

Glyndon City Council
01/22/2020

6:00 p.m. Regular Council Meeting
City Hall Council Chambers

1. **Call to Order:** Mayor Cecil Johnson called the meeting to order at 6:00 p.m.
2. **Roll Call:** Council Members Present: Dave Owings, Joe Olson, Kimberly Savageau; City Clerk Wendy Affield; City Maintenance Supervisor Scott Lofgren.

Absent: Council Member Justin Schreiber.

As Per Sign in Sheet: Kelly Richards, Nick Bjornstad, Kent Fuchs, and Dave Olek.

3. **Motion to Approve Consent Agenda** – A motion to approve the Consent Agenda was made by Kimberly Savageau, seconded by Dave Owings. All in Favor.
Motion Carried.

- **Minutes – 1/08/20 Council Meeting**
- **Approve Resolution of Payments**
 - **Quarterly Invoice for City Building Inspector Steve Schroeder (D&S Construction) for the amount of \$118.25**

4. **Additions to Agenda**

5. **Motion to Approve Agenda** – A motion to approve the agenda was made by Joe Olson, seconded by Dave Owings. All in Favor.
Motion Carried.

6. **New Business**

a. Discussion Concerning Community Center Repairs – Bids for LED Lighting, New Plumbing Fixtures, Painting and Texturing the Walls – Mayor Johnson said Council can begin looking at the submitted bids for lighting replacement coming from Sorenson Electric, Magnum Electric, and JDP Electric. Mayor Johnson asked if Council should consider repairing all of the listed items, or pick and choose between lighting, heating, and plumbing? Lofgren stated the heating bids will be at a separate meeting, he has not received all three (3) of them yet. Lofgren said the biggest repair at the moment is painting and texturing, explaining about half of the building has the carpet from the wall torn off and sheetrock replaced. Lofgren informed Council he received a bid late today for painting and texturing which came in around five thousand dollars (\$5,000) from Stephenson Drywall. The lowest texture/paint bid so far has been from Ivan's Drywall for three thousand, seven hundred eighty-five dollars (\$3,785) which included texturing walls all the way up to the ceiling and all painting afterwards. Mayor Johnson asked how the current sheetrock looked once the carpet was removed? Lofgren said the sheetrock was in bad shape and is in the process of being replaced. Affield stated the vinyl baseboard will also need to be replaced. Owings asked if the damage had been caused by condensation? Lofgren believes that is what has cause it, and feels the furnace ductwork in the floor was to blame. He said the building needs to have an updraft furnace in order to avoid water collecting in the ductwork. Lofgren said in his opinion a replacement furnace should be a priority. A motion to approve the texturing and painting bid from Ivan's Drywall was made by Dave Owings, seconded by Joe Olson. All in favor.
Motion Carried.

Olson said he would like to look at the bids for LED lighting replacement next. Lofgren explained the first bid from Sorenson Electric was only for placing conversion tubes in the current fixtures, now a second page has been added which includes the cost of completely replacing all fixtures. All said, their bid comes in at seven thousand, three hundred dollars (\$7,300). Lofgren said the bid from Magnum Electric for the same work came in at seven thousand, six hundred forty-five dollars (\$7,645), and the bid from JDP Electric was seven thousand, nine hundred dollars (\$7,900). Affield informed Council Justin Schreiber sent her an email stating his preference would be to approve the bid from Sorenson's if the work done was going to be the same as the Magnum bid. Savageau said it does not seem the Sorenson bid is as detailed as the other bids. Mayor Johnson agreed. Lofgren said it is more descriptive on the second page as he had them include the additional cost for complete LED replacement, otherwise the bid is for the same work as Magnum. Savageau explained she meant the Sorenson bid does not state whether taxes or fees are included in the cost, whereas the other two bids do break it down. Lofgren said he would inquire further with Sorenson. A motion to accept the lighting bid from Sorenson Electric, with the condition of further explanation of fees, was made by Kimberly Savageau, seconded by Dave Owings. All in favor.
Motion Carried.

