

Glyndon City Council

1/25/2017

7:00 p.m. Regular Council Meeting
City Hall Council Chambers

1. **Call to Order:** Mayor Cecil Johnson called the meeting to order at 7:00 p.m.
2. **Roll Call:** Council Members Present: Dave Owings, Justin Schreiber, Joe Olson and Kimberly Savageau, Deputy City Clerk Wendy Affield, Police Chief Mike Cline, City Engineer Alex Ranz and Rescue Captain Nate Paulson.

As Per Sign in Sheet: Brandon Sullivan and Kelly Richards.

3. **Motion to Approve Consent Agenda**

- a. Minutes – 1-11-17 Council Meeting
- b. Motion to Approve Resolution of Payments – Joe Olson made a motion to approve the Consent Agenda, seconded by Justin Schreiber.
Motion Carried.

4. **Additions to Agenda**

- Lucas 2 CPR Device Demonstration - Rescue Department – Nate Paulson

5. **Motion to Approve Agenda**

A motion to approve the 1/25/2017 Agenda was made by Joe Olson, seconded by Dave Owings.
Motion Carried.

Additions to Agenda – Nate Paulson, Rescue Chief informed Council last February the Rescue Department started fund raising (5K Run, meat raffles and donations) to purchase the Lucas 2 CPR Device. By August they were able to order the device for \$12,200. Paulson explained to Council the LUCAS 2 Chest Compression System is designed to deliver uninterrupted compressions at a consistent rate and depth to facilitate ROSC. It delivers automated compressions from first response in the field to ambulance transport and throughout the hospital. Lucas facilitates consistent blood flow from the moment it is turned on, helping to improve a patients chance for a successful outcome. Paulson demonstrated the device using a CPR manikin and explained how the machine knows the depth of each compression from how far it initially had to go down before it came into contact with the patient. The device comes with two batteries and will also plug into an outlet. Paulson explained while the device is doing the work the rescue crew can work on any other issues the patient may have. Except for Ulen Rescue Glyndon is the only non-transport squad in the area that has one. Paulson informed Council the Fargo Force Hockey Team hosted a Hometown Heroes Night to raise funds, the donations usually going to the Wounded Warrior Project but they decided to keep the funds local and as of today the Glyndon Rescue has secured \$5,000 to be put towards the funding for their new radios. The Glyndon City Council would like to thank the Fargo Force for their donation. Council expressed their appreciation to Nate Paulson for all his time and work he puts into the Glyndon Volunteer Rescue Department.

6. New Business

a. Annual Swearing in of the Glyndon Police Officers (*Chief Michael Cline, Brandon Boe, Jarett Coulter, Bryan Praska, Tyler Schwartz and Joseph Solberg*) – Chief Cline and his officers stated their names and repeated the Oath of Office to the Council. Mayor Johnson thanked the Officers for all they do to keep the City safe.

b. Joint Local Governing Boards Round Table – Mayor Johnson informed Council the local Governing Boards were going to try and meet every few months in different towns to discuss what projects were happening in the area. Mayor Johnson and Council Member Kimberly Savageau will be attending the discussion on February 23rd in Hawley.

c. Engagement Letter for 2016 Audit with Eide Bailly – Mayor Johnson asked if Eide Bailly should be part of the Annual Organizations the Council approves each year. Ken Norman stated they should be included. Affield informed Council the 2016 Audit will be done the week of March 27th. A motion was made by Kimberly Savageau to have Eide Bailly perform the City's 2016 and 2017 Audits, seconded by Dave Owings.
Motion Carried.

d. Schedule Public Hearing for Review of the Preliminary Plat for Kelly Richards Development – Savageau stated to Council and Mr. Richards, you will only need one Public Hearing during the replat approval process, the final plat can be approved once it has been reviewed by Council, the City Engineer and the County Auditor. Savageau would like to see more planning commission meetings to make sure all the issues have been address and corrected before the final plat is presented to Council. Norman stated he informed Mr. Sullivan's Attorney and Kelly Richards he will need the Title Opinions on who owns the property (requesting to down date them). Savageau explained she would like the preliminary replat prior to a meeting, not the day of so it can be reviewed. Savageau will visit with Thorson to set up the Planning Committee Meeting. Council scheduled a Public Hearing for the Preliminary Replat of Centennial Addition for February 8th, 2017 at 6:00 p.m. in the City Hall Council Chambers. Affield will send a publication to the Clay County Union and letters to residents within 350' of the development making them aware of the Public Hearing.

