

Glyndon City Council

6/22/2016

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 Engineers Chris Thorson and Alex Ranz.

As Per Sign in Sheet: Brian Stavenger from Eide Bailly, Adam Altenburg from METRO-COG, Lori Vanderhider from MN DOT and Louis Kuhry.

3. **Motion to Approve Consent Agenda**
 - a. Minutes – 6/9/2016 Council Meeting
 - b. Motion to Approve Resolution of Payments – Affield requested an addition to the Resolution of Payments for Jerret’s Plumbing in the amount of \$119.00. Chris Jensen made a motion to approve the Consent Agenda, seconded by Kimberly Savageau.
Motion Carried.

4. **Additions to Agenda**
 - None

5. **Motion to Approve Agenda**

A motion to approve the 6/22/16 Agenda was made by Joe Olson, seconded by Kimberly Savageau.
Motion Carried.

6. **New Business**

a. 2015 City Financial Audit – Eide Bailly – Brian Stavenger presented the audit to the City Council using the Executive Summary as a guide. Stavenger explained that the Executive Summary alerts the City Council and management to financial condition trends, both favorable and unfavorable and puts the City’s financial condition in perspective by compiling data for several years. Stavenger informed Council that the City received a “clean unmodified opinion audit” which means the City is following all the right accounting rules, free from material misstatements and everything in the audit is fairly presented. Stavenger stated that this is the best opinion you can receive. The first graph Stavenger discussed was concerning Cash and Investments, this chart includes all funds and activities of the City. At the end of five years it shows the total cash and investments that the City has. Stavenger explained that the end balance in 2011 was \$561,816 and at the end of 2015 the City’s balance is \$1,334,124, stating it is nice to see that the City has financially turned around in the last five years. Stavenger stated that the City has not had to take out a tax anticipation certificate the last few years due to adequate cash balances. Stavenger stated that what is important is to make sure the City can pay their debt, stating every city has significant debt, the question is can you pay back that debt with the cash

flow that comes into the City. The next graph Brian Stavenger discussed was concerning Long-Term Debt Coverage. This is the amount of cash flow available to meet annual interest and principal payments on debt. A ratio of 1.0 is ideal and would mean that there are adequate revenues to cover debt payments. A ratio of less than 1.0 would mean there are not sufficient revenues to cover required debt payments. Stavenger explained that the enterprise funds have had significant growth and very strong debt service coverage at the end of 2015 leaves the City with a 3.43 figure, stating anything over a 2 is very strong. Stavenger explained that the debt service funds have struggled due to the Stockwood Development Bond. The City has increased the ratio from .64 to .94 which is close to a break-even point of 1.0. Councilman Olson questioned if the City was to sell the lots in Stockwood this year would that cause the debt service fund to look better. Stavenger stated “yes it would”.

Stavenger explained the General Operations Receipt charts which show where the dollars are coming from that run the City:

Intergovernmental Agencies (LGA and State Aid) – 45%
Property Taxes and Specials – 28%
Charges for Services – 17%
Fines and Forfeitures – 6%
Other and Miscellaneous – 4%

Stavenger explained the General Operations Disbursements charts which show where the dollars are being spent to run the City:

General Government – 44%
Public Safety – 31%
Sanitation – 17%
Streets and Parks – 5%
Community Center – 2%
Debt Service – 1%

Stavenger explained the Budget to Actual/General Fund chart that consists of Original and Final Budget; Actual; and Variance with Final Budget. The City came in with an 8.2% positive variance with the receipts and a 5% positive variance with the disbursements. Stavenger suggested continuing to maintain the budget process that has been implemented this past year.

Stavenger explained the General Fund Unrestricted Fund Balance chart stating that restricted fund balance is legally restricted and cannot be appropriated for other spending. Unassigned fund balance can be thought of as reserves for a “rainy day”. The State of Minnesota Office of the State Auditor recommends that at year-end local governments maintain an unreserved fund balance in their general fund and special revenue funds of approximately 35 to 50 percent of fund operating revenues or no less than five months of operating expenditures. Stavenger informed Council that the City is at 51.5% which would allow the City to run for six (6) months without any revenue coming in.

