

Glyndon City Council

4/27/2016

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, Chris Jensen, Joe Olson and Kimberly Savageau, City Clerk/Treasurer Denise Anderson, Deputy City Clerk Wendy Affield, Police Chief Michael Cline, City Consultant Ken Parke, City Engineer Chris Thorson and Alex Ranz.

As Per Sign in Sheet: Adam Altenburg from METRO-COG, Mike & Branden Sullivan, Dave Werth, Erica Jensen, and Karen Kringler.

3. **Motion to Approve Consent Agenda**
 - a. Minutes – 4/13/16 Public Hearing – Zoning Ordinance
 - b. Minutes – 4/13/16 Council Meeting
 - c. Motion to Approve Resolution of Payments – Wendy Affield had an addition to the Resolution of Payments for \$257.00 from the Volunteer’s Firefighter Benefit Association for their annual renewal dues. Chris Jensen made a motion to approve the Consent Agenda, seconded by Kimberly Savageau.
Motion Carried.

4. **Additions to Agenda**
 - Nothing at this time.

5. **Motion to Approve Agenda**

A motion to approve the 4/27/16 Agenda was made by Joe Olson, seconded by Dave Owings.
Motion Carried.

6. **New Business**

a. Water Charge Review – David Drown – Anderson informed Council that it was not possible for Mr. Drown to Skype in tonight but he did stop into the City Hall on Tuesday and visited. Anderson requested Council to review the email that Mr. Drown sent to her regarding his suggestions concerning the Water Tower Bond, Water Looping Project and Assessments on Stockwood.

From: David Drown
Subject: Council Items

You have asked me to provide my comments on a couple of items on the Council Agenda this evening.

Adequacy of the \$15.00 per account water rate surcharge for Water Tower Bond:

Looking at the performance of the City's water utility in 2013 and 2014, water rates in place at that time generated revenues that more-or-less equaled expenses. So the utility was being run on a "break-even" basis. In anticipation of bond payments for the new water tower, the City implemented a \$15/account/month charge on all utility accounts in the system. Wendy confirms that in 2015, this surcharge produced \$89,000 in new revenues. The average payments on the water tower bond is about \$96,000 per year, so this surcharge is about \$6,000 shy of covering bond payments.

So, some minor rate adjustment may be warranted to cover this shortfall. I would probably wait and see what the 2015 audit shows before taking action. If you adjust rates for the water looping project (discussed below) you might add a bit for this shortfall there.

Possible Water Looping Project:

City is considering a project to loop water main along TH 10 prior to its reconstruction in the near future. Bids came in at about \$380,000, so with engineering and other costs you are probably looking at a \$500,000 overall project. The hope is that the City will get a substantial grant from the PFA for this project, but this is not yet confirmed. Worst case, if the grant is not approved, and the full \$500k is funded with a 1.25% PFA loan (not confirmed but this is about the going rate right now) you are looking at a \$30,000 annual bond payment. To cover this payment the City will need to raise additional water revenues:

- If you pay for this as a flat fee surcharge per account like you did for the water tower, this monthly fee will need to be just a bit over \$5.00 per month.*
- If you pay for this by increasing the per 1000 gallon fee by about \$1.15. That would raise it from the current \$4.70/per 1000 to \$5.85/per 1000.*

Your utility rates are getting very high. Let's hope you get the grant!!

Cancelling the Assessments on the Stockwood Commercial Subdivision:

Now that the City owns all the Stockwood lots, I see no practical reason to keep the assessments outstanding and pass money back and forth to the County. I would tell the County to cancel the assessments entirely. In the future, the City will need to recognize that lot prices will need to be bumped up a bit to cover the cancelled assessment amount, and all lot sale revenue will need to be devoted to underlying bond payments that funded the subdivision street and utility improvements.

