

Glyndon City Council
6/8/2022
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: Dave Owings, Patric McCoy, and Kimberly Savageau; Police Chief Justin Vogel; City Clerk Wendy Affield; Public Works Supervisor Andy Olson.

As Per Sign in Sheet: Angie Kuehl.

Virtual Attendees: Council Member Justin Schreiber.

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

a. 5/25/2022 – Council Meeting Minutes

b. Approve Resolution of Payments

- **Accept Donation Check for \$100 from Green Leaf Nursery for Glyndon Police Department’s Outreach Program**
- **Approve DGF Girls Softball Club Application for Exempt Permit to Sell Raffle Tickets on August 4, 2022 at the DGF Softball Complex**

4. Any Additions to the Agenda – Mayor Tollefson asked if the rest of Council would be open to moving the next regular meeting from June 22nd to June 29th instead? She said she will be gone that week, as well as Affield and McCoy.

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

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

7. Department Reports – Committee Reports

a. Justin Vogel, Police Chief – Vogel said he has a couple items to highlight but will not be able to make it to tonight’s Strategic Planning Committee meeting. He said Officer Schock had a traffic stop where the driver of the vehicle fled the scene, the County apprehended the driver in which a handgun along with thirty-four grams (34 g.) of methamphetamine was recovered. Vogel also said the DA Taskforce was recently in town and was able to assist the P.D. with another arrest recently. He continued with his two items regarding Capital Improvements:

1. Addition of 4th Full-time Officer – Vogel said he was hoping to wait on this, but due to the current staffing crisis and the upcoming move of the Junior High to the City, he feels he should request this now. He said the department currently consists of one Police Chief and three full-time officers, and right now it is extremely difficult to find and hire any qualified candidates. The hiring and training process takes approximately eight to ten (8-10) months, which includes the time spent posting the job openings as

well as executing interviews, background checks, psychological exams, medical and FTO training. Vogel said losing an officer at this time would be critical, and if they lose two officers at any time it would be detrimental to the department and to the City. He said if a fourth full-time officer is added, this will provide the City with twenty-four-hour (24 hr.) coverage and would also ease the stress of sick and vacation time coverage. Vogel said he proposes to begin advertising the position sometime this fall with a start date in 2023. He said a class of cadets are currently undergoing training in Alexandria Tech and will be finishing their skills and be eligible for POST Certification at that time. He said it will be difficult at best, as there are not enough cadets enrolled to even cover half the needs in the state and next year's class is twenty percent (20%) lower than this year's class. Vogel said sometimes a qualified candidate can come from Moorhead if they do not get hired there. He also said that if police departments end up receiving COVID-19 "first responder" funds from the State, he would like to use that towards recruitment. Vogel said the entire total cost for a new, full-time officer would be seventy-three thousand dollars (\$73,000) which includes their pay and benefits. Mayor Tollefson said the Police Committee had a recent meeting with Vogel and said one of the items of discussion was having Vogel gather some data illustrating the need for an additional officer. Vogel said he would have that ready by the next budget meeting for the P.D. Schreiber agreed that budget time would be the best for further discussion.

2. Purchase of Replacement Unmarked Police Squad for Chief Vogel – Vogel said his current unmarked squad is a 2015 model with over one hundred ten thousand (110,000) miles. He is wanting to have this replaced in the spring of 2023, with the addition of a single cage inside as his current squad does not have one. Fully equipped the total cost will be fifty-two thousand dollars (\$52,000). Vogel said it is very difficult right now to order new squads, so he is hoping to order it for 2023 but pay for it in 2024. He said by that time he will probably have one hundred thirty to forty thousand (130,000-140,000) miles on his squad. He also added that the window of opportunity to purchase a new squad closes in about a day's time. Mayor Tollefson asked about what percentage of American Rescue Plan Act (ARPA) funds might be used? Vogel said he is proposing to set aside roughly twenty-five to thirty thousand dollars (\$25,000-30,000) of ARPA funds to use on this purchase and budget the remainder.

