

**Glyndon City Council
02/13/2019**

Regular Council Meeting Following the 6:00 p.m. Public Hearing
Glyndon Community Center

1. **Call to Order:** Mayor Cecil Johnson called the meeting to order at 7:30 p.m.
2. **Roll Call:** Council Members Present: Dave Owings, Justin Schreiber, and Joe Olson;
City Clerk Wendy Affield and City Engineer Kris Carlson.

Absent: Kimberly Savageau

As Per Sign in Sheet: None

3. **Motion to Approve Consent Agenda**
 - a. Minutes – 1/23/19 Council Meeting
 - b. Approve Resolution of Payments

A motion was made by Justin Schreiber 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 2/13/2019 Agenda was made by Dave Owings, seconded by Joe Olson. All in favor.
Motion Carried.

6. **New Business**

a. Approve Resolution 2019-3 – A Resolution Ordering Improvement and Preparation of Plans for Parke Avenue - A motion to Approve Resolution 2019-3 – A Resolution Ordering Improvement and Preparation of Plans for Parke Avenue was made by Dave Owings, seconded by Justin Schreiber. All in favor.
Motion Carried.

b. Approve Resolution 2019-4 – A Resolution Accepting Bids for Parke Avenue – Mayor Johnson requested a copy of the bids from Carlson, which he will provide at a later time. Mayor Johnson announced after the County Board meeting, he met with the County Engineer and Board members regarding the increased costs of the project. Carlson confirmed Class 5 gravel increased by \$5.00 a yard. Carlson informed Council because the project is Federally funded there are clauses to buy from American Steele, one of the items looked at are the domestic bolts that cost \$15.00 each with the non-domestic cost \$3.00 each. We were able to get an exclusion on the bolts but other items we will not so the price difference makes a large impact on the total cost of the project. Carlson reported Sellin Brothers, Inc. bid was \$6,592,887.01 and the next lowest bid was \$100,000 more. Carlson will send the bid tally information to Affield to distribute. A motion to Approve Resolution 2019-4 – A Resolution Accepting Bids for Parke Avenue was made by Justin Schreiber, seconded by Joe Olson. All in favor.

Motion Carried.

c. Approve Resolution 2019-5 – A Resolution Providing for the Competitive Negotiated Sale of \$4,660,000.00 General Obligation Bonds Series 2019A for Parke Avenue
- A motion to Approve Resolution 2019-5 – A Resolution Providing for the Competitive Negotiated Sale of \$4,660,000.00 General Obligation Bonds Series 2019A for Parke Avenue was made by Dave Owings, seconded by Justin Schreiber. All in favor.
Motion Carried.

d. Approve Resolution 2019-6 – A Resolution of Support for 7th Street SW Local Road Improvement Program (LRIP) Grant Application – Owings asked if this was discussed earlier about applying for a grant to extend 7th Street West to County Road 17. Carlson confirmed it was and we are applying for a state grant which offers an 80/20 match. This is a letter of support from the City, and if awarded the County will manage the funds. Owings contributed this would be assessed to the adjacent property owners. Because the school is the most benefited for the street extension, can they be assessed more. Carlson commented the school purchased some land but is not certain the size of the property. Mayor Johnson added he believes the school purchased the property up to the coulee, not to County Road 17. Carlson will do some research to determine the exact location of the property the school purchased. Carlson explained this project will not go through unless there is an 80 percent match. If the City does not receive the grant, the City is not in a position to cover the project. If the City heads the project, they would assess the adjoining property owners. Owings questioned if the School District put the road in, could the school bond for the new road and is the road going to be gravel or paved. Carlson stated it would be gravel with the subgrade put in and in 5-10 years have it possibly paved. Owings wondered if the City could pursue the same avenue Hawley did for some of their roads, adding a different type of surface material. Carlson answered he will contact the County to see what additive they use from Team Lab otherwise there is a cement treated product that can be put in the Class 5. Carlson informed Council this would not happen this year, it is just in the planning stage. Schreiber asked if a state grant is awarded, will the road be paved. Carlson responded it would be up to the City's discretion. Carlson added, according to Bryan Thygeson, 60-70 percent of school traffic comes from the south. Carlson stated there is no design cost or obligation at this time but only positive benefits would come for the City if this street was put in. Schreiber asked if the coulee would need to be cleaned out. Buffalo Watershed is aware of the possibility another culvert would need to be added in that area. A motion to Approve Resolution 2019-6 – A Resolution of Support for 7th Street SW Local Road Improvement Program (LRIP) Grant Application was made by Joe Olson, seconded by Dave Owings. All in favor.
Motion Carried.

e. Set Date for Glyndon Days – Week of August 5th – 10th - Affield explained the school called and wanted to know when Glyndon Days would be for 2019. Discussion among Council and Staff determined the dates would be August 5-10, 2019. Owings suggested having an evening parade due to the number of participants in the last few years. It was asked what the parade route will be. Carlson stated the project needs to be completed on the south side of the tracks by Labor Day. Council would like Affield to notify the two local bars requesting them not to hold outside events the evening of August 10th, 2019 but if they would like to assist with the City's street dance, they are more than welcome. Glyndon Days discussion will be added to the next Council Meeting Agenda. A motion to set August 5-10, 2019 for Glyndon Days was made by Dave Owings, seconded by Justin Schreiber. All in favor.
Motion Carried.

7. Old Business/Unfinished Business

a. Discussion on Fountains in Southview – Approve Agreement Between the City of Glyndon and Richards Storage, LLP – Affield explained to Council certain changes need to be made in the agreement concerning the 3-phase electrical, electrical billing and the amount of time Richards will be responsible to maintain them. Carlson informed Council there is a contingency in the bond, he put a place holder to cover installing the electrical to three (3) fountains. Carlson would like to make sure the City is able to review everything that is done when maintaining the fountains so they know what to expect when taking them over. Ownings started with the first highlighted item; minimum electrical requirements of 208 volts, three (3) phase will be changed; monthly progress reports will be changed to end of season reports (status of pumps) because the City will need to know what to budget in years to come; five (5) years will be changed to three (3) years; at the end of three (3) years the City will be able to decide if they want to continue with the maintenance of the fountains; project completion report will only be a one-time report when the project is finished; remove “including but not limited to electrical service charges”; Schreiber would like to see a time perimeter included (6:00 am turned on and no later than 11:00 pm turned off). Schreiber stated, if the City is paying for the electrical to run the fountains, we should be able to decide on the hours they will run. Carlson informed Council wind sensors would also be included, so if you get more than a fifteen (15) mile an hour wind, they turn off. Discussion among Council and Staff determined there will not be a separate electric meter for the fountain in Southview. More discussion is needed with Richards in attendance. Affield will add it to the Agenda for the February 27th, 2019 Council Meeting.
TABLED.

8. Department Reports / Committee Reports

a. Mike Cline, Police Chief – Absent – Mayor Johnson added the prosecution fee contract is still in negotiations.

b. Bob Cuchna, Fire Chief – Absent

c. Scott Lofgren, Maintenance/Public Works Supervisor – Absent – Mayor Johnson reported the payloader broke down. Schreiber questioned since the payloader is down and with all the snow, should we look at hiring someone to do snow removal. Mayor Johnson suggested contacting Jim Sullivan to see if he would rent a piece of equipment to the City. Because of all the snow, it was suggested to contact Randall’s for immediate snow removal. A motion was made by Dave Owings for Mayor Johnson to proceed with snow removal negotiations, (**Side discussion: Mayor Johnson asked whether back or side dumps are easiest to haul the snow to the ponds. Owings suggested putting the snow at Johnson Park. Affield talked to Lofgren regarding hiring out snow removal, he mentioned putting the snow by the sledding hill or coulee. Affield stated Lofgren should be included in these discussions, in which all were in agreement. Schreiber added Southview has a lot of snow in the streets, both intersections are bad. Affield informed Council Bryant DeVries will be removing snow with the Bobcat blower when needed. Mayor Johnson was told by Lofgren the snow banks need to be broken apart before you can blow them because it is so hard. Owings stated, it is a two (2) man job**), seconded by Justin Schreiber. All in favor.
Motion Carried.

d. Wendy Affield, City Clerk – 418 2nd Street SE – Affield stated Darrell Sjothun came to City Hall asking when the next Council Meeting was. Affield stated February 13th and asked if he needed something added to the agenda. Sjothun answered, not yet, he needs to find someone to come with him. Affield is questioning whether Sarah Peterson would be the one that would need to request to be on the agenda. Council was adamant that Sjothun cannot come to Council, if it has to do with 418 2nd St SE, it would have to be Sarah Peterson because she is the official property owner. Affield added the County is in the process of tax forfeiture on

this property. Affield informed Council she has been working on the audit, bond and the prosecution items.

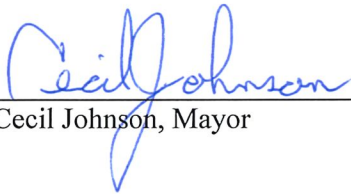
Schreiber asked Carlson about the negotiations for lighting on the Parke Avenue Project. Carlson stated he will forward the most current memo regarding the lighting. As of now, there are 22 lights and the proposal include 25 LED light poles installed. If the City pays outright for the lighting, the cost is \$64,000 up front, plus \$125 (\$5.00 per light per month) per month for 25 years. This calculates to \$100,000 for 25 years. The second option is to pay \$17,000 down and \$500 per month for 25 years, totaling \$175,000. Carlson stated the first option would be most beneficial and economical to the City. Schreiber would like to know if the poles would have outlets on them so Christmas decorations could be attached. Carlson informed Council the new poles would be fiberglass and the overhead wires will not completely go away, wooden poles would still be installed because the electricity lines to homes are not underground. The electrical in front of the School will be buried. The new poles will blend in nicely with the new construction. Carlson will check with Xcel if there are outlets towards the top of the poles for Christmas decorations and will report back to Council. Xcel did the lighting design and determined 25 poles is adequate with the LED white light shining down on the path and sidewalks. Schreiber asked where the location will be for the lighting. Carlson believes it will be between the road and the sidewalk/path. The light poles will be 30' tall and shine brighter than what is there now.

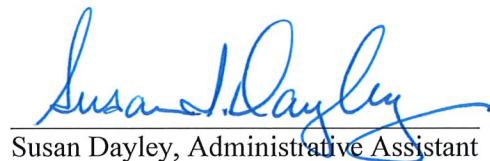
Owings mentioned with the proposed fountain by the skating rink, should a fountain be added there as well for mosquito and odor control. Carlson added he would like to do more research to make that determination and will discuss these concerns with Lofgren. Carlson thought maybe some chemicals could be added to keep algae to a minimum.

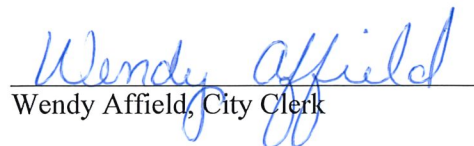
9. Open Forum

10. Miscellaneous Announcements

11. Adjournment - A motion was made by Justin Schreiber to adjourn at 8:24 p.m., seconded by Joe Olson. All in favor.
Motion Carried.


Cecil Johnson, Mayor


Susan Dayley, Administrative Assistant


Wendy Affield, City Clerk