

Glyndon City Council
12/8/2021
Regular Council Meeting – 6:30 P.M.
City Hall Council Chambers

1. **Call to Order:** Mayor Tracy Tollefson called the meeting to order at 6:30 p.m.
2. **Roll Call:** Council Members Present: Dave Owings, Kimberly Savageau, and Justin Schreiber; Police Chief Justin Vogel; City Clerk Wendy Affield; Public Works Superintendent Andy Olson.

As Per Sign in Sheet: Bryant DeVries, Shawn Johnston, Micah Thureen, Patric McCoy, Jerret Julsrud, Steven Ring.

Virtual Attendees: Fire Chief Bob Cuchna.

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

- a. **11/23/2021 – Council Meeting Minutes**

- b. **Approve Resolution of Payments**

- **Approve Charitable Gaming Permit for Glyndon Rod ‘n Gun Club for Raffle Activity on January 29, 2022 at the Glyndon Community Center**
- **Approve 2nd Amendment to License Agreement with F-M Ambulance Service, Inc. – Extending Agreement to December 31, 2022**

4. **Any Additions to the Agenda** – None.

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

6. **Open Forum – Public Comments/Concerns** – None.

7. **Department Reports – Committee Reports**

- a. **Justin Vogel, Police Chief** – Vogel said his department continues to be very busy, breaking last year’s number of calls per service at this same time of year, with around four thousand, two hundred (4,200 CSRs). He said this is unprecedented for the City, as the highest total before was three thousand, eight hundred (3,800 CSRs). Vogel said his department extended their “No Shave November” campaign, where all proceeds are donated to a local resident battling brain cancer. He said the “Shop With A Cop” event will also be extended to included other agencies, so his officers will now be joining Moorhead, Barnesville, and Hawley to pool more money for twelve (12) kids to go shopping for their families. Affield asked if these kids are all from the City? Vogel said yes. Mayor Tollefson asked when the event will take place? Vogel said due to Target’s Covid restrictions they will compile the shopping lists remotely, then have one officer do the shopping and bring back the items to the P.D. so the kids can wrap them. From there they will pick a night that works for all the kids. Vogel said they have finished training for the new tasers, which is a huge step forward in terms of safety and technology for his department.

b. Andy Olson, Maintenance Supervisor – Olson said his department will start filling the ice rink with water in the hopes of getting it ready by Christmas break. He said they are still on schedule for insulating the warming house, and by next week should be done with the inside of it. Mayor Tollefson asked if the P.D. will be the ones to lock it up at night? Both Vogel and Olson said yes, just like the bathrooms at Johnson Park. Olson also said he spoke to City Engineer Kris Carlson about the Quiet Zone, and was told that sometime after Christmas everything should be in order.

c. Bob Cuchna, Fire Chief – Cuchna asked Owings if he has had a chance to talk with Gomp's Display? Owings said he has not yet had a chance but will take care of it tomorrow. Cuchna stated the item should be paid for. Mayor Tollefson asked what this was for? Affield said it is the Santa suit for the parade. Cuchna said his department has also been busier than in past years, with most of the calls for service being for mutual aid. He said Affield was able to order their new gear racks, and the final cost (\$6500) came under what was originally budgeted. Cuchna said his department is running a "Hope For The Holidays" program which will happen on December 19th. He said they will be distributing presents to the families, much like what the P.D. is doing. Cuchna said he was notified by the state that the ten-inch (10 in.) pump which is currently stored in the Maintenance shop is now up for auction, and he is hoping it sells quick. He said it still looks like his department will come under budget for the year. Mayor Tollefson asked if the new gear racks will be enough for twenty (20) firefighters? Cuchna said yes. She then asked if his crew will partner up with Dilworth for the "Hope For The Holidays" program? He said yes, they do, and have been doing so for many years. Mayor Tollefson then asked if the Fire Department does any fundraising for this event? He said yes, they do, and whereas Dilworth will send out city-wide letters asking for donations, his department uses funds from what they bring in from fund raising for the year which goes through the Relief Association. Mayor Tollefson said Cuchna should contact the school as they can help send out flyers on behalf of the Fire Department to help raise money.

d. Wendy Affield, City Clerk – Affield said City Attorney Ken Norman called her today and informed her that on January 4th, 2022 will be the default hearing for the Lugo property. He will Zoom conference with the judge, so she does not need to attend. She also said she spoke with Northwestern Bank regarding a CD purchase due to the high balance in the general account from refunding the Water Tower bond. She said they offered a four-week (4 wk.) CD, as they are having issues with high pledging at this time. The interest would only be a .01%, so not very high, but after the four-week period it would come back out and be redeposited. She said it is only to help out the bank. A motion to allow Northwestern Bank to put three million dollars (\$3,000,000) from the general fund into a 4-week CD was made by Dave Owings, seconded by Kimberly Savageau. All in favor.
Motion Carried.