*Respectfully submitted,
David Drown
David Drown Associates, Inc.*

Chris Jensen asked Anderson how the City is sitting with sewer revenues compared to expenditures at this time. Anderson stated that the City is taking in more revenues but need to project out 10 years for replacing the ponds. Jensen stated that the money is being set aside for the ponds. Anderson informed Council that the money is staying in that fund and she is tracking

each year's carryover, but has not priced out what the new ponds would cost. Anderson asked Thorson if the projected time for new ponds would be around ten (10) years. Thorson informed Council that it all depends on the growth of the City. Affield informed Council that Mr. Lofgren mentioned that the ponds would cost around a million dollars. Anderson stated that the Sewer fund is supporting itself and is generating revenue and that revenue is staying in that fund and that's where that money will be sitting when it comes time for the ponds to be built. Jensen explained that where he was going with this was that if the Sewer fund was thriving could a portion of that be reduced to offset the water portion increase that the residents might be looking at for the Water Looping Project. Anderson informed Council that the Council could take the money from the Sewer fund and transfer it to the Water fund, you are allowed to do a one-time transfer. Jensen asked Thorson how many more residential homes the ponds would be able to handle. Thorson stated that he believes the figure was around 200 more. Olson asked "is the new expansion of the ponds due to the development growth or the condition/age the ponds are in." Thorson said that the pond system the City has is in good operational condition, it would be the capacity issue which the City could always add a cell or two to compensate for future growth. Mayor Johnson would like to know how long Thorson feels the City has until this will need to be done, as the City will need to obtain land to be able to install more ponds. Anderson suggested that if the City does not receive the Grant for the Water Looping Project and decides to increase the water per 1000 gallons rate the sewer portion should not be increased, it should stay the amount it is at this time. Anderson would like direction from the Council to be able to inform PFA what options the City will take if the Grant is not received. Anderson just wants the Council to be aware of the options that may need to be taken once the City hears more from the PFA. Mayor Johnson would like to look at the first paragraph on Mr. Drown's email concerning the \$15 a month water tower charge asking how the City will make up the \$6000 shortage for the Bond payment. Anderson informed Council that you have two options, either raise the user fee on the water tower or you can raise your water rates. Affield explained to Council that it would be best to raise the user fee as once you raise the water rate you usually do not see amounts go down. Affield also feels it would be easier to track the funds by having it go into the water tower account and when the water tower has been paid for the user fee will be deleted from the utility bill. Council instructed Anderson to let the PFA know that the City will agree to an increase for the Water Looping Project if that is what it takes to move forward with the project if the Grant is not awarded. Thorson stated that the Council should know by the next meeting if they will receive the Grant.

b. Decertify Stockwood Business Park Specials on City Owned Lots – David Drown–

Anderson informed Council that she received Special Assessment statements on all the lots the City owns in Stockwood so the City would issue a check to the County, the County would then return the funds to the City. After visiting with David Drown and Lori Johnson Anderson feels that it would be best to decertify the Specials. Jensen asked if the City would then add that amount into the price of the lots or sell the lots for a lower amount but have the Specials still attached for the owner to pay yearly. Anderson stated that Mr. Drown informed her that most banks are not wanting to lend funds to purchase land that has Special Assessments attached. Jensen and Savageau feel that is more of a Metro area concern as in the Fargo/Moorhead area most lots have Special Assessments on them. Jensen asked Mr. Parke if the City of Dilworth thought about decertifying the forfeited lots they received years back. Mr. Parke stated that Dilworth did not, the City made the annual payments and then attached the amount onto the sale of the lot. Mr. Parke suggested to wait until you see if the City receives any bids on the development before a decision is made. Anderson stated that there is no hurry, it can be done anytime but she will have to pay it by May 15th if a decision is not made by then. Savageau suggested requesting from the County Board to have the interest waived. Ken Parke informed Council that the City of Dilworth would make one payment a year in October, would request the

interest to be waived and was always granted that request. Anderson will write a letter to the County Board requesting that the interest be waived. Savageau and Parke informed Council that the City could reassess the Special Assessments on tax forfeited land. Mr. Parke is surprised that the City has received the Special Assessment statements, usually once a City takes over tax forfeited property the assessments are cleared. Savageau requested more information concerning the recertification of the Special Assessments once they are decertified.