A positive fund balance:

- Contributes to a favorable bond rating
- Produces investment income
- Provides a source of working capital to meet cash flow needs
- Offers a cushion for unexpected expenditures or revenue shortfalls

Stavenger explained the General Fund Operating Disbursements Per Capita which analyzes what the habit of spending the City has had over the last five (5) years. Mayor Johnson asked what the average is. Brian Stavenger stated that with their clients the average is \$496 per capita and the City of Glyndon is at \$533 per capita which is right in the vicinity. Stavenger informed Council that smaller cities usually are higher due to the basic administrative overhead that exists.

Stavenger explained the Water Fund Chart:

Operating revenues which consist of sales and other miscellaneous charges to customers - \$346,194
Operating expenses which consist of cost of sales and services, administrations, and depreciation - \$220,365
Operating income is the difference between operating revenues and operating expenses - \$125,829

Stavenger informed Council that the City does need to make sure they have a positive operating income on hand.

Stavenger explained the Sewer Fund Chart:

Operating revenues which consist of sales and other miscellaneous charges to customers - \$354,169
Operating expenses which consist of cost of sales and services, administrations, and depreciation - \$211,549
Operating income/loss is the difference between operating revenues and operating expenses - \$142,620

Stavenger informed Council that the operating income needs to be used for non-operating capital type items, debt services.

This concludes the Executive Summary for 2015, Stavenger stated to summarize in total, the City has no funds in deficient, did not need any tax anticipation or short term debts, continue to have a growing tax balance, strong reserves in the general fund and improved debt service coverage. Stavenger informed Council that these are a lot of positives here for the City and suggested to continue with what the City has been doing to keep moving in the right direction for the future. Anderson asked Stavenger what the target amount the City should be looking at for the operating income in the water and sewer departments. Stavenger informed Anderson that the City would want to generate at least \$85,000 in the water fund for their debt service payments with an additional 20% as a cushion. The sewer side is very similar to the water fund Stavenger explained to Council. Stavenger informed Council that the adjustments of the water and sewer rates over the last few years is what has helped the City turn around. Savageau asked if the water tower bond funds are included in the amount on the Cash and Investment chart. Mr. Stavenger stated that they were not included in those figures.

b. Resolution 2016-10 Setting a Date for a Public Hearing on the Approval of Tax Abatement for the Purpose of Financing Public Infrastructure – Anderson informed Council that the City needs to hold a Public Hearing so the City can take out a Tax Abatement Bond. Jason Murray from Drown Associates provided Appendix A in the Agenda Packet which explains what will take place during the Tax Abatement process. Anderson informed Council that the Public Hearing notice will be publicized in the Clay County Union. Chis Jensen made a motion to approve Resolution 2016-10 Setting Date for a Public Hearing on the Approval of Tax Abatement for the Purpose of Financing Public Infrastructure, seconded by Joe Olson.
Motion Carried.

APPENDIX A

CITY OF GLYNDON
COUNTY OF CLAY
STATE OF MINNESOTA

NOTICE OF PUBLIC HEARING
ON
APPROVAL OF PROPERTY TAX ABATEMENT

NOTICE IS HEREBY GIVEN that the City Council of the Glyndon, Minnesota, will hold a public hearing on Wednesday, July 27, 2016, at 6:30 p.m., at the Glyndon City Hall in the City of Glyndon, Minnesota, relating to the use of property tax abatement to finance up to \$164,000 in costs associated with constructing public improvements in the Stockwood Business Park, and the replacement of a box culvert on Park Avenue, pursuant to Minnesota Statutes, Section 469.1812 to 469.1815, inclusive, as amended. The City intends to issue \$164,000 in General Obligation Tax Abatement Bonds to finance said improvements. The total amount of tax abatements will not exceed \$164,000 collected over a period of seven (7) years, commencing with taxes payable 2017. The following tax parcels are proposed to be included in the proposed tax abatement:

55.300.0010	55.900.0101	55.900.0021
55.300.0060	55.900.0102	55.900.0400
55.300.0110	55.900.0110	55.900.0050
55.300.0120	55.900.0010	55.900.0090
55.300.0130	55.900.0015	55.900.0080
55.900.0100	55.900.0030	55.900.0070

Copies of the Abatement Resolution as proposed to be adopted will be on file and available for public inspection at the office of the City Clerk at City Hall.

