

1. **Call to Order:** Mayor Cecil Johnson called the meeting to order at 7:00 a.m.
2. **Roll Call:** Council Members Present: Joe Olson, Justin Schreiber, Kimberly Savageau; City Clerk Wendy Affield; Police Chief Michael Cline; City Supervisor Scott Lofgren; City Engineer Kris Carlson.

**Absent:** Council Member Dave Owings.

**As Per Sign-In Sheet:** Randall Henriksen.

3. **Motion to Approve Consent Agenda** – A motion to approve the Consent Agenda was made by Joe Olson, seconded by Justin Schreiber. All in Favor.  
Motion Carried.

- a. **Minutes – 2/12/20 Council Meeting**

- b. **Minutes – 2/26/20 Council Meeting**

- c. **Approve Resolution of Payments**

- **Glyndon Firefighters Gaming Permit for March 28<sup>th</sup>, 2020 at the Glyndon Community Center**
- **Glyndon Cub Scouts Pack 641 Gaming Permit for March 22<sup>nd</sup>, 2020 at the Glyndon Community Center**

4. **Additions to Agenda**
  - **Update on Elevator Pollution Issue – Mayor Johnson**

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

6. **New Business**

- a. **County Yearly Recycling Reimbursement Amount Capped at \$22,000** – Affield stated this is informational only. Last year the City was reimbursed around twenty-five thousand three hundred dollars (\$25,300), which is three thousand three hundred-dollar (\$3,300) difference from what the County will allow for recycle reimbursement for 2020. Affield is checking to see if man hours worked at the recycling center can be shortened in order to help offset the lesser amount. Affield explained the schedule she has worked out with Rose Anderson concerning the hours she will be allowed to work. Olson asked if there is a need for an employee at the recycling center? Affield and Lofgren both agreed it would become very messy very quickly if someone was not there to help mitigate the mess and control what is dumped in the roll-off.

- b. **Approve Hiring New Police Chief Justin Vogel** – Affield stated Justin Vogel did accept the Glyndon Police Chief position. At this time Chief Cline is running the background check that needs to be completed with this new hire. Vogel's start date is March 30<sup>th</sup>, 2020. A motion to approve the hiring of

the new Glyndon Police Chief Justin Vogel was made by Kimberly Savageau, seconded by Joe Olson. All in favor.  
Motion Carried.

**c. Approve Resolution 2020-4 – Census 2020 Partnership** – Affield stated this is a partnership the Census Bureau enters into with municipalities, ensuring participation and accurate counting. A motion to approve Resolution 2020-4 Census 2020 Partnership was made by Justin Schreiber, seconded by Kimberly Savageau. All in favor.  
Motion Carried.

**d. Discussion Concerning Parking on the East Side of Parke Avenue – Kimberly Savageau**  
– Savageau believes this area needs further looking at, as there is nowhere to park to drop off your child or pick them up for an appointment. Mayor Johnson asked specifically what time of day there is no parking to be found? Savageau said the problem is during the whole day. She said she understands the original intent was to help the school buses on their routes, but is wondering if they are using the entire lane? Carlson said he had drawn up a visual for the school to send out, and it laid out how there was to be a “bus only” area and a “15-minute parking only” drop off zone. He said there had been discussion about opening the east side of Parke Ave., and according to the County they will support whatever the City wants to do. Savageau said with the side streets also being “no parking,” it has become almost impossible to find parking to drop off students for school. Savageau said the school has sent out some communications to parents about parking options, but the issue is all of the “no parking” signs making it difficult and confusing. Adding to the problem, Cline said he has been instructed to cite anyone parking in the “no parking” zones with no question. Carlson said he would have a discussion with the County and see what they would be willing to do, and is hoping more options will come open once the school finishes their expansion. Affield explained to Council the reason why the no parking signs were installed on the east side of the road was because the home owners were having their mailboxes blocked and also part of their driveways. Schreiber asked if maybe 90-minute signs would be better? Carlson said after school is out, parking is allowed on the east side. He said he will make sure to look into it further, and come back to Council with some other options.