c. HR Portfolio Clarification – Olson explained that at the beginning of the 2016 year he and Jensen were appointed to the HR Committee but him and Owings still needed to finish up some items from the 2015 year and he is trying to figure out who he should be visiting with when an HR issue arises. Jensen knows that Olson and Owings were working with Ben Thomas on preparing job descriptions for the City employees and does not want to interfere with that so he is willing to excuse himself from the HR Committee if Owings would like to finish up the year. Owings believes the job descriptions from the U of M student will be sent to him soon as the school year is coming to a close, and then they will review them. Olson requested to have different members appointed to this committee next year. Council Members discussed concerns and options to help resolve HR issues. Owings stated that he is willing to finish the year on the HR Committee. Mayor Johnson stated that Owings and Olson will finish the 2016 year out on the HR Board. Olson would also like clarification on where the line is drawn on what committee should resolve issues if concerns are with the Fire/Police, Maintenance or Finance Departments. Jensen believes the Council would then need to have a closed door meeting. Jensen stated that most items should not even come to the Council, he feels that the Supervisor of that Department should handle the situation. Olson stated that if the issue is between two department heads the HR Committee and Council Members will need to help resolve the issue. Owings explained some items that were requested from the student that is working on the job descriptions, one being what the salary would be if City Hall was to hire a part-time person, another would be step levels for the full-time employees. Mayor Johnson informed the residents in the audience that a student from the U of M is preparing the job descriptions for the City as their yearend project for their Master's Degree.

d. Council Chamber Layout – Olson suggested that the City look into a better layout for the Council Chambers desk situation as the City has many Professionals that should have a spot to be able to address the audience when needed. Owings suggested to look into a square layout that would allow all department heads a spot up front. Council Members discussed options and ideas on how to better utilize the Council Chambers. Council requested Anderson and Affield to come up with some ideas.

e. Liquor License Approval – Morty's Bar & Grill and The Hill Lounge – Chris Jensen made a motion to approve the liquor license renewal application for Morty's Bar & Grill and The Hill Lounge as long as Chief Cline has no complaints towards either facility. Chief Cline stated that he has no complaints and has finished both background checks and they are both good to go, with that said Dave Owings seconded the motion. Motion Carried.

f. Fire/Rescue Acceptance of Retirement – Rodney Wirth – Mayor Johnson asked if the City should do something special for Mr. Wirth thanking him for all his years of service on the Fire/Rescue Department. Jensen stated that the Relief Association will be presenting something special to him, but it would be nice for the City to also recognize Mr. Wirth.

g. Agreement for Fire Service Contracts – Riverton, Spring Prairie & Glyndon Townships – Anderson explained to Council that these contracts reflect a 4% increase

for 2016, 2% increase for 2017 and a 2% increase for 2018. The City is still waiting to receive the Service Contract from Moland Township. Olson asked if Mr. Norman has reviewed these contracts. Jensen stated that he believes Mr. Norman reviewed the initial template awhile back when it was revised. Kimberly Savageau made a motion to accept the Service Contracts from Riverton, Spring Prairie and Glyndon Townships, seconded by Joe Olson. Motion Carried.