All interested persons may appear at the hearings and present their view orally or in writing.

Dated June 22, 2016

BY ORDER OF THE CITY COUNCIL
/s/ Denise Anderson
City Clerk-Treasurer

c. Resolution 2016-11 for Layout Change Approval for State Project 1401-171, Closure in Access control at the Alley on the South Side at Sta. 512+65 – Lori Vanderhider explained to Council that MN DOT thought the alley located on the south side at Sta. 512+65 was vacated. Vanderhider informed Council that after further discussions with Maintenance Supervisor Scott Lofgren the City will not vacate the alley due to the infrastructure located in that area. Vanderhider informed Council that MN DOT is requesting to close the access and install a swale (curb) at that location, stating that if the City needs to enter this area they would need to drive up the swale to gain access. Vanderhider informed Council that there are two houses in that location that have their gas tanks and dumpsters in the back yards by the alley. Mayor Johnson informed Council that Fuchs Sanitation has contacted the City concerning the issue of picking up the garbage at those locations due to objects in the way. Vanderhider informed Council that MN DOT will be purchasing the access next to this location from The Hill Lounge so there will no longer be an entrance for vehicles to use. Anderson informed Council that MN DOT needs permission to install a swale (curb) at that location since it is a change to the

Final Layout that the City consented to on September 9, 2015. Council discussed some options the home owners may have in order for their dumpsters to be emptied and gas tanks filled. Lori Vanderhider informed Council that they have 60 days to respond to this request. Chris Jensen would like to visit with the homeowners prior to the decision being made by Council. Mayor Johnson will visit with the homeowners explaining to them that they will need to relocate their dumpsters in order for Fuchs Sanitation to be able to empty them. Tabled until the Council Meeting on July 13th.

d. Bid Results for Parke Avenue and City Engineers Update – Ulteig – Chris

Thorson – Chris Thorson informed Council of the two (2) bids that were received for the Parke Avenue Sanitation Sewer Realignment Project.

1. Hough Contracting - \$45,229.50 (Low Bidder)
2. Key Contracting - \$47,760.00

Chris Thorson informed Council that Ulteig's recommendation is to accept Hough Contracting bid for this project. Kimberly Savageau made a motion to accept Hough Contracting's bid for the Parke Avenue Sanitation Sewer Realignment Project, seconded by Joe Olson. Motion Carried.

Thorson informed Council that the time line for the project would be July or early August. Ulteig will schedule the project to finish prior to the County starting the coulee bridge replacement on Parke Avenue.

Thorson updated Council on the Water Tower project informing them that Lofgren has started the filling process and the water testing will be done Friday and Monday. Once the tower passes two tests it will be ready to go online. Olson asked if the residents will notice the changeover and will there be discoloration with the water. Thorson stated that the water pressure should be better, otherwise residents should not notice the switch. Thorson informed Council that on July 5th the contractor will be preparing to remove the old tower which will be a 1-2 day process. Mayor Johnson asked how the water in the old tower will be dispersed, will it be through the pipes or will it be drained onto the ground. Thorson stated that Lofgren will lower the water into the system as much as possible and the rest will be flushed from the hydrant. Thorson informed Council that the completion date for the project is July 29th so the segments of streets will be repaved, a driveway access will be installed, and grass will be planted by that date. Mayor Johnson asked what will happen to the parking lot once the old tower has been removed, explaining the damage that the heavy equipment may cause. Thorson's recommendations would be to keep doing the same patching that has been done the last few years until the City is able to financially include the funds for a new parking lot in the Budget. Olson feels the Council should work out a plan for that area once the tower is removed.

Thorson informed Olson that he has looked at the location where Monsanto tied into the manhole on the south east side of town and does feel it needs to be repaired. Alex Ranz will notify Scott's Builders who did the project and make sure the issue is resolved.

Thorson informed Council on the Lyndon ditch/culvert project stating that the homeowner will have the block retaining wall in place sometime in August. Jensen's concern with this project is if the City happens to receive a hard rain and the plywood caves in, the ditch may have issues draining. Olson asked what the goal the homeowner is trying to achieve. Affield informed Council that both he and his neighbor want to be able to drive onto that area and park next to their garage. Savageau asked Thorson who is paying for the engineering on this project. Thorson

stated that it is the homeowner's responsibility but since it has been such a small amount of time, he is not charging.

