

Glyndon City Council
9/8/2021
Regular Council Meeting – 7:00 A.M.
City Hall Council Chambers

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; Police Chief Justin Vogel; City Clerk Wendy Affield; Public Works Supervisor Andy Olson; Administrative Assistant Heather Johnson.

As Per Sign in Sheet: Fedosia Slack; Dave Olek; Angie Kuehl.

Virtual Attendees: Fire Chief Bob Cuchna; Ashlyn Ferguson.

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

a. **8/25/2021 – Council Meeting Minutes**

b. **8/25/2021 – Budget Meeting Minutes**

c. **Approve Resolution of Payments**

- **Approve a \$3,100 Purchase for a Vehicle Radar System from Code 4 Services – Police**
- **Approve Gaming Permit Application for Glyndon Lions Club – Event on December 17th, 2021 at the Glyndon Community Center**
- **LOMC Invoice for \$1,595 for Membership Dues**
- **Minnesota Mayors’ Association Invoice for \$30 for Membership Dues**

4. **Any Additions to the Agenda** –

5. **Motion to Approve the Agenda** – A motion to approve the agenda was made by Kimberly Savageau, seconded by Dave Owings. All in favor.
Motion Carried.

6. **Open Forum** –

a. **Ivan’s Drywall and Painting, Inc. – Ongoing Sewer Issues – Fenya Slack** – Slack stated she was present today to discuss the ongoing plumbing issues with their sewer lines. She asked the secretary who works in the office at Ivan’s Drywall to check with the City to find out how the plumbing is configured in that area because they keep have plumbing issues. She also provided two invoices which Ivan’s has incurred due to sewer blockages. Slack explained they have tried several times to contact the Water Superintendent over the last few months but have had difficulty reaching him. She read out loud to Council the notes provided by the plumbing company back in November of 2020. After they received the bill that came to four hundred fifty dollars (\$450), they decided to reach out to the City for more insight or information. Slack said they were able to get in touch with A. Olson in late November, who suggested a flushing of the lines from 2nd Street S to Andrews Ave and to have a camera inserted into the line to determine the cause of the blockage. She said they did not hear back from A. Olson until mid-January 2021, in which he stated the flushing had not yet been done and waiting to do a main flush in March.

Slack said nothing was done in spring or summer, and they reached out to A. Olson again this August. She said at this time they had incurred another plumbing bill which came to one-thousand thirteen dollars (\$1,013). After speaking with A. Olson and letting him know they were experiencing blockage issues again, this time with paper plates, food particles, and grease, he stated in the next couple of weeks they will have one-third of the City flushed. Slack said Ivan's feels they should not have to bear the brunt of these bills when the blockage seems to be coming from another business's sewer lines. They are asking the City to help with these invoices based on fairness. Mayor Tollefson thanked Slack for bringing the issue to Council, and said this may take more time to research as there are several factors to consider. She asked A. Olson if he had any additional insight? A. Olson said this is a far more complex issue than originally thought, and he brought a map for Council to see showing where the City's lines are in comparison to where Ivan's line hooks up to it. He said there are three businesses which appear to share a sewer line, including Ivan's, and it is difficult to determine where the line ends. He said he spoke with City Engineer Kris Carlson who said years ago there were additional connections in this area which have since been closed off and end at a manhole. A. Olson said he can only guess that at some point long ago the city had a sewer line system which ran all the way through, but currently the plumbing has since become intertwined together. He said whatever runs through this shared line begins at the mobile home park first, then on to the City main line. He also said it will be difficult to access these lines as they are on private property. A. Olson said he spoke with Jet-Way, Inc., a company who does the flushing of lines for the city, and they showed Olson where they believe Ivan's line dumps out directly towards where the manholes end. The lift station is the closest he can get to flushing the lines by Ivan's, A. Olson said. He is not able to access or flush any of the line-to-line connections on private land. Slack said she felt those business owners would allow A. Olson access if he explained to them the situation. Mayor Tollefson said this situation is similar to a residential home having sewer backup issues, and determining whose liability it is takes some looking into. She suggested having a meeting or discussion with those area businesses to explain the issue, and A. Olson agreed that would be very beneficial. Mayor Tollefson said she will have A. Olson contact these businesses to have a sit-down and hopefully gain a solution to the problem. She said then the City can ascertain who is liable for what, prior to agreeing to pay for any bills at this point. Slack agreed, and said they are hoping for a solution sooner rather than later as they are not the ones causing the issue. Savageau asked A. Olson if it is common for multi-line hookups such as this? A. Olson said no, usually each line is separate and he can easily see where they run and how they dump out. Mayor Tollefson suggested specifically talking with the owner's of Morty's Bar as it appears the main problem is grease. A. Olson agreed, and said they need to discuss how they dispose of their grease, and whether they need to have a separate grease trap. Slack agreed, and wanted to note they are not specifically trying to pick on any one business in particular. Council thanked Slack for coming, and will get back to her soon.