## **7. Discuss Additions to the Agenda**

**a. Update on Elevator Pollution Issue – Mayor Johnson** – Mayor Johnson said he had a discussion with resident Dennis Huber about his ongoing issues with the dust coming from the elevator. Huber claims there are still large amounts of corn dust polluting his home and the area around his home. Mayor Johnson said he drove by the elevator but did not see more than a small amount of yellow dust blowing slightly. He said Huber is now threatening to go to the media with his complaints. Mayor Johnson said he informed Huber this issue is now in the hands of the MN Pollution Control Agency, and not an issue of the City’s. Huber claims the City needs to abide by its ordinances and do something. After speaking with Clint Leeper from the MPCA, their office would need to receive more complaints about the dust in order to move forward. Affield said the agency did initially open an investigation, and provided the owners of the elevator a letter on how to resolve the issue. She said the City did not receive this letter, nor did Huber. Affield said it was a compliance letter, and so in her opinion it would be up to the MPCA to follow up with the elevator. She said the City was not privy to certain information from the agency about this investigation, and City Attorney Ken Norman said this is now a civil issue. Mayor Johnson said there was one other resident in the same area who came in and stated the chaff was kind of a problem, but no one else has ever made any complaints. Lofgren stated the elevator owners are supposed to sweep up their mess and put a screen on the snoot that sticks out the side of the building. Cline asked how he should handle future calls from Huber? Mayor Johnson said it needs to be determined if Huber has received any information from the MPCA about the case. Cline said a statement from MPCA should be made in order to respond accurately to any future calls from Huber or others.

## 8. Old Business/Unfinished Business

**a. Project Updates – Kris Carlson** – Carlson said he would like to start by discussing Parke Avenue. He said he spoke with the County on Monday, and blading of the potholes between 9<sup>th</sup> Street S and 12<sup>th</sup> Street S has begun but is making a bigger mess. Sellin Bros. will be bringing some gravel out to try and help until construction begins. Carlson said he has already spoken to the residents in the areas of the rough spots and has been informing them of what is going on. He is providing Council with an updated budget, and it is current through March 10<sup>th</sup>, 2020. Of the original budget amount of six-point-nine million (\$6.9M) which includes contingencies, the City has actually only spent five-point-seven million (\$5.7M) so far. Carlson said based on projections, the City should end right on point with some contingencies remaining. Some of the contingency set aside has been used so far for sub cuts, equaling about one hundred thousand dollars (\$100,000). Seventy percent (70%) was County, so the remainder belongs to the City. Carlson stated his firm has not received invoices yet for the County's construction efforts, and once he receives those numbers, he will plug them in to the final total. Overall, he is projecting the project to come under budget.

He also noted he attended a meeting with the County and MnDOT, along with Mayor Johnson and Affield, regarding the Hwy 10 intersection at Parke Ave. He said MnDOT did an "intersection control study" on the turning movements. He informed Council he received word back from MnDOT regarding their recommendations, which he will share with Council once he has had a chance to review them.

Carlson also mentioned as far as Stockwood Addition, he will be reaching out to developer Jim Sullivan to finish the remaining items to be done once weather permits. Savageau asked Carlson what the estimated date for the complete finish of the Parke Ave. Project? Carlson said he does not have a concrete date yet, but if he had to estimate based on dry-weather conditions, he is thinking by end of May, possibly through end of June with a few minor clean-up duties. Road restrictions need to come off and the area needs to be dry enough to work. For now, Parke Ave. will be closed to through traffic. Affield asked if there were any updates on the railroad Quiet Zone? Carlson said he has looked at getting the necessary permits to put in a median on Partridge Ave., and BNSF responded the current cross arms at this section need to be moved back because they are too close to the end of the pavement. Carlson then said he put in a request for an estimate back in August and it just now came back in February at roughly sixty-five thousand dollars (\$65,000) to get the cross arms moved back, and the median will need to wait until the concrete is resolved. He said currently there is a warranty issue with the concrete pad on Parke Ave., but once resolved the City can look at going ahead with putting in the median. Olson asked if the funds would be coming out of the Parke Ave. contingency? Carlson said yes, it would not be something above and beyond the budget. Carlson said the median and moving of the cross arms at this intersection will not cost near as much as the one on Parke Ave. because no electrical work needs to be updated this time. Olson asked who does the moving of the cross arms? Carlson stated BNSF does the work.