3. Purchase of New Body Cameras – Vogel said he had wanted to try and purchase these this year, but there had been some discussion in Congress that funding for body cameras may be provided. He said the big push is to have all police departments have them, and it would be a huge help if part of the cost is paid for by the state. Owings asked about storage for the cameras? Vogel said everything is stored via Cloud data management. Owings asked if this will be a yearly charge? Vogel said yes, and currently the cost is sixteen-hundred dollars (\$1,600) per year. Mayor Tollefson asked if the storage price is per unit? Vogel said no, it would be for all units. Owings said he expects the cost of Cloud storage to increase greatly in the next six to nine months, based on what he is seeing at his current job.

4. Purchase of New Squad Cameras – Vogel said the current squad cameras are old and outdated, and so he is looking to replace these eventually with an approximate total of fourteen thousand dollars (\$14,000).

5. Purchase and Construction of New Police Department Building – Vogel said this is his biggest ticket item, and said the current building is not suitable for a Police Department. The building is non-secure, has safety concerns, is old and outdated. He said it was previously used as a Fire Department, Maintenance Shop, and a City Hall at one time. However it was never built with the proper safety, technology, or every day to day needs for a Police Department. Vogel is proposing a building that will be roughly twelve thousand to fifteen thousand (12,000-15,000) square feet which will have a secure front entrance, training room, offices, kitchen, evidence room, interview room, locker room, storage room and garage for squad parking. He said an impound lot next to the building would be ideal with all storage fees for towed vehicles going directly to the City. Vogel said his proposal for this building is to ensure it is built to exceed growth for the next forty to fifty (40-50) years. He estimates the total cost to be roughly

four (4) million dollars. Vogel said there was a recent power outage that left the department and building extremely vulnerable as there is no generator backup. He said any outage renders the building useless and the situation is unacceptable. He said he realizes this will not happen overnight, but he wants to start planning as soon as possible and get a location picked out. Vogel said it could be more cost effective to have both City Hall and the Police Department in the same multi-use building. Owings asked to clarify if Vogel previously had not wanted to be attached to City Hall? Affield said it was the Community Center, and Vogel agreed. He said if City Hall and the Police Department share a building, all they would need is a separated section so that the two departments would not be directly attached to each other. Owings asked if badge-swipe entries would be sufficient? Vogel said yes, as long as the P.D. would be able to restrict other access within the same building.

b. Andy Olson, Maintenance Supervisor – Olson said his department will be draining the water tower next week, and Ulteig will be here to help. He said there should not be any disruption for residents, as they are only doing a bypass. There might be a lessening of water pressure, but not much. Affield asked for Olson to write up a notification that can be sent out in an email alert for residents.

- **Requesting installation of electric heater unit that serves the chemical room in the Water Treatment Plant – Bid for \$1,650 from Dakota Plains Mechanical** – Olson said this would be for the chemical room which has a separate entrance and is not heated. He said it was at one time, but small electric heaters are not good enough, and can get damaged by moisture. He said this would provide a more constant heat source for that room, and the estimate would include installation as well.

- **Requesting repair of dehumidifier at the Water Treatment Plant instead of replacing – Cost Difference of \$3,617 as compared to \$34,125 – Bid from Alden Pool** – Olson said the current dehumidifier is only operating at about thirty percent (30%) capacity. This causes a lot of sweating inside the water plant which in turn causes rusting. He said Ulteig advised him the best option would be a portable dehumidifier and it is the cheaper option by far.

Mayor Tollefson said the Council will now make motions to approve both requests. A motion to approve the installation of an electric heating unit for the chemical room was made by Kimberly Savageau, seconded by Dave Owings. All in favor.
Motion Carried.

A motion to approve the request to purchase a portable dehumidifier for the Water Treatment Plant was made by Dave Owings, seconded by Kimberly Savageau. All in favor.
Motion Carried.

