

1. **Call to Order:** Mayor Tracy Tollefson called the meeting to order at 7:00 a.m.
2. **Roll Call:** Council Members Present: Mayor Tracy Tollefson, Dave Owings, Joe Olson, Kimberly Savageau, and Justin Schreiber; City Clerk Wendy Affield; Police Chief Justin Vogel; Maintenance Supervisor Andy Olson; Administrative Assistant Heather Johnson.

As Per Sign in Sheet: None.

Virtual Attendees: None.

3. **Motion to Approve Consent Agenda** – A motion to approve the consent agenda was made by Justin Schreiber, seconded by Dave Owings. All in favor.
Motion Carried.

a. 7/14/2021 – Council Meeting Minutes

b. Approve Resolution of Payments

- Accept \$1000 Donation Check for Glyndon Fire Department from Felton Volunteer Firemen, Inc.
- Approve \$2,832 Purchase Request from Chief Vogel for 4 New T7 Lasers

4. **Any Additions to the Agenda** – None.
5. **Motion to Approve the Agenda** – A motion to approve the agenda was made by Joe Olson, seconded by Justin Schreiber. All in favor.
Motion Carried.
6. **Open Forum** – None.
7. **Department Reports – Committee Reports**
 - a. **Justin Vogel, Police Chief** – Vogel said he has nothing at this time.

b. **Andy Olson, Maintenance Supervisor** – A. Olson said he has received some estimates on display banners for the City light poles. A. Olson said Xcel Energy will not allow any type of electrical displays on their poles, so he wanted to bring some examples of banners that can be purchased instead. After Council has a chance to review the estimate it can be added to the agenda for further discussion. He said the second estimate includes the option of hanging flags as well as banners, and Council can choose to have both sides of the street or only one side have the flags. Johnson asked if the banners are only “Christmas” ones, or if there are other designs or holidays offered? A. Olson said there are all kinds of designs to choose from, and there are personalized, custom banners as well. Mayor Tollefson asked if the City is allowed to hang banners along Hwy 10? A. Olson said yes, this is allowed, and they could be mounted right above the flower brackets. Council agreed to look over the banner samples and give A. Olson feedback at a future meeting. Owings just wanted to make a quick mention to A. Olson that the City

flowerpots look great, despite the drought. He said he has received several comments from residents about them recently. Mayor Tollefson asked where they came from? Affield said they were purchased from Thompson Greenery in Barnesville.

c. Bob Cuchna, Fire Chief – Not present.

d. Wendy Affield, City Clerk – Affield said she will be attending a Clay County Commission meeting regarding the lot at 418 2nd Street SE, and she will be presenting the City Resolution at that time. She said the Local Government Aid (LGA) fund amounts for next year have been released, and the City will be receiving an increase of five thousand, one hundred and thirty-four dollars (+\$5,134) for a total of four hundred twelve thousand, four hundred thirty-two dollars (\$412,432). Affield added she will be on vacation starting Friday, August 6th and will be back on Monday the 16th. She will still have her laptop and will take any calls as needed. Affield asked Council if they would like City Attorney Ken Norman to attend the Clay County Commission meeting next Tuesday. Mayor Tollefson said she will attend with Affield.

8. New Business

a. Approve Resolution 2021-9 – A Resolution Giving Notice to Clay County, Minnesota, of the Intent to Acquire Tax-Forfeited Parcel #55.175.0030 (Lot 3, Block 1, Jensen’s Addition) Located in the City of Glyndon, Minnesota – A motion to approve Resolution 2021-9 was made by Dave Owings, seconded by Justin Schreiber. All in favor.
Motion Carried.

b. American Rescue Plan Funds Received – 1st Half \$72,643.39 – Informational only. Mayor Tollefson asked Affield if there was anything else she wanted to add? Affield said with these funds, they can only be used on certain items, such as road improvements, infrastructure, water, sewer, broadband, among others as opposed to only COVID-19 related needs. Owings said he assumes these purchases will need to be tracked differently in terms of auditing purposes? Affield said Council will need to create a separate bank account for these funds. Affield informed Council every October a report will need to be done even if funds are not spent. J. Olson asked what the timeline is for spending the funds? Affield said 2024 is the technical end-date, but if a City has an ongoing project, then the timeline is extended until 2026. J. Olson asked if this is something the Capital Improvement Plan Committee can discuss? Mayor Tollefson said yes, and she would like to start brainstorming on how best to spend these funds based on the guidelines. Savageau agreed and said there is more breathing room this time to think about how to spend the funds. Schreiber asked if there is a way to allocate interest from whatever type of account the funds are held? He said it may not amount to much, but might be worth looking into further.

