

City of Glyndon

Minnesota



City Council:

Mayor Tracy Tollefson
Justin Schreiber
Bryant DeVries
Patrick McCoy
Steven Ring

Glyndon City Council Packet

March 27th, 2024, at 6:00 p.m.

City Hall Council Chambers



Agenda for Glyndon City Council
3/27/2024 – 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. **3/13/2024 – Council Meeting Minutes**
 - b. **Approve Resolution of Payments**
 - **Approve Gaming Application for UC Hope - Bingo on May 3rd, 2024, at the Glyndon Community Center**
 - **Approve Hiring CrafterTech (Tyler Guhlke) as our New IT Company**
 - **Accept Donation Check of \$100 from Morty's Bar for the Community Outreach Program**
 - **Accept Donation Check of \$100 from Oasis Convenience Store for the Community Outreach Program**
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. **Public Hearing – Glyndon's Police Department is Implementing a Body Worn Camera System** – (*Mayor please read the notice paragraph*) & (*see if anyone has questions or would like to speak*)
8. **Mayor/Department Reports**
 - a. **Justin Vogel, Police Chief**
 - b. **Travis Braton, Maintenance Supervisor**
 - **Travis Braton Passed his Class C Water Certification Test**
 - **Draft Letter for a Homeowner who needs to Remove a Diseased Tree**
 - c. **Bob Cuchna, Fire Chief**
 - d. **Wendy Affield, City Clerk**
 - e. **Tracy Tollefson, Mayor**
9. **Committee Reports**
 - a. **Ordinance Committee Meeting – Mayor Tollefson**
10. **New Business**
 - a. **Gateway to the Lakes Magazine Advertisement** (*need a motion if the City want to advertise*)
 - b. **Discussion Concerning Removal of the Depot Located at 216 Partridge Avenue** (*Ken Norman's response is included*)

- c. **Discussion Concerning Removal of a Tree Located at 606 Eglon Avenue – Quote from Carr’s Tree Service and Fischer Tree Removal** *(need a motion)*

11. Time to Discuss the Additions to the Agenda *(only discuss if added and approved in #4 above)*

12. Old Business / Unfinished Business Updates

- **Replacement/Installation of a new Generator at the Fire Department – Generator from Acme Tools for \$7,511.93 - Installation from Legacy Plumbing for \$764.00 also need an Electrical Bid** *(need a motion)*

13. Miscellaneous Announcements & Recognitions

- a. **CLEAN-UP WEEK** - North Side of the Tracks is Wednesday, May 1st
- b. **CLEAN-UP WEEK** - South Side of the Tracks is Wednesday, May 15th

14. Adjournment

The next Council Meeting is Scheduled for Wednesday April 10th, 2024, at 7:00 a.m.

Glyndon City Council
3/13/2024 – 7:00 AM
Regular Council Meeting
City Hall Council Chambers

1. **Call to Order:** Mayor Tracy Tollefson called the meeting to order at 7:00 AM
2. **Roll Call:** Council Members Present: Steven Ring, Justin Schreiber, and Patrick McCoy; Police Chief Justin Vogel; Public Works Superintendent Travis Braton; City Engineer Kris Carlson; City Clerk/Treasurer Wendy Affield, and Administrative Assistant Kayla Nosal.

As Per Sign in Sheet: None
Virtual Attendees: None
Absent: Council Member Bryant DeVries

3. **Motion to Approve Consent Agenda** – A motion to approve the consent agenda was made by Justin Schreiber, seconded by Steven Ring. All in favor.
Motion Carried.

- a. **2/28/2024 - Council Meeting Minutes**
- b. **Approve Resolution of Payments**
 - **Approve Hunter Fischer’s Application to Become a Glyndon Volunteer Firefighter**
 - **Approve Glyndon’s Rod & Gun Gaming Permit Application for August 14, 2024, at the Glyndon Community Center**

4. **Any Additions to the Agenda**
 - **Public Nuisance Ordinance Discussion** – Patrick McCoy

5. **Motion to Approve the Agenda** – Motion to approve the agenda was made by Patrick McCoy, seconded by Steven Ring. All in favor.
Motion Carried.

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

7. **Mayor/Department Reports**

a. **Justin Vogel, Police Chief** – Chief Vogel informed Council he will be interviewing for the open Police Officer position next week. The Police Department is going full swing with the remodel of the bathroom, there was a slight snag with the plumbing; the company was not expecting fourteen (14) inches of concrete to tear out. Chief Vogel mentioned he was able to get the price of the new doors cheaper than what he had been previously quoted. He discussed an issue we were having with our IT Company and mentioned he asked a different IT person to come in and do a preaudit on the Police Department and City Hall computers and it was confirmed we were not getting the services the City of Glyndon has been paying for; with these findings the City is looking at going through a different IT company. Mayor Tollefson asked Chief Vogel, candidate wise how many do you think you will be interviewing for the Police Officer position? Chief Vogel replied, “a couple”. He informed Council that he had met with UC Hope last week to discuss planning events for this summer for the kids; UC Hope mentioned there does not seem to be any events/places to go for the elderly in Glyndon. Chief Vogel and UC Hope had an idea to start Coffee & Cards at the Community Center on Tuesday and Thursday mornings starting March 26th

at 8:00 am for the elderly to play card games, have free coffee and mingling with other residents in town for a few hours twice a week. Chief Vogel asked the Council if they would spread the word to people in their neighborhood, he will post it on the Glyndon Police Department's Facebook page, and it will be going in the Newsletter. He also informed Council it sounds like we are going to have a few more volunteers this year for Glyndon Days.

b. Travis Braton, Maintenance Supervisor – Braton informed Council he attended the 40th Annual Minnesota Rural Water Conference last week and tested for his Class C Water Certification but will not be notified with the result for about two (2) weeks. Braton updated Council letting them know a few things the Maintenance Department has been doing like painting at the City Hall and helping a little with the Police Department's remodel. Braton stated they have started working on some road patching but will not be able to do any of the big patches until FM Asphalt gets up and running; Braton advised the cold patch is nice to use but does not last as long as hot mix. He will be planning to repair a couple of bigger areas in town once the weather gets nicer. The Sentence to Serve Crew (STS crew) was in town yesterday assisting the Maintenance Department with cutting down a tree on the boulevard at 411 Eglon Avenue; Braton stated the quote was one-thousand four hundred dollars (\$1,400) to take down the tree, which was saved with the help of the STS Crew. Braton would like to look at renting a stump grinder this spring because it would be easier to do them ourselves instead of hiring it out. Braton has a plan to burn around the lagoons with the Fire Department on April 9th or that week tentatively. Braton stated the Southview cleanup is a priority this year, there is going to be some dirt work this spring, he would like to get a small 3.0 disc to dig some areas up, fill in and seed, he believes they are runs from the muskrats. Braton informed Council street sweeping is set for the week of May 20th, also hydrant flushing is set for May 6th-10th and he will have Kayla put the information in the newsletter and they will be identifying hydrants that need to be worked on during the flushing. There is still a hydrant on Lyndon Avenue that Braton is waiting to hear back from Minnesota Rural Water to help repair, it will need to be shut down for about 4 hours, he will inform residents before shutting down the hydrant. Braton explained if the hydrant cannot be fixed it will have to be dug up and replaced, they will wait until the weather gets nicer to start that project. There has been progress on the lean-to off the recycling center; Braton informed Council he touched base with contractor, and he seems very confident the building should be finished by the end of the contract (end of March/beginning of April). Jason informed Braton once rafters are set, he can measure for the steel which will take about a week to get. Braton stated he will need to meet with Affield to figure out the concrete and door opener to find the best bargain. Mayor Tollefson asked Braton regarding the holiday banners that are still up around town; Braton stated we have good spring and summer banners, and he was looking at switching them out in April. He would like to talk about getting new banners in the next few years that would be made of a different material, hopefully they will hold up better with the weather. Braton stated they have taken a few brackets down, so we do not have as many, and he would like to get banners for winter, spring/summer, and fall.