Olson said at the Strategic Planning meeting, City Engineer Kris Carlson will be presenting some updated information about the current levels of pond drainage and current MPCA findings. Owings asked if the rest of Council would be updated on residential sump pump discharge, in relation to the ponds? Olson said that is the information that Carlson will be going over tonight. Mayor Tollefson explained that the MPCA is putting expectations on cities in terms of home inspections for residential sump pump placement. She said the pond levels could be affected by homeowners discharging their storm water into the City sewer, and Carlson will provide a better update tonight.

c. Bob Cuchna, Fire Chief – Not present.

d. Wendy Affield, City Clerk – Affield said she will be gone next week for the League of MN Cities annual conference in Duluth.

8. Committee Reports

a. Park Committee –

- **Approve Estimate from Dakota Playground for Installation of a Swing Set Bay at the Park in Southview - \$11,640** – Mayor Tollefson said the committee supported adding the swing set to Southview Park, utilizing the funds from the budget for the purchase. A motion to approve the new swing set for Southview Park was made by Dave Owings, seconded by Patric McCoy. All in favor. Motion Carried.

b. Glyndon Days Update –

- **Donation List** – Mayor Tollefson said the current donation list is in the agenda packet for Council to review. She said both Affield and Johnson have been working hard to gain more donations and sponsors.

- **Corn for Picnic** – Vogel was concerned about the availability of the corn since planting was delayed by the weather. Owings informed everyone that Green Leaf Nursery has been able to do a swap with area farmers down south so we should be okay.

9. New Business –

- a. **Set Ice Cream Social Date for Tuesday, August 2nd During the Statewide “Night To Unite” Event – City Park/Community Center** – Affield said no motion is needed, this is just to ensure everyone is aware of the date and able to attend.

- b. **Approve Resolution 2022-7 – A Resolution Appointing Election Judges for the 2022 Primary Election on August 9th, 2022** – A motion to approve Resolution 2022-7 was made by Kimberly Savageau, seconded by Patric McCoy. All in favor. Motion Carried.

- c. **Expense & Revenue Budget Sheets for May 2022** – Located in the packet for Council review.

10. Time to Discuss Additions to the Agenda –

- a. **Reschedule next Council Meeting from Wednesday, June 22nd to Wednesday, June 29th at 6:00 p.m.** – Patric McCoy said he will not be able to attend that day, but all other Council members agreed to the new date and time. A motion to move the meeting to Wednesday, June 29th at 6:00 p.m. was made by Dave Owings, seconded by Kimberly Savageau. All in favor. Motion Carried.

11. Old Business/Unfinished Business Updates –

- a. **Update on 418 2nd St SE & 202 Eglon Ave SE Demolitions** – Affield said 418 2nd Street is now completely down and she was able to get photos during the demolition. She said sometime next week the house at 202 Eglon Ave will be demolished.

- b. **Closed Door Session to Negotiate the Purchase Price for the Property Located at 418 2nd Street SE – Mayor Tollefson Please Read:**

“At this time the meeting will be closed as permitted by Minnesota Statutes, section 13D.05, subdivision 3c, to determine the asking price for real property to be sold by the public body located at 418 2nd St SE.”

A motion to close the regular meeting for the closed-door session was made by Kimberly Savageau, seconded by Patric McCoy. All in favor.
Motion Carried.

-Meeting Closed-

A motion to reopen the regular Council meeting was made by Kimberly Savageau, seconded by Dave Owings. All in favor.
Motion Carried.


c. Discussion Concerning Selling Property Located at 418 2nd St SE – Mayor Tollefson said the Council will have continued conversation on the property at future meetings.

12. Miscellaneous Announcements & Recognitions –


13. Adjournment – A motion was made by Patric McCoy to adjourn at 7:44 a.m., seconded by Kimberly Savageau. All in favor.
Motion Carried.



Tracy Tollefson, Mayor



Wendy Affield, City Clerk



Heather Johnson, Administrative Assistant

June 8, 2022 Council Meeting Minutes