

**Glyndon Days Meeting**  
**Discussion Session #5**  
6:00 p.m. on 8/6/2018  
Glyndon City Hall - Council Chambers

1. **Call to Order:** Mayor Cecil Johnson called the meeting to order at 6:00 p.m.
2. **Roll Call:** Council Members Present: Dave Owings, Justin Schreiber, Joe Olson, Kimberly Savageau, City Clerk Wendy Affield and Administrative Assistant Susan Dayley.
3. **Schedule of Events**
4. **Picnic Discussion – Kimberly Savageau**  
**Thursday August 9<sup>th</sup> from 6:00 to 8:00 p.m.**
  - Chief Cline ordered 30 dozen ears of corn for the picnic, it will be delivered at 11:00 a.m. on Thursday morning. Mayor Johnson and Larry Babolian will be at the Police Department to help shuck the corn.
  - Cub Scouts are serving hot dogs, chips, cookies and drinks – City is supplying the corn, butter, salt & pepper, plates and napkins.
  - Tents/tables need to be set up for: food - 10 x 20 canopy/4 tables and 1 chair, temporary tattoos - smaller tent/1 table and 2 chairs, bean bag toss - smaller tent/1 table and 1 chair and Clay County Mental Health - smaller tent/1 table and 1 chair.
  - Claire Affield will pass out the mini beach balls Mayor Johnson purchased for the kids to enjoy - kids will receive an X on their hand so we know everyone has the opportunity to receive one.
  - Police Department will run the Bean Bag Toss Game. Two sets (*4 boards, sixteen bean bags*) will be available. One set was donated by Mayor Johnson.
  - The Sentence to Serve crew will help set up on Wednesday & Thursday.
  - Lofgren checked all electric outlets to make sure they work.
  - Party Pad Bounce N Slide from Games to Go – 6:00 to 8:00 p.m.
  - Fire Department will have their vehicles on display.
  - Maintenance Department will help clean up after the picnic. Olson will make sure one employee is available during the picnic.
5. **Parade Discussion – Dave Owings**
  - Parade line-up – 10:00 a.m. – Owings will paint the lines Friday to mark where the floats will be located. Owings would like to see the car cruise start after the parade is completed so they can throw candy, if they desire. Council discussed the idea of changing the placement of the car cruise and gave Owings the choice to make the decision. Mayor Johnson stated the Shriners do not like candy thrown before their mini car entertainment. Owings will position the Shriners behind the emergency vehicles since he knows they will not be throwing candy.
  - Parade Begins – 11:00 a.m.
  - Grand Marshal – Lloyd & Jeanene Seter will ride in Dave Owings Mustang.
  - National Anthem Singer – Ashley John

- Parade Announcer – Kristina Dernier
- Sound System Coordinator – Bill Dally
- Approximately fifty (50) floats are signed up at this time. Owings informed Council he has people show up the day of the parade without preregistering.
- Affield informed Council Chief Cline will be heading the parade.

**6. Street Dance & Food Vendors – Justin Schreiber**

- Schreiber informed Council Rod & Gun will be selling beer from noon to 3:00 p.m. and again starting at 7:00 p.m. to 1:00 a.m. during the dance. Affield mentioned Troy DeJong was in City Hall today and they may not be able to serve during the noon to 3:00 p.m. shift. Affield stated the 1-day liquor license has been given to DeJong and the insurance policy is in place.
- Schreiber will open the doors at 7:00 p.m. for the Beer Garden even though the dance will not start until 9:00 p.m. Schreiber's wife will help check ID's and put on wrist bands. Council discussed taking the cover charge for the band until 11:30 p.m. but would still need to have someone at the door checking ID's until the dance was over.
- Chief Cline and Officer Brandon Boe will be at the dance and Officer Ashley Johnson will be patrolling the streets. Beer will not be allowed to leave the street dance fenced area. Chief Cline will be standing on a platform so he can oversee the crowd.
- A 20' x 40' tent was rented and will be installed on Friday by Rent-All, they asked if someone was able to help position and raise it up.
- Food vendors are lined up.
- Buffalo River Sales will let us use a trailer for the dance, also one will come from Visto Sales. The curtain for the trailer will need to be installed on Saturday to help shelter the band.
- Aerial mosquito spraying will take place Wednesday night August 8<sup>th</sup>.
- Maintenance workers will need to be available Saturday and Sunday. Lofgren informed Olson they usually cleanup on Monday. Olson will bring the recyclable containers from the County.
- Affield mentioned Chief Cline would like Council to decide if the portable toilets should be locked up so they are not damaged inside.
- Council decided the maintenance employees would be needed more during the day, not during the dance.
- Council discussed which roads will need to be closed for the activities and dance.
- The ten (10) portable toilets will be delivered on Friday and lined up on the east side of the parking lot.
- Council discussed where the vendors will be located and what portion of the street needs to be closed. Affield will contact the two home owners living on that street to let them know the road will be closed in front of their home. Vendor parking signs will be made to have on the barricades
- Olson would like the parks sprayed for mosquitos before Glyndon Days.
- Schreiber would like electrical cords available for Saturday.