c. Bob Cuchna, Fire Chief – Not Present

d. Wendy Affield, City Clerk – Affield stated on June 26-28th she will be in Rochester, MN for a League of Minnesota Cities Conference. Also, next Wednesday there will be a meeting for Glyndon Days. Affield stated she has ordered twenty (20) flowers for this year and Braton will be looking for new places to hang them not just on Parke Avenue and Hwy 10. Affield mentioned work detail (STS crew) came and did some painting at City Hall; Affield spoke with the man who is in charge about maybe putting in carpet/vinyl plank in City Hall next year, it would be nice to save the labor costs of installing the material.

e. Kris Carlson, City Engineer – Carlson gave a quick update on the grant application for the Water Plant, which is just about done, he would need Affield to sign a letter for the application and then he can

send it off. Carlson stated once he has the packet for the application done, he will bring it for Council's review. Carlson is just waiting for the ground to thaw, road restrictions to come on and then go off so the Charleswood Addition can be completed. Affield asked Council to look at the expense sheet in the agenda packet for the electrical work that will be done in Charleswood stating once paid the poles and lights can be ordered so Red River Coop can install the electrical.

f. Tracy Tollefson, Mayor – Nothing at this time

8. Committee Reports

a. Planning & Zoning Meeting - Discuss the possibility of a 47-Unit Apartment Complex – Tollefson stated Steven Ring, our Financial Advisor Jason Murry, Affield and herself were part of the Planning & Zoning meeting mainly talking about the potential of the 47-Unit Apartment Complex. Tollefson mentioned the Developers who want to build the Apartment asked the City to set up a TIF (Tax Increment Financing) District of about one point one million to one point two million dollars (\$1.1 – \$1.2 million). Tollefson explained the City does not have a lot of apartment complexes, the possibility of the project is appealing, but we are just waiting for more information from the Developers. Affield mentioned the Developers would like to start this year if everything works out. Chief Vogel asked Council to keep in mind the radius of the school and the possible site of the apartment complex because it is in the lock down zone, explaining if there was a significant domestic or weapon call at the apartment it would cause the school to go into lock down. Mayor Tollefson stated that was a good point to keep in mind and the Developers did reach out to the school for letters of support. Carlson informed Council the expected apartment rent will be around twelve hundred dollars (\$1200) average per unit; the complex would fit the land the contractors are wanting to build on.

9. New Business

a. 2023 Annual Street Allotment from Clay County – Affield mentioned the funds will go towards the Highway 10/Parke Avenue turning lane.

b. LOMC Liability Coverage Waiver Form – A motion to “not waive” the monetary limits on municipal tort liability established by Minnesota Statute §466.04, yearly renewal process was made by Justin Schreiber, seconded by Patrick McCoy. All in favor.
Motion Carried.

c. Set Public Hearing Date for Implementing the Glyndon Police Department's Body Camera System – Chief Vogel informed Council he will be sending an email out with the policy and procedure manual for the body cameras and if anyone has questions, please contact him individually. After the Public Hearing the manual will be posted on the City of Glyndon's website. A motion was made by Steven Ring to schedule a Public Hearing on Wednesday, March 27, 2024, at 7:00 am, for Implementing the Police Departments Body Camera System, seconded by Patrick McCoy. All in favor.
Motion Carried.

d. TIF No. 1-4 Project Schedule of Events & Distribution List – Jason Murray's Documents Enclosed – Mayor Tollefson mentioned this is for Councils review.

e. Approve Resolution 2024-2 – A Resolution Calling for a Public Hearing on the Establishment of Tax Increment Financing District No. 1-4 and the Adoption of a Tax Increment Financing Plan Relating Thereto – Schreiber asked if the Public Hearing has to be after 6:00 pm. Affield stated only certain Public Hearings like the Truth-in-Taxation need to be at 6:00 pm or later. The meeting will be

held at 7:00 am on Wednesday May 8, 2024. A motion to approve Resolution 2024-2 – A Resolution calling for a Public Hearing on the establishment of TIF District No. 1-4 and the adoption of a TIF plan relating thereto was made by Justin Schreiber, seconded by Steven Ring. All in favor.
Motion Carried.

f. February 2024 Expense and Revenue Budget Sheets for Review – Mayor Tollefson stated if there are any questions, please contact Affield.

10. Time to Discuss Additions to the Agenda – Public Nuisance Ordinance – McCoy asked if we need to start discussing the nuisance ordinance again since spring and clean-up week are just around the corner. A committee meeting to discuss the ordinance will be held at 4:00 pm on Thursday, March 21, 2024. The Capital Improvement, and Public Relations/Glyndon Days/Parks Meeting will be changed to Thursday also starting at 5:00 pm and 6:00 pm. Chief Vogel suggested having a couple of committee meetings for the nuisance ordinance and hopefully we can have the first reading by April 10, 2024.

11. Old Business/ Unfinished Business Updates – Nothing at this time.

12. Miscellaneous Announcements & Recognitions

- a. Clean-up Week – Northside of the Tracks is Wednesday, May 1st
- b. Clean-up Week - Southside of the Tracks is Wednesday, May 15th

13. Adjournment – A motion was made by Steven Ring to adjourn the meeting at 7:25 am, seconded by Patrick McCoy. All in favor.
Motion Carried.

Tracy Tollefson, Mayor

Kayla Nosal, Administrative Assistant

Wendy Affield, City Clerk/Treasurer

March 13, 2024, Council Meeting Minutes

CITY OF GLYNDON

RESOLUTION RECORD

3/27/2024

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, 27th, 2024	
Vendor	Description	Code	Amount
Affield, Wendy	Jacket - Uniform Allowance	Coded Separate	\$100.00
Ameritas Life Ins/Vision	Vision Insurance for Employees	101-41000-133	\$41.16
Aramark	Community Center Mops & Mats	101-43000-210	\$45.14
ASP of Moorhead	Community Center Security	101-43000-280	\$174.00
Beam Dental Card ACH	Employee Dental & Extra Coverage	Coded Separate	\$211.82
Clay County Highway Dept	1 Mile Maintenance on 12th Street	101-47000-224	\$486.50
Code 4 Services	2 Docking Stations for Police Computers	101-42000-207	\$604.22
Colonial Life Insurance	Employee Extra Insurance Premium	G 101-29000	\$63.04
Core & Main	Software Support for Sensus Water Gun	201-44000-403	\$2,340.00
D & M Industries	Doors and Hardware for Police Dept	101-42000-627	\$4,383.50
D & S Construction of DL	Building Inspector Retainer for February	101-41000-300	\$500.00
Engstrom, Sonda	Sewing Patches on Police Uniforms	101-42000-300	\$19.00
FM Printing	Utility Billing Envelopes - 1/2 W - 1/2 S	Coded Separate	\$298.00
Galls	New Police Officer's Uniform	101-42000-208	\$1,142.39
Interstate Power System	Generator Repair at Water Plant	201-44000-300	\$637.50
J.C. Powersport Repair	Fire Dept Battery Issue on 6 x 6	501-45000-211	\$223.65
Lakes Country Service ACH	Health Insurance for Employees - MEDICA	G 101-21706	\$6,509.28
Law Enforcement Labor	Police Union Dues for Ryan, Annie & Teryn	G 101-21707	\$211.50
Legacy Plumbing	Police Dept Remodeling - Plumbing	101-42000-627	\$5,965.00
Liberty Business Systems	City Hall & Police Dept Copy Machines	Coded Separate	\$526.84
Mac's - Moorhead	Police Dept Supplies	101-42000-200	\$2.87
Menards	City Hall Building Maintenance/Police	Coded Separate	\$391.24
MidStates Wireless	Equipment Repair for Police Dept	101-42000-210	\$682.20
MN Dept of Health	Travis Braton's C Water Certification	201-44000-208	\$23.00
Northstar Kimball March Cons	Pallet Racks for the Maintenance Dept	Coded Separate	\$1,489.25
RMB Environmental Lab	Waste Water Testing on 3/20/24	301-44000-300	\$161.98
Runnings	Community Center/Maintenance Supplies	Coded Separate	\$214.62
Sherwin Williams	Paint for Water Treatment Plant	201-44000-401	\$146.28
SSI Crestmark	US Solar Xcel Payment for February	Coded Separate	\$1,008.68
Swanston Equipment	Filters/Oil for Maintenance Equipment	101-47000-211	\$419.23
Trandem Automotive Services	Reprogram Idata Module on F-150	101-42000-211	\$35.00
USA BlueBook	Water Dept Supplies	201-44000-216	\$202.58
Valvoline	2023 Tahoe Oil Change - Police	101-42000-211	\$110.47
Volunteer Firefighter's Benef	Membership Dues for Vol. Firefighter	501-45000-433	\$14.00
		TOTAL	\$29,383.94
AS CERTIFIED BY WENDY AFFIELD CITY CLERK		GRAND TOTAL	\$29,383.94