**b. Community Center Update** – Affield stated on March 30<sup>th</sup>, Ivan's Drywall will begin taping, texturing and painting the walls. Lofgren said it will be about a 5-day process. Affield said she and Lofgren chose a week at the end of March due to no reservations already booked. Lofgren said a decision still needs to be made on replacement of the ceiling tiles, and it would be roughly two thousand dollars (\$2,000) not including installation. Affield asked about the existing wall sconce lights, stating one is broken and they others are not working? Lofgren said the existing light boxes could be covered or the box can be removed, but you cannot sheetrock over an existing box. Savageau suggested having them covered and painted. Lofgren then asked about the large cabinets against the south wall? He said they are mostly junk, and no one has keys to even open the doors. Council agreed to remove the cabinets and store the contents. Olson suggested Ivan's Drywall look into using a paint product called "Scuff-X" which is durable and does not scratch as much as normal paint. Lofgren said they were already going to spray on the paint, and this would be an added cost. Olson said to check and see what the difference

would be in price. Lofgren said he is still waiting to hear back from Laney's Plumbing & Heating regarding the new furnace, but said Runger's has returned with an estimate which is over ten thousand dollars (\$10,000) more if the ductwork is installed in the ceiling rather than attached to the wall. Mayor Johnson said the City needs to decide soon because this needs to get done. Affield asked about when the plumbing fixtures will be installed? Lofgren will also call Valley Services to see when they will be here.

Mayor Johnson invited Randall Henriksen to speak at this time. Henriksen said he is present at the meeting today to discuss 418 2<sup>nd</sup> Street S and its property owners. He would like to know what the current situation is? Cline said it has been determined recently the home was broken into for the second time. He said he has officers watching the property closer now. Darryl Sjothun contacted the police to gain entry to the home, which was granted and then locked back up once Sjothun left. Cline stated Sjothun and Sarah Peterson currently are allowed to gain entry to the home, but are not allowed to live there. Mayor Johnson asked where the City currently stands from a legal standpoint? Cline said it is a civil issue at this point, and City Attorney Norman has said there is not much the City can do. Henriksen asked if the property is in foreclosure? Affield said they have until March 30<sup>th</sup> to make a payment on their property taxes. Olson asked if there was a process for the City to follow in order to bulldoze the home? Affield said if the property taxes are not paid by the 30<sup>th</sup> of March, then the home will go into foreclosure again. Affield explained they are given two confessions from the state to pay their taxes and they are only on their first one so after March 30<sup>th</sup> the County will send them a foreclosure notice and they have thirty (30) days to set up the second confession and make a ten percent (10%) payment to stay current, then the home owners are given another year to make good on what they owe on their property taxes. Cline said this could easily be dragged on for ten years (10 yrs.). Council discussed the rotting food and Affield informed them Mr. Norman sent Peterson an email asking her to remove it. Olson said there needs to be some way for the City to resolve this, and suggested having Norman look into a possible suit against the property owners. He said he wants every possible option laid on the table in order to resolve this problem, even if it means seeking another attorney for another opinion. Savageau asked when the next County Auditor Tax Forfeiture Sale might be, and if Affield could check on that? Cline suggested having the City Building Inspector reach out for help within the State Building Codes division to see what they can do. Mayor Johnson agreed and also suggested the State Inspector should be contacted.

