

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.

As Per Sign in Sheet: Myron Knodel; Brenda & Craig Casler.

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

- a. **Minutes – 7/8/20 Council Meeting**
- b. **Approve Resolution of Payments**

4. **Additions to Agenda**

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

6. **New Business**

a. Request to Install a Temporary Sign for The Hill Bar & Grill – Myron Knodel – Knodel came to discuss having his portable signs put in front of his property on Parke Avenue, due to the road construction on Hwy 10 which is blocking access to his business. It would only be temporary; he will remove them after the construction is finished. Council agreed. A motion was made by Kimberly Savageau to allow for the temporary placement of a portable sign giving directions to The Hill Bar & Grill to be placed on residential property that Mr. Knodel owns. The sign is to be removed once construction on Hwy 10 is complete, the motion was amended to allow for the placement of a second sign if the landowner agrees, seconded by Joe Olson. All in favor.
Motion Carried.

b. No Parking Signs on Parke Ave – Craig Casler – Casler came to the Council to discuss his displeasure with all of the “No Parking” signs which have been placed along the entire length of Parke Avenue from 7th Street S to 12th Street S. He claims this restricts anyone, including any guests, from being able to park in front of any of these homes. Casler said he has spoken to other neighbors who are in agreement. He said he checked the County ordinances for any reference to parking restrictions, but could not find any. Casler said he was told the parking signs may have been put up to assist with snow removal. He feels the restrictions are “arbitrary, capricious, and damage the resale value of his house.” He feels with the eighteen thousand dollars (\$18,000) he has been assessed for specials entitles him to his portion of the road. He also feels the double-yellow line on the road is unnecessary as those are normally painted on busy highways, not residential roads where the speed limit is only thirty (30). Casler also said the fact there are signs placed every fifty (50) feet on both sides of the road looks atrocious. Affield said she

notified City Engineer Kris Carlson about the issue, and after he reviewed the situation stated the reason for the signs is because the street narrows down to only thirty-three (33) feet wide and does not allow for parking on one side. Affield added this road is owned by the County, and was requested by the County to have no parking because the road is narrow at that end. Schreiber noted the response only mentions no parking on one side of the street, not both. Savageau said she noticed the same thing. Affield said she asked Carlson if it would be possible to have the yellow lines moved over in order to allow one side of the street to have parking, and he responded no. Casler said there are no County regulations regarding parking, and he feels they are being held to a different standard which is not fair. Mayor Johnson asked if parking was to be allowed again on one side of the road, if it would be safe enough considering children might dart out between cars coming from the sidewalk on their bikes? Casler said as long as he has lived on Parke Avenue, he has never seen many residents park on the street because most park in their driveways. But if anyone wants to host family or friends, they cannot park anywhere near the house. Casler feels a fair trade would be to have half of the signs taken down, or the yellow line moved over. Affield said it remains a fact the road belongs to the County, and the Council can take Casler's concerns to them, but any changes or decisions will come from them? Olson said he agrees with him on the sheer number of signs put up, and the very least the Council can do is talk with David Overbo with the County to see if anything can be done. Savageau agreed the number of signs is overkill. Olson asked if there were other time options which could be looked at? Affield said the County is concerned about cars having to cross into the other lane in order to navigate around parked cars. Casler said he and other residents feel singled out and ended up paying for a road they cannot park on. He notes there are other narrower streets in the City which do not have parking restrictions. Savageau said all the Council can really do at this point is have a conversation with the City Engineer and the County to see if there are any options. Schreiber agreed, and said it will become an issue once school is back in session. He feels something needs to be established prior to any football games where people are already parking down the road. Mayor Johnson said Council can certainly initiate a discussion with the County and our City engineers. Casler asked if the signs were placed by the City or the County? Olson said it was the County, and stated the City passed a resolution regarding the signs. Affield clarified by stating the County requested the City pass the resolution, and Mayor Johnson added it was done back in 2017. Olson said the Council can check on whether the signs need to be placed so many feet apart or if some can be removed. Casler thanked the Council for their time, and asked if there was a contact at the County he could speak with? Mayor Johnson said to allow the Council the first chance to talk to the County and see what they can find out first.