LG240B Application to Conduct Excluded Bingo

No Fee

ORGANIZATION INFORMATION

Organization Name: UC Hope Previous Gambling Permit Number: XB-94855
 Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: 84-4220380
 Mailing Address: 218 Eglon Ave SE
 City: Glyndon State: MN Zip: 56547 County: Clay
 Name of Chief Executive Officer (CEO): Cynthia Henriksen
 CEO Daytime Phone: 701-361-8336 CEO Email: cindy@uchopedgf.com
(permit will be emailed to this email address unless otherwise indicated below)
 Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):
 Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of at least one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

Current calendar year Certificate of Good Standing
 Don't have a copy? This certificate must be obtained each year from:
 MN Secretary of State, Business Services Division
 60 Empire Drive, Suite 100
 St. Paul, MN 55103
 Secretary of State website, phone numbers:
www.sos.state.mn.us
 651-296-2803, or toll free 1-877-551-6767

Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name
 Don't have a copy? Obtain a copy of your federal income tax exempt letter by having an organization officer contact the IRS at 877-829-5500.

Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter)
 If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

EXCLUDED BINGO ACTIVITY

Has your organization held a bingo event in the current calendar year? Yes No

If yes, list the dates when bingo was conducted: 02/04/2024

The proposed bingo event will be:

one of four or fewer bingo events held this year. Dates: _____
-OR-
 conducted on up to 12 consecutive days in connection with a:

county fair Dates: _____
 civic celebration Dates: _____
 Minnesota State Fair Dates: _____

Person in charge of bingo event: Stacy Pritchard Daytime Phone: _____

Name of premises where bingo will be conducted: Glyndon Community Center

Premises street address: 212 Partridge Ave

City: Glyndon If township, township name: _____ County: Clay

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p>On behalf of the city, I approve this application for excluded bingo activity at the premises located within the city's jurisdiction.</p> <p>Print City Name: <u>City of Glyndon</u></p> <p>Signature of City Personnel: _____</p> <p>Title: <u>Clerk/Treasurer</u> Date: <u>3-27-24</u></p>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p>On behalf of the county, I approve this application for excluded bingo activity at the premises located within the county's jurisdiction.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p>
<div style="border: 1px solid black; padding: 5px; text-align: center; margin: 10px auto; width: 80%;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for excluded bingo activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes, Section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge.

Chief Executive Officer's Signature: Cindy Hennksen Date: 3/27/2024
(Signature must be CEO's signature; designee may not sign)

Print Name: Cindy Hennksen

MAIL OR FAX APPLICATION & ATTACHMENTS

<p>Mail or fax application and a copy of your proof of nonprofit status to:</p> <p style="padding-left: 20px;">Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113 Fax: 651-639-4032</p> <p>An excluded bingo permit will be mailed to your organization. Your organization must keep its bingo records for 3-1/2 years.</p> <p>Questions? Call a Licensing Specialist at 651-539-1900.</p>	<p>Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. Otherwise, bingo hard cards, bingo paper, and bingo number selection devices must be obtained from a distributor licensed by the Minnesota Gambling Control Board. To find a licensed distributor, go to www.mn.gov/gcb and click on Distributors under the LIST OF LICENSEES tab, or call 651-539-1900.</p> <p style="text-align: center;">This form will be made available in alternative format (i.e. large print, braille) upon request.</p>
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Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

12620

MORTY'S BAR AND GRILL, LLC

205 FOUNDATION AVE
GLYNDON, MN 56547
218-498-2324

Valley Premier Bank
Hawley - Moorhead

75-410/912

3/11/2024

PAY TO THE
ORDER OF


Glyndon Police

\$ **100.00

One Hundred and 00/100

DOLLARS

Glyndon Police - Outreach
218 Parke Ave S
Glyndon, MN 56547



AUTHORIZED SIGNATURE

MEMO

⑈0 1 26 20⑈ ⑈09 1 204 103⑈ ⑈73 ⑈4 74 ⑈ ⑈⑈

MORTY'S BAR AND GRILL, LLC

12620

Glyndon Police

3/11/2024

Glyndon Cops & Kids Outreach

100.00

Morty's Bar & Grill, LL

100.00

Security features. Details on back.

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER

Security Features Included [] Details on back.

OASIS CONVENIENCE STORE
825 25TH ST S SUITE D
FARGO, ND 58103

8816

VALLEY PREMIER BANK
HAWLEY - MOORHEAD
VALLEYPREMIERBANK.COM

75-410/912

3/13/2024

PAY TO THE ORDER OF Glyndon Police Department

\$ **100.00

One Hundred and 00/100*****

DOLLARS

Glyndon Police Department
PO Box 223
Glyndon, MN 56547

[Handwritten Signature]
AUTHORIZED SIGNATURE



MEMO 2024 Glyndon Cops & Kids Outreach Program

⑈008816⑈ ⑆091204103⑆ ⑆72927002⑈

8816

OASIS CONVENIENCE STORE
Glyndon Police Department
69500 · Donation

3/13/2024

2024 Glyndon Cops & Kids Outreach Program

100.00

100.00

Glyndon checking (27 2024 Glyndon Cops & Kids Outreach Program

Mayor Tollefson, please read:

“At this time, we will open the Public Hearing to give the public the opportunity to ask any questions concerning the policies and procedures related to the body worn cameras the Glyndon Police Department will be implementing”

Glyndon Police Department

Policy Manual

Portable Recording Systems

Portable Recording Systems

PURPOSE AND SCOPE

This policy provides guidelines for the use of portable recording systems by members of this department while in the performance of their duties (*Minn. Stat. § 626.8473*). Portable recording systems include all recording systems whether body-worn, hand-held, or integrated into portable equipment.

This policy does not apply to mobile audio/video recordings, interviews, or interrogations conducted at any Glyndon Police Department (*GPD*) facility, undercover operations, wiretaps, or eavesdropping (*concealed listening devices*).

DEFINITIONS

Definitions related to this policy include:

Activate – Any process that causes the portable recording system or device to record, transmit, or store audio/video signals.

MGDPA - The Minnesota Government Data Practices Act, Minnesota Statute Chapter 13.

PODPA – The Peace Officer Discipline Procedures Act, Minnesota Statute Section 626.89

Portable recording system – A device worn by a member that is capable of both video and audio recording of the member’s activities and interactions with others or collecting digital multimedia evidence as part of an investigation and as provided in Minn. Stat. § 13.825.

Redact – To blur video or distort audio so that the identity of the subject in a recording is obscured sufficiently to render the subject unidentifiable.

POLICY

The Glyndon Police Department may provide members with access to portable recording systems for use during the performance of their duties. The use of recorders is intended to enhance the mission of the Department by accurately capturing contact between members of the department and the public.