c. Small Cities Assistance Program from MN Department of Transportation – Received 1st Half \$14,750.00 (\$29,500 Total) – Must Go Towards Construction and Maintenance of Roadways Within the City – Affield said these funds need to be spent within a couple years, and the City has been sitting on the accumulation since 2017 so the Council may want to look at doing more seal coating by 2022. Owings agreed seal coating would be a good project for this. Mayor Tollefson said this will be another good topic for the Capital Improvement Plan Committee to discuss. Schreiber asked if the City already has a fund set aside for seal coating? Affield said yes, there is a budgeted amount set aside each year. Savageau said she remembers the next section of town due for coating was going to be a large one, and Southview Addition is also due. Mayor Tollefson said Centennial Addition will need street upgrading as well.

d. Minnesota Drought Warning Phase Notification from MN Department of Health – Affield said Dilworth currently has water restrictions in place, mainly because they are tied in with Moorhead.

Barnesville has one, but Hawley does not. Mayor Tollefson said she has not seen many people watering their lawns in town, so she is not overly concerned. She feels residents have been cognizant of the dry weather, and perhaps the Council just keeps the issue on their radar for now? A. Olson said there has not been a big spike in water usage, either.

9. Time to Discuss the Additions to the Agenda

10. Old Business/Unfinished Business Updates

a. Approve \$4,500 Electrical Work Request from Chief Cuchna for the Glyndon Fire Hall – Schreiber said this comes from Chief Cuchna’s list of “musts” for repairs, and at the recent Budget Meeting it was discussed to bring this to Council. He said he has no issues with any of the requested repairs. Mayor Tollefson asked to clarify these repairs are more “needs” rather than aesthetic. Schreiber said yes, and the funds are already available from the money they receive through Sanford Ambulance. A motion to approve the \$4,500 electrical repairs for the Glyndon Fire Hall was made by Kimberly Savageau, seconded by Dave Owings. All in favor.
Motion Carried.

b. 202 Eglon Avenue (Lugo Property) – Approve Skip Tracing Process to Serve Heirs of Cecilia Lugo Concerning the Removal of the Condemned Home – A motion to approve was made by Kimberly Savageau, seconded by Joe Olson. All in favor.
Motion Carried.

c. Glyndon Days Update – Affield asked if a Grand Marshal had been chosen yet? Mayor Tollefson said since there were only two entries for the pageant, she thought it might be nice to honor a longtime resident and thought of Kelly Richards? She feels he has done a lot for the community and it might be nice to feature him, but she is open to other suggestions. Council was in agreement. Owings asked if Richards would want to drive his own vehicle? Mayor Tollefson said that would be alright, and Owings said then his wife would not have to drive. Schreiber asked if the vendor spaces have been marked out? Johnson said yes, they were done yesterday. Schreiber then said the food trucks will be arriving around 8:30 am on Saturday and will park close to the corner for electrical access. Johnson asked if the sno-cone booth will be in the park? Schreiber said yes, as they will want to be closer to the area where the kids are located. Affield said she had to move a couple people to work the bounce houses, and she had Johnson make some signs up for the games, for wristband sales, and for the inflatables. Savageau asked what time they need to come for the picnic? Owings said sometime around 5:00 pm will work. She asked if Mayor Tollefson had heard back regarding the Dippin Dots? Mayor Tollefson said she is waiting on a reply. Affield said the obstacle course cannot be on the basketball court as it has to be secured to grass, so this will need to be moved? Savageau asked what time everything starts? Affield said all events start around noon, and wristband sales will start a little earlier. She reminded the Council they will be in charge of decorating the Ranger ATV, and Mayor Tollefson told J. Olson he can drop it off at her house.


11. Miscellaneous Announcements & Recognitions –

a. 2020 Community Water Fluoridation 50-Year Award from the MN Department of Health: Oral Health Program – Affield said this is fifty years’ worth of quality water recognition for the City.

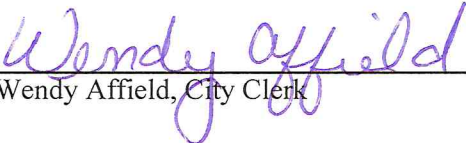
Vogel wanted to mention his department was possibly not going to serve hot dogs at the BINGO event, due to feasibility issues. Mayor Tollefson said she would purchase separately any food or beverages needed as she felt there should be something offered, as long as the PD was still willing to help serve.

Vogel said that would be okay. Owings suggested for next year they look into a non-profit BINGO night which will also serve alcohol, as he is familiar with other events that bring in a lot of revenue.

12. Adjournment – A motion was made by Kimberly Savageau to adjourn at 7:29 a.m., seconded by Dave Owings. All in favor.
Motion Carried.



Tracy Tollefson, Mayor



Wendy Affield, City Clerk



Heather Johnson, Administrative Assist.

July 28, 2021 Council Meeting Minutes