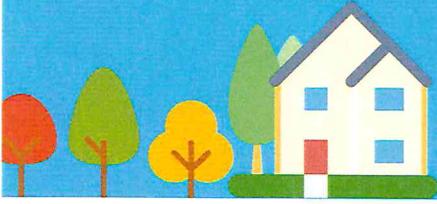


City of Glyndon

Minnesota



City Council:

Mayor Joe Olson
Shonna Severson
Bryant DeVries
Patrick McCoy
Steven Ring

Glyndon City Council Packet

January 28th, 2026, at 6:00 pm

City Hall Council Chambers



**Agenda for Glyndon City Council
Wednesday - 1/28/2026 at 6:00 pm
Regular Council Meeting
City Hall Council Chambers**

1. **Call to Order:** Mayor Joe Olson
2. **Roll Call**
3. **Motion to Approve Consent Agenda**
 - a. 1/14/2026 – Council Meeting Minutes
 - b. **Approve Resolution of Payments**
 - **Accept Bob Cuchna’s Retirement Letter for being the Glyndon’s Fire Chief as of 1/28/2026**
 - **Appoint Jacob Cuchna as the City of Glyndon’s New Fire Chief as of 1/28/2026**
4. **Any Additions to the Agenda** (*urgent items only please*)
5. **Motion to Approve Agenda**
6. **Old Business / Unfinished Business Updates**
7. **New Business**
 - a. **Appoint City Members - One Elected Official & One City Official to the 2026 Fire Department Relief Board** (*need a motion*)
 - b. **Approve Glyndon’s Animal Impound Release Form and Rates** (*need a motion*)
8. **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.*
9. **Department Reports**
 - a. **Justin Vogel, Police Chief**
 - b. **Jeff Berg, Maintenance Department**
 - c. **Bob Cuchna, Fire Chief**
 - d. **Wendy Affield, Clerk/Treasurer**
 - e. **Justin Vogel, Administrator**
10. **Committee Reports**
11. **Time to Discuss the Additions to the Agenda** (*only discuss if added and approved in #4 above*)
12. **Miscellaneous Announcements & Recognitions**
13. **Adjournment**

The next Council Meeting is Scheduled for Wednesday, February 11th, 2026, at 7:00 a.m.

Glyndon City Council
Wednesday – January 14, 2026 – 7:00 a.m.
Regular Council Meeting
City Hall Council Chambers

1. **Call to Order:** Mayor Joe Olson called the meeting to order at 7:00 a.m.
2. **Roll Call:** Council Members Present: Bryant DeVries, Shonna Severson, Patrick McCoy, and Steven Ring; Administrator/Police Chief Justin Vogel; Maintenance Forman Jeff Berg and City Clerk/Treasurer Wendy Affield.
As Per Sign in Sheet: None
Virtual Attendees: None
Absent: Fire Chief Bob Cuchna
3. **Any Additions to the Agenda** – Nothing at this time.
4. **Motion to Approve Consent Agenda** – A motion to approve the consent agenda was made by Steven Ring, seconded by Shonna Severson. All in favor.
Motion carried.
 - a. **12/22/2025 – Council Meeting Minutes**
 - b. **Approve Resolution of Payments**
 - **Approve Gaming Application for Glyndon Rod & Gun – Fishing Derby on January 31, 2026, at the Glyndon Community Center**
 - **Approve a 1-Day Liquor License for Glyndon Rod & Gun – Fishing Derby on January 31, 2026, at the Glyndon Community Center**
 - **Approve Gaming Application for UC Hope – Bingo on Monday, February 9, 2026, at the Glyndon Community Center.**
5. **Any Additions to the Agenda** – Nothing at this time.
6. **Motion to Approve Agenda** - A motion to approve the agenda was made by Steven Ring, seconded by Bryant DeVries. All in favor.
Motion carried.
7. **Old Business / Unfinished Business Updates** – Nothing at this time.
8. **New Business**
 - a. **Annual Organizations**
 1. **Official Depositories** (*Northwestern Bank in Dilworth, MN*)
 2. **Official Newspaper for Publication and Public Notices** (*Clay County Union and FM Extra*)
 3. **Vice Mayor** – *Steven Ring*
 4. **2026 Council Committee Appointments**
 - **City Hall, Finance & Human Resources** – *Joe Olson & Shonna Severson*
 - **Capital Improvement Committee** – *Joe Olson & Bryant DeVries*
 - **Planning Committee** – *Joe Olson & Steven Ring*
 - **Police Committee** – *Patrick McCoy & Bryant DeVries*
 - **Maintenance Committee** – *Patrick McCoy & Bryant DeVries*
 - **Fire & Rescue Committee** – *Joe Olson & Steven Ring*
 - **Appeal Committee** – *Joe Olson & Shonna Severson*
 - **Parks & Events Committee** – *Patrick McCoy & Shonna Severson*
 5. **2026 IRS Mileage Rate is Set at .725 Cents per Mile**

A motion to approve the Annual organizations was made by Shonna Severson, seconded by Bryant DeVries. All in favor.
Motion carried.