PORTABLE RECORDING SYSTEM COORDINATOR

The Chief of Police or authorized designee should designate a coordinator responsible for (*Minn. Stat. § 13.825*):

Glyndon Police Department
Policy Manual

Portable Recording Systems

- a) Establishing procedures for the security, storage, and maintenance of data and recordings.
 - 1. The coordinator should work with the Custodian of Records and the member assigned to coordinate the use, access, and release of protected information to ensure that procedures comply with requirements of the Minnesota Government Data Practices Act (*MGDPA*) and other applicable laws (*Minn. Stat. § 13.01 et seq.*) (*see the Protected Information and the Records Maintenance and Release policies*).
 - 2. The coordinator should work with the Custodian of Records to identify recordings that must be retained for a specific time frame and under Minnesota law (*e.g., firearm discharges, certain use of force incidents, formal complaints*).
- b) Establishing procedures for accessing data and recordings.
 - 1. These procedures should include the process to obtain written authorization for access to non-public data by GPD members and members of other government entities and agencies.
- c) Establishing procedures for logging or auditing access.
- d) Establishing procedures for transferring, downloading, tagging, or marking events.
- e) Establishing an inventory of portable recorders including:
 - 1. Total number of devices owned or maintained by the Glyndon Police Department.
 - 2. Daily record of the total number deployed and used by members and, if applicable, the precinct or district in which the devices were used.
 - 3. Total amount of recorded audio and video data collected by the devices and maintained by the Glyndon Police Department.
- f) Preparing the biennial audit required by Minn. Stat. § 13.825, Subd. 9.
- g) Notifying the Bureau of Criminal Apprehension (*BCA*) in a timely manner when new equipment is obtained by the Glyndon Police Department that

Glyndon Police Department

Policy Manual

Portable Recording Systems

expands the type or scope of surveillance capabilities of the department's portable recorders.

- h) Ensuring that this Portable Audio/Video Recorders Policy is posted on the Department website.

MEMBER PRIVACY EXPECTATION

All recordings made by members on any department-issued device at any time or while acting in an official capacity of this department, regardless of ownership of the device, shall remain the property of the Department. Members shall have no expectation of privacy or ownership interest in the content of these recordings.

MEMBER RESPONSIBILITIES

Prior to going into service, uniformed members will be responsible for making sure they are equipped with a portable recording system issued by the Department, and that the recorder is in good working order (*Minn. Stat. § 13.825*). If the recorder is not in working order or the member becomes aware of a malfunction at any time, the member shall promptly report the failure to his/her supervisor and obtain a functioning device as soon as reasonably practicable.

Uniformed members should wear the recorder in a conspicuous manner at or above the mid-line of the waist. Members have no affirmative duty to inform people that a portable recorder is being operated or that the individuals are being recorded. Members may notify the person or persons that they are being recorded. If an individual asks if they are being recorded, members should tell the person they are being recorded unless the member believed that disclosure would result in a safety issue for the member or public (*Minn. Stat. § 626.8473*).

Any member assigned to a non-uniformed position may carry an approved portable recorder at any time the member believes such a device may be useful. Unless conducting a lawful recording in an authorized undercover capacity, non-uniformed members should wear the recorder in a conspicuous manner when in use or otherwise notify persons that they are being recorded, whenever reasonably practicable.

When using a portable recorder, the assigned member shall record their name, employee number, and the current date and time at the beginning and the end of the shift or other period of use, regardless of whether any activity was recorded. This

Glyndon Police Department

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Portable Recording Systems

procedure is not required when the recording device and related software captures the user's unique identification and the date and time of each recording.

Members should document the existence of a recording in any report or other official record of the contact, including any instance where the recorder malfunctioned or the member deactivated the recording (*Minn. Stat. § 626.8473*). Members should include the reason for deactivation.

ACTIVATION OF THE PORTABLE RECORDING SYSTEM

This policy is not intended to describe every possible situation in which the recorder should be used, although there are many situations where its use is appropriate. Members should activate the recorder any time the member believes it would be appropriate or valuable to record an incident.

Understanding that members encounter tense, uncertain, and rapidly evolving situations, activation of recording systems should occur at their earliest opportunity and before arriving on scene or initiating any law enforcement action when recording is required by this policy.

The recorder should be activated in any of the following situations:

- a) While responding to any dispatched or self-initiated call for service that could reasonably result in enforcement or investigative action.
- b) When a member is assisting another officer at a call or incident.
- c) All enforcement and investigative contact including stops, interviews, searches, arrests, and transports.
- d) Traffic stops including, but not limited to, traffic violations, pursuits, stranded motorist assistance and all crime interdiction stops.
- e) Non-enforcement activities that are civil in nature, including property removal or disputes, child custody disputes, child exchanges, and vehicle crashes.
- f) Non-enforcement activity that involves a member potentially damaging or seizing personal property; including vehicle impounds, vehicle unlocks, and seizure of property.
- g) When responding to an apparent mental health crisis that could result in the use of force or could have evidentiary value.
- h) When directed by a supervisor.
- i) Any other contact that becomes adversarial after the initial contact in a situation that would not otherwise require recording.

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Portable Recording Systems

- j) If a member is unsure if activation is required.

Members should remain sensitive to the dignity of all individuals being recorded and exercise sound discretion to respect privacy by discontinuing recording whenever it reasonably appears to the member that such privacy may outweigh any legitimate law enforcement interest in recording. Requests by members of the public to stop recording should be considered using this same criterion. Recording should resume when privacy is no longer an issue unless the circumstances no longer fit the criteria for recording.

Members need not record the person being provided medical care unless there is a reason to believe the recording would document information having evidentiary value.

At no time is a member expected to jeopardize his/her safety in order to activate a portable recorder or change the recording media. However, the recorder should be activated in situations described above as soon as reasonably practicable.

CESSATION OF RECORDING

Once activated, the portable recorder should remain on continuously until or unless:

- The member reasonably believes that his/her direct participation in the incident is complete.
- The situation no longer fits the criteria for activation.
- Approved or ordered by a supervisor.
- The completion of a subject's physical transfer to personnel at a jail, hospital, detox, mental health care facility, or juvenile facility; unless the member anticipates witnessing a criminal event or being involved in or witnessing an adversarial encounter or use of force incident.
- Necessary to protect the identity of person(s) or data entitled to protection under the law.

Recording may be stopped during significant periods of inactivity such as report writing, waiting for the arrival of a tow truck, or other breaks from direct participation in the incident.

Recordings may be temporarily paused, or the audio muted to exchange information with other officers or legal counsel. The video lens may be obstructed to avoid capturing images of undercover officers, informants, or citizens where a recording would not be consistent with this policy. The reason to pause, mute audio, or obstruct

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the lens shall be verbally articulated by the member on the portable recorder or documented in a report or dispatch record.

SURREPTITIOUS RECORDINGS

Minnesota law permits an individual to surreptitiously record any conversation in which one party to the conversation has given his/her permission (*Minn. Stat. § 626A.02*).

Members of the Department may surreptitiously record any conversation during a criminal investigation in which the member reasonably believes such a recording will be lawful and beneficial to the investigation.

Members shall not surreptitiously record another department member without a court order unless lawfully authorized by the Chief of Police or the authorized designee.

EXPLOSIVE DEVICE

Many portable records, including body-worn cameras and audio/video transmitters, emit radio waves that could trigger an explosive device. Therefore, these devices should not be used where an explosive device may be present.

PROHIBITED USE OF AUDIO/VIDEO RECORDERS

Members are prohibited from using department-issued portable recording systems and recording media for personal use and are prohibited from making personal copies of recordings created while on duty or while acting in their official capacity.

Members are also prohibited from retaining recordings of activities or information obtained while on duty, whether the recording was created with department-issued or personally owned recorders. Members shall not duplicate or distribute such recordings, except for authorized legitimate department business purposes. All such recordings shall be retained at the Department.

Members are prohibited from using personally recording devices while on duty without the express consent of the Chief of Police. Any member who uses a personally owned recorder for department-related activities shall comply with the provisions of this policy, including retention and release requirements and should notify a supervisor of such use as soon as reasonably practicable.

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Recordings shall not be used by any member for the purpose of embarrassment, harassment or ridicule.

RETENTION OF RECORDINGS

All recordings shall be retained for a period consistent with the requirements of the organization's records retention schedule but in no event for a period less than ninety (90) days.

