

Glyndon City Council
12/28/2022
Regular Council Meeting – 6:00 P.M.
City Hall Council Chambers

1. **Call to Order:** Mayor Tracy Tollefson called the meeting to order at 6:00 p.m.
2. **Roll Call:** Council Members Present: Dave Owings, Justin Schreiber, Patrick McCoy; Police Chief Justin Vogel; Public Works Superintendent Andy Olson; Fire Chief Bob Cuchna; City Clerk Wendy Affield.

As Per Sign in Sheet: None.

Virtual Attendees: Council Member Kimberly Savageau; City Engineer Kris Carlson.

Absent:

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

- a. **12/14/2022 – Truth In Taxation Public Hearing Minutes**
- b. **12/14/2022 – Council Meeting Minutes**
- c. **Approve Resolution of Payments**
 - **Approve 1-Day Liquor Permit & Charitable Gaming Permit for Glyndon Rod & Gun Club's Fishing Derby on January 28, 2023 at the Glyndon Community Center**

4. **Any Additions to the Agenda** –

5. **Motion to Approve the Agenda** – A motion to approve the agenda was made by Dave Owings, 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 busy, and just finished some end of year events, including Shop With A Cop. Regarding staff issues, there is one officer who is currently undergoing a background check with a State agency, and the current job posting for a Full-time officer has been open for over a month and only one applicant has applied. He said unless any more applications come in they will have to run the job ad again. Vogel said his department made the news yesterday for rescuing a dog which had fallen into an open manhole.

b. **Andy Olson, Maintenance Supervisor** – Olson said they will be working on finalizing the ice skating rink tomorrow so it can be officially opened. He said his department will also be working on finishing the snow walls in Southview, and next week they will focus on removing piles from the cul-de-sacs. Mayor Tollefson asked Olson if the water issue yesterday was resolved? Olson said yes, the issue was on the homeowner's side and it took a while longer due to being more complex than originally expected. Olson also wanted to note Jacob Cuchna has been a great help when they needed someone to help with snow removal. Schreiber asked where Olson has decided to take any excess snow? Olson said

the area off of 7th Street by the school has been the main choice, otherwise they might take a few loads of snow to add to the wall in Southview.

c. Bob Cuchna, Fire Chief – Cuchna said his department has been busy too, they are around two hundred thirty-one (231) calls for service this year. He said they also did the Holiday Shop Event with area families. Cuchna said they were able to complete some of the Fire Hall projects, but not all. He said the Santa Parade went really well, too.

d. Wendy Affield, City Clerk – Affield said Administrative Assistant Heather Johnson has designed a postcard for the upcoming SMS texting service that was recently approved. They will get the information out on the City Facebook page and also the City website. She said they will also be working on year-end duties this week.

8. Committee Reports – None.

9. New Business –

a. Approve 2023 Budget – Affield said there are few changes listed in blue that she would like to make prior to the final budget. She said some examples would be an increase in electricity charges and changes to the utility rates, but she wanted to make sure Council got a chance to see them prior to finalizing. Mayor Tollefson asked if the final numbers were taking into account the City's portion of the Hwy 10/Parke Ave corner project? Affield said the payment will come from other areas, not the budget. A motion to approve the 2023 City Budget was made by Patrick McCoy, seconded by Justin Schreiber. All in favor.
Motion Carried.

b. Dividend Check from the League of Minnesota Cities for \$6,272 – Informational only.