Thorson informed Council that the Bonding Bill has not been passed at this time so the water main looping project is still on hold. Anderson visited with Senator Eken, Representative Marquart and Steve Lafontaine from PFA concerning the Bonding Bill. Anderson informed Council that Mr. Lafontaine asked her what will happen if Glyndon does not receive the grant this year for the water looping project. Anderson informed Lafontaine that the City would need to hold off until next year and visit with MN DOT concerning the water mains that will cross Highway 10 when that project is started in 2017. Anderson informed Council that Mr. Lafontaine stated that the City would not have to go through the grant application process in 2017. Thorson informed Council that he has visited with Hough Contracting concerning their bid for the project and was informed that they would honor the bid for the 2016 calendar year. Thorson stated that a new bidding process would need to be done next year for the project. Anderson informed Council that Mr. Lafontaine and Mr. Norman have both approved Resolution 2016-12 which states that the Council has determined that the water system looping project will benefit the entire City in regards to water flow, water quality and redundancy. The Resolution explains that the City has applied for a Principal Forgiveness Grant through the PFA Authority for \$428,000, the total bid amount is \$535,000 and the City will obtain a bond through PFA for the remaining \$107,000 at a one percent (1%) interest rate for 20 years. The total bond amount with interest would be \$118,552.64. Anderson explained to Council that the PFA needs to know how the City will be repaying the bond back. Anderson's recommendation to the Council would be to consider increasing the monthly water base rate. Commercial Base Rate – Currently \$18.00 to \$20.00 a month; Residential Base Rate – Currently \$18.00 to \$19.00 a month, this will generate enough funds to pay the yearly bond payment and then your water looping system will be completed. Jensen stated that Resolution 2016-12 is showing the PFA that the City is supporting the project and has discussed the means to pay back the bond. Savageau asked how this will work when the Council needs to set the Tax Levy, do they have to include this in with the other bonds that need to be paid. Anderson stated that if the Council goes with her recommendation to increase the base rate it will not be included in the Levy. Anderson informed Council that this must be paid out of the water fund and the Tax Abatement Bond will need to be included when figuring the tax levy. Council discussed other possible options to acquire the funds to pay for the project. Olson questioned if there were any other ways to pay this bond, stating that one of the biggest complaints he receives from residents is that the utility bill is so high. Savageau asked if the amount could be added to the bill as a specific service like the water tower fee so then once it is paid off the service is deleted. Anderson does not think you would want to have a service fee on the billing for twenty (20) years. Owings suggested doing a one-time general fund transfer from the water and sewer accounts to pay for the water looping project. Owings stated that after reviewing the Audit from Eide Bailly the City would go from a six (6) month reserve to a three and a half (3 ½) month reserve, that way the water system would be complete. Anderson suggested the Council pass the Resolution tonight so Mr. Lafontaine is comfortable knowing that Council is aware that this will need to be paid out of the water fund. Anderson informed Council that they can make the decision later on how this bond will be paid back once Council has heard more concerning the Principal Forgiveness Grant. Mayor Johnson is concerned with Owings suggestion, stating what if something happens and the City needs those extra funds. Owings stated that the City would still have a substantial amount of funds if an emergency happened. Savageau suggested again that a line item be added to the Utility Billing like the water tower fee so when that amount has been received to cover the bond the line item is deleted from the monthly bill. Thorson informed Council that the PFA will look at the amount of debt a City has when a grant is being applied for, explaining that the more the debt the better chance you will receive a grant. Thorson stated that if you pay the full amount up front it may hurt you for future

projects. Savageau questioned if other cities charge the same base rate for commercial as they do residential. Anderson informed Council that other cities usually charge according to the meter size. Thorson informed Council that every City is different, he has seen it both ways. Jensen stated that any way you look at it the residents will be the ones that will be paying for the bond, right now Mr. Lafontaine is looking for acknowledgement from the Council that when the time comes the Council will agree upon an increase to cover the payment. Council discussed the tax levy and property values of the homes in Glyndon. Savageau explained that just because property values increase does not mean the City will receive more funds unless they increase the levy.