If an individual captured in a recording submits a written request, the recording shall be retained for an additional one-hundred and eighty (180) days. The requester shall be notified by the custodian of records that the recording will then be destroyed unless a new request is made prior to destruction (*Minn. Stat. § 13.825*).

Members shall not alter, erase, or destroy any recordings before the end of the applicable records retention period (*Minn. Stat. § 626.8473*).

RELEASE OF AUDIO/VIDEO RECORDINGS

Requests for release of audio/video recordings shall be processed in accordance with the Records Maintenance and Release Policy.

ACCESS TO RECORDINGS

All recorded media: recorded images and audio recordings are the property of the Department and are government data subject to the provisions of the Minnesota Government Data Practices Act (*Minn. Stat. § 626.89*). Dissemination outside of the Department is strictly prohibited except to the extent permitted or required by law.

Except as provided by Minn. Stat. § 13.825, Subd. 2, audio/video recordings are considered private or nonpublic data.

Data Subjects. Under Minnesota law, the following are considered data subjects for the purpose of administering access to portable recording systems:

- a) Any person or entity whose image or voice is documented in the data.
- b) The officer who collected the data.
- c) Any other officer whose voice or image is documented in the data, regardless of whether that officer is or can be identified by the recording.

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Portable Recording System data is presumptively private. Recordings are classified as private data about the data subjects unless there is a specific law that provides differently. As a result:

- a) Data pertaining to people is presumed private, as is data pertaining to businesses or other entities.
- b) Some data is classified as confidential.
- c) Some data is classified as public.

Confidential data – Data that is collected or created as part of an active criminal investigation is confidential. This classification takes precedence over the “private” and “public” classifications.

Public Data – The following data is public:

- a) Data documenting the discharge of a firearm by a police officer in the course of duty, other than for training or the killing of an animal that is sick, injured, or dangerous.
- b) Data that documents the use of force by a police officer that results in substantial bodily harm.
- c) Data that a data subject requests to be made accessible to the public, subject to redaction. Data on any data subject (*other than a police officer*) who has not consented to the public release must be redacted. In addition, any data on undercover officers must be redacted.
- d) Data that documents the final disposition of a disciplinary action against a public employee.
- e) However, if another provision of the Data Practices Act classifies data as private or otherwise not public, the data retains the other classification. For instance, data that reveals protected identities under Minn. Stat. § 13.82, subd. 17 (*e.g., certain victims, witnesses, and others*) should not be released even if it would otherwise fit into one of the public categories listed above.

Access to data by non-members – Members shall refer media personnel or citizens seeking access to portable recording system data to the Chief of Police who shall process the request in accordance with MGDPA and other governing laws.

In particular:

- a) An individual shall be provided with access and allowed to review recorded data about him/herself and other data subjects in the recording, but access shall not be granted:

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- If the data was collected or created as part of an active investigation.
 - To portions of the data that the agency would otherwise be prohibited by law from disclosing to the person seeking access, such as portions that would reveal identities protected by Minn. Stat. § 13.82.17.
- b) Unless the data is part of an active investigation, an individual data subject shall be provided with a copy of the recording upon written request, but subject to the following guidelines on redaction:
- Data on other individuals in the recording who do not consent to the release must be redacted.
 - Data that would identify undercover officers must be redacted (*Minn. Stat. § 13.82, Subd. 17*).
 - Data on other officers who are not undercover, and who are on duty and engaged in the performance of official duties, may not be redacted.

Access by members of the department – No member may have access to the department’s portable recording system data except for legitimate law enforcement or data administration purposes.

- a) Members may access and view stored video only when there is a business need for doing so, including:
- When preparing written reports, statements, or courtroom testimony.
 - Accessing the proper function of the device and system.
 - Upon approval by a supervisor, by any member of the department who is participating in an official investigation, such as a personnel complaint, administrative investigation, or criminal investigation.
 - By a member who is captured on, or referenced, in the data for review and use for employment purposes.
 - When reasonable and necessary for the member to perform the essential functions of his/her job.
 - To defend against an allegation of misconduct or substandard performance
- b) Members shall document their reasons for accessing stored data in the manner provided within the database at the time of each access. Members are prohibited from accessing data for non-business reasons and from sharing the

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data for non-law enforcement related purposes, including but not limited to, uploading data recorded or maintained by this agency to public and social media websites.

- c) Members seeking access to data for non-business reasons may make a request for it in the same manner as any member of the public.

Other authorized disclosures of data – Members may display portions of recorded footage to witnesses as necessary for purposes of investigation as allowed by Minn. Stat. § 13.82. Members should generally limit these displays in order to protect against the incidental disclosure of individual identities that are not public. Protecting against incidental disclosure could involve, for instance, showing only a portion of the video, showing only screen shots, muting the audio, or playing the audio but not displaying video. In addition:

- a) Data may be shared with other law enforcement agencies only for legitimate law enforcement purposes that are documented in writing at the time of the disclosure.
- b) Data shall be made available to prosecutors, courts, and other criminal justice entities as provided by law.

When preparing written reports, members should review their recordings as a resource. However, members shall not retain personal copies of recordings. Members should not use the fact that a recording was made as a reason to write a less detailed report.

Agency Use of Data – Supervisors are authorized to review relevant recording when:

- a) Investigating alleged misconduct or reports of meritorious conduct.
- b) Whenever such recordings would be beneficial in reviewing the member's performance in which additional training or guidance is required.
- c) Conducting random usage by each member of this department to ensure compliance with this policy.
- d) As part of an internal audit and reviews are required by Minn. Stat. § 626.8473.

The Chief of Police may authorize the access of recorded data for training purposes. Members should contact their supervisors to discuss retaining and using footage for training purposes. Member objections to preserving or using certain footage for training will be considered on a case-by-case basis.

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Field training officers may access data with trainees for the purpose of providing coaching and feedback on the trainees' performance.

Recorded files may be used in compliance with the Minnesota Data Practices Act request, if permitted or required by the Act, including pursuant to Minn. Stat. § 13.82, Subd. 15, and in accordance with the Records Maintenance and Release Policy.

All recordings should be reviewed by the Custodian of Records prior to public release (*see the Records Maintenance and Release Policy*). Recordings that are clearly offensive to common sensibilities should not be publicly released unless disclosure is required by law or order of the court (*Minn. Stat. § 13.82, Subd. 7; Minn. Stat. § 13.825, Subd. 2*).

IDENTIFICATION AND PRESERVATION OF RECORDINGS

To assist with identifying and preserving data and recordings, members should download, tag, or label the recordings in accordance with procedure and document the existence of the recording in any related case report and dispatch record.

A member should transfer, tag or label recordings when the member reasonably believes:

- a) The recording contains evidence relevant to potential criminal, civil or administrative matters.
- b) A complaint, victim or witness has requested non-disclosure.
- c) A complainant, victim or witness has not requested non-disclosure, but the disclosure of the recording may endanger the person.
- d) Disclosure may be an unreasonable violation of someone's privacy.
- e) Medical or mental health information is contained.
- f) Disclosure may compromise an undercover officer or confidential informant.
- g) The recording or portions of the recording may be protected under the Minnesota Data Practices Act.

Any time a member reasonably believes a recorded contact may be beneficial in a non-criminal matter (*e.g., a hostile contact*), the member should promptly notify a supervisor of the existence of the recording.

Members using a portable recording device are responsible for transferring, or assuring the proper transfer, of the data from his/her camera to the device's storage location by the end of that member's shift. However, if the officer is involved in a

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shooting, in-custody death, or other law enforcement activity resulting in death or great bodily harm, a supervisor or investigator shall take custody of the member's recording device and assume responsibility for transferring the data from it.

