

Glyndon City Council

6/24/2020

6:00 p.m. Regular Council Meeting
Glyndon Community Center – COVID 19

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, and Justin Schreiber; City Clerk Wendy Affield; Police Chief Justin Vogel.

As Per Sign in Sheet: Bryant DeVries, Randall Henriksen.

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

a. Minutes – 6/10/20 Council Meeting

b. Approve Resolution of Payments

- **Accept Resignation Letter from Terry Cummings**
- **Accept Bid from MJ Dalsin for Community Center Roof Repairs - \$5,129.00**

4. **Additions to Agenda**

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

6. **New Business**

a. Change Maintenance Department Committee Representative Joe Olson to Mayor Cecil Johnson – No motion is needed for this change.

b. Discuss Selling Tandem Dump Truck – Owings said he has been discussing this with Maintenance employee Andy Olson, and has come to agree it would be best to sell the dump truck. It needs to be brought up to MnDOT standards, and it would cost too much to do so. Owings said it could be sold to farmers as they are not required to maintain MnDOT standards. As for snow removal, Andy Olson only uses the snow plow, once he is done plowing the City roads, he then does the normal layer of sand with the plow truck. Andy Olson informed Owings the dump truck was never used during the summer months, and took up a good deal of space in the shop during the winter due to having to remain running in order to operate. A. Olson recommends selling it. Owings said he is meeting with a rep from MnDOT to see if the City could possibly obtain a newer used plow truck. Savageau asked if a snow plow truck tips upward like a dump truck does? Owings said yes, they have the same dumping capability. Schreiber asked if the Maintenance department used the dump truck at all last winter? A. Olson had told Owings it was not used as Randall's Excavating had been contracted to help remove snow. Mayor Johnson said the plow truck won't have as much loading capacity than the dump truck, but he does not have any issue with selling it. A motion to sell the tandem dump truck was made by Dave Owings, seconded by Kimberly Savageau. All in favor.
Motion Carried.

c. Discuss Purchasing Mosquito Fogger from London Foggers – Owings said this was also a maintenance issue discussed with Andy Olson, and he has passed his insecticide spraying test and received his certificate. He has worked out an arrangement with a City of Dilworth maintenance employee to use their mosquito fogger until we are able to purchase one that works. When Olson sprayed, he informed Owings the machine was more effective, this will save money on the number of gallons used. The City could possibly skip the aerial spraying this year in order to purchase a new fogger. Savageau asked if it was possible to fog every week instead? Owings said the mosquito training indicated the most important factor is laying down the larvicide. Fogging enhances the effectiveness of the larvicide, and is best applied after a rainfall. Affield said surrounding cities have not fogged yet due to the low numbers of mosquitoes in traps. Owings said it takes roughly five (5) hours to fog the entire City, and about three (3) hours to apply larvicide. Schreiber asked if a new fogger is necessary? The old fogger needed to be repaired constantly, the City needs something more dependable. Owings suggested tabling the issue until financing could be figured out. Affield said there is some money available from the Garbage Fund which can be transferred over. Savageau asked if this machine could be fitted onto a four-wheeler? Owings said no, as the fogger would be too heavy. Council Member Olson feels purchasing a new fogger is a good option as then the City can eliminate having to pay for expensive aerial spraying and can focus strictly on larvicide and fogging. Savageau asked if the vehicle which carried the previous fogger could be sold now? Owings said it would more likely be disposed of considering its condition. A motion to approve the purchase of the new mosquito fogger from London Foggers was made by Joe Olson, seconded by Kimberly Savageau. All in favor.
Motion Carried.

7. Discuss Additions to the Agenda

8. Old Business/Unfinished Business

a. Discuss Proposal from Michael J. Burns Architects for a Feasibility Study for a New Community Center – Joe Olson & Justin Schreiber – Olson said he and Schreiber met with local designer Kerry Peuser from Michael J. Burns Architects to discuss the possibilities and options for a new Community Center and City Hall all incorporated into one building. Peuser walked around on-site with Olson and Schreiber and said he feels there are good land options for a new building. He proposed the City have some basic site plans drawn up to go over. Schreiber said a generic blueprint would be drawn up and the architects would incorporate any ideas Council has for the building and then submit estimates based on square footage. He said the cost for the initial, generic site plans are between twenty-five hundred and three thousand dollars (\$2,500-\$3,000). Schreiber feels this is a good step forward and will be a boom to the community. He would like to see the Council move forward on this as the goal for this building is to be a multi-functional venue for many activities and events. Affield asked for clarification on if Olson and Schreiber intended having the City Hall connected to the Community Center? Olson said it would be incorporated, yes. Schreiber said the idea was to make having special meetings easier, as currently any special meeting is held at the Community Center anyway. He said it could be just for Council chambers, or also include City Hall and the Police Department as well. Olson said these initial drawings are only the first step. Affield said she would not feel comfortable having City Hall connected with the Community Center, as too many people may have access to the building. Olson said some buildings are designed now to be attached via corridors but also maintain the sense of being “separate.” He said these ideas are just a starting point and can be changed as needed. Olson said to help pay for the cost the current City Hall building could be sold in order to help towards a bond payment. Vogel also expressed his concern with having the Police Department attached to a Community Center, and would prefer to see a shared building with City Hall. Olson agreed. Schreiber said this is just the beginning, and a planning committee will eventually be formed down the road. He feels this is the time to be more forward-thinking, to stop putting money into a dilapidated building and create something the City can be proud of. Mayor Johnson asked if a motion is needed to have Burns Architect move forward? Affield