Chris Thorson updated Council on the Lyndon, Lund & 9th project stating that the pavement has not been put down at this time, KPH and their Subcontractors decided to wait to see what the results were from the core samples that were taken in the cult-da-sacs. Due to the results from the cult-da-sac samples that show a sealcoat would resolve the issue in those sections, KPH decided to do core testing on the main roadways to see if that option would be acceptable in those locations as well. Thorson informed Council that the results should be back in a few weeks and he will explain them to Council at the next meeting. Owings stated that he heard Performance Bonds are useless, stating that if a Performance Bond is withheld it does not affect their ability to receive another job from a Municipality. Thorson informed Council that a Performance Bond gears more towards the performance issue that the contractor is not willing to correct the problem, which means they have not followed through with the contract. Thorson stated that if the issues are not corrected that is when the Surety Bonding Company will step in and pay someone to correct the problems. Owings asked Thorson what the next step would be once the results from the core testing are back. Thorson informed Council the City would then start a negotiation process with KPH Contracting. Thorson stated, the sealcoat application is the least that would happen to the road when the results come back. Council would like to know why KPH is not held responsible for completing the project as agreed upon last fall. Thorson informed Council that the results could say three things: 1.) it is fine the way it is; 2.) a sealcoat is needed; or 3.) a complete overlay is needed. Until the testing results are back Thorson will not know which of the three results will be suggested from the testing company. Thorson stated that he was pushing for the ultimate outcome for the City which was the overlay, questioning if the sealcoat would work and when KPH agreed to the overlay Thorson supported their recommendation. Mayor Johnson discussed the results from the cult-da-sac and questioned Thorson on those findings. Thorson explained that a straight street is much easier to repair than trying to work with the machinery in a small area like a cult-da-sac. The pavement in the cult-da-sacs are structurally stable according to the results of the core samples that were tested. Mayor Johnson asked if the sealcoat will make the road in the cult-da-sacs look better and last longer. Thorson agreed that it will. Olson questioned why samples were not tested to start with, wondering why KPH is now doing testing when all the residents have been informed that an overlay will be done to fix the road. Olson questioned how the Council can hold KPH to the agreement that was made last fall. Chris Thorson stated that he is surprised the samples were not tested last fall and it will be hard to make KPH add an overlay to the pavement if the testing says a sealcoat is acceptable. Councilman Olson is upset because the residents have been told many different versions concerning the road situation and now it is being changed again. Olson is also concerned with the sealcoat patching done on Lund & 9th, how it will not match up with the other road color, asking why does that have to be acceptable when it was not done correctly? Thorson explained that the aggregate segregation could have happened at any time in the making, hauling or laying process. Mayor Johnson asked Thorson, according to the results in the cult-da-sacs it is within the margin of error that is acceptable. Thorson replied with "yes it is".

Kimberly Savageau asked Thorson what it would cost to fill in the letters on the Water Tower, stating she has received complaints that you cannot see "Glyndon" until you are in town.

Thorson estimated that it would run around \$10,000 to \$15,000 to bring the painters back. Savageau also asked if they knew when Maple River Communications would be moving their antenna from the old tower to the new tower. Thorson informed Council that the power supply needs to be ran from the well house to the water tower first and then Maple River will be able to attach their equipment.

e. Resolution 2016-12 Support of Rate Increase for Water System Looping Project to Receive Public Facilities Authority Financing – Dave Owings made a motion to pass Resolution 2016-12 with further discussions on how it may be paid for at a later time, seconded by Kimberly Savageau.
Motion Carried.

f. League of Minnesota Cities Insurance Trust – Employee Group Term Life Insurance Benefits – Denise Anderson informed Council that she has finally found a life insurance company that will allow an employee to purchase additional supplemental life insurance and accidental death & dismemberment. At this time the City is with USAble Life and each employee has a \$10,000 benefit policy that the City pays for. Anderson informed Council that this runs \$35.30 a month for all eight employees. Anderson informed Council that it would cost an additional \$56.40 a year total for a policy that would give each employee \$25,000 worth of coverage. Anderson stated that if an employee would like to purchase more life insurance it may be set up as a payroll deduction. Anderson explained that with the initial new enrollment period no health questions will be asked. Chief Cline encourages the Council to allow the life insurance to change from USAble Life to the League of Minnesota Cities Trust Group Term Life Insurance. Anderson explained that once everyone fills out their information and the City has proof of coverage with the new company USAble Life will be notified and cancelled. Joe Olson made a motion to switch to the League of Minnesota Cities Trust Group Term Life Insurance, seconded by Chris Jensen.
Motion Carried.