7. Old Business/Unfinished Business

a. Zoning Ordinance – 1st Reading – Adam Altenburg discussed the Residential Districts stating that it is now; R-1 Low Density Residential, R-2 Moderate Density Residential and R-3 High Density Residential. Altenburg explained the sizes, setbacks and what the differences are between the districts. Anderson requested more clarification under Penalties, Violations & Enforcement page 30 #4.06. Anderson would like it to read “be fined up to \$100.00 per day up to \$1000.00 per violation.” Altenburg will make that change and add the State Statue in the Ordinance. Olson asked a question concerning Conditional Use Permit on page 34, asking what the steps to this process are. Altenburg informed Council that Mrs. Anderson will review the request but it is the Council who makes the final decision. Jensen questioned under Chapter 15: Manufactured Housing Residential District R-4 on page 59 letter (h.) does either of the mobile home parks have central community buildings that feature a laundry drying area and machines, public toilets and lavatories, storm shelter with adequate heating. Mayor Johnson stated that neither mobile home parks have that at this time. Jensen is wondering if the City will have to request this to be done once the ordinance is adopted. Altenburg informed Council that it says “*as applicable*” so you would not have to require it. Savageau stated that under Chapter 5: Nonconforming Lots, Uses & Structures it states “*It shall be deemed nonconforming when, within the districts established by this Ordinance or amendments that may later be adopted, there exists lots, structures, and uses of land which where lawful before this Ordinance was passed or amended, but which would be prohibited, regulated or restricted under the terms of this Ordinance or future amendments. This ordinance permits these nonconformities to continue until they are removed, modified/alterd or otherwise discontinued.*” Mr. Parke stated the City can visit with their Attorney, but he feels they would be grandfathered in to a degree until they were removed, modified/alterd or otherwise discontinued. Parke and Chief Cline discussed Multi Crime Free Ordinances and suggested that the City look into adopting one. Cline informed Council that this would hold the landlords accountable for who they are allowing to rent. Savageau asked if that shows how many violations that tenant has had in the past. Jensen is concerned about many properties in the community that need to be cleaned up or businesses that may not be suitable in a residential neighborhood and feel the Council should not jump into allowing everything to be “grandfathered in”. Savageau suggested that the Nuisance Ordinance be updated and changed to a fine instead of taking the individual to court, stating this will help alleviate some of those issues. Cline stated that if you are going after a person having a repair shop out of their garage you would also have to look at all the other business that are run out of people’s homes, you can’t just pick on one, you must look at them all. Olson asked who decides what a nuisance is, would that be Chief Clines call. Owings informed Council that in the Zoning Ordinance it talks about a Zoning Administrator, who typically a City this size is the City Clerk/Treasurer or City Administrators position. Olson suggested when visiting with the individual that the City may have a nuisance issue with they should be addressed in a smooth/soft manner. Mayor Johnson asked if the individual with the shop in his garage has been to City Hall. Anderson informed Council that he has been in and she informed him that he may not park cars on his lawn, cannot park cars on the street that he is working on, everything needs to fit on his driveway, his signage on his garage is too large and will need to be 1’ x 4’. Anderson has not driven by to see if anything has been done from their discussion. Savageau mentioned that if it