Mayor Johnson asked for clarification on one of the plumbing bids, submitted by Valley Service. Lofgren said the total for this bid will change slightly as it only included replacing two toilets when there are actually three in the Community Center. Their bid, minus the cost of one toilet, came in at three thousand, four hundred eleven dollars and eighty cents (\$3,411.80). The next bid came from G&T Plumbing & Heating Inc. for four thousand, five hundred fifty-one dollars and thirty-three cents (\$4,551.33). The final plumbing bid is from WSN Plumbing & Heating Inc. at three thousand, five hundred thirty-five dollars (\$3,535). All bids would be for replacing bathroom toilets/urinals, bathroom sinks and faucets in the bathroom and kitchen. Mayor Johnson asked if the bids include replacing the sink in the furnace room? Lofgren said no, he does not feel it needs replacing at this time. Lofgren also stated he is waiting on a couple bids for a new furnace, and feels it needs replacing sooner rather than later. Olson asked what the ballpark estimate would be for a new one? Lofgren said the bid he has received is at nine thousand dollars (\$9,000), and feels the other bids will be right around the same amount. Olson informed Council roughly all repairs would be around twenty-five thousand dollars (\$25,000). Lofgren said it may be a little lower, between twenty and twenty-two thousand (\$20,000-\$22,000). Lofgren informed Council the sliding curtains have been removed and he would like to eliminate the door by the kitchen that opens north and south. Mayor Johnson asked if the north side furnace will have to be kept at a different temperature to counter the temp set for the new south side furnace? Lofgren said no, he prefers the two be kept at the same temp. Owings asked if the heating bid is for replacing both furnaces? Lofgren responded no, as the north side furnace is newer and in good shape, plus it is already an up-draft furnace. Owings then asked if one thermostat is able to control the temps of both furnaces? Lofgren said he is not sure, but would check on it. He then asked Council if they want to replace the ceiling tiles, as there are about four hundred twenty-five (425) in total? Affield asked if the original framework would remain? Lofgren said yes, only the tiles would be replaced. Affield then asked about the current flooring? Lofgren said there are several options for laminate replacement, including "floating" slats. It would roughly cost three thousand dollars (\$3,000) to install a commercial grade, 25-year warranty and is moisture resistant. Lofgren explained you would place it over the existing tile and it would lock together. He said this is something Council can think over and decide later. A motion to approve the plumbing bid from Valley Service, with knowledge the bid will be higher due to addition of one toilet replacement, was made by Dave Owings, seconded by Kimberly Savageau. All in favor.
Motion Carried.

b. Fuchs Sanitation Contract Renewal – Mayor Johnson asked if the contract was the same as last year? Affield said this is a five-year contract, and would run until 2024. She wanted Council to know on page 4 of the contract she has highlighted the recycling portion, and wondered if this included

curb-side recycling? Savageau said she did not feel the wording in the contract specifically meant curbside. Affield said Council needs to decide if the City wants to go to the large garbage bins, and if curbside is going to be included this year. She said Fuchs will supply the new bins, but will need to know in advance so they can order and put them together in time for summer. A motion to accept the garbage and recycling contract from Fuchs Sanitation, good until 2024, was made by Kimberly Savageau, seconded by Joe Olson. All in favor.

Motion Carried.

c. Excess Snow Removal Discussion – Mayor Johnson - Mayor Johnson asked Council to decide where the excess snow should be hauled? Owings said he wants to see the cul-de-sacs cleared, and the street corners maintained for safety. He said he is fine with the excess snow being hauled to either the 7th Street location or the skating rink area, and if it needs to be contracted out, then he is fine with that decision. Olson agreed. Lofgren said the 7th Street location is adequate for holding the excess. Olson said he would like to see a similar removal plan in place for Southview. Lofgren informed Council Randall's Excavating is scheduled to move the snow back in Southview on Monday with their bulldozer. Owings asked Lofgren if his department would benefit from a left-axle snow truck? Lofgren said he would not see an issue with one, other than a driver needs to be on the opposite side of the road to operate it.

d. Alleyway by Church – Cost of Placing Crushed Asphalt – Mayor Johnson – Lofgren said the church received roughly four hundred (400) yards of salvaged asphalt. Mayor Johnson said it has been spread on their parking lot and down the alleyways, and the church has asked if some of the cost could be covered by the City since the alleyway belongs to the City? The total cost came to roughly three thousand dollars (\$3,000). Olson asked if the City would be paying the church, or the contractor? Lofgren suggested the City pay one thousand dollars (\$1,000) of the total cost. Mayor Johnson asked if splitting the cost down the middle would be too much? Savageau said the area covered by the alleyways is probably the same size as the church parking lot since it runs from Partridge to Parke. Olson agreed, and said the City has been needing to maintain the alleyways anyway. A motion to pay the church half of the total cost for asphalt placement, at one thousand, five hundred dollars (\$1,500), was made by Kimberly Savageau, seconded by Joe Olson. All in favor.