Mayor Tollefson just wanted to quickly verify with Affield that City Hall will be closed on Friday, December 24th? Affield said yes, only due to Christmas falling on Saturday this year. City Hall will resume business on Monday the 27th, and then closed again on Friday, December 31st for New Year's Eve.

8. New Business

a. Consider Memorandum of Understanding Between Clay County, Dilworth, Hawley, Barnesville, Glyndon, and Red River Regional Dispatch Center – Vogel said this agreement definitely needs to be signed, as he is a full supporter of the RRRDC. Mayor Tollefson said she has attended a couple meetings with Vogel and agrees this is a good memorandum to sign off on. Schreiber asked if any cities decide not to sign the agreement, does Glyndon's financial percentage go up or stay the same? Vogel said it would have to be reconfigured across the remaining cities. Affield noted the City's percentage did in fact go down for next year's budget. A motion to approve the Memorandum of Understanding with the RRRDC was made by Kimberly Savageau, seconded by Justin Schreiber. All in favor.
Motion Carried.

b. Schedule Special Meeting for Wednesday, December 15, 2021 at 7:00 a.m. to Discuss Council Vacancy Candidates – Mayor Tollefson said this will allow Council time to reflect on the interviews tonight prior to making their decision. She clarified with Affield the chosen candidate will then be sworn-in at the regular Council meeting on Monday, December 20th at 6:00 pm. A motion to approve the scheduling of a special meeting for Wednesday, December 15th at 7:00 a.m. was made by Kimberly Savageau, seconded by Justin Schreiber. All in favor.
Motion Carried.

c. Employee Leave Schedule Chart Adjustment – Wendy Affield – Affield said payroll was switched to bi-weekly last year, and she discovered an issue when she was discussing vacation hours with Vogel. She said it appears in the Banyon schedule, which was set up prior to her employment, was calculated incorrectly on the chart. Affield said every twelve months an employee receives a .67 increase to their accrued vacation rate. However, there is an error at 49 months where it then skips to 71 months. She said it should be at 61 months. Affield said she called Banyon and they were able to change it in the system. She explained this error affected only her as she is the sole employee with over five years’ employment. Affield said according to the calculations, she lost 24 hours over the years of 2019 through 2021. She is requesting Council to approve the adjustment so she can receive those missing hours under vacation. A motion to approve the adjustment and allow Affield to add the 24 hours to her vacation bank was made by Kimberly Savageau, seconded by Justin Schreiber. All in favor.
Motion Carried.

9. Council Vacancy Interviews – Mayor Tollefson said Affield will be asking the questions during each interview, and Council will be taking notes. She thanked each candidate for coming and taking an interest in the position. Each Council member then introduced themselves and stated the number of years they have been on the Council.

The same questions will be asked each candidate.

1. Please share with us three qualities you have that would be important in this role as a Council Member.
2. Could you tell us something you really like about Glyndon, and then also, something you think could be improved upon.
3. What are your priorities if you are appointed on the City Council? What do you want to see done?
4. What do you think are the major issues facing the City?
5. When you hear about something that concerns you in the city, what steps would you take to see that it is resolved.
6. Please describe how you would react to a situation in which the Council voted 3-2 to approve a very contestable issue and you were on the dissenting side.
7. What do you hope to accomplish as a City Council Member?
8. Where do you see the City of Glyndon in 5 years?

Everyone also had the opportunity to ask the Council questions.

a. Candidate #1 – Steven Ring – Ring stated his three qualities as 1) Experience. He has worked both on the state and federal level. He said he does a lot with memorandums, contracts, procurement, etc. and feels this knowledge would be beneficial to being a Council Member. 2) He currently works in a school as a Business Manager, and his position deals with a lot of small communities regarding their schools, infrastructure, and funding. 3) He is a current resident and lives nearby. Ring said his children really love living in Glyndon, and he also grew up in a small community and feels at home in that environment. Ring said the one thing he would like to improve would be the addition of businesses; trying to increase commercial growth in the City. He said this would be one of his initial priorities on the