c. Approve Resolution 2020-10 – A Resolution Appointing Election Judges for the 2020 Primary Election Held on August 11, 2020 – A motion to approve Resolution 2020-10 was made by Kimberly Savageau, seconded by Justin Schreiber. All in favor.
Motion Carried.

d. Proposed Preliminary Tax Levy is Due by September 30th – Affield wanted to clarify the date and said it is not due the 15th, so there will be one more regular Council meeting prior. She said the special budget meeting for the Police Department will be moved to August 12th, and the one for Fire & Rescue will be scheduled for September.

e. Recycled Oil Filters – Mayor Johnson – Mayor Johnson said there is a five (5) hundred-gallon barrel located by the City shop, and it contains used oil. He said he was notified by Dave Olek from Fuchs Sanitation that it will no longer be pumped out, and will need to be removed by another company. He spoke with three different companies and none were able to do the removal, but OSI Environmental in Moorhead will remove it for one hundred dollars (\$100) if it is under five (5) hundred gallons. Mayor Johnson said prior to the initial removal, OSI will do a test of the interior liquids. Depending on the contents, the price may go up. Affield said this is the main reason why Fuchs

Sanitation will not be doing the removal anymore. Mayor Johnson said there is the option of having OSI come and pump it out, or get rid of the barrel completely. Savageau asked who is dumping into it? Mayor Johnson said he feels it is mostly residents dumping their oil, but cannot account for everyone. Affield asked if there are other places residents can take their used oil? Olson said he does not recall the landfill having this option. Owings said he thought there was a place on Hwy 10, and Olson said he could check. Owings said he prefers to get rid of the tank altogether. Savageau said according to the Clay County website, used oil can be brought to the Clay County Household Hazardous Waste facility or the Dilworth Walmart service station. She said Glyndon is listed as a location for dumping, so if Council decides to get rid of the tank we will need to notify the County and have us removed. Owings said in order to dump used oil at those locations, there needs to be a worker present in order to ensure it is strictly oil, and not antifreeze or something other than oil. Savageau feels the City should leave the proper dumping to the County, and can see there are no other surrounding cities which offer this service either. Council agreed to pay OSI Environmental to have the tank emptied, and to check on who can remove the tank completely.

7. Discuss Additions to the Agenda

8. Old Business/Unfinished Business

a. Offering Maintenance Position to Interviewed Recipient – Owings stated the Maintenance Committee ended up with three (3) qualified candidates, and they have chosen to offer the position to their number one (1) choice. He said this person is very confident, very focused, is interested in the position, and comes with an excellent background and qualifications. Mayor Johnson said he was very impressed with both of the top two candidates. A motion to offer the position to the number one candidate for the Maintenance position was made by Dave Owings, seconded by Joe Olson. All in favor. Motion Carried.

b. Tabled Topic – Wage for Maintenance Worker – Affield said this was tabled from the previous meeting, and it is up to Council to discuss further. Savageau said this department is currently experiencing a unique situation, but Council has already agreed to implementing the grid as a payroll plan and should stick with this otherwise what is the point? Affield stated she was not paid extra when she was doing both the Clerks job and her old Deputy City Clerk duties, but instead was given comp time. She feels this situation is similar, and said Schreiber made a very valid point when mentioning this at the previous meeting. Schreiber stated eventually we will have to look for a Maintenance Supervisor, that would be a time for advancement and salary increase. Schreiber asked if there is a decrease in salary implemented if the worker does not get their water certifications? Olson said this would be worked into their performance review. Council agreed to stick to the grid in terms of wage rates for the new maintenance position and all other positions.

c. 202 Eglon Avenue & 418 2nd Street Discussion Concerning Nuisance Ordinance – **Joe Olson** – Mayor Johnson said he will discuss 202 Eglon Ave and allow Olson to lead the discussion on 418 2nd Street. Olson said he is notifying Council of his discussions with City Attorney Ken Norman, and all informational emails will be forwarded among Council Members as the process moves forward. Mayor Johnson said regarding 202 Eglon Ave, he contacted one of the decedent's kin who currently resides in Mexico, and told him of the City's plan to move forward with this property as well. He informed this person the residence had been broken into recently, and Chief Vogel went in and did a walkthrough. Mayor Johnson said he contacted Norman, who then contacted this person himself and discussed the property. This person was going to call another descendant, Ms. Anna Amaya (sister) who lives in Moorhead, and she was to contact Norman but has not done so yet. Mayor Johnson said the City does not yet have a warrant to enter the property, and he was hoping to get permission from Ms. Amaya

as he has paperwork drawn up for her to sign. He said he gave her phone number to Norman and he will continue to try and contact her. He said Norman was able to determine the property is not in probate proceedings.