Motion Carried.

7. Discuss Additions to the Agenda

8. Old Business/Unfinished Business

a. 3rd and Final Reading of Ordinance #187 – Electric Franchise Ordinance Agreement with Northern States Power Company – A motion to waive the complete reading of Ordinance #'s 187 through 190 and accept this as the third and final reading of Ordinance #187 was made by Kimberly Savageau, seconded by Joe Olson. All in favor.

Motion Carried.

b. 3rd and Final Reading of Ordinance #188 – Electric Franchise Ordinance Agreement with Northern States Power Company – A motion to waive the complete reading of Ordinance #'s 187 through 190 and accept this as the third and final reading of Ordinance #188 was made by Kimberly Savageau, seconded by Joe Olson. All in favor.

Motion Carried.

c. 3rd and Final Reading of Ordinance #189 – Electric Franchise Ordinance Agreement with Northern States Power Company A motion to waive the complete reading of Ordinance #'s 187

through 190 and accept this as the third and final reading of Ordinance #189 was made by Kimberly Savageau, seconded by Joe Olson. All in favor.
Motion Carried.

d. 3rd and Final Reading of Ordinance #190 – Electric Franchise Ordinance Agreement with Northern States Power Company – A motion to waive the complete reading of Ordinance #'s 187 through 190 and accept this as the third and final reading of Ordinance #190 was made by Kimberly Savageau, seconded by Joe Olson. All in favor.
Motion Carried.

9. Department Reports / Committee Reports

a. Mike Cline, Police Chief – Not Present. Affield informed Council Chief Cline suggested including City Prosecutor Cheryl Duysen as person on the hiring panel for the upcoming Police Chief interviews. He said she will have valuable questions which will focus more on the prosecution/legal side of the job, and can relay what the Prosecutor's Office expects in terms of case preparation, evidence handling, and also trial/courtroom preparation. Duysen said she would be happy to assist in the interview process and would not charge the City for her time. Olson asked who is currently on the interview panel? Affield stated, Council Members Owings and Olson, Chief Backlund from Hawley PD, and Chief Cline. Duysen would be a fifth person for the panel. Council agreed to the addition. A motion to add City Prosecutor Cheryl Duysen to the Glyndon Police Chief Hiring Panel was made by Dave Owings, seconded by Kimberly Savageau. All in favor.
Motion Carried.

b. Bob Cuchna, Fire Chief – Not Present.

c. Scott Lofgren, Maintenance/Public Works Supervisor – Lofgren said snow removal is an ongoing process, and his employees are doing what they can to stay ahead of it. He stated, being able to partner with Randall's has been very helpful. Mayor Johnson asked if there have been any complaints on snow removal? Affield said City Hall has not received any complaints concerning City snow removal. Owings wanted to point out he is pleased with how well the maintenance employee reviews turned out, and feels Lofgren did a good job with them. Lofgren said he is leaving for his vacation tonight, and advised Council if anyone needs anything while he is gone to contact Terry.

➤ At this time, Mayor Johnson acknowledges the late addition of Kelly Richards and guest, and asks if they came to speak specifically on something? Richards said he did not come to discuss anything specifically, but wanted to introduce his broker, Nick Bjornstad. Richards said he recalled at a meeting last year the Council discussed turning the pond in Southview into a skating rink, and since there is not currently one in place, he wanted to inquire again. Owings said the primary concern with the pond in Southview is the lack of a concrete approach pad in order for cleaning equipment to get to the area. He said he recalled Council also denying the request due to possible damage to the riprap surrounding the pond. Affield agreed, and said Council had discussed having one built this winter on the pond by Southcreek until it was determined it would be too deep. She said a new warming house has already been built, and will be ready for the rink when it is back in its original spot. If the Parke Avenue project had not been delayed, the City would have already had a rink in place. Olson said the City will be planning a new park for Southview, and would like to coordinate with Richards on winter activities for the addition. Olson said it is too late this year to decide on anything officially. Savageau agreed, and said next year the construction will be completed and Council will have a better idea of how to construct the rink.