g. Focus on New Law: Temporary Family Health Care Dwellings (League of MN Cities) – Anderson informed Council that Mr. Norman brought this information to her attention and she is letting Council know that Governor Dayton signed the Bill that allows this temporary transitional housing in Minnesota. The Bill was meant to allow an elderly individual to park a temporary livable housing unit on the same piece of property as their caregiver or relative. Anderson discussed this with Building Inspector Steven Schroeder and he feels the City would have an issue of campers stationed in resident's yards that may not be relocated for a long period of time. Anderson stated that the Council does not need to make a decision tonight but will want to take official action by passing an ordinance to opt out of the program if that is what is decided. Anderson explained the dwelling criteria that would be required before a permit would be issued. Anderson informed Council that Mr. Schroeder highly recommends that the City opts out of allowing these dwellings to come into Glyndon. Anderson will create a resolution just in case Council decides to opt out of the program at the next meeting.
Tabled until the July 13th

h. Minnesota Crime Free Multi-Housing Program Discussion – Chief Cline informed Council that he has been in contact with LeAnn Wallin from the City of Moorhead Police Department concerning the Crime Free Multi-Housing Program she has organized. Mrs. Wallin supplied documentation to Chief Cline who would like the Council to review for discussion at a later time. Cline informed Council that this Ordinance would only affect new property owners, current owners would not be affected unless that property was sold. Cline stated that if the Council adopts an Ordinance the background checks would be paid for by the property owner.

The City cannot make property owners be part of this program but could penalize them if issues with their tenants get out of hand. Cline stated that this program would be helpful for the property owners because they can see if the tenant has had issues elsewhere. Mayor Johnson questioned if the owners of the trailer parks should be visited with concerning this program. Chief Cline informed Council that the owners would not have to join, but should be informed of the program so they can decide if they would like to participate. Cline stated this program is only for rental property, not for individual home owners. Chief Cline informed Council that he will rewrite the Ordinance for what would best fit the City and if anyone has any ideas they are to let him know their thoughts. Cline stated that he will have Mr. Norman review his draft before bringing it to Council for approval. Chris Jensen asked Cline if the City has anything in place right now concerning this topic. Chief Cline stated the City does not.

7. Old Business/Unfinished Business

a. Zoning Ordinance and City Wide Zoning Map – Discussion & 3rd Reading –

Adam Altenburg explained the items Council requested to be researched at the last meeting concerning the zoning map and stated that the zoning map will be left as it is after Anderson and Affield visited with both the County and the property owners. Savageau informed Council that how the County assesses the property is different from how the property is zoned. When the County assesses the property they assess it for its current and best use. Savageau asked Anderson if she has visited with the County Assessor about the green acres parcels, concerned if they are zoned residential but are being used and taxed as agricultural. Savageau stated that the City may be able to capture lost revenue due to how it is taxed and zoned. Anderson will visit with the County Assessor concerning the properties on the east and south sides of town. Anderson asked Council if a plat had been done on the parcel east of town. Savageau stated that a plat has been done but is not recorded. Anderson discussed the situation with the cabinet shop on Highway 10 explaining that she informed the owner that he will be zoned as commercial. The property owner informed Anderson that he has been contacted by the County and was aware of the change that will show up on his property taxes. Jensen asked if the Zoning Map and Zoning Ordinance are two separate items or are they considered one. Altenburg stated that they are separate. Chris Jensen made a motion to accept the proposed Zoning Map that was presented tonight at the meeting, seconded by Kimberly Savageau.
Motion Carried.

Joe Olson made a motion to approve the Zoning Ordinance, seconded by Kimberly Savageau.
All in Favor: Mayor Johnson, Joe Olson and Kimberly Savageau.
Opposed: Dave Owings and Chris Jensen.
Three in favor, two opposed.
Motion Carried.