- b. **Resolution 2026-1 – A Resolution Entering into a Limited Use Permit No. 1401-0007 with the State of Minnesota, Department of Transportation for Routine Maintenance of the City of Glyndon’s Sign Along and Adjacent to Trunk Highway 10** – Administrator Vogel explained how this permit is required every ten (10) years and it gives up the right to maintain the “Glyndon” sign on the east end of town. A motion to approve Resolution 2026-1 was made by Steven Ring, seconded by Bryant DeVries. All in favor.
Motion carried.
- c. **December 2025 Expense and Revenue Budget Sheets for Review** (*informational only*)
- d. **Confirmation of Bayer/Monsanto Decertified TIF District from Clay County** – This just shows that the Bayer/Monsanto TIF District has been decertified with Clay County and will be added to the tax roll in 2026.
- e. **Lead & Copper Tap Water Monitoring Report from MN Department of Health** (*informational only*)

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

10. Department Reports

- a. **Justin Vogel, Police Chief** – Chief Vogel stated he received an email from Clay County IT that after December 31, 2026, they will no longer be offering IT support to Glyndon, and other small cities in the area. Clay County IT offers support services for their New World program and LERMS. He is having a meeting with the other Chiefs to discuss options. Chief Vogel stated everything needs to be BCA qualified in order to do our IT services. Chief Vogel updated Council on animal impounds, stating FM Animal Hospital notified us earlier in the year that they would no longer be processing animal impounds as of December 31, 2025. He states the Police Department does have a kennel that was purchased a few years back that might have to be used to house the animals until a more permanent solution becomes available.
- b. **Jeff Berg, Maintenance Department** – Berg states they are currently working with Hawkin’s Chemicals on getting the tanks installed at the water plant so the phosphate chemicals can be added to the water system. They have been working on snowplow equipment to get everything where it needs to be. Once they are done snowplowing and salting, they will be doing some tree trimming this winter.
- c. **Bob Cuchna, Fire Chief** – Absent
- d. **Wendy Affield, Clerk/Treasurer** – Affield is working on W2’s and 1099’s. She will also be preparing paperwork for the Auditors.
- e. **Justin Vogel, Administrator** - Vogel would like the Committees to set up meetings with their designated Department Head and have dates set up for discussion at the next morning Council Meeting. Ring would like to have a set one every quarter prior to an evening Council Meeting and then add any special ones later if needed. The Council discussed back and forth a variety of ways they would like to set up meetings. Ring will send an email out to the ones he is on a committee with and see what days work best. Affield will make a calendar once everyone has had a chance to visit.

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

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

13. Miscellaneous Announcements & Recognitions

- **City Hall will be closed on Monday, January 19th for Martin Luther King Jr. Day**

14. **Adjournment** – A motion was made by Bryant DeVries to adjourn the meeting at 7:14 am, seconded by Steven Ring. All in Favor.
Motion carried.