➤ Joining the meeting late, Kent Fuchs and Dave Olek were present to discuss the contract renewal with Fuchs Sanitation. Fuchs wanted to know what options the City was looking at, and if the

contract had been approved, which it was. He also wanted to let Council know it will take some time to order the new bins, so they are looking at a startup date of July 2020. Mayor Johnson asked if Fuchs Sanitation set up Dilworth's bins at their recycling center? Fuchs said they did, and are hoping to do the same at Glyndon's Community Center parking lot. Olson asked if these new totes are beneficial to the City and to Fuchs Sanitation? Fuchs stated yes, as this is the direction they prefer to go. Savageau pointed out the residents will need to start being notified of the change around the time of Clean Up Week, as those who usually place their garbage in the alleyways will now need to place it on the street. Fuchs said if it becomes an issue for some, they can place their bins at the ends of the alleyway as well. Olek asked if there is opportunity to look at getting a bigger bin or perhaps an extra bin from the County for all the extra cardboard at the Recycling Center? He said with Amazon deliveries, they are seeing far more cardboard than before and it is becoming an issue. Mayor Johnson thought there might be room between buildings to put an additional cardboard bin. Owings said he is concerned about water if there was an outdoor bin. Olek said the County might have bins which have special coverings to prevent water soaking the cardboard. He said there are also bins which only have slots along the side, so when a box is broken down and folded properly, a person is able to just slide it in. He said these bins have permanent lids on top. Olson said he can check with the County on any possible reimbursement for an additional cardboard bin. Fuchs said the bin itself would be furnished by Fuchs Sanitation. Olson feels an additional outdoor bin would fill up quickly due to the extra amount of cardboard. Savageau asked if all types of cardboard would be accepted? Fuchs said yes, as these days all cardboard is co-mingled now.

d. Wendy Affield, City Clerk – Affield informed Council, Maintenance Employee Ron Fick covered some of the windows in City Hall with plastic to help keep the cold air out. She then noted to Council her and Mayor Johnson had a meeting with City Building Inspector Steve Schroeder, Clay County's Director of Environmental Health Kent Severson, and his assistant about 418 2nd Street SE. The meeting was regarding Police Chief Cline's concerns about the rotting food inside the home, and whether the County would have any position to step in at this point. Affield said the County was not clear if there was anything they can do, and they advised the City to wait to see if the property owners make a payment on their assessments. Olson said he believes the County is there to issue demolition permits when it gets to that point, but they do not step in in any other capacity. Affield said she will be calling the County in a couple weeks to see if they have learned any more about the situation.

Mr. Richards informed Council a spec house with four (4) bedrooms, three (3) baths, triple heated garage will be built in Southview soon with a selling price of two hundred seventy-five thousand dollars (\$275,000). The spec home will be located on the east end of the development budding up with the homes in Centennial. Richards mentioned possibly having a gathering in his development this summer to help promote the area.

10. Closed-Door Meeting for Employee Discussion - Mayor Johnson reads aloud: *"At this time the meeting will be closed as permitted by Minnesota Statutes, section 13D.05 subdivision 3(a), to have an employee discussion."*

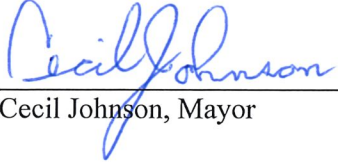
Regular Council Meeting is now closed.

Meeting reopened. Owings let Affield know there will be daily work sheets turned in that she will need to review regarding the employee discussion above. Olson also stated there is a set number of hours each day he can work and his schedule has been changed to working from 8:00 am to 4:00 pm Monday through Friday. Mayor Johnson informed Affield there will also need to be copies made of any emails or paperwork the employee receives from Workman's Comp or his doctors sent to Council.

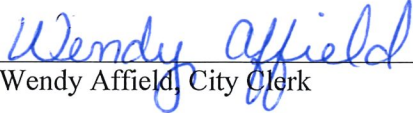
11. Open Forum

12. **Miscellaneous Announcements**

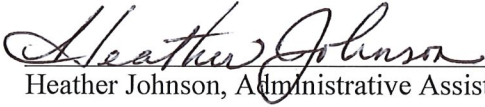
13. **Adjournment** – A motion was made by Kimberly Savageau to adjourn at 9:04 p.m., seconded by Joe Olson. All in favor.
Motion Carried.



Cecil Johnson, Mayor



Wendy Affield, City Clerk



Heather Johnson, Administrative Assist.

January 22, 2020 Glyndon City Council Meeting Minutes