d. Southview Park Update – Affield said the agenda packet has the sheet showing the current numbers and funds spent on the park so far. She said she is still getting bids in for the painting of the basketball court. Savageau said she had talked to Maintenance employee Andy Olson about the dirt piles in the park, and Olson is wondering if these need to be leveled out? Affield said the new maintenance person coming in has experience operating a skid steer and may be able to level out the dirt in order to prep for grass seeding. Schreiber said we can get the dirt leveled away from the court and playground but should seek an estimate for hydroseed. Savageau said she is not sure if something like this should be professionally done or not. Olson suggested he could call the crew doing the landscaping work at the new County jail to give a bid to do the work. He said they would have all the proper equipment and would know how to grade the dirt correctly, plus they were not expensive. Savageau said she would prefer seeing the landscaping finished first instead of purchasing benches. Schreiber said in the meantime A. Olson can help level off the dirt piles. Owings said A. Olson had inquired about enlisting some help from the Oleks to break down the piles, and then he can plant trees. Olson said it will be most important to make sure the trees are watered properly. Owings said he would like to direct A. Olson to contact the Oleks to knock the dirt piles down, grade the dirt as best as they can, plant the trees and get watering bags for them, and have a bid presented for the hydroseed along with the cost of professional leveling. Olson said he can have the County jail crew check on if we have enough black dirt for the job, or if we will need more.

9. Department Reports / Committee Reports

a. Justin Vogel, Police Chief – Not present.

b. Bob Cuchna, Fire Chief – Not present.

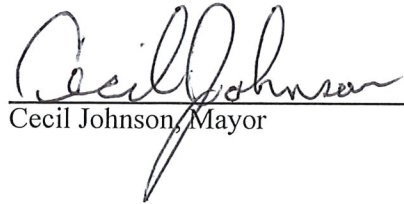
c. Maintenance/Public Works – Owings said he and A. Olson had talked about moving the newly-built warming house off the school grounds now that it is finished. He said he is unsure of where it needs to be set, other than it needs to be close enough to the power pole since it is wired for electricity. Also, there is the question of setting it on cinder blocks in case it needs to be relocated, or should it be laid directly on the ground? Olson stated, if it was a permanent location then a concrete slab would be needed. Mayor Johnson said perhaps Class 5 gravel could be spread, and then cinder blocks be set on top of the gravel. Schreiber said it will definitely need to be level, otherwise the door won't close properly. Owings said he needs some input on the right place to set it. Affield said Carlson should be asked his opinion based on where the pond sits. Olson and Owings agreed. Schreiber asked if it could just be moved for now? Mayor Johnson said we could always check with Sellin Bros. if they can move it for us. Owings agreed that would be a good idea. He also wanted to mention he is in the process of listing the dump truck and spoke to someone who estimated it could be worth eighty-five hundred dollars (\$8,500), although this may not reflect its current condition. Owings felt maybe starting at an asking point of forty-five hundred dollars (\$4,500) would be better. He has asked A. Olson to send him some photos and he will try and get an idea of what price range to start with. Owings also wanted to make a quick mention of the improvements he has noticed in terms of mosquito spraying. He thinks the ground spraying is going much better than in previous summers. Schreiber asked if it had been decided to do any aerial spraying this year? Savageau said she didn't feel the level of mosquitoes were high enough to warrant aerial spraying, and has noticed it is better than previous years too. Olson thought the new fogger was a great addition, and really helping get the spray out farther.