said there should be a committee formed first before moving ahead. Olson agreed, but said these initial drawings from the architects are very basic and do not need committee input yet. Savageau asked what timeframe this is supposed to be completed, if there is one? Schreiber said the idea is to create a plan and then form the committee. From there, the committee can start narrowing down wants and needs and begin to formulate the final layout of the building, and then public hearings can be held. Once a completed plan has been made and cost details have been worked out, then a vote can be put to the residents. Savageau asked if this would be a five (5) or ten (10) year project? Olson said it is somewhat unclear at this point, although he feels it certainly would not take ten (10) years to finalize. Affield said she feels before even any initial drawings, the Council needs to meet with the department heads regarding their concerns. Olson agreed, but said the payment for this basic initial building saves money instead of paying the architects for a drawing of each individual building. He feels the City needs new buildings for all departments sooner rather than later, and would like to see this move forward especially for the Police Department. Vogel would like to know what location they would be thinking of for the Police Department. Owings asked about the idea of one building for all departments, with solid walls built between so there would be no doorway access? Vogel said he would have some concerns being connected to the Community Center. He said his first concern for a new building would be location, and would prefer determining the right location with a committee. Olson said everyone's concerns would be taken into account, and he feels this initial move is just getting the process rolling and by no means a final say. Owings asked if the current Police Department location is preferable to Vogel? Vogel said he feels the current location is better for the Maintenance Department, and said the current building used to be part of Maintenance. As he understands it, the City has never built an actual building specifically for its Police. Vogel would prefer to see a new building attached to City Hall as himself and his officers sometimes have to walk to City Hall several times for various reasons. Mayor Johnson feels getting a committee formed first would be a better idea. Owings asked if maybe the focus should only be on a new Community Center? Schreiber said he feels it would be better to have all the buildings updated, and it is possible to do individual structures, but this is just a start in order to get an idea of what it will cost. Olson said he has had previous years' experience with architects, and he feels this is the cheapest route for a project like this because down the road they get paid by the hour. He said a committee will then be formed and can sit down to put together a full list of master needs. Vogel said he would like to see a building which will stand for thirty to forty (30-40) years, and Olson agreed saying any new structures would be based on a fifty (50) year plan. Savageau said the County built buildings with the intention of adding on in the future, so each building was already prepped in advance. Vogel liked this notion, and said the most important factor to initially be considered is location. He said the City will continue to grow, mainly to the south, and it needs to be decided where the Police Department should have its main building in order to access the school and businesses while also trying to avoid the railroad tracks. Mayor Johnson said it had been discussed in the past having a fire substation on the south side of the tracks. Owings feels Olson and Schreiber should meet with the department heads first, obtain their input, and then move forward with the architects. Council agreed to hold off on initial concept options with Burns Architects until further discussion is held with the department heads and with David Drown Associates for bond and financing information.

b. Southview Park Discussion

- **Basketball Court, Bench Pads & Sidewalk Estimate from Cash Concrete & Key Contracting** – Affield referred to Bryant DeVries from Cash Concrete for his input. DeVries asked Council when they would like concrete to get started? Affield said the basketball area size has changed to eighty-four feet by fifty feet (84' x 50') which is high school regulation size, and this will add seven hundred fifty dollars (\$750.00) more to the estimate from Cash Concrete. DeVries said the hoops should be there prior to laying the concrete so he knows how they will be attached. Affield explained until the handicap ramp is installed on the playground, we will not know what the distance will be for the sidewalk. DeVries asked if the City has already staked out where they want the court? Savageau said

they did a rough estimate of the location. DeVries said it will make the laying of concrete much easier and go quicker if he is given the layout of the park in advance. The stripping of the court will be an extra cost the City will need to look into further. Schreiber wanted it known he is concerned about the quality of basketball hoops, and whichever ones are chosen by the City should be solid enough to withstand heavy use. Olson agreed and said it needs to be a quality court. A motion to accept the bid from Cash Concrete for the basketball court and any additional amount for concrete work on the sidewalk and bench pads was made by Dave Owings, seconded by Joe Olson. All in favor.
Motion Carried.

- **Replacement Parts for Playground Equipment – Dakota Playground \$3,953.00 –** Affield explained, this estimate is for replacing items which were discovered to be damaged when Dakota Playground was installing the equipment. A motion to approve the additional cost for replacement parts was made by Justin Schreiber, seconded by Kimberly Savageau. All in favor.
Motion Carried.

