

City of Glyndon

Minnesota



City Council:

Mayor Tracy Tollefson
Justin Schreiber
Bryant DeVries
Patrick McCoy
Steven Ring

Glyndon City Council Packet

January 24th, 2024, at 6:00 p.m.

City Hall Council Chambers



Agenda for Glyndon City Council
1/24/2024 – 6:00 p.m.
Regular Council Meeting
City Hall Council Chambers

1. **Call to Order:** Mayor Tracy Tollefson
2. **Roll Call**
3. **Motion to Approve Consent Agenda**
 - a. **1/10/2024 – Council Meeting Minutes**
 - b. **Approve Resolution of Payments**
 - **Approve Two (2) Computer Workstations for the Police Department from 702 Communications for a Total of \$2,090**
4. **Any Additions to the Agenda** (*urgent items only please*)
5. **Motion to Approve Agenda**
6. **Open Forum – Public Comments/Concerns** - **this is the time for the General Public to address the Council regarding a City Business item that is not on the agenda. Typically, decisions will not be made at this meeting but will be referred to staff for further research. The Open Forum shall not be used to make political statements, political endorsements or for any political campaign purposes.*
7. **Mayor/Department Reports**
 - a. **Justin Vogel, Police Chief**
 - b. **Travis Braton, Maintenance Supervisor**
 - c. **Bob Cuchna, Fire Chief**
 - d. **Wendy Affield, City Clerk**
 - e. **Tracy Tollefson, Mayor**
8. **Committee Reports**
9. **New Business**
 - a. **Approve Resolution 2024-1 – A Resolution Appointing Election Judges for the 2024 Presidential Nomination Primary Election** (*need a motion*)
 - b. **Set the Date for Glyndon Days – August 5th – 10th with the Community Picnic on the 6th for the Police Departments Nite to Unite Event** (*need a motion*)
 - c. **State Cannabis Law and Local Control Options Presentation – Jason McCoy**
10. **Time to Discuss the Additions to the Agenda** (*only discuss if added and approved in #4 above*)
11. **Old Business / Unfinished Business Updates**
12. **Miscellaneous Announcements & Recognitions**
13. **Adjournment**

The next Council Meeting is Scheduled for Wednesday February 14th, 2024, at 7:00 a.m.

Glyndon City Council
1/10/2024 – 7:00 AM
Regular Council Meeting
City Hall Council Chambers

1. Call to Order: Mayor Tracy Tollefson

2. Roll Call: Council Members Present: Patrick McCoy, and Steven Ring; Police Chief Justin Vogel; Public Works Superintendent Travis Braton; and Clerk/Treasurer Wendy Affield.

As Per Sign in Sheet: None

Virtual Attendees: Council Member Justin Schreiber

Absent: Council Member Bryant DeVries

3. Motion to Approve Consent Agenda – A motion to approve the consent agenda was made by Steven Ring, seconded by Patrick McCoy. All in Favor.
Motion Carried.

c. 12/27/2023 – Council Meeting Minutes

d. Approve Resolution of Payments

- **Approve Gaming Application for UC Hope – Bingo on February 4, 2024, at the Glyndon Community Center**

4. Any Additions to the Agenda - None at this time.

5. Motion to Approve the Agenda – A motion to approve the agenda was made by Patrick McCoy and seconded by Steven Ring. All in Favor.
Motion Carried.

6. Mayor/Department Reports –

a. Justin Vogel, Police Chief – Chief Vogel mentioned it has been very busy with burglaries in town and they are checking to see if any are similar to the ones happening in the surrounding cities. He will be at a BCA training course during the next Council Meeting. Tuesday, January 9th was officer appreciation day so please let them all know how much you appreciate their hard work. Chief Vogel mentioned that his officers are “blacking out at night” with their squads because it is easier to see in the dark so if any residents are wondering what is going on we can let them know.

b. Travis Braton, Public Works/Maintenance – Braton mentioned Xcel Energy was in town fixing the streetlights and they found an underground issue in front of the school that will need to be fixed in the spring but for now a wire was strung from above. Matthew the new worker started on the 2nd, and Ty is in St. Cloud this week taking his class D water test. The skating rink is open and they will be keeping it cleaned off. Braton fixed a few hydrants around town, but still need to repair one on Lyndon Ave in the spring.

c. Bob Cuchna, Fire Chief – Not Present

d. Wendy Affield, City Clerk – Affield mentioned the City Hall will be closed on Monday, January 15th for Martin Luther King, Jr Day, and she is working on W2’s, 1099’s and getting the new payroll

information in. Affield informed Council she will be gone from February 9th to the 17th. Mayor Tollefson asked when the Council Meetings will be in February. Affield stated February 14th at 7:00 am and February 28th at 6:00 pm. Nosal will be running the morning meeting on the 14th since Affield will be out of town.

e. **Tracy Tollefson, Mayor** – Nothing at this time.