Council, building on the community. Ring feels the increasing student population would also be a concern he would want to address. He said if he is on the Council, he would bring any City-related concerns to other Council Members first and work together to find a solution. Ring said if there are any dissenting or controversial topics amongst the Council, he would still vote based on his personal feelings, regardless of a split vote situation. He stated he wanted to run for Council last year, but being a new resident he decided to wait, but he has always felt that the best way to contribute to his community is through local government, and he just wants the opportunity to help improve the City. He knows small towns are diminishing, and he would like to see Glyndon thrive. In five years, Ring would like to see the City grow but not so fast that it outpaces itself, or affects itself negatively. Affield informed him of the Council Meeting calendar dates, and any potential budget meetings will be set and approved in January 2022. Ring said he is very flexible at his employment, and often works at home so attending meetings should be no problem. He had no questions for Council at this time.

b. Candidate #2 – Micah Thureen – Thureen began by describing his three qualities as leadership, creative thinking/being able to think outside the box and having an easy-going mentality. He said he really enjoys the community feel to the City, especially for his children, and also the small-town feel. Thureen said as an improvement, he would love to see more businesses be brought into the city. His main priority would be to work on growing the City, increasing revenue and population. Thureen said he would like to see more City projects that focus on growth, and is curious about the processes involved. As for major issues facing the City, he really does feel that growth is most important, especially any new or prospective developments. He would like to see Glyndon keep pace with other surrounding communities. If he sees any potential issues, his resolution would be to gather as much information as possible on both sides of the issue and try to do what is best for the City as a whole. If he were to be on the dissenting side of a Council vote, Thureen said he would accept it as it is and do his best to move forward. He said it is essential to keep an open mind and know that your ideas may not be the right ones. As a Council Member, he would like to accomplish having a better understanding of how municipal government works on the inside, and try to get educated on issues he may not have been previously aware of. Thureen said in five years he would love to see how the local school grows, see how the development on the south side of town takes shape, and hope to see Glyndon as a vibrant and thriving community. Affield informed Thureen of the meeting calendar, and asked if he had any questions for Council? He asked what the Council was seeking in terms of a temporary member? Mayor Tollefson feels it improves the team when all members work together on common goals, so she personally is hoping to bring someone on who is open-minded, wants to learn, and can accept the resources and knowledge that the current Council can provide.

c. Candidate #3 – Jerret Julsrud – Julsrud began by describing his three qualities as being mechanically experienced, small-business ownership, and being open-minded. He said one thing he really likes about the City is the small-town feel and community aspect everyone shares. Julsrud said he would want to improve on the City's growth, whether it be residential or commercial. He said if he became a member of Council, his priority is to be an open-ear and provide help wherever he can. As for major issues, he really feels City growth needs more attention, as well as taxes, special assessments, etc. Julsrud said if he is presented with any concerns, he would first bring the issue to the rest of the Council and seek their knowledge and help. If he finds himself on the dissenting side of a Council vote, he will accept it and support it. Julsrud said as a Council Member, he only wants to see and work towards what is best for the City. In five years he is hoping to see that the City has become much larger, with near-capacity or completed developments, and more commercial businesses established. Affield informed Julsrud of the meeting calendar, and asked if he had any questions for Council? He did not at this time.

d. Candidate #4 – Bryant DeVries – DeVries began by describing his three qualities as having a great work ethic, small business ownership for ten (10) years, and feels he has good people skills. He said he really enjoys the people of the City, and they are the main reason he has lived here so long. DeVries said his main improvement would be to see the completion of the development on the south side. As a Council Member, he said he has no particular priorities but would like to work together with the other

members. He noted he had made a run back in November for Council, and while he did not get elected he would like to try again with this opportunity. DeVries likes the momentum the City is currently experiencing and would really focus on continuing that forward progress. As for major issues facing the City, he is most concerned about the City's borders and which direction it should grow, and how. DeVries said if he is presented with any City concerns, he would focus on the overall importance of the issue, look at any and all avenues to get it resolved, and choose the appropriate resolution. He said if he finds himself on the dissenting side of a Council vote, he is fully aware not everything will go or be decided the way he votes, and would move forward by making the best of the situation at hand. As a Council Member, DeVries would mainly seek to accomplish good teamwork by utilizing other members' experience and knowledge. In five years, DeVries is hoping to see the City's current momentum going and looking ahead to what's next, no matter how long it may be. He said some multi-unit housing would be highly beneficial to increasing the population, thereby increasing the City's chances for grants and other funding. DeVries would also like to see more commercial business developments and is interested in learning more about how to reach that goal. Affield asked if he had any questions? He said he did not.