Henriksen then wished to discuss the road in Stockwood, and wanted to let Council know his intent to purchase the lot adjacent to his current lots. He will buy the lot in advance, and when the road is put in then the City can assess him at that time. Olson asked when the soonest would be the City could get started on building the road? Carlson said it still needs to go through the grant assessment process, but could be done this summer. Savageau said this needs to start soon, as there are others waiting on purchasing the remaining lots. Carlson said he will get the grant assessment process rolling. Olson asked if the grant option will be closed soon? Carlson said no, it is an open-ended grant and there are just a few spots left to fill in before he submits it. Affield reminded Council if a grant is awarded, the lots cannot be sold for retail purposes.

## **9. Department Reports / Committee Reports**

**a. Mike Cline, Police Chief** – Cline said there have been eight hundred seventy-five (875) calls for service this year, for approximately eighty-seven calls per week (87/wk.). He said he will provide Council with more information regarding the break-in at 418 2<sup>nd</sup> Street, but noted his department had the front door padlocked and will now try to find a better way to secure it. Cline also wanted to discuss the new Ever Bridge Emergency System which will be replacing Code Red going forward. He spoke with the County about it, and they said it will be an easier system to operate for both emergency personnel and the public. The County will start promoting the new system and have it go live around May of this year, and eventually phase out Code Red by October. Mayor Johnson asked if the new system will

automatically be installed on your phone? Cline said no, people will need to sign up for it. Mayor Johnson asked if the service is free? Cline said yes, it is free of charge. Cline continued by saying his Officers have Taser training this week in Hawley, and there are some engine issues with the 2015 squad but it has not been determined what the problem is. Cline said the ceiling fans in the garage have been replaced which helps reduce the heat that sat on the ceiling. Cline also mentioned there was another incident with Walsvik last week, in which Walsvik was provided with the packet of data he requested but refused to take it based upon his feeling it was not complete. Cline said Walsvik is going to take up the issue with a judge at his next court appearance on March 18<sup>th</sup>. Mayor Johnson said he had received a handwritten letter from Walsvik which stated he wanted the Mayor to sign and acknowledge it, but Mayor Johnson instead contacted Ken Norman and was instructed not to sign anything. Cline said if Walsvik continues to intimidate the City Hall staff, he is going to look into getting a harassment order against him, or require a police officer be present in the building when he is at City Hall. Mayor Johnson wanted to ask Cline about the three vehicles which were to be auctioned? Cline said as soon as the snow around them is moved, he will remove the vehicles.

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

**c. Scott Lofgren, Maintenance/Public Works Supervisor –** Lofgren said he had some bids to present to Council for review regarding the lift station repairs at the trailer park. He said he would like Carlson to look over them, as the parts are about twenty thousand dollars each (\$20,000) and he does not want to miss anything. EP's bid came in at about forty-three thousand dollars (\$43,000) for a panel and two (2) pumps. IPS came in around sixty-five thousand dollars (\$65,000). Lofgren said once these have been reviewed, there should be another meeting to discuss options. He also noted he received prices on installing telemetry in the three (3) remaining lift stations; two (2) in Stockwood, and one (1) in the Pleasantview mobile home park area. Lofgren said typically one lift station per year is what is budgeted for, and they are roughly four thousand dollars (\$4,000) per site to install the telemetry. Owings had suggested to finish all three stations as one package deal. Olson estimated there would be about a thousand dollar (\$1,000) increase to the Cellular budget? Lofgren said yes, as it works out to be about two hundred eighty dollars (\$280) per site, which is cheaper than having a landline installed. The telemetry will allow maintenance employees to be notified by cell phone or other device if an alarm has gone off within the station, which eliminates the need to physically see a light flashing. Schreiber asked if the EP bid includes labor or not since it is so much lower than the other bid? Lofgren said EP did not include the telemetry, whereas IPS did. But labor is included in both bids, and he wants Carlson to look them over carefully to make sure there is nothing missing since the amounts are so different. Olson requested Carlson and Lofgren present Council their recommendations at the next meeting, and then Affield can figure out the budget portion to cover this. At this point, Lofgren said he would recommend the "high-tide" telemetry option, then he would have seven (7) lift stations on this system and two (2) on a different system. As for reputable companies, Carlson said both EP and IPS are great companies to work with and he recommends either one. Lofgren also wanted to discuss with Council a local business owner's septic business, and said he was contacted in January about this business wanting to start paying the City for being able to use our stabilization ponds. The business owner asked if Lofgren could draw up a document which the Mayor could sign. Lofgren handed out copies of the letter he drew up which states this business owner would pay the City ten dollars (\$10) per thousand gallons brought out to this site. Lofgren said he does not feel this person is intending any harm to the City, and has been operating his septic business for as long as Lofgren has been here. Olson asked if this business owner will still pump out areas within City limits? Lofgren said yes, and he will continue to pump out the pits at the Fire Station, Police Station and also the Maintenance shop. Savageau asked if he will be billing the City for this service? Lofgren said no. Council agreed to allow the septic business to continue in exchange for the yearly fee as described in the letter. Savageau suggested having Norman review the letter for accuracy, and possible verbiage change. A motion to approve signing of the letter, contingent upon review and