7. Old Business/Unfinished Business

a. Resolution 2017-1 – A Resolution Changing the City Administrator Position Back to a Clerk/Treasurer Position – Joe Olson made a motion to approve Resolution 2017-1 changing the City Administrator Position back to a Clerk/Treasurer position, seconded by Kimberly Savageau.
Motion Carried.

b. Resolution 2017-2 – A Resolution Adding “The Extra” Newspaper as a Secondary Paper for Publications and Notices for the City of Glyndon – Justin Schreiber made a motion to approve Resolution 2017-2 adding the “Extra” newspaper as a secondary paper for publications and notices for the City of Glyndon, seconded by Joe Olson.
Motion Carried.

c. 3rd and Final Reading for Subdivision Ordinance #184 – Kimberly Savageau made a motion to make the change of adding “at the discretion of the Council” on Page 44, Section B,

Subsection 2, after the first sentence, and to waive the complete reading of Subdivision Ordinance #184 and accept this as the 3rd and final reading, seconded by Dave Owings.
Motion Carried.

d. 3rd and Final Reading for Ordinance #183 – An Ordinance Expanding the Extraterritorial Jurisdiction of the City of Glyndon to 1-Mile – Amending Section 2.01 in Zoning Ordinance #181 – Kimberly Savageau made a motion to waive the complete reading of the Ordinance and accept this as the 3rd and final reading of Ordinance #183, seconded by Joe Olson.
Motion Carried.

e. Discussion on Public Hearing for Rezoning a Portion of Centennial Addition – Justin Schreiber made a motion to grant the petition for rezoning a portion of Centennial Addition from R1 to R2 from Jim Sullivan, seconded by Kimberly Savageau.
Motion Carried.

f. Bids on Community Center Roof Repair – M.J. Dalsin Co. of ND Inc. & Pierce Lee Roofing – Council discussed the bids from both contractors and decided they should have further inspections done to see if a mold problem is in the ceiling prior to having it repaired. Council discussed the options of leaving it as a flat roof or possibly adding a pitch to it for better drainage. Affield informed Council there was \$20,000 put into the budget for roof repairs at the Community Center and \$3,722.33 that was donated by the Women’s Lion’s Club. Olson offered to visit with Trio Environmental Consulting and see if they can inspect and test the insulation and roofing materials. Dave Owings made a motion to instruct Joe Olson to contact the necessary people to have the Community Center roof inspected, seconded by Justin Schreiber.
Motion Carried.

g. Update on 418 2nd St SE – Affield explained the email from Steven Schroeder, stating the house mover has been notified and he is waiting to hear back from him.

h. Project Timeline for Proposed 2018 Utility Improvements Parke Avenue – Mayor Johnson discussed the meeting he and Olson attended at the County Engineers office discussing the Parke Avenue project and stated Xcel Energy, Chris Thorson, School Board Representatives and County Representative will be at City Hall on the 8th of February to discuss this project. Olson has requested a total project cost from the County so the City has an idea of what it will run them in 2018. Olson would like to make sure our Financial Advisor David Drown is aware of what the project will cost the City. The MOU for the project was given to Norman for review. Norman informed Council he only had a few minor changes which were given to Chris Thorson. Owings ask if the total amount is before or after the Safe Routes to School Grant. Olson explained the grant will be split between the County and the City, the grant was pursued as a joint endeavor between the City and the County. Olson explained the different aspects of the project and how many people will be involved with the planning and designing of the roadway. The school has been brought into the discussion since there has been talk about possibly redoing the parking/drop-off area in front of the school. Council discussed the underground work that will be done and the leases between the City and BNSF Railway. Olson informed Council the City has many projects in the next few years (quiet zone, water looping, Parke Avenue) and Council’s goal is to make sure everything is in place and ready to move forward when the time comes. Norman explained the item he revised in the MOU is so the City can not only review sections of the project but also have the right to approve parts of the project. Mayor Johnson informed Council Dave Overbo, the County Engineer stated he is going to follow the way Barnesville reconstructed their main street. Joe Olson made a motion to set the Public Hearing to discuss the Facility Plan

for Parke Avenue on February 22, 2017 at 6:00 p.m. in the City Hall Council Chambers, seconded by Dave Owings.
Motion Carried.