e. Candidate #5 – Patric McCoy – McCoy began by describing his three best qualities as 1) Experience. He said he previously served 4 ½ years on a school board and has 6 years' experience with municipal planning and zoning. 2) Ethics. He feels he can make proper decisions and act appropriately as a member of Council. 3) Team player. McCoy said he really enjoys the sense of community in the City, which is something hard to find in larger towns. He would most like to improve population growth in the City, but is very aware from prior experience how problems can arise if a city grows too fast. To help combat those issues, McCoy said he would work on getting the proper plans in place first. As a Council Member, his main priority would be to learn the ins-and-outs of the City from the government side, try to evaluate and determine the City's biggest issues, and seek out ways to help or provide input. He does see growth as the main issue for the City, but he differs from others in that he feels growth is imminent and not something needing to be worked on, considering the City is so close to the metro area already. His main focus would not be to foster growth, but to work on controlling it and using foresight to understand potential issues. If he was presented with concerns about the City, McCoy said he would first evaluate the concern and its level of importance. He said smaller concerns might be best resolved by a simple conversation, whereas larger concerns might need an open-meeting or Council meeting for further resolution. McCoy said if he were to find himself on the dissenting end of a Council vote, which he has experienced many times, he simply accepts the vote as it is. He said there is a good reason why there are more than one elected official on a Council, and you have to do your best to understand the opposition's point of view. As a Council Member, McCoy said he is most looking forward to serving his community, and to help residents feel as though they have a Council which listens to their concerns, and helps represent their interests. In five years, he would like to see the City be bigger but is more concerned with attracting commercial business to generate more tax revenue. McCoy feels the City is getting to the size where more essential amenities are needed, but is in a transition period right now. Affield asked if he had any questions for Council? He said he does not.

f. Candidate #6 – Shawn Johnston – Johnston began by describing his three qualities as being a long-time resident of the F-M area, having diverse experience and a different perspective through living abroad, and having previous council experience as a Council Board Member of the Boy Scouts of America. He added he has additional experience in construction, marketing, management, and in the aerospace field. Johnston said he feels the best quality is that Glyndon is a wonderful community with a safe atmosphere his children really enjoy, which is hard to come by in larger cities. As for an improvement, he would most like to see the City bring in a grocery store. His main priorities as a Council Member, although it would be short-term, would include learning how best to contribute to the City, and perhaps focusing on light pollution and solutions for becoming more energy efficient. Johnston said he may look at infrastructure issues, such as using concrete over asphalt for future street improvements, as he knows there are heavy trucks driving down the main roads in the City. He feels the main challenge facing the City is trying to work on growth, developing more residential neighborhoods, managing it, etc. If he

were to be brought any concerns about the City, he said he would handle the issue depending on what it is. Some may be resolved by a conversation with a resident, or by discussing further with a department head or the rest of Council. Johnston said if he were on the dissenting side of a Council vote, he sees it as a great opportunity to see an issue from other viewpoints, or even a chance to review the same issue down the road. He feels it is important however, to be a team player regardless of how a vote turns out. Johnston would most like to accomplish learning more about public service and a chance to give something back to the City. In five years, he feels the City may have a higher population and hopefully some more commercial business. Affield asked Johnston if he had any questions for Council? He asked if every meeting needs to be attended, or does the Council work around any potential absences? Affield said they can work around or reschedule, but there is always the option of using Zoom to join a meeting. Johnston then asked if there are additional commitments beyond Council meetings? Mayor Tollefson said yes, and explained there are Committee meetings such as for the Maintenance, Police, and Fire Departments. She said there are also additional meetings beyond that such as for Glyndon Days and other events, and those meet as necessary.

10. Discussion Concerning Candidate Interviews - Mayor Tollefson said the Council has taken their notes and will use the upcoming week to reflect on who will be a good fit. She said the final candidate will be chosen at the special meeting on Wednesday, December 15th at 7:00 a.m.

11. Time to Discuss Additions to the Agenda – None.

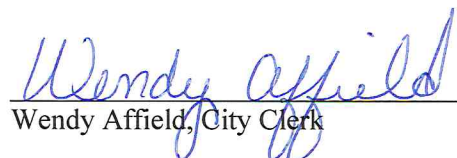
12. Old Business/Unfinished Business Updates – None.

13. Miscellaneous Announcements & Recognitions – Mayor Tollefson said the City saw its first good snowfall and wanted to thank the Maintenance Department for a good job keeping the streets clean.

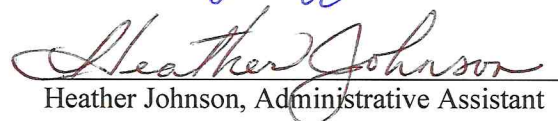
14. Adjournment – A motion was made by Kimberly Savageau to adjourn at 7:44 p.m., seconded by Dave Owings. All in favor.
Motion Carried.



Tracy Tollefson, Mayor



Wendy Affield, City Clerk



Heather Johnson, Administrative Assistant

December 8, 2021 Council Meeting and Budget Minutes