Members shall use the portable recording system's user interface to select the appropriate label from available categories based on the type of activity recorded and its corresponding data retention schedule. Members shall consult with a supervisor with any questions regarding the proper category selection. Members shall select at least one of the following categories when labeling a recording:

- **Evidence - Criminal:** this data has evidentiary value with respect to an actual or suspected criminal incident or charging decision; including physical arrests, citations, or transports involving criminal investigations or arrests. The retention of this category is seven (7) years.
- **Evidence – Non-Criminal:** Recording of calls for service, traffic stops, field contacts, or any other citizen contact where no enforcement action is taken, or further criminal investigation is needed. The retention of this category is one (1) year.
- **Evidence – Administrative:** Whether or not enforcement action is taken, or an arrest resulted; the event involved the application of force by a member of this department; a member seized property from an individual or directed an individual to dispose of property; involved an adversarial encounter or resulted in a complaint against a member of this department. The retention of this data is one (1) year.
- **Not Evidence:** Recording does not contain any data classified by another category and has no apparent evidentiary value; including recordings used to verify the operation of the device, unintentional activation, or general citizen contacts. The retention period is ninety (90) days.

Recordings that require longer retention periods according to Minnesota law will be exported from the portable system's storage and saved with the related case file or personnel record. These recordings would include deaths, investigations with extended statute of limitations, and personnel-related dispositions.

ACCOUNTABILITY

Any member who accesses or releases recordings without authorization may be subject to discipline (*Minn. Stat. § 626.8473*).

March 28th, 2024

Glyndon MN, 56547

We are writing to you to discuss the large elm tree in the northeast corner of your property located at 106 Lund Ave S Glyndon MN. It was brought to our attention that it may be carrying a disease. The City of Glyndon's Maintenance Superintendent Travis Braton confirmed this with the Minnesota Department of Agriculture that it has Dutch elm disease. City Ordinance No. 98, Section 4, covers trees that have been declared to have a disease, are considered a public nuisance. The City asks that you have this elm tree removed within twenty (20) days after receiving this letter which will take us to around April 19th, 2024. If you have any question or concerns, please call City Hall at (218) 498-2578

Ordinance No. 98

Section 4: Any tree, shrub or hedge, or part of thereof, growing upon public or private property but overhanging or interfering with the use of any public walk, street or highway, park, or public place which, in the opinion of the City Council of Glyndon, endangers the health, safety, or property of the public shall be declared a public nuisance. In addition, any diseased tree occurring on either public or private property which, in the opinion of the City Council of Glyndon, may spread and infect other tress shall be declared a public nuisance. Property owners of trees, shrubs, or hedges, declared to be a public nuisance shall be notified in writing of the existence of such nuisance and shall be provided a time period of twenty (20) days after mailing of such notification for the removal of such tree, shrub, or hedge. All costs of removal of any tree, shrub or hedge declared to be a public nuisance which is located on private property shall be borne and paid for by the private property owner. In the event that the private property owner should fail to remove the tree, shrub or hedge declared to be a nuisance, then the City Council may hire or perform such removal service and charges the fees and costs thereof to the property owner through the real estate tax roll.

Attached is the email from the Minnesota Department of Agriculture

City of Glyndon

Gateway

CITY OF GLYNDON GATEWAY TO THE LAKES 2024

The Gateway To The Lakes Magazine for 2024 will be out as of the week of May 20 or May 27 depending on timing. Please join us promoting this area as a great place to live.

The magazine will again reach 100,000 readers in the area.

• **Direct Mail**

• **Inserts to the Clay County Union, Hawley Herald, Barnesville Record-Review, Rothsay Regional Report and Cass County Reporter**

• **Online On Newspaper Websites**
• **Numerous Counter Copies-I-94 Visitors Booth, each area town, in the lakes area and many other venues.**

This magazine is the only one of its kind and will be embraced as a great vehicle to attract people to our area. Please let me know if you have any questions.

The ad price is as follows:

Full Page \$1100 (7.5" wide x 10" tall)

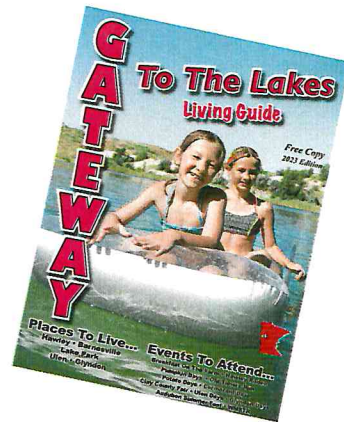
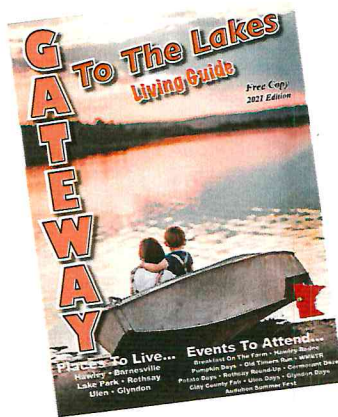
Half Page \$750 (7.5" wide x 4.75" tall)

**LYNAE
SCHENCK**

Advertising Manager

ccc@bvillemn.net

218-790-8002



To The Lakes Events & Living Guide

Glyndon, MN – A Community On The Grow

Need to Redo

If you are looking for a great place to live close to the Fargo-Moorhead metro area that cherishes a small-town feel with an emphasis on family life, look no further than the City of Glyndon. Only a ten-minute commute from the metro, Glyndon is a perfect location for raising children, starting a business, or enjoying retirement life!

Prospective home buyers will find that Glyndon has great home values and several lots still available in its beautiful Southview Addition, as well as new housing lots being available in our Charleswood Addition. Southview features large lots, a park, and a wide walking path surrounding a pond with fountains. The City also offers new construction home buyers a 2-year tax abatement incentive (some restrictions apply), as well as a \$1,000-dollar utility bill credit to help you get started. Contact City Hall for more information at 218-498-2578.

Some of the great amenities Glyndon has to offer include:

- A \$40-million dollar newly renovated K-12 school system in the Dilworth-Glyndon-Felton School District, home of the “Rebels.” Glyndon now hosts grades 5 through 12, and Dilworth hosts K-4th grade.
- A dedicated Police Department & Volunteer Fire/Rescue Department.
- A brand-new SMS Text Alert System to help notify residents of any important City news or emergencies.
- Four beautiful parks (Johnson Park, Southview Park, City Park, and Anstadt Park) as well as a thriving Pollinator Garden.
- Installation of a 10-foot-wide walking/bike path that stretches the entire 1-mile length of Parke Avenue.
- A growing business district, including the Stockwood Business Park. Businesses include dining/nightlife venues, a Dollar General variety store, Spree Nutrition shakes & teas, greenhouses, mechanics, lawn care, construction, Community Center, and non-profit UC HOPE Thrift Store.
- Conveniently located between I-94 and Hwy 10, Glyndon is also within a ten-minute drive from the F-M area, a five-minute drive from the Buffalo River State Park and Buffalo River Speedway and is a handy pit-stop for folks on their way to lakes country.
- Local clubs and organizations include Cub Scouts, 4-H, Glyndon Rod & Gun Club, Glyndon Lions, DGF Trap Team, and DGF Rebels Fishing Team.

This summer Glyndon will again be hosting its annual Glyndon Days Festival, running August 7th – 12th. Activities and events include a Parade/Car Cruise, Classic Car Show, DGF Alumni Softball Game, Golf Scramble, 3-on-3 Basketball Tournament, Craft & Vendor Show, Food Trucks, Bouncy Houses/Games, and so much more. Everyone is encouraged to attend.

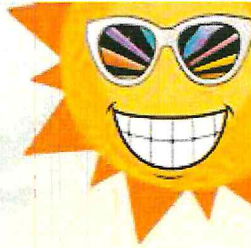
Our Police Department will be hosting its first annual “National Night To Unite” event on Tuesday, August 1st, and it will coincide with the Glyndon Community Picnic featuring a freewill donation meal, fresh corn on the cob donated by our local Green Leaf Nursery, bounce castles, and a huge slip ‘n slide for all! All meal proceeds benefit the Glyndon Cub Scouts Pack #641.

For other fun summer activities, be sure to check out the DGF Schools Summer Rec schedule organized by the Community Education department. A list of activities can be found by visiting the Summer Rec website at www.dgf.k12.mn.us > Community Education > Summer Recreation.

