiveness for 418 2nd St SE Clay County Board Meeting – December 27, 2018 at 8:30 a.m. – Dave Owings – Owings discussed the possibility of forgiving interest and late fees on the property at 418 2nd St SE. Conversation with Council and Staff indicated this is a onetime unique situation and agreed to forgive one year of interest and late fees with stipulations. A motion was made be Dave Owings to forgive penalty and late fees on the property at 418 2nd SE with Clay County Board’s approval totaling \$9,450.66, no second.

Motion Failed.

A motion was made by Dave Owings to approve late fees and interest forgiveness for 418 2nd St SE with the approval at the Clay County Board Meeting for one-year totaling \$2,375.00, seconded by Justin Schreiber. Mayor Johnson and Kimberly Savageau voting aye, Joe Olson voting nay.

Motion Carried.

c. Stockwood Outlot A Update – Mayor Johnson/Wendy Affield – Mayor Johnson and Wendy Affield met with Jim Sullivan and Kris Carlson, in which Sullivan reported they have a contract with Dollar General to build in the Stockwood Industrial Park. Affield pointed out on the plat map the lots being replatted and which ones are still available, stating Dollar General needs 1.3 acres to build on. Savageau asked if there is a timeframe set for the City as to when the road needs to be built. Affield commented it is not Mr. Sullivan looking to have the road installed, other property owners who have trucks and large machinery would like the road put in to have full access to Highway 10. Affield informed Council the road would be gravel to start with and would be nice for residents of Glyndon to have easy access to Dollar General. Council discussed the roadway and easements the City will need if a road is installed. After the 1st of the new year, the City will meet with MnDOT to discuss changes that may be made on Highway 10 because of the new developments in Stockwood. Affield stated Carlson is in the process of finalizing a new plat of Outlot A. Affield informed Council another meeting will be held to visit with the four neighbors on the east side of Stockwood concerning the road. One option brought up was to install a row of trees to help separate the business park from the homes. Council discussed how the special assessments would be spread on the remaining lots when the road was installed. Affield informed Council, Lofgren is in the process of acquiring quotes for a cold storage building to be installed on the lot in Stockwood which has high specials and alley access.

d. Update Concerning City Prosecution Services 2019 – Mayor Johnson commented, no decision for prosecution services have been made and is currently at a standstill. Affield reported there is a meeting with the small cities in Dilworth on January 7, 2019 in which pricing will be presented.

8. Department Reports / Committee Reports

a. Mike Cline, Police Chief – Chief Cline reported 3,122 ICR’s for the year, averaging 260 calls per month. ‘Shop with a Cop’ was held last weekend with 3 children chosen by the Elementary Principal. They were taken to dinner at McDonald’s and to Walmart to purchase gifts for their families. A total of \$365.00 was spent, each child received \$100.00 to spend on gifts. Dave Owings took photos of the ‘Shop with a Cop’ outing. Chief Cline has completed the Law Enforcement Support Office reports. This is called a 1033 Program where the

department receives military issued equipment and weapons. Pictures of the serial numbers need to be taken and sent in to LESO. Officer Boe has taken a position in St. Francis, Minnesota and his last day of employment with the City is January 6, 2019. Officer Nezir Ahmed currently working part-time, accepted the full-time position that opened. Chief Cline is asking for the City's approval for Officer Ahmed to be moved to full-time. Affield has advertised for the part-time position and has received one application. A motion was made by Dave Owings to approve hiring Officer Nezir Ahmed as a full-time Glyndon Police Officer beginning January 1, 2019, seconded by Joe Olson. All in favor.
Motion Carried.

b. Bob Cuchna, Fire Chief – Absent

c. Scott Lofgren, Maintenance/Public Works Supervisor – Absent

d. Wendy Affield, City Clerk – Affield reported she is finishing up end of year business and thanked Council for allowing the City Office to be closed on December 24, 2018. Olson asked if Dayley will be attending the evening meetings since the Department Heads are not required. Affield stated Dayley does not need to attend the evening Council Meetings, the morning meetings would be just fine.

Mayor Johnson wished everyone a Happy New Year and thanked Council for all their hard work in 2018.

9. Open Forum

10. Miscellaneous Announcements

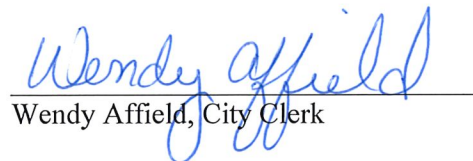
11. Adjournment - A motion was made by Joe Olson to adjourn at 7:51 p.m., seconded by Justin Schreiber. All in favor.
Motion Carried.



Cecil Johnson, Mayor



Susan Dayley, Administrative Assistant



Wendy Affield, City Clerk

December 26, 2018 Glyndon City Council Minutes