7. **Committee Reports** – Nothing at this time.

8. **New Business** – Mayor Tollefson explained to Council that she felt everyone was doing a good job working with the committees they are assigned to, so she decided to keep them the same for 2024, she knows Ring has been working with Cuchna on Fire Department business, so it is in the best interest of the City to keep moving forward with the same committees as 2023. Mayor Tollefson read through the Annual Organizations. A motion was made by Steven Ring, seconded by Patrick McCoy to approve the Annual Organizations. All in Favor.
Motion Carried.

a. **Annual Organizations**

1. **Official Depositories** (*Northwestern Bank in Dilworth*)
2. **Official Newspaper for Publication and Public Notices** (*Clay County Union and FM Extra*)
3. **Vice-Mayor** – *Justin Schreiber*
4. **2024 Council Committee Appointments**
 - **City Hall, Accountability, Efficiency** – *Tracy Tollefson*
 - **Human Resources** – *Tracy Tollefson & Justin Schreiber*
 - **Finance, Economic Development, Planning & Zoning** – *Tracy Tollefson & Steven Ring*
 - **Police Committee** – *Tracy Tollefson & Justin Schreiber*
 - **Fire/Rescue Committee** – *Patrick McCoy & Steven Ring*
 - **Maintenance Committee** – *Tracy Tollefson & Bryant DeVries*
 - **Public Relations, Glyndon Days & Parks** – *Mayor & Full Council (with community membership)*
 - **Capital Improvement Committee** – *Mayor & Full Council*
5. **2024 IRS Mileage Rate is Set at .67 Cents Per Mile**

b. **December 2023 Expense/Revenue Budget Sheets for Review** – Affield stated this is informational only and if you have any questions, please contact her.

9. **Old Business/Unfinished Business Update** – Nothing at this time.

10. **Time to Discuss Additions to the Agenda** – Nothing at this time.

11. **Open Forum – Public Comments/Concerns** – Nothing at this time.

12. **Miscellaneous Announcements & Recognitions** – Council would like to honor Law Enforcement Appreciation Day and thank our Officers for everything they do. Mayor Tollefson mentioned the hard work both the Maintenance Department and City Hall workers do and welcomed Kayla Nosal to the City.

13. **Adjournment** – A motion was made by Patrick McCoy, seconded by Steven Ring to adjourn the meeting at 7:10 AM. All in Favor.
Motion Carried.

Tracy Tollefson, Mayor

Wendy Affield, City Clerk/Treasurer

January 10, 2024, Council Meeting Minutes

CITY OF GLYNDON

RESOLUTION RECORD

1/24/2024

RESOLUTION ALLOWING CLAIMS & ORDERING PAYMENT THEREOF

WHEREAS, THE CITY CLERK HAS AUDITED AND THE DEPARTMENTS HAVE APPROVED THE FOLLOWING CLAIMS AGAINST THE CITY OF GLYNDON, AND HAVE CERTIFIED THAT SUCH CLAIMS ARE PROPERLY PAYABLE BY THE SAID CITY, AND THAT THE SAID CITY CLERK HAS VERIFIED SUCH CLAIMS TO BE PAID AND HAS SATISFIED HERSELF THAT SUCH BILLS AND CLAIMS ARE PROPER CHARGES AGAINST THE CITY OF GLYNDON;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GLYNDON, MINNESOTA,

FUNDS:

Wednesday, January 24th, 2024

Vendor	Description	Code	Amount
Active 911	Alerting Subscription / Family SMS - Fire	501-45000-433	\$583.50
Ameritas Life Ins/Vision	Vision Insurance for Employees	101-41000-133	
Aramark	Community Center Mops & Mats	101-43000-210	\$95.20
Beam Dental Card ACH	Employee Dental & Extra Coverage	Coded Separate	\$242.08
Braton, Travis	Menards Receipt - Misc Dept	Coded Separate	\$64.75
Clay County Recorder	Kayla's Notary Recorded	101-41000-300	\$20.00
Code 4	Police Dept Supplies & Labor	101-42000-211	\$58.80
Colonial Life Insurance	Employee Extra Insurance Premium	G 101-29000	\$63.04
D & S Construction of DL	Building Inspector Retainer for December	101-41000-300	\$500.00
Ferguson Waterworks	Couplings/Gaskets - Water Hydrant Repair	201-44000-210	\$611.18
Hawkins	Azone Chemicals for Water Plant	201-44000-216	\$958.13
Lakes Country Service ACH	Health Insurance for Employees - MEDICA	G 101-21706	\$8,136.60
Law Enforcement Labor	Police Union Dues for Ryan, Annie & Teryn	G 101-21707	\$211.50
Liberty Business Systems	City Hall & Police Copy Machine	Coded Separate	\$816.36
Magnum Electric	Fixed Wiring in Council Chambers - Zoom	101-41000-401	\$345.00
Menards	Police/Comm Center/Maint Supplies	Coded Separate	\$941.78
MN Rural Water Assoc	Membership for March 2024 to Feb 2025	101-41000-433	\$429.40
Napa Auto	Water Dept Supplies	201-44000-211	\$5.69
Norman Law Office	Legal Services for December 2023	101-41000-304	\$637.50
Randall's Excavating	Curb Stop Replacement - Softball Field	201-44000-300	\$4,392.50
Randall's Excavating	Work done at 1117 Lyndon Ave-Hydrant	201-44000-300	\$20,672.43
RMB Environmental Lab	Water Testing on 1/4/24	201-44000-300	\$57.48
Runnings	Uniform Allowance - 1/2 Water/1/2 Sewer	Coded Separate	\$124.90
SSI Crestmark	US Solar Xcel Payment for December	Coded Separate	\$383.75
USA BlueBook	Water Dept Supplies	201-44000-210	\$306.61
Valvoline	2012 GMC Oil Change - 1/2 Water/Sewer	Coded Separate	\$93.48
Ty Wegenast	Hotel/Food/Mileage for Water Testing	Coded Separate	\$481.06
		TOTAL	\$41,232.72

AS CERTIFIED BY WENDY AFFIELD CITY CLERK

GRAND TOTAL

\$41,232.72

**CITY OF GLYNDON
CLAY COUNTY, MINNESOTA
January 24, 2024**

RESOLUTION 2024-1

**A RESOLUTION APPOINTING ELECTION JUDGES FOR THE
2024 PRESIDENTIAL NOMINATION PRIMARY ELECTION**

WHEREAS, a state-wide election will be held on March 5, 2024; and

WHEREAS, polling places must remain open on that day from 7 a.m. to 8 p.m.; and

WHEREAS, the City must appoint and pay the wages of Election Judges to staff the polling place which may be reimbursed by the State.

NOW, THEREFORE BE IT RESOLVED the Glyndon City Council hereby appoints the following Election Judges for the March 5, 2024, Election:

Head Election Judge:	Tammy Sperr
Election Judge:	Betty Fabre
Election Judge:	Debbie Krupich
Election Judge:	Wendy Affield, Clerk/Treasurer <i>(must attend this election)</i>

BE IT FURTHER RESOLVED all Election Judges shall be paid at a rate of \$15.00 per hour, with the exception of the Head Election Judge who shall receive \$16.00 per hour.

FURTHERMORE, all Election Judges shall attend a one-hour training session to be given by the Clay County Auditor and you will be compensated by the City of Glyndon for the training session.

PASSED, ADOPTED AND APPROVED on the 24th day of January 2024

Tracy Tollefson, Mayor

ATTEST:

Wendy Affield, Clerk/Treasurer

2024 CALENDAR

JUNE

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

HAWLEY RODEO - JUNE 7-8TH
RED RIVER VALLEY FAIR -
JUNE 28TH TO JULY 14TH

JULY

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Clay County Fair - July 11-14th
DL Water Carnival - July 12-21st
Fargo Street Fair - July 18-20th
Loco Days - July 25-27th

AUGUST

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

We Fest - August 1-3rd
Glyndon Days - August 5-10th
Nite to Unite - August 6th
Potato Days - August 24-25th