Joe Olson, Mayor

Hanna Dufault, Administrative Assistant

Wendy Affield, Clerk/Treasurer

January 14, 2026, Council Meeting Minutes

**CITY OF GLYNDON
RESOLUTION RECORD**

1/28/2026

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 28th, 2026

Vendor	Description	Code	Amount
Active 911	Subscription Renewal for Fire Dept	501-45000-433	\$596.10
Ameritas Life Ins/Vision	Vision Insurance for Employees	101-41000-133	\$63.96
ASP of Moorhead	Security for Community Center 1/17/26	101-43000-280	\$160.00
Beam Dental Card ACH	Employee Dental & Extra Coverage	Coded Separate	\$515.85
City of Moorhead	Legal Fees for Prosecution Services	101-41000-305	\$6,002.52
D & S Construction of DL	Building Inspector Retainer for January	101-41000-300	\$500.00
Dufault, Hanna	Clothing Allowance Reimbursement	Coded Separate	\$187.73
Hawkins	Chemicals for Water Treatment Plant	201-44000-216	\$1,622.16
Kody's Electric, LLC	Electrical Work on Lift Station Generator	301-44000-300	\$13,017.02
Lakes Country Service ACH	Health Insurance for Employees - MEDICA	G 101-21706	\$10,362.26
Law Enforcement Labor	Union Dues for Ryan, Annie, Carter & Teryn	G 101-21707	\$292.00
Loffler	Assistance with Security Camera System	101-41000-300	\$43.75
Minnesota Life Insurance	Life Insurance for Employees	Coded Separate	\$124.50
Park & Play USA	Memorial Bench for Anstadt Park	101-47000-636	\$1,875.00
RDO Equipment	Downpayment for John Deere Loader	101-47000-540	\$26,000.00
Region IV Chiefs of Police Ass.	2026 Membership Dues for Police Chief	101-42000-208	\$50.00
RMB	Water Testing on 1/14/26	201-44000-300	\$57.48
Salveson, Jeffrey	Glyndon Days - 1/2 Balloon Twister	101-41000-665	\$195.00
SSI Crestmark	US Solar Xcel Payment for December	Coded Separate	\$521.78
Titan Machinery	Installed Block Heater - Sterling Plow	101-47000-211	\$2,487.93
Vestis	Community Center Mops & Mats	101-43000-210	\$98.96
Volunteer Firefighters Benefit	Annual Renewal Form for Fire Dept Ins.	501-45000-433	\$220.00
Westlund Excavating	Curb Stop Repairs at 218 9th St SE	201-44000-300	\$2,000.00
		TOTAL	\$66,994.00
AS CERTIFIED BY WENDY AFFIELD CITY CLERK		GRAND TOTAL	\$66,994.00



www.glyndonfire.com

Mayor Olson, Glyndon City Council, Chief Vogel

36 3rd St SE, Glyndon, MN 56547

Dear Mayor Olson, Glyndon City Council, Chief Vogel,

"It's not about perfect. It's about effort. And when you bring that effort every single day, that's where transformation happens." Author Unknown.

As the Chief of the Glyndon Fire Department for the past 20 years, it took effort every day to bring about change, get the work done, and keep the department moving in the right direction. We have come a long way from the Department we were 20 years ago.

Effective January 28th, 2026, I ask that you accept my resignation as the Chief of the Department. I am not retiring from the Department. I will continue as an assistant chief for at least a year to transition the new Chief into his leadership role. In many aspects, it will be business as usual and I will continue working with City Hall while this transition takes place.

It has been an honor to be the Chief of the Department and to serve the citizens and the surrounding community we proudly call Glyndon.

Sincerely,

Bob Cuchna
CHIEF, GLYNDON FIRE DEPARTMENT

20 January 2026

701.367.1867



Glyndonfire@yahoo.com

ROBERT CUCHNA,
CHIEF, GFD

City of Glyndon

Minnesota



City Council:

Mayor Joe Olson
Shonna Severson
Bryant DeVries
Patrick McCoy
Steven Ring

ANIMAL IMPOUND RELEASE FORM

FEE SCHEDULE FOR ANIMAL IMPOUND

CITY PET TAG: \$6

DAY 1 BOARDING: \$35

DAY 2 BOARDING: \$70

DAY 3 BOARDING: \$70

DAY 4 BOARDING: \$70

DAY 5 BOARDING: \$70

FAILURE TO PROVIDE PROOF OF RABIES: \$35 PENALTY

ANY VETERINARY FEES THAT MAY ARISE

DATE PICKED UP: _____

KENNEL NO. _____

LOCATION/AREA PICKED UP: _____

OFFICER'S BADGE NO. _____

PET'S NAME: _____

LICENSE NUMBER ISSUED: _____

BREED: _____

WEIGHT: _____

COLOR: _____

VET USED: _____

VACCINATION RECORDS PRESENTED: Y _____ N _____

RABIES EXPIRES: _____

OWNER'S NAME: _____

ADDRESS: _____ PHONE: _____

OWNER'S SIGNATURE: _____ DATE: _____

****OFFICE USE ONLY****

TOTAL FEES DUE: _____

METHOD OF PAYMENT: CASH _____ CHECK NO. _____ CARD _____ DATE: _____

APPROVED BY: _____ TAG EXPIRES: _____