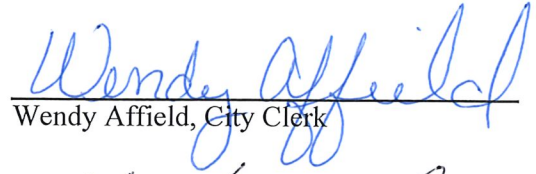
d. Wendy Affield, City Clerk – Affield stated she had a meeting at the County regarding COVID-19 updates, and there was discussion on funds being dispersed to help out area businesses. She said it was also discussed how local municipalities would factor in their coronavirus purchases and spending from the Cares Act funding. Affield said the new online payment system for the City's Banyon utility software would qualify now, instead of waiting until next year's budget. Schreiber asked if this includes a credit card reader? Affield said initially it was going to be software on the computer, but people would need to hand over their credit card to the person at the desk. But she said now because of coronavirus guidelines, there would be the need for the separate reader so people can run their own cards. Savageau agreed, and said even at restaurants they have you run your own card to prevent someone else handling it. She said the main issue is the City has been given one hundred five thousand, seven hundred seventy-eight dollars (\$105,778) in funding to use, and if not used by November 15th then the funds go to the County. So everything the City can get to qualify for this funding needs to be acted upon quickly. Schreiber said hand sanitizer stations will be important, including at the parks for kids to use. Affield said new sensory sinks and soap dispensers for the restrooms in all City-owned buildings should be included, along with new AED machines as ours are outdated already. Carlson mentioned other cities were purchasing new laptops for their Council members in order to have Council meetings via Zoom. Savageau said these purchases can only qualify if they were not accounted for in the budget. She said the main thing to remember is that receipts for these purchases will not be required, but there will be an audit done at some point. So every expense will require a form, and she suggested the City use the same form the County will be using. Owings said he agrees with the above-mentioned purchases. Owings asked if a motion is needed for these purchases? Savageau said Council should probably get quotes on some items first, and need to make sure the purchases do not exceed the allotted amount. Owings agreed and said the credit card payment software should be a top priority, as it would benefit so many residents. Schreiber asked about automatic doors? Olson agreed and said the City Hall entrance would need to be upgraded. Savageau said a list of items should be made, but the online payments and credit card program need to be pushed through as quickly as possible. Owings asked if the City Hall building should have a teller-like window implemented like the one at Hawley? Schreiber said it might depend upon how much cash is held on site. Affield said some residents prefer to pay their utility bills in cash only, but it isn't a lot of money at one time. Savageau also mentioned having the added security costs with running credit cards, or having a separate vendor process the security functions. Affield said the Banyon software for online payments already has this included, although the fees associated with running a card will have to be paid by the resident. Mayor Johnson asked to clarify the City won't be paying the credit card fee? Affield said no, there will be no expense to the City as it will be up to the resident who chooses to pay with a card. Olson said it is this way with the DMV, too. Savageau agreed with not paying the fee, and said the City should not be responsible for how a resident decides to pay their utility bill. Owings also wanted to mention the other MN State guidelines, as well as the requirement for masks starting this Saturday. He asked if there should be plexiglass shields between the Council members on the desk? Olson said it poses a challenging question, because will the shields be temporary, or should a more permanent shield be built? Savageau said this should be researched a little more, but for sure City Hall needs to have a box of masks readily available for visitors, or City Hall could be closed and only open for appointments. Savageau said being closed for appointments only is somewhat of a challenge, especially when there is only two people in the office. Olson also wanted to ask about permits and pet tags, and whether these types of things can be turned into online permits? Affield said it could be, but people right now need to come in to get the tag or permit. Savageau said going forward these types of interactions will be changing to online availability as people will need to stay home more.

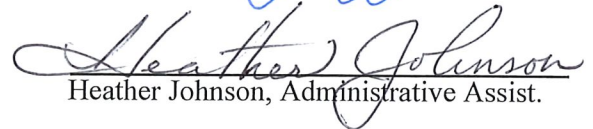
10. Open Forum –

11. Miscellaneous Announcements –

12. **Adjournment** – A motion was made by Kimberly Savageau to adjourn at 7:18 p.m., seconded by Justin Schreiber. All in favor.
Motion Carried.


Cecil Johnson, Mayor


Wendy Affield, City Clerk


Heather Johnson, Administrative Assist.

July 22, 2020 Glyndon City Council Meeting Minutes