If you think Glyndon might be the right community for you, come check us out! You can find important news and event information on our Facebook page under “City of Glyndon,” or by visiting our City’s website at www.glyndonmn.com. Call us with any questions at 218-498-2578.

Need to Redo

Before you head to the lakes,
stop by and visit...



Glyndon Minnesota!



"A Great Place To Call Home!"

2023
Glyndon Days
Festival!
August
7th-12th

DGF
Summer Rec
Activities!

Close to
F-M Metro!

Huge lots for sale
&
great housing
incentives!

Visit us at www.glyndonmn.com, call us at 218-498-2578, or give us a "Like" on Facebook!

Lynae Schenck

Clay County Connection

Ad Manager/Special Sections Editor

Graphic Artist/Photographer

Cell: 218 790-8002

Barnesville Office: 218 354-2606 • www.barnesvillerecordreview.net

Hawley Office: 218 483-3306 • www.hawleyherald.net

Ask me about our special sections that are available to advertise your business!

Need to Redo



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State of North Dakota, Esqr Canada, Est, HERE, Garmin, INCREMENTAL

216 Partridge Ave

These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

Date: 3/22/2024

<http://claycountymn.gov>

(218)-299-5003

From: Ken Norman
Subject: Removal of City Building

One of the cities I represent has an old wooden storage building that needs to be removed. A citizen has come forward offering to move the building to another location outside of the city at no cost. His removal would include restoration of the building site.

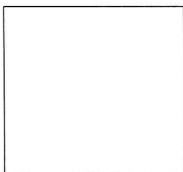
Rather than having to pay for demolition, can the city take action to accept the offer? I am assuming that the city would need to publish notice of the item as an agenda item.

Any input would be appreciated.

Ken Norman
Norman Law Office, Ltd
Moorhead, MN

Mar 25, 2024 11:45 AM
[Corrine Heine](#)

This transaction includes both the "sale" of the structure and the "purchase" of moving services. Assuming that the value of each of those is worth less than \$25,000, you don't need to get quotes and can enter into an agreement with that person on the open market. Assuming that the city is a statutory Plan A and your council has not delegated limited contracting authority to a city administrator, then have the council approve the agreement.



Corrine A. Heine | She, Her, Hers | City Attorney
City of Minnetonka | minnetonkamn.gov
14600 Minnetonka Blvd. | Minnetonka, MN 55345

Estimate # 01913-E

▶ **Client Information**

Client: City of Glyndon
 Client Address: 36 3rd st SE, Glyndon Minnesota 56547
 Client Phone: (218) 443-8644
 Client Email: tbraton@glyndonmn.com
 Job Site Location: 606 Eglon ave , Glyndon
 Job Site Contact: Travis Braton

▶ **Proposed Work**

DESCRIPTION	PRICE
Tree Removal - Haul ALL debris	\$ 1,750.00

BLVD Cottonwood Removal:
 Tree taken down in sizes needed to do safely. Brush & logs chipped or hauled from site. Stump cut as low as possible.
 Haul all brush and logs to city dump.
 Line drop required from Excel Energy



Subtotal:	\$ 1,750.00
Tax 0%:	\$ 0.00
Total:	\$ 1,750.00

We thank you for the opportunity to submit the prices and specifications noted above.
 Please contact us at (218) 770-9791 if you would like to proceed with the quotation.

▶ **Acceptance of proposal.**
 The above prices, specifications and conditions are satisfactory and hereby accepted. Carr's Tree Service - Harwood is authorized to do the work as specified.

Estimator: Quincey Circo

01913-E, Rev 2

Date: Mar 19, 2024

Authorized Signature: _____

Date: _____

Roger Fischer Tree Service

ESTIMATE

EST0083

Roger Fischer

6044 28th Ave. N

Moorhead MN

56560

(218)790-1759 (Jeremy's Cell)

Jeremy.fischer@hotmail.com

DATE

Mar 26, 2024

TOTAL

USD \$2,800.00

TO

City of Glyndon

36 3rd St. SE

Glyndon MN

56547

(218)498-2578

waffield@glyndonmn.com

DESCRIPTION	RATE	QTY	AMOUNT
Tree Removal-606 Eglon Ave. Cut down and haul away large Cottonwood Tree located just south of the driveway near the ditch. All debris to be disposed of at Glyndon disposal site.	\$2,400.00	1	\$2,400.00
Stump Removal-606 Eglon Ave. Grind Large Cottonwood Stump approximately a foot below ground and cleanup and haul away grindings. Backfill of hole with black dirt to be the responsibility of the property owner/city.	\$400.00	1	\$400.00
TOTAL			USD \$2,800.00

City of Glyndon would be tax exempt, If we were to be paid by a private homeowner the applicable sales tax of 7.375% would apply to the total.

Acme Tools - Fargo
 920 36th St S
 FARGO, ND 58103
 Phone: 701-476-4600

QUOTATION



Date 3/26/24 Page 1

Quote Number: 20865773

Acct# #130

Quoted To: ACME TOOLS - FARGO
 920 36TH ST S
 FARGO, ND 58103-2207
 USA

Delivered To: CITY OF GLYNDON/STEVE RING
 920 36th St S
 FARGO, ND 58103
 USA
 2184982553

Terms: Cash and Carry		Ship Customer Pick Up			
Qty Ordered	U/M	Item No.	Description	Your Price (€)	Amount
1	EA	7291G	26KW LP AIR COOLED STANDBY GENERATOR W/ALUMINUM ENCLOSURE	7097.00	7097.00
1	EA	7101G	GENERAC 7101 - Air Cooled Battery Heater	122.99	122.99
1	EA	7102	GENERAC 011 Warmer	122.99	122.99
1	EA	MT-26	12 VOLT BATTERY, 525 AMP	168.95	168.95
			Accepted By: Audra Schaunaman		
			Quoted By: SHIPPING & HANDLING		
SUB-TOTAL			7511.93	0.00	7511.93
TOTAL DISCOUNTS				0.00	
FREIGHT				0.00	
MISCELLANEOUS				0.00	
TAX				563.39	563.39
TOTAL					8075.32

(*) Contracts good for 30 days subject to availability



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Home / Lawn & Garden / Outdoor Power Equipment / Generators / Standby Generators / Generac Guardian 26kW Air-Cooled Standby Generator with Whole House Switch Wi-Fi Enabled

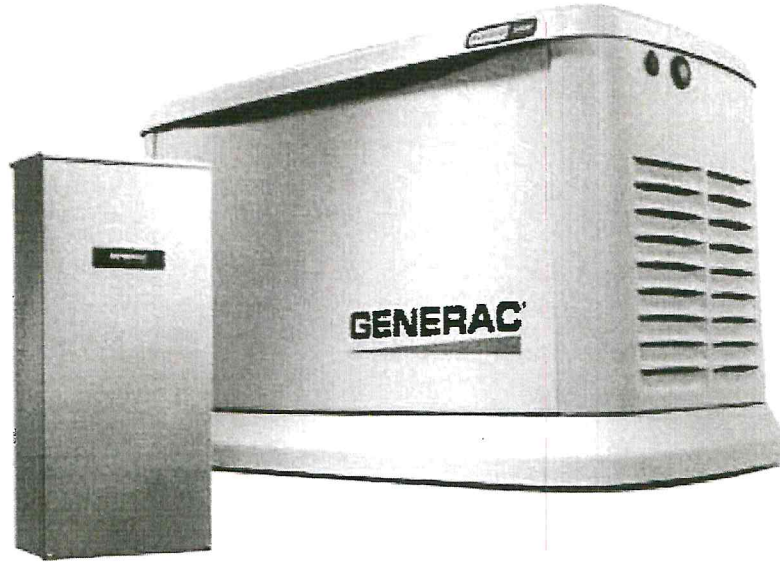
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Share Add to Wish List

Generac Guardian 26kW Air-Cooled Standby Generator with Whole House Switch Wi-Fi Enabled

SKU# 7291

4.2 2331 Reviews Write a Review



- ✓ In Stock
- 📍 Delivery to - 56104 - Get it as soon as Wednesday March 27th [Edit location](#)
- 🇺🇸 Made In USA
- 🚚 Free Shipping (Ground shipping to lower 48)
- 🛡️ Acme Tools Guarantee

\$7,097.00

+ ADD TO CART

Secure Checkout

Other Buying Options

🏠 Buy Online - Pick up in Store.

