

**Glyndon City Council**  
**8/10/2022**  
**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:** Mayor Tracy Tollefson: Council Members Present: Dave Owings, Justin Schreiber, Kimberly Savageau; Police Chief Justin Vogel; City Clerk Wendy Affield; Public Works Supervisor Andy Olson; Fire Chief Bob Cuchna.

**As Per Sign in Sheet:** None

**Virtual Attendees:** Council Member Patric McCoy

**Absent:** 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. 7/27/2022 – Council Meeting Minutes**

**b. Approve Resolution of Payments**

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

**5. Motion to Approve the Agenda** – A motion to approve the agenda was made by Justin Schreiber, seconded by Kimberly Savageau. 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 is very shorthanded right now due to an officer being out on medical, and will hopefully be back to full staff by Wednesday of next week.

• **Review Resolution for No Parking Signs on 7<sup>th</sup> Street SW from Parke Ave Heading West** – Vogel said he spoke with the County and they are good with the sign changes and knew the topic would be coming up again. Owings was going to make a motion, but Affield said this was just a review and if Council wanted to make any changes they could, otherwise she will add it as an agenda item for the next regular meeting. Mayor Tollefson asked Vogel to clarify again where the signs will be placed? Vogel said they will be on 7<sup>th</sup> Street SW from Parke Avenue, and also from 4<sup>th</sup> Street SE down to 7<sup>th</sup> Street on the east side of Parke Avenue. Mayor Tollefson said to keep in mind that the parking along Partridge Avenue will be revisited in the future. Affield asked if this is to be only during the daytime school hours? Vogel said yes.

**b. Andy Olson, Maintenance Supervisor –**

• **Approve Sealcoating Quote from Asphalt Preservation Company, Inc. for \$51,605.00 – Streets Located in the Centennial Development** – Olson said the streets in Centennial Addition are due for seal coating, and City Engineer Kris Carlson was able to provide him a quote from Asphalt Preservation Company. Mayor Tollefson asked if there was a second quote provided at all? Affield said Carlson was unable to get one as the other company he contacted did not respond, but this current quote comes from the same company who did the previous seal coating in town. She said there are very few companies in the area that do this work, so it can be tough to get another estimate. Mayor Tollefson asked Olson to check with Carlson on getting a second estimate just so the Council can look at other options, and if it can be added to the next agenda? Affield said Carlson already tried with no result, so this company is the only option now. Savageau said this particular company was also significantly lower than any other the last time they were here. Both Affield and Olson agreed they did a very good job too. Mayor Tollefson asked how soon the work could get started? Olson said it would be done prior to winter, but no set date yet. Affield said this bid is also very close to the original even though the portion of 9<sup>th</sup> Street was removed. Mayor Tollefson asked if this is a project which needs to be done this year, or if it can wait until next spring? Affield and Olson both said it should be done this year, as they are already behind by one year. A motion to approve the seal coating bid for Centennial Addition was made by Kimberly Savageau, seconded by Justin Schreiber. All in favor.  
Motion Carried.

\*Council Member Patric McCoy has now joined the meeting via Zoom.\*

**c. Bob Cuchna, Fire Chief** – Cuchna asked if his budget numbers were available for the meeting? Affield said no, as she just entered them into the computer last night after the agenda was printed. Cuchna said he will go over those with Affield, but wanted to bring two items before the Council regarding Capital Improvements. He said one is fourteen thousand, seven hundred dollars (\$14,700) for a new hose washer, and the other is a thermal camera for seven thousand, eight hundred dollars (\$7,800). Affield said these items could be covered by the ARPA funds, and if so then they should not be included in Cuchna's budget. Mayor Tollefson asked if he has met with his Fire Committee and discussed the department's needs, and now Affield will be compiling everything? Cuchna said yes. Affield said she did not include those two items in his budget. Cuchna then said his department needs a replacement gas meter, which will be around three thousand, two hundred dollars (\$3,200). Mayor Tollefson asked if he still needs to check on the final price? Cuchna said no, as the meter is basically that amount with the gas sensor included. She then asked if he had brought this item to his committee? Cuchna said no, as this is an annual item and would come out of his budget but since it is over one thousand dollars (\$1,000) he is bringing the request to Council. Owings asked if Cuchna was looking for Council approval today? Cuchna said yes. A motion to approve the purchase of a new gas meter and testing supplies for the Fire Department was made by Dave Owings, seconded by Kimberly Savageau. All in favor.  
Motion Carried.

Mayor Tollefson asked if Cuchna had any other major purchases coming up that he will be asking for? Cuchna said not really, but there might be the usual clothing purchase they make each year. Other than that, he said there are truck tests, SAVA testing, air quality and compressor tests. He said some of those added up will come to over one thousand dollars (\$1,000) but they are needed annually.

**d. Wendy Affield, City Clerk** – Affield said there was the MN State Primary elections held in the Community Center yesterday, and everything went well with more voters than was originally expected. She said she will be compiling the results after the meeting and will post them on the front door.

**8. Committee Reports** – Owings said he would like to see posted a reminder about no archery being allowed within City limits. Vogel asked if Owings had concerns or received a complaint from someone? Owings said he witnessed someone doing some bow activity as well as some issues with dogs running loose in town. Affield said someone just called City Hall yesterday asking about the location of the archery range. Mayor Tollefson said it is good to have those occasional reminders of certain ordinances.

**9. New Business –**

**a. July Expense & Revenue Budget Sheets for Review** – Informational only.

**b. LGA Funds will Increase from \$412,432.00 in 2022 to \$416,738.00 in 2023** – Informational only.

**10. Time to Discuss Additions to the Agenda** – None.

**11. Old Business/Unfinished Business Updates –**

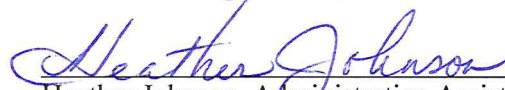
**a. Set Committee for UC HOPE Community Center Discussion** – Mayor Tollefson said this is open to any two (2) Council members to be on the committee, and she had said prior that she would be willing to be on it. Owings said he would be the other member of the committee.

**12. Miscellaneous Announcements & Recognitions** – Mayor Tollefson said it has been neat to see so many youth involved with summer activities, and all the work that Vogel and Olson put in for Glyndon Days and other events, along with City Hall’s staff involvement. She said the City and the Council are very appreciative of everyone.

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

  
\_\_\_\_\_  
Tracy Tollefson, Mayor

  
\_\_\_\_\_  
Wendy Affield, City Clerk

  
\_\_\_\_\_  
Heather Johnson, Administrative Assistant

August 10, 2022 Council Meeting Minutes