7. Department Reports – Committee Reports –

a. Justin Vogel, Police Chief – Vogel was not present for this portion of the meeting.

b. Andy Olson, Maintenance Supervisor – A. Olson said his department will begin discharging the ponds soon, and there will not be as much water to drain due to very little rainfall this year. He will try to do smaller, daily discharges in order to help with any overflow.

c. Bob Cuchna, Fire Chief – Cuchna was present via Zoom, but stated he did not have anything to discuss today.

d. Wendy Affield, City Clerk – Affield said she did not have any updates for today.

8. New Business

a. Smart Texting Technology Zoom Demo – Ashlyn Ferguson – Ferguson thanked Council for letting her be a part of the meeting today, and will be providing a short demonstration of the “smart text technology” which was presented at the previous meeting by Administrative Assistant Johnson. She began by walking Council through the dashboard view, and how other cities have their websites set up to promote the service. Ferguson said this new technology helps meet the needs of cities when trying to communicate better and more efficiently with their residents. She said sometimes email alerts are not received in a timely manner, and texts are often a better way for residents to report any issues. After presenting the dashboard functions, Ferguson had Council members test out certain key words on their own cellphones in order to get an idea of its functionality. At the previous meeting, Savageau had asked how a resident would first find out which key words they can use, and Ferguson explained there are marketing tools which can be placed right on the City’s website, along with a widget which helps people get started. Schreiber asked how a resident might opt-out after initially signing up? Ferguson said the auto responses are only generated when someone initiates a text, but at any time a person can text “STOP” and will be removed from the notifications list. Owings asked how long this company has been in business? Ferguson said TextMyGov has been in business for twenty (20) years and is a sister company to iWorQ, which operates building permit software. After the completion of the demo, Ferguson asked if Council had any other questions? Council thanked Ferguson for her time and Johnson said she would be in touch later today. Savageau asked if Affield and Johnson felt there was supporting data showing a need for this? Johnson said she initially thought this program was only for sending alerts, as the current email alert system the City uses can often times get routed to junk mail. Savageau asked how many email alerts are sent out? Affield said it all depends on what is going on in the City at the time. Mayor Tollefson said she feels this is a great technology to have, but focusing on cost alone she has some reservations. She is also wondering if the need is high enough to justify the cost, or is it something that can be revisited in a year? Owings said he thought this might be covered under COVID funds? Savageau said that is a possibility, but there would be ongoing costs beyond the COVID stretch. She said she feels the City is not big enough yet to warrant the expense and would rather see the City spend more effort in advertising the current email alert system. Mayor Tollefson agreed, and said she would like to push more social media and website announcements. Council agreed to table the issue for a later date.

b. Fuchs Sanitation Building Discussion for Site Located at 209 & 219 Lund Ave – Angie Kuehl – Dave Olek was also present, and said he and Kuehl came to notify the City the old Fuchs Sanitation shop will be for sale, in case the City is interested in purchasing it. He said the shop is a forty-by-eighty-foot (40 ft. x 80 ft.) insulated building, wood structure with two twelve-foot (12 ft.) doors and one twenty-foot (20 ft.) door. Mayor Tollefson asked if this would also include the office at that location? Kuehl said that particular building will be torn down, but the Foltz building is the one which will be for sale. Mayor Tollefson asked what year it was built? Olek said it was built in 1991, but Kuehl corrected him and said the Foltz building was in 2008. Affield asked if there are two separate parcels? Kuehl said yes. She said the City requested first right of refusal back when Fuchs Sanitation purchased the new lots in Stockwood, which is why they are here at the meeting, to see if the City would like to purchase the lot and buildings. Kuehl said they are also interested in the City’s lot next to their current location in Stockwood. Mayor Tollefson asked how long the City would have to decide? Kuehl said there are other interested parties, so she is hoping for a decision sooner rather than later. Mayor Tollefson asked if a response within thirty (30) days would suffice? Kuehl said that would be fine. J. Olson asked if there would be an opportunity to tour the building? Kuehl said yes they can certainly do that. Schreiber asked if Fuchs is looking to sell both parcels, or combine them? Kuehl said they would be open to either option. Council agreed to reach out to set up a tour and provide a response within thirty days. Kuehl and Olek thanked Council for their time.

c. Approve 3-Year Township Agreement for Fire Services for Glyndon, Riverton, Spring Prairie, & Moland Townships – Chief Cuchna – Cuchna said this is just a preliminary agreement, and there won’t be any changes other than the price-for-service. Affield asked to clarify the increase in service

will go from three hundred fifty dollars (\$350) to four hundred dollars (\$400)? Cuchna said yes, and explained these fees are never levied, only included in the contract. Savageau asked to clarify the service fee is increasing, not the base charge? Cuchna said that is correct, just for the first year. A motion to approve the 3-year Township Agreement was made by Dave Owings, seconded by Kimberly Savageau. All in favor.
Motion Carried.