c. Approve Resolution 2022-13 – A Resolution Accepting Bid for U.S. Highway 10 Intersection of C.S.A.H. No. 19 Project – Mayor Tollefson asked Carlson if he had anything to add regarding this bid? Carlson said when the previous Parke Avenue project was completed, there were some funds left over in that budget, which he figures the City would use to fund this project. He said unfortunately this bid came in higher than expected, and about thirty percent (30%) higher than what the County had figured two years ago. Carlson said this is based on estimated costs as we know today, and he feels a few of the numbers are inflated which will change once the project starts. He said the materials testing will be completed by the County, lowering the amount of the listed ten thousand dollars (\$10,000). Carlson said essentially MnDOT will be paying roughly four hundred, ten thousand dollars (\$410,000) for their portion of the project, which will leave the City and the County's share to be two hundred eighty-six thousand dollars (\$286,000). He said if these funds are not spent, they will be lost, so if the City wants to move forward with the project, he will need an approval for this resolution so the County can get started on the contract. He said MnDOT will need to approve the contract, but it will be concurrent with the City and County's approvals. Carlson said the cost breakdown shows the City has already paid approximately twenty-thousand dollars (\$20,000), and the final amount will likely not get invoiced until next December. Affield stated to everyone the City's MnDOT/Street Maintenance fund currently has seventy-one thousand, one hundred six dollars (\$71,106) in it, the Clay County Street Repair fund has nine thousand, two hundred dollars (\$9,200), the Wheelage Tax fund from 2021 has eleven thousand, five hundred two dollars (\$11,502), along with 2022 Wheelage Tax which will be calculated in March, and lastly the City has funds from a CD back in 2013 that can be used. Carlson said the important thing to remember is that these costs will not be going down, only up, but if the City does not take action then the State will apportion these funds elsewhere. He said this project also includes repairs to the median, which will be shortened to allow room for school buses to take better left-hand turns. He said when the road

was originally designed by MnDOT, they designed the right-hand turn lane too tightly, causing buses and trucks to have to swing into traffic just to make a wide enough turn from Hwy 10 onto Parke Avenue. Vogel asked if the land in the project area has already been acquired? Carlson said yes. Mayor Tollefson asked if Carlson feels this project could be completed by next August? Carlson said yes and feels if the project gets underway right after the school year ends then he expects work to be done by late August or early September. He feels this project should only take four-to-six weeks at the most, as the majority of the time is spent waiting for the concrete to cure. Mayor Tollefson asked if this new curb area will be curved? Carlson said no, it will be the same as it is now only they will be enlarging the turn radius. A motion to approve Resolution 2022-13 was made by Patrick McCoy, seconded by Justin Schreiber. All in favor.
Motion Carried.

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

11. Old Business/Unfinished Business Updates – None.

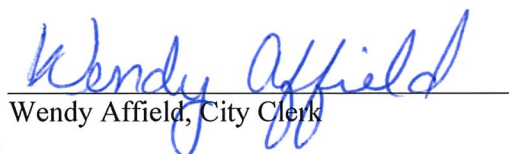
12. Miscellaneous Announcements & Recognitions –

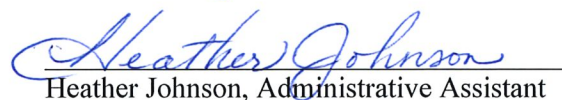
a. Holiday Lights Winners – 1st Place located at 1120 Southcreek Ave; 2nd Place located at 1203 Parke Ave; and 3rd Place located at 1108 Parke Ave.

Mayor Tollefson wanted to take a moment to acknowledge this meeting is the last Council meeting for both Kimberly Savageau and Dave Owings. She wanted to again express her gratitude and appreciation for both of their service on the Council, and will miss their combined twenty years of knowledge and expertise. Affield joked that they might still receive the occasional phone call if their help or input is needed. Owings said he has really enjoyed his time on the Council and the main reason he joined was to see a Quiet Zone initiated and he wanted to stay until it was completed. To him, that was the big project that he personally wanted to tackle and see through.

13. Adjournment – A motion was made by Dave Owings to adjourn at 6:18 p.m., seconded by Justin Schreiber. All in favor.
Motion Carried.


Tracy Tollefson, Mayor


Wendy Affield, City Clerk


Heather Johnson, Administrative Assistant

December 28, 2022 Council Meeting Minutes