was lawful in the prior ordinance he is not doing anything wrong at this time. Ken Parke discussed under Home Occupations *(k.) The home or occupation shall not involve any of the following: small engine or auto repair or reconditioning or manufacturing;* which will also work with the nuisance section. Anderson would like to address the Automobile or Motor Vehicle Repair (Minor) under definitions, she would like it to read “*2 vehicles for 2 days instead of 4 vehicles for 4 days.*” Mr. Parke explained that in Dilworth they had a small auto body shop that was considered to be under this definition and the larger commercial equipment would be considered major automobile repair. Council discussed what needs to be done with the vehicles that do not move for long periods of time and are not licensed. Mr. Parke indicated that the Dilworth Ordinance concerning the Commercial Districts are more specific on what is allowed and not allowed. Council requested Mr. Altenburg to reflect on what Dilworth has in those sections and incorporate them into Glyndon’s Ordinance for the Second Reading. Jensen would like to discuss the concerns that he has been receiving from residents in Glyndon about the lot sizes of thirty-seven and a half feet (37 ½’). Jensen stated that the residents are concerned with the traffic logistics of having so many homes in a small area, making it congested and unsafe. Jensen is concerned that the children will be playing in the streets because they do not have a front yard to play in. Jensen understands that it is necessary to incorporate moderate and high density housing in the development but believes they should be strategically place in the appropriate areas of the development and that we do not make them so small that they create more of a burden. Chief Cline stated that children are already playing in the streets in specific areas of town. Jensen is not worried about the structure of the homes that would be built, he is concerned about how the City is to funnel the traffic in that area. Savageau asked Thorson what the road width would be with the curb and gutter that will be installed. Thorson stated between 36’ and 40’, which should be what the street width is in the Southcreek Addition. Olson suggested to set the congested issue aside and see if the Council can concentrate on figuring out how to make the development work with a section of smaller lots. Olson has also heard from concerned residents that have made remarks that Glyndon Council Members do not work with Developers when the City is so desperately in need of roof tops. Olson asked if other communities are going with the 37 ½’ lots in their developments and wonder if in order for developers to come into Glyndon does the City need to allow this also. Jensen feels the City should not go smaller than 50’ for the lot sizes and explained that there will be double the lots if you divide them in half. Savageau informed Council that the City needs to have a check list to give land owners that want to develop in Glyndon explaining what the City is looking for and will allow before they even start the project so everyone’s time is not wasted going back and forth. Savageau explained that the five people on the Council have their opinions which sometimes get in the way of what is best for the City and if an agreement on what may be built in town was in writing it would save time and engineering costs for all parties involved. Savageau suggested that in the Zoning Ordinance it should state that “*in this subdivision a developer would be allowed to build ___% of R-1 homes, ___% of R-2 and ___% of R-3*”, because they have to have a certain amount of high density homes to make the development work. Savageau expressed her frustration by stating “the Council does not have one clear consistent view for a Developer to come in.” Jensen agrees with Savageau and asked what mixture of housing districts we want in our developments. Olson informed Council that he has visited with planners and other developers and have been told that these smaller lots are what is working and selling in the Fargo/Moorhead area. Ken Parke explained that when he worked for Dilworth they would have a review staff that would iron out all the details prior to being brought to Council. Parke asked Thorson if the Outlot A on the plat is going to be a large enough area for the pond system if the City allows high density homes to be built. Thorson explained that Outlot A was not platted for a retention pond at that time, it was supposed to be for an apartment complex but do to State regulations a pond must be built and that area being so large was the best choice for it. Thorson also stated that the pond will be large enough to maintain high density homes being built in that

area. Parke feels that with the TIF District in place you will probably be looking at young families with children building in that area. Thorson informed Council that there is a permitting process through the Water Shed and State MPCA that needs to be done for the retention pond and it is a pretty straight forward process. Owings would like to follow what Dilworth and Hawley have required by not going smaller than 50' lots, also being concerned with the children playing in the streets. Mayor Johnson informed Council that he has been evaluating bus drivers so he has also been in the Moorhead area where children are picked up to be brought back to Glyndon for school and there are some high density homes in those areas and they seem to be working, he has not heard of any children being hit or accidents happening due to the shortage of parking on the streets and the smaller lots. Mayor Johnson understands and respects the opinions from the Council Members but feel it is time for Glyndon to start growing and he wants to be fair to both the Developer and the citizens. Johnson understands that in the past the people that would build in Glyndon came here to be able to have a larger lot for a reasonable price but unfortunately times have changed and prices have increased so Mayor Johnson asked "if Glyndon should also change with the times." Ken Parke informed Council that he is hoping to meet with Mr. Sullivan or his sons later this week to address the sizes of the lots and to give them some of his ideas as to the possibility of replotting the land. Mr. Parke explained that your best developments come through negotiations and compromises and he believes that Mr. Sullivan presented the best proposal for him that would work in developing in Glyndon and protect his financial investment, is there other ways he can look at it, that is something Mr. Parke would like to sit down with Sullivan's and see if it is possible. Olson likes what Mr. Parke is saying and feels it is hard to negotiate with five people's opinions at a Council Meeting. Chris Jensen asked Olson why he is for a 37 1/2' lot and opposed to a 50' lot. Olson stated that he is not opposed to 50' lots, he has been listening to what has been presented by Mr. Sullivan who states that he cannot do the development without the ability to have 37 1/2' lots. Olson is also looking at the Seters Development that was trying to start but is also having issues due to the large expense of the retention pond and believes that if smaller lots are what needs to be available for either development to move forward than he agrees to do what it takes to help get the development up and running. Olson would like to concentrate on how the City can make it work, make it safe and still have a nice development. Jensen discussed the economics of the difference between a 37 1/2' lots and a 50' lot and feel it is not that much of a difference cost wise so why not go with the larger size. Olson stated that he is trying to keep all options open and since it does work in the Fargo/Moorhead area it should be able to work in Glyndon. Jensen explained that his concerns are the esthetic and the realistic logistics of not the streets in front of the homes but the safety in logistics of everything that it takes to get to the development, explaining that he is concerned with the traffic that will be traveling through the older part of the Centennial Development that have narrow streets. Savageau questioned that if the lots are left at 75', more than likely the homes that are built on that size lot will not qualify for TIF and that is the funding mechanism for this development and if it will not be allowed where will the funding come from to get this project going. Jensen stated that Hawley, Dilworth and Moorhead do not TIF, there are plenty of other mechanisms to fund the development. Savageau asked "is one of those other mechanisms, to have the City Bond out." Jensen replied that is an option. Savageau asked how much the City bonded for with the Stockwood Addition. No one was sure how to answer Savageau's question. A question was brought up that if the Council does their First Reading of the Zoning Ordinance tonight and make changes before the Second Reading does the process have to start all over. Ken Parke informed Council that it does not, you will still proceed with the next reading. Council discussed and requested Adam Altenburg to change the R-3 High Density District Lot width to read "*i. Single-family: Thirty-seven and a half feet (37 1/2')*." Kimberly Savageau made a motion to waive the complete reading and accept the draft of the Zoning Ordinance as the First Reading under consideration, any changes made will be addressed and taken under consideration during the next readings, seconded by Joe Olson. Motion Carried.