approval by the City Attorney and City auditors, was made by Joe Olson, seconded by Kimberly Savageau. All in favor.  
Motion Carried.

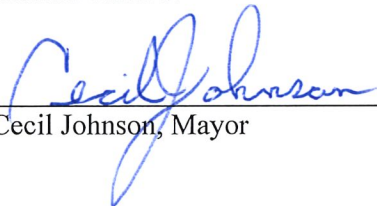
Affield at this time wished to discuss the skid steer lease situation. Lofgren said as of March 1<sup>st</sup>, the cost to lease the skid steer went up considerably because the City Maintenance department went over the allotted hours specified within the lease. Lofgren said the City did not use the skid steer much in prior years due to using the payloader. Now since the payloader is gone, the usage of the skid steer increased to around six hundred (600) hours. Lofgren said the lease contract allows for zero-to-one hundred hours at one thousand dollars (0-100 hrs. = \$1000), and one hundred one-to-two hundred hours is equal to two thousand dollars (101-200 hrs. = \$2,000), and so forth. Lofgren said the City actually received a price break based on this scale and the actual hours used. Olson does not feel the trade-in option is the best route for the City if more hours are going to be used. Henricksen feels the City received a far charge for the hours put on the machine. Lofgren said going forward, the hours may go up even more so Council will need to adjust the budget accordingly. Next year there will be sidewalks on Parke Ave. to be cleared of snow, and the ice rink will be functional again to clear. Savageau also noted last year the skid steer was used in Southview to clear snow. Affield said it will be important to factor in the correct amount for next year's budget. Savageau agreed, and said Lofgren will be able to provide Council with a better idea of how many hours are being put on the skid steer. Olson asked what the tractor is used for. Lofgren stated mainly for mowing at the ponds and blading the alleys. The hydraulics are less than adequate for what the City needs. Council discussed the scrapper for the alley that will be purchased later this year questioning if the City will receive a government price.

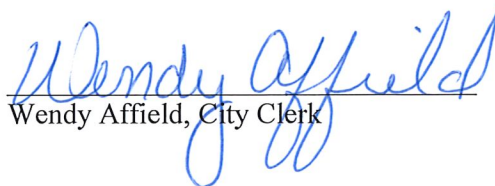
**d. Wendy Affield, City Clerk** – Affield said she wanted to remind Council the Eide Bailly auditors are here this week. One of the auditors relayed to Affield that everything is going very well so far, no issues.

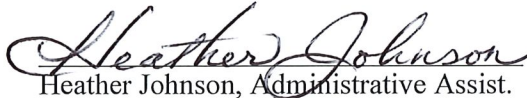
**10. Open Forum –**

**11. Miscellaneous Announcements –**

**12. Adjournment** – A motion was made by Justin Schreiber to adjourn at 8:21 a.m., seconded by Kimberly Savageau. All in favor.  
Motion Carried.

  
Cecil Johnson, Mayor

  
Wendy Affield, City Clerk

  
Heather Johnson, Administrative Assist.

March 11, 2020 Glyndon City Council Meeting Minutes