- **Fence – 250’ Already Approved – Added 51 More Feet to Cover the Basketball Court on the South Side of the Park – Dakota Fence –** Affield said the bid already includes the pre-approved five thousand five hundred dollars (\$5,500), unfortunately the fence price went up since we received the last quote and she just needs approval for the additional fifty-one feet (51’) added to the bid. Savageau explained where the fencing will be installed. A motion to approve the added fence footage for the basketball court area was made by Justin Schreiber, seconded by Joe Olson. All in favor.
Motion Carried.

After further discussion, Schreiber felt there should be a motion made for the ordering of the new basketball hoops. A motion to grant Council Member Justin Schreiber authority to choose and order two (2) regulation-sized basketball hoops for the Southview basketball court was made by Dave Owings, seconded by Joe Olson. All in favor.
Motion Carried.

9. Department Reports / Committee Reports

a. Justin Vogel, Police Chief – Vogel said the department is at roughly two thousand (2,000) ICRs this year, above last year’s total at this same time. He said he is still making efforts to clean up and improve the current Police Station, although some improvements may be more costly than the building is worth. Olson agreed, and said the police building is definitely a top priority for any future master-planning. It has needed major maintenance for quite some time, and Olson said it is time for major changes.

b. Bob Cuchna, Fire Chief – Not present. Affield said Cuchna told her the Fire Hall generator is currently working, and his department is not going to need a new one at this time.

c. Maintenance/Public Works – Owings said with Affield’s assistance two temporary seasonal employees have been hired to help with City mowing and other maintenance duties. It was discussed that maybe some neon safety vests should be obtained for these new hires. Affield said she did order some from Personal Touch. A. Olson informed Owings both new hires are working out well. Owings said today is clean up day for the north side of the tracks, and A. Olson, the two (2) grounds workers and the sentence to serve workers will be assisting Olek Lawn Care with use of their payloader. The question was asked why we help with clean-up day. Affield informed Council it has been that way since she came in 2014, she believes we are only charged for the tonnage of the garbage. Owings also said the new Toro lawnmower should be arriving soon, and the electrical panel for the trailer court lift station has arrived and will be installed and programmed. Mayor Johnson wants Council to find a way to sell the old


lawnmower, and see what we can get for it. He suggested listing it along with the old dump truck and the furnace from the Community Center. Owings does not think the dump truck would sell for much at all. He said he can check around for sold prices on similar dump trucks. A motion to sell the Altoz lawnmower, dump truck and furnace was made by Dave Owings, seconded by Kimberly Savageau. All in favor.
Motion Carried.

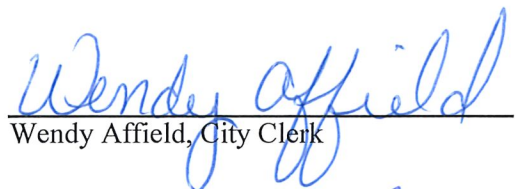
d. Wendy Affield, City Clerk – Affield said Bayer/Monsanto came to town yesterday to help plant new items in the pollinator garden and helped to maintain and level out the woodchips.

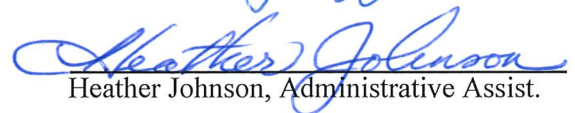
10. Open Forum – Randall Henriksen from Randall’s Excavating wanted to inform Council he came with an invoice for a transformer hit by one of his bulldozers. He said the City maintenance crew went out and located all the fire hydrants and transformers but happened to miss one transformer, and one of his bulldozers ran over the top of it. Henriksen said the invoice is for four thousand, five hundred forty-five dollars (\$4,545). Mayor Johnson asked where this transformer was located? Henriksen said it was in the Southview area. He is not sure why he is receiving this invoice now when the incident occurred back in early January. Olson asked who the invoice is from? Henriksen said it is from Red River Valley Cooperative. He said he spoke with the former Maintenance Supervisor at the time who told him the bill would be going to the City, but he has received it instead and does not feel his company should be responsible. Affield said this is the first time she is hearing of it, and Mayor Johnson said the same. Affield asked if she could take a look at the invoice? Henriksen said she could keep it. Mayor Johnson asked if the transformer location is marked now? Henriksen said no, but it needs to be prior to next winter. Owings said the City will take care of it. Henriksen said he also wanted to speak to Council about Pleasantview Avenue, and noted there were several soft spots that were really bad. He said his crew had to go a little bit deeper in those spots so the bill is higher because more gravel was used than originally estimated. Mayor Johnson asked if they put fabric on the bottom in these locations? Henriksen said yes, and noted he does not upcharge the City for gravel and will not charge the City for the removal of the concrete chunks from the playground set being removed from the school. Council expressed their appreciation for this, and noted Pleasantview Avenue now looks really good and thanked him for his work.

11. Miscellaneous Announcements –

12. Adjournment – A motion was made by Justin Schreiber to adjourn at 7:23 p.m., seconded by Dave Owings. All in favor.
Motion Carried.


Cecil Johnson, Mayor


Wendy Affield, City Clerk


Heather Johnson, Administrative Assist.