b. State of the Street's Address – Ulteig Engineering Chris Thorson – Chris Thorson passed out a map that showed the different areas that will be addressed in the next few years and what will need to be done at those areas.

2016 – Water main Looping Areas

2017 – MNDOT Highway 10 Improvements & Street Reconstruction Areas

2018 – Parke Avenue & Water System Improvements

2019 – Street Reconstruction Areas

2020 – Street Reconstruction Areas

2021 – Street Reconstruction Areas

Thorson explained that he has went through the Capital Improvement Plan and has color coded the different projects so the Council will be better able to understand what will need to be addressed each year to keep up with the Capital Improvement Plan. Thorson informed Council that the vision may change with this plan and other projects may be more important, this just gives you a template as to what may be done. Thorson informed Council that the City has received funding from the State that can be used towards seal coating. Thorson discussed a few areas that need to be seal coated and what they will cost starting with Southcreek, Stockwood and Eglon from 4th to 5th. Anderson informed Council that there is \$20,000 in the Budget for seal coating. Council discussed setting up a plan to have a certain amount of funds put into the Budget each year. Thorson suggested to check with the County to see if they are doing any sealcoating in the area and maybe the City could receive a deal on what they would like done. Thorson will put a plan together with prices for the Council on seal coat projects that need to be done in the future.

Alex Ranz from Ulteig Engineering discussed the update on Lyndon, explaining that he has visited with KPH Contracting and they are aware of the issue and would like to know when the City would like them to fix the problem. Ranz informed Council that KPH will add a one and a quarter inch (1 ¼") asphalt overlay to what is there right now and will mill down the driveways and blend them in with the road. Savageau asked if the road has been inspected since the frost has come out. Thorson informed Council that the road has been inspected and they have not seen any changes from when they looked at it in the fall. Thorson explained that one ditch has changed its profile and will need some work. Alex Ranz will let KPH know that they can start after June 6th and the City will notify the residents that will be affected. Savageau would like to make sure the residents are explained at a meeting as to what KPH plans to do. Thorson stated for the record that the one (1) year warranty will start after the City gives final payment which will only be if the City approves the final project. Savageau stated that if something drastic happened a few years down the road the residents would receive a percentage of their assessments back.