PICK UP AT FARGO

Your Store - Fargo, ND - [Change Store Location](#)

DON'T FORGET

Generac Protector Series 25 kW Standby Generator SKU# RG02515A	Generac Guardian 26kW Automatic Home Standby Generator SKU# 7290	Generac Guardian 24kW Home Standby Generator SKU# 7210	Generac Guardian Series 70432 22kW with 19.5kW SKU# 7043	Generac 120/208-Volt 200 Amp 3 Phase Automatic Transfer Switch SKU# RTSW200G3	Generac Generator - 30/30kW 3600rpm Aluminum Enclosure SKU# RG03015ANAX	Generac Protector Series 25 kW Standby Generator SKU# RG02515GNAX	Generac Guardian 1 Home Backup Generator SKU# 7224
\$11,397.00	\$6,197.00	\$6,497.00	\$6,247.00	\$2,199.00	\$12,197.00	\$11,397.00	\$4,777.00
+ ADD TO CART	+ ADD TO CART	+ ADD TO CART	+ ADD TO CART	+ ADD TO CART	+ ADD TO CART	+ ADD TO CART	+ ADD TO CART

YOU MAY ALSO LIKE

Generac Protector Series 25 kW Standby Generator SKU# RG02515A	Generac Guardian 26kW Automatic Home Standby Generator SKU# 7290	Generac Guardian 24kW Home Standby Generator SKU# 7210	Generac Guardian Series 70432 22kW with 19.5kW SKU# 7043	Generac Generator - 30/30kW 3600rpm Aluminum Enclosure SKU# RG03015ANAX	Generac Protector Series 25 kW Standby Generator SKU# RG02515GNAX	Kohler Power 120/240V 3 Phase 30 kW Home Backup Generator SKU# 30RCLA-QS3	Generac Guardian 1 Home Backup Generator SKU# 7224
\$11,397.00	\$6,197.00	\$6,497.00	\$6,247.00	\$12,197.00	\$11,397.00	\$15,205.00	\$4,777.00
+ ADD TO CART	+ ADD TO CART	+ ADD TO CART	+ ADD TO CART	+ ADD TO CART	+ ADD TO CART	+ ADD TO CART	+ ADD TO CART

★★★★★
Google Customer Review

DESCRIPTION

Generac Guardian 26kW Air-Cooled Standby Generator with Whole House Switch Wi-Fi Enabled

As the #1 selling home standby generator brand, Generac's Guardian Series® generators provide the automatic backup power you need to protect your home and family during a power outage. Now coming with FREE Mobile Link™, allowing you to monitor the status of your generator on a phone, tablet or computer from anywhere in the world. Generac's 26kW home standby generator can start all of your home's large appliances, ensuring your home remains a sanctuary for you and your family. Connected to your existing LP or natural gas fuel supply, it starts within seconds of sensing power loss - automatically - and runs for as long as necessary until utility power returns. Choose from just enough power to cover essential circuits or whole house coverage. Generac's Guardian Series offers benefits that few competitors can match. Engineered and built in the U.S.A., the new lineup of home standby generators are engineered to save you money on installation while offering the same reliability and peace of mind you get from all Generac home standby generators. Features that simplify the process for our installers include removable door panels, a base pad that requires minimal ground preparation and more efficient wiring techniques that save time on installation. Innovative engine design and rigorous testing are at the heart of Generac's success in providing the most reliable generators possible. Generac's G-force engine is purpose-built, capable of handling the rigors of generator use, resulting in power that more reliable and requires less maintenance than any competitive engine. All backed by 24/7/365 customer support and a nationwide dealer network of more than 5,000 strong, the best in the market.

[California Proposition 65 Warning](#), [View Warning Label](#)

FEATURES

- Compact with a powerful punch. Takes up to 68% less space, all while offering 2.6X more power in the same size enclosure as our baseline air-cooled unit. (compared to similar output liquid-cooled products)
- Save up to 8,000 dollars in product and installation costs. (Average savings compared to similar output liquid-cooled products)
- 5-Year limited warranty for automatic standby generators
- True power technology delivers best-in-class power quality with less than 5 percent total harmonic distortion for clean, smooth operation of sensitive electronics and appliances
- Generac generators and engines are engineered and built in the USA; disclaimer: assembled in the USA using domestic and foreign parts
- Generac's, G-Force engine is a purpose-built, pressure-lubricated engine capable of handling the rigors of generator use resulting in power that's more reliable and requires less routine maintenance
- 24/7/365 Customer support team standing by all day, every day from our headquarters in Wisconsin to answer any questions you might have
- Quiet-Test self-test mode runs at a lower RPM for a five or twelve minute test, making generators significantly quieter than other brands while consuming less fuel
- Tough, durable all-aluminum enclosures: our RhinoCoat™ powder-coated finish helps make corrosion-resistant aluminum perfect for all weather conditions
- Smart user friendly controls - Generac's Evolution™ controller features a multilingual LCD display that allows users to monitor battery status and track maintenance intervals to ensure your generator is always in top operating condition

SPECIFICATIONS

Brand Name	Generac	Assembled Weight (lbs)	518
California Proposition 65 Warning Required	Yes	Country of Origin	United States
CSA Certified	Yes	ETL Listed	Yes
Fuel Type	Dual Fuel Engine	Height (in)	28.6
MFG Part # (OEM)	7291	Package Contents	Guardian 26W Home Standby Generator
Package Depth	25	Package Height	29
Package Weight	514	Product Condition	New
Sound Decibels (dB)	67 dB(A) at 23 ft	Surged Wattage	N/A
UL Listed	Yes	UPC	696471087314
Voltage	120/240	Weight (lbs)	518

CUSTOMER REVIEWS

4.8 out of 5 stars

2331 Reviews

[WRITE A REVIEW](#)

5 Stars	1995
4 Stars	208
3 Stars	59
2 Stars	15
1 Star	54

Recommend

97%

of respondents would recommend this to a friend

Most Liked Positive Review

Just survived snowmageddon...Texas

February 2021 in North Texas and record low temperatures with electrical providers unable to supply power reliably, all we had was our Generac 22kW to survive the -16°F week. We have an "all electric" house with no gas appliances. No fall back position except... There is no better sound than the...

[Read complete review](#)

Most Liked Negative Review

Horrible Customer service

While this is my 2nd Generac and the generator itself is fine the customer support and service is horrible. I have e-mailed Generac multiple times to get a response to what I went through and have never received a response. It started with my unit being already registered to someone in Texas (vide...

[Read complete review](#)

Legacy Plumbing, LLC
3255 4TH AVE S
Fargo, ND 58103



PROPOSAL

Presented to: Fire
GLYNDON POLICE DEPARTMENT
218 Parke Ave S
Glyndon, MN 56547

Job # 32515
Proposal # P-32515-1
Technician Blake Standfield
Issue Date Mar 25 2024

Customer Contact:
M: (218) 443-4143
E: JVogel@GlyndonMN.com

Service Location:
218 Parke Ave S
Glyndon, MN 56547

Your Price: \$764.00

Description	Qty	Price
BID-030 - GENERATOR INSTALL	1	\$764.00

Your Price \$764.00

Review and Sign

Proposal Notes:

ELECTRICAL NOT INCLUDED

BID-030 - GENERATOR INSTALL \$764.00

- INCLUDES REMOVING AND DISPOSING OF THE EXISTING GENERATOR
- NEW GENERATOR WILL BE INSTALLED IN THE SAME LOCATION
- GAS LINE WILL BE INSTALLED
- THIS DOES NOT INCLUDE INSTALLING THE ELECTRICAL
- ALL WORK WILL BE INSPECTED

Customer Approval:

I accept this proposal and agree to the terms and conditions.