MN Cannabis Law & Local Control

By Jason McCoy, MPH, CTTS, CPP

Cannabis Facts



- Increased potency: refined products as high as 97-99%
 - No legal limit currently.
- Addictive
 - between 9% to 30% may develop a cannabis use disorder
 - 80% of teens in Minnesota who were admitted to treatment in 2018 were admitted with a Cannabis Use Disorder
- THC remains in grey matter up to a year after use.
- Strong evidence that marijuana use contributes to the severity of mental illness among those with a predisposition
 - Best evidence: schizophrenia, depression, anxiety

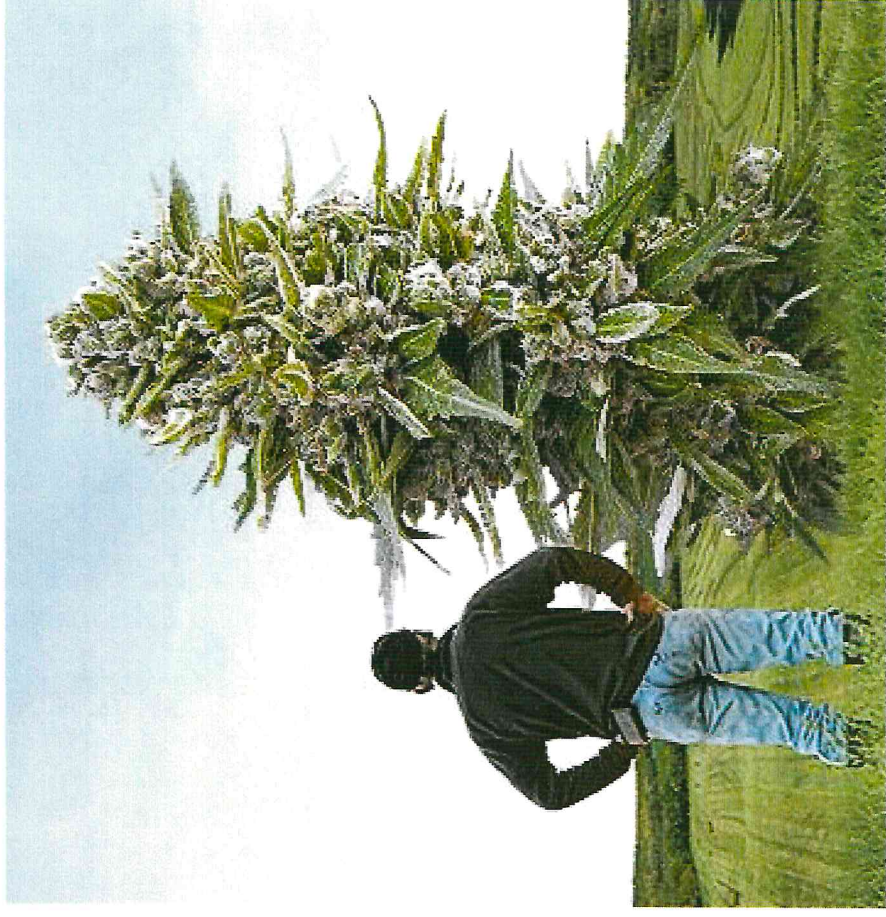


Colorado Info

- Confusion – hard for law enforcement to process
 - Potency Concerns
 - THC Toxicity Admissions up
 - Highway Safety: impaired driving + fatalities – up by 122%
 - Cannabis Use Disorders up
 - Mental Health Issues including THC based psychosis
 - #1 drug used by 12-17 yo in treatment
 - THC + Toxicity = Too Much, Too Soon = Toxicity troubles.
-

State Law – Aug 1

- May use cannabis in personal home, yard, or curtilage.
 - May NOT use anywhere prohibited by MN Clean Indoor Air Law.
 - May NOT smoke/vape 'anywhere inhalation by a minor may occur.'
- Possess 2 ounces on person
- Possess 2 lbs in home
- 8 grams Cannabis Concentrate
- Up to 800 mg of edibles
- May grow up to six plants on site







State Law, cont.

- Legal Sales in early 2025
 - Red Lake Nation is sovereign soil and already selling.
- July 1, 2022 Edibles/beverage legal (up to 5mg per item max)
- October 1, 2023 Registration is required to sell hemp-derived THC edibles. (MDH)
 - Exclusive liquor stores may sell
 - MDH licensing. (make sure local stores are licensed.)