Thorson informed Council that the Water Tower project is moving forward with both connections done on 2nd Street and they will be working on the connection to the water tower.

Thorson informed Council on the bids for the Water Looping Project, stating that he is concerned with the low bid as the bidder did not fill out the reference section. Thorson informed Council that he has discussed this with Ken Norman and Mr. Norman said the City has justification to not accept the low bid since they did not complete the bid process. Council discussed and instructed Thorson to disregard that bid as they did not follow what was requested and move to the next low bid. Dave Owings made a motion to award the contract to the contractor that submitted a complete bid package, seconded by Chris Jensen.
Motion Carried.

c. 418 2nd Street SE – Review – Anderson informed Council that Mr. Sjothun called and told her the house should be moved on May 9th, which would consist of the large garage being set and the house being raised so the concrete crew can install the basement foundation. Anderson instructed Sjothun that the excess vehicles need to be moved. Jensen would like to start the process as his 180 days will be up on April 28th. Anderson will visit with Ken Norman and Steve Schroeder to have the correct verbiage drawn up for the letter to Mr. Sjothun. Jensen asked Chief Cline what he thinks should be done with the vehicles. Chief Cline informed the Council that they can request him to take care of the vehicle situation but you will also have to look at all the areas in town that have the same issue. Cline stated that there will be a safety issue until the house has been set on a foundation. Anderson has documentation from the Building Inspector on the progress that has been done since last fall. Olson asked if Norman has been notified. Anderson stated that she has not talked with Mr. Norman since last fall on this subject but will make sure he is update. Council instructed Anderson to contact Ken Norman and move forward.

d. High Chairs for Community Center Decision – Affield informed Council that she was instructed to contact the City of Dilworth to find out if their Community Center has high chairs available. Affield was informed that they do have the wooden ones that are displayed in your agenda packet and would like to know if Council would like her to order two (2) for the Glyndon Community Center. Dave Owings made a motion to instruct Affield to purchase two (2) wooden high chairs for the Community Center, seconded by Chris Jensen. Motion Carried.

8. Department Reports / Committee Reports

a. Mike Cline, Police Chief – Chief Cline informed Council that the Police Departments calls for the year is at 930, the new squad car is finished and will be delivered tomorrow, training will be given to his officer on the electronic e-ticketing process and he was approached by the Chief from Hawley asking if they can use Glyndon’s range and range officer for training their officers. Chief Cline believes that the smaller departments should share training and will let the Hawley Chief know that would work out well.

b. Bob Cuchna, Fire Chief – Not Present.

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

d. Denise Anderson, City Clerk – Anderson informed Council that she will be out of the office Friday April 29th through May 9th. Anderson will try to set up an appointment with Mr. Sullivan’s Attorney for next Friday to see if they can finalize the Developers Agreement. Mayor Johnson asked when the Audit will be completed. Anderson informed Council that she has not heard from Eide Bailly but believes that Mr. Stavenger is doing the review.

e. Councilman Joe Olson & Kimberly Savageau, Glyndon Improvement Committee – Savageau informed Council that the Ice Cream Social is set for June 8th. Savageau also informed Council that a Glyndon Days Meeting is planned for May 5th at 7:00 p.m. at the Community Center if anyone is interested in helping. Affield put the request for helpers in the Newsletter and Anderson posted it on the website.

9. Additions to Agenda

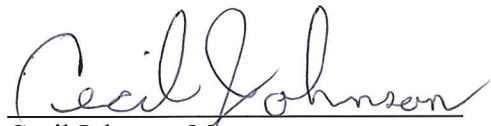
➤ NONE


10. Open Forum –


11. Miscellaneous Announcements –

12. Adjournment

A motion was made by Joe Olson, seconded by Kimberly Savageau to adjourn at 9:40 p.m.
Motion carried.


Cecil Johnson, Mayor


Denise Anderson, City Clerk/Treasurer


Wendy Affield, Deputy City Clerk

April 27th, 2016 Glyndon City Council Minutes