Kimberly Savageau made a motion to waive the complete reading of the Zoning Ordinance, Chris Jensen stated that being they already voted he feels the third reading has already been completed.

8. Department Reports / Committee Reports

a. Mike Cline, Police Chief – Chief Cline informed Council that the Police Department has had 1350 calls so far for the year and four felony fleeing cases. Cline explained that if his officer would have known a child was in the car during one of the fleeing incidents he would have requested his officer to withdraw from the pursuit. Cline explained that he would like to set up another computer station that would download the video camera footage from the squad cars. Cline informed Council that this process may takes a few hours to download which

ties up his computer. Cline informed Council that his department and the Hawley Police Department completed a joint training session at the range for on duty hand guns, off duty hand guns and rifles. The e-citation training is completed and the officers are processing all citations through that program. The vehicles from the impound lot will be brought to Glyndon on Thursday and then he will start the cleaning process for the car auction. Dave Owings informed Chief Cline that he has been questioned about the Glyndon squad sitting on Highway 10 on the west side of the bridge after 336. Cline stated that the officer may be finishing up his paper work from a stop but he will visit with them. Cline stated that he does allow his officers to “stretch their legs” by going on Highway 10 to 9 and then Highway 10 to 336. Mayor Johnson discussed the \$10,000 grant money that BNSF presented to Glyndon PD and the \$7,385.70 check that was received from the drug bust last year. Chief Cline will let Justin Douglas know how grateful the City of Glyndon is for his help with the BNSF Grant.

b. **Bob Cuchna, Fire Chief** – Not Present.

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

d. **Denise Anderson, City Clerk** – Denise Anderson asked Council if they would like Adam Altenburg to add the Sub-Division Ordinance to his work program with METRO-COG. Anderson informed Council that they can make a motion tonight or she can add it to the next Agenda. Kimberly Savageau made a motion to have Adam Altenburg add the Sub-Division Ordinance to his work program, seconded by Chris Jensen.
Motion Carried.

Altenburg stated that he has already visited with his Director concerning this and once he receives the letter from the City he will start working on the Ordinance. Anderson will contact Xcel to see when they can come to Glyndon and install gas and electric into Stockwood now that the Council has passed the Public Hearing date for the Tax Abatement. Anderson informed Council that she attended and spoke at the DGF Task Force for the School Bond Referendum. Anderson explained that the City was contacted to see if a representative would speak concerning the demographics for the City and developments that may start in the future. Anderson believes the School will come up with a new referendum but first they would like to listen to what the residents want and will try not to tax the farmers as much. Anderson informed Council that on Friday, June 24th Councilman Olson, Mayor Johnson and she will visit with DOT Officials, Pastor Lloyd Quanbeck and Senator Eken concerning the closure of the access by Maranatha Church. Jensen discussed past conversations he remembers concerning slowing down the traffic at that location and stated that if the speed limit could not be reduced it was suggested for safety reasons to close that access down. Chief Cline informed Council that he has requested the speed limit reduced in that location and was denied. Anderson informed Council that the closing has always been planned at that intersection and reminded Council that they have signed off on the Completion Report for the Highway 10 project. Anderson discussed what was talked about at the Safe Routes to School meeting and thanked Councilman Olson for all his hard work pursuing the grant for the City of Glyndon. Anderson will visit with Thorson to see if there are any Engineering Grants that the City can apply for. Anderson informed Council that the Election Judges have been selected and the Council will need to pass a Resolution accepting the judges. Anderson stated that there will be a Primary Election in August and a General Election in November. Election training will be at the Community Center on July 20th. Anderson informed Council that she will be attending a TIF training class in Fergus Falls on July 20th.


e. **Councilman Joe Olson & Kimberly Savageau, Glyndon Improvement Committee** – Nothing at this time.

9. **Open Forum** –


10. **Miscellaneous Announcements** –

11. Adjournment

A motion was made by Chris Jensen, seconded by Kimberly Savageau to adjourn at 9:15 p.m.
Motion carried.



Cecil Johnson, Mayor



Denise Anderson, City Clerk/Treasurer



Wendy Affield, Deputy City Clerk

June 22nd, 2016 Glyndon City Council Minutes