State Law, part three

- (Jan, 2025) Licensed Cannabis stores (does not apply to lower potency beverages and edibles)
 - May ONLY sell cannabis
 - No employees or contractors under 21
 - No sampling, product must be restricted access
 - Must have a security plan
 - No drive-through or vending
 - Cannabis Events
 - May be up to four day events
 - Requires local approval
 - Think beer garden.four-day
- 



Multi-Unit Housing

- Owner can set a policy to prevent smoking and vaping of non-medical cannabis (\$250/fine)
- May not prohibit the use of edibles or medical cannabis in any form.
- Unknown about personal growing
- Nuisance provision (?)

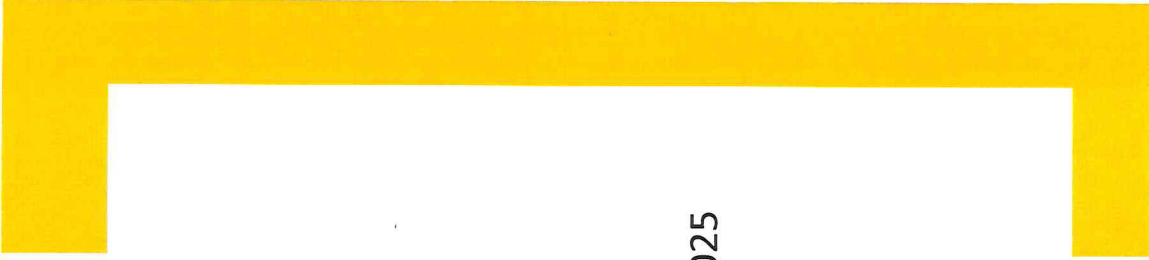


Workplace

- Employers are NOT required to allow use.
- May NOT prohibit use unless
 - Operating company vehicle
 - Use of firearms required
 - Working with vulnerable adults or any youth.
- Family & Group daycare **MUST** disclose if use happens on premises.

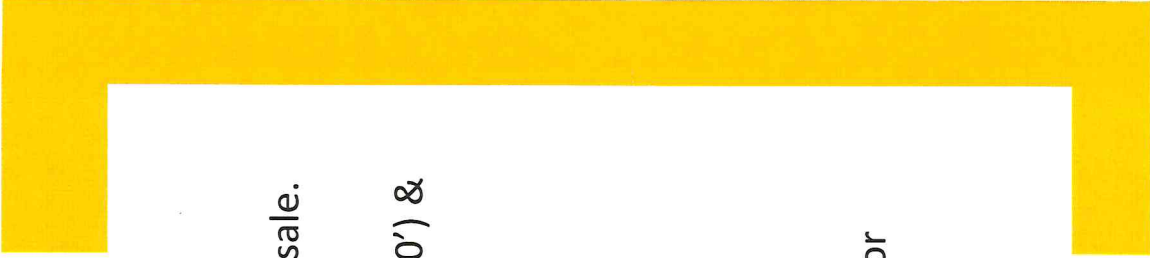


State Control

- Office of Cannabis Management – established by 2025
 - Temporary control Department of Health
 - Licensing
 - Check with local municipalities
 - Taxation
 - Some funding to local starting in 2025
 - Regulatory oversight
 - Guidance upcoming
- 



Local Control

- Cannot prohibit a business
 - May regulate time, place, & manner of sale.
 - Within reason.
 - May prohibit proximity to schools (1,000') & daycare (500').
 - May limit zoning to industrial and/or business.
 - May limit retailers to 1 per 12,500 population.
 - 5 in Clay County
 - Approve/Reject cannabis events.
 - Cannot prohibit possession, transport, or use.
- 



Local Control continued

- Can charge registration fee
 - \$500 max, \$1,000 max for renewals
 - Cannot charge an application fee
 - Shall issue retail registration
 - Renew registrations
 - Conduct Compliance Checks
 - State will provide instructions on how/when/how often
 - May suspend if not in compliance.
-

Local Control, part three

- We can work together
 - 1 business per 12,500 population
 - Clay County population = 5 businesses
 - City/town may NOT prevent business from opening, unless:
 - May choose to give registration control to the county.
 - Compliance provided by registering entity.
 - Once maximum is reached, may choose to prevent new businesses from opening.
- City MAY choose to allow as many businesses as the market will bear.

Suggestions for local ordinance



- Work together
- Public Use – parks, sidewalks, define public spaces
- Registration Fee (\$500, \$1,000)
- Zoning – industrial
- Consider Schools & Daycare
- Waste
 - Youth & clippings
 - Chemicals from refining are poisonous.
- Nuisance (treat like other Ag business.)



Questions?

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