

Glyndon City Council
2/8/2023
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: Bryant DeVries, Patrick McCoy; Police Chief Justin Vogel; Public Works Superintendent Andy Olson; City Clerk Wendy Affield.

As Per Sign in