d. Health Insurance Increase from \$704.50 to \$746.77 – Switches from BCBS to Medica –
Affield said she just needs to know if Council approves the increase before she adds it to the budget. She said this switch to Medica keeps the benefit plan the same, with no changes in the deductible. Mayor Tollefson asked to clarify this covers seven (7) employees? Affield said yes. A motion to approve the health insurance increase and switch to Medica was made by Justin Schreiber, seconded by Joe Olson. All in favor.
Motion Carried.

e. Eye Insurance Increase from \$6.12 to \$7.54 – Affield said there are currently four (4) employees utilizing the eye insurance. Mayor Tollefson asked to clarify if the City normally incurs the full cost when there are increases? Affield said yes, and explained the vision insurance is fairly new with this being the first increase to it. Mayor Tollefson said she would like Council to be mindful of larger increases down the road, as those can creep up. Savageau said she struggles with the fairness of the situation, if some employees have it and others choose not to. Mayor Tollefson said she has seen some employers use a stipend method for benefits, and employees can use the amount on whichever they choose. She said as a City, they need to be mindful of what method they use in offering benefits. A motion to approve the eye insurance increase was made by Justin Schreiber, seconded by Dave Owings. All in favor.
Motion Carried.

f. August Expense & Revenue Sheets for Review – Affield said the dental insurance quotes are being worked on and she will have those numbers ready by the next regular meeting. Mayor Tollefson said she would like to see some of the budget line amounts condensed, and is hoping to discuss further with Council at the budget meeting tonight.

9. Time to Discuss the Additions to the Agenda – (Mayor Tollefson referred to the two Consent Agenda items which were added above.) A motion to approve the addition of the consent agenda items was made by Kimberly Savageau, seconded by Joe Olson. All in favor.
Motion Carried.

10. Old Business/Unfinished Business Updates

a. Update Concerning City Property Located at 418 2nd Street SE – Affield said the previous property owners received certified letters notifying them of their responsibility to remove any and all personal belongings prior to February 16th, 2022. Vogel said we know for sure they have received their letters as a couple of larger items have been removed. He said they were informed the other remaining vehicles will be towed at the end of this week, unless they are removed prior to Friday. Vogel said his department will need to be notified if they wish to remove any personal property that remains. Affield informed Council they will need to decide how often they will allow the previous owners to have access to the property for removal of any items. Vogel said his suggestion would be to provide a week's notice, which would allow time for him to schedule an officer, and also A. Olson could make arrangements to be there. Owings suggested a pre-set schedule, such as offering every other Wednesday as the day they could access the property. Vogel agreed this could work out better for all parties. Savageau said it would be wise to consider any scheduling conflicts due to COVID-19 issues. Mayor Tollefson asked to clarify if

Vogel or one of his officers would have to be present at the location the entire time the previous owners are there to remove items? Vogel said no, they would only be present to unlock the doors and then to lock them back up when they are done. He said his department would conduct a walk-through at the end of each visit to ensure the house is secure. Schreiber suggested allowing one Saturday per month, as every weekend would be too much for officers to be there. Owings said a set schedule would definitely be easier to manage, and Vogel agreed by saying each visit would be documented for court purposes. Savageau said she would like this to be run by City Attorney Ken Norman first. Council agreed, and Vogel said he will reach out to him for his advisement.

11. Miscellaneous Announcements & Recognitions –

12. Executive Closed-Door Session – Mayor Tollefson Please Read:

“At this time the meeting will be closed as permitted by Minnesota Statutes, section 13D.05, subdivision 3(a), to review and discuss the police officers’ labor negotiation proposal.”

A motion to close the meeting was made by Kimberly Savageau, seconded by Justin Schreiber. All in favor.

Motion Carried.

--Meeting Closed--

A motion to re-open the regular meeting was made by Dave Owings, seconded by Joe Olson. All in favor.

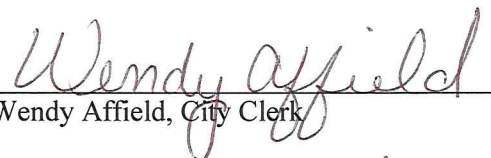
Motion Carried.

13. Adjournment – A motion was made by Kimberly Savageau to adjourn at 8:37 a.m., seconded by Justin Schreiber. All in favor.

Motion Carried.



Tracy Tollefson, Mayor



Wendy Affield, City Clerk



Heather Johnson, Administrative Assistant

September 8, 2021 Council Meeting Minutes