8. Department Reports / Committee Reports

a. Mike Cline, Police Chief – Chief Cline discuss his Annual Report that was delivered to Council. Schreiber questioned where the revenue goes that the Police Department receives from these different areas listed in his report. Cline explained certain funds are put back into the general fund, some seizer revenue has to go into a separate account as to how state statute reads and the vehicle auction revenue goes into a restricted savings account which is used to purchase new squad vehicles when enough funds are available. Affield was requested to do a write-up in the newsletter on the speed sign that was installed in front of the school. Cline and Council discussed all the positive feedback they have heard about the speed sign. A second sign will be installed this fall on the south end of the school. Owings asked Cline if he has had many issues with snowmobiles this year. Cline stated it has been a better year. Affield informed Council she was requested by a resident to have something added to the newsletter reminding “no snowmobiles in the coulee”. Cline informed Council the second half of his radios will be paid for this year and he will be updating the computers (all in his budget). A desktop computer will be purchased specifically for downloading the video from the squads. Cline informed Council of a complaint from a father whose son received a ticket and after the father watched the video he apologized for his behavior and his sons.

b. Bob Cuchna, Fire Chief – Not Present.

c. Scott Lofgren, Maintenance/Public Works Supervisor – Not Present.

d. Wendy Affield, Deputy City Clerk – Nothing at this time. Owings discussed his concerns about Affield bringing stuff home to work on. Affield informed Council she only brings home envelopes, address labels, newsletters and stamps, she does not bring anything home and will never bring anything that has any financial numbers or person information on it. Mayor Johnson stated there is only so much time in the day she has to get thing accomplished and once the new employee is hired it will relieve her of for having to spend the extra time at City Hall or doing things at home. Owings does not want to see the City taking advantage of her, stating everyone needs a break. Council discussed all the work that has been completed in the last month with the developments. Savageau stated no one can say the City has not been assisting the Developers in this process. Council discussed and thanked Savageau for all the extra work she has done with moving this process forward correctly and how much time she has saved the Engineers with her knowledge. Norman stated the committee planning meetings have been very helpful during this process, especially figuring out an alternative plan for the safety concerns of Police Chief Cline and Fire Chief Cuchna.

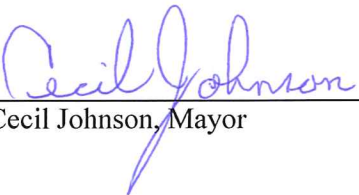
e. Joe Olson and Kimberly Savageau, Glyndon Improvement Committee – Olson informed Council he would like to apply for a \$5,000 Grant from Home Depot. If the grant was received some options would be to build a warming house for the skating rink, installing a basketball court or archery range. Olson asked if the sliding hill will have grass grown on it this year. Savageau stated Randall’s were paid to shape the hill, she would assume grass will be planted. Schreiber asked if the hill will be moved when the construction starts on Parke Avenue. Alex Ranz reminded Council, that area may become a holding pond for Parke Avenue when the ditches are removed and the curb and gutter system is installed. Ranz stated the area could still be used as a skating rink in the winter, it will just be a larger area available. Mayor Johnson informed Council the extra fill from the Highway 10 and Parke Avenue projects will be brought out to the pond area to be used or sold for projects around town.

9. **Open Forum –**

10. **Miscellaneous Announcements –**

11. **Adjournment**

A motion was made by Joe Olson, seconded by Kimberly Savageau to adjourn at 8:40 p.m.
Motion carried.



Cecil Johnson, Mayor



Wendy Affield, Deputy City Clerk

January 25th, 2017 Glyndon City Council Minutes