**7. Vendor Show – Susan Dayley**

**Saturday, August 11<sup>th</sup> from 10:00 to 3:30 p.m.**

- Friday night Dayley and Olson will mark the vendor locations with white spray paint. Dayley will contact the vendors with the number of their spot.

- Dayley informed Council as of today she has 16 vendors lined up. After further discussion Owings and Olson will meet on Friday to mark the spots.

**8. Saturday Activities – Joe Olson**

- Olson informed Council Savageau will be freezing the shirts for the Frozen T-Shirt contest, otherwise everything below is scheduled to happen at the park.
- Games to Go: Animal Kingdom, Wrecking Ball, Candy Land Bounce N Slide and Bungee Run are reserved – 11:30 to 3:30 p.m.
- “Kim the Clown” – Balloon Twisting – 11:30 to 1:30 p.m.
- Watermelon Feed – Donated by Cash Wise Foods.
- Tractor Pull – 1:00 p.m. – Lofgren set up borrowing the small grand stands from the school for the tractor pull.
- Council and staff will be at the park around 9:00 a.m. to start arranging things and cutting up the watermelon.
- Mayor Johnson will check with Buffalo River Sales to see if he can borrow an off-road vehicle for the parade.

**9. Glyndon Days Budget - (\$5,000 for Picnic/Saturday Activities)**

- Community Picnic – Bouncy House - \$393.44
- Community Picnic/MISC Supplies - \$100-\$200
- Saturday Activities – Bouncy Houses - \$2,081.57
- Large Tent - \$628.00
- Downtown Sound Band - \$2,500.00
- Porta Potty Rental - \$750.00+
- Minnesota Joint Under Writing – Liquor Insurance Coverage - \$125.00
- Shriners Donation - \$150.00
- Kim the Clown - \$200.00
- Super Frog – Signs for Sponsors - \$100-\$150

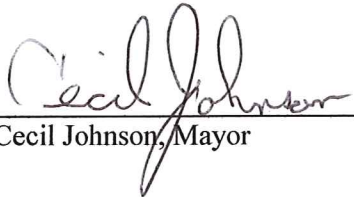
**10. Donations for Glyndon Days**

- \$200.00 Donation from the Ted Tollefson Car Show
  - Cash Donation of \$1,000 from Randall’s Excavating for the band
  - \$50.00 Gift Card from Hornbacher’s
  - Cash Donation of \$300.00 from Joe & Kristi Schreiber
  - Cash Donation of \$100.00 from Fuchs Sanitation
  - 5 - \$10.00 Gift Cards from Oasis/Tastee Freez
  - Cash Donation of \$400.00 from Ulteig Engineering
  - Cash Donation from Cash Concrete
- Savageau calculated the expenses after the donations were deducted and came up with approximately \$5,100.00, not including Cash Concrete’s donation. Schreiber would like Super Frog to make a sign for Cash Concrete. Affield is having a larger sign made for Randall’s Excavating, Ulteig Engineering and Cash Concrete, and has made smaller signs for the other donations. Affield explained the smaller signs will be attached to a board and displayed at the Community Picnic and Saturday activities. Affield will send a copy of the donations to both Schreiber and Owings so they can announce them at the dance and parade. Savageau offered to laminate the signs. Affield will use the Hornbacher’s gift card to pick up the butter for the picnic and snacks for the bean bag game.

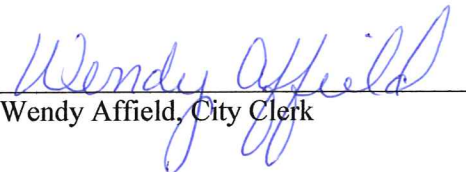
Wednesday morning Schreiber will show the maintenance crew how to set things up. Schreiber informed Council the fence will need to be replaced to close off the dance after the bouncy house activities are completed and would like the maintenance crew to empty the garbage before they go home. Council decided they would rather have both maintenance employees available during the day. Owings would like to see them both working during the day because he needs one to set up the barricades for the parade. Mayor Johnson would like to see extra garbage bags in the cans so anyone can empty them. Olson will confirm with Lofgren the maintenance crew schedule for Glyndon Days. Affield believes Lofgren asked both employees to attend the morning Council Meeting on Wednesday, August 8<sup>th</sup> at 7:00 a.m. Savageau stated on Sunday they do not have to take down the fencing, they will only need to pick up the garbage. Council discussed maintenance week-end on-call status and how they are paid.

**11. Open Forum** - *\*this is the time for the General Public to address the Council regarding this topic. The Open Forum shall not be used to make political statements, political endorsements or for any political campaign purposes.*

**12. Adjournment** - A motion was made by Justin Schreiber, seconded by Joe Olson to adjourn at 6:55 p.m.  
Motion Carried.

  
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Cecil Johnson, Mayor

  
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Susan Dayley, Administrative Assistant

  
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Wendy Affield, City Clerk

August 6, 2018 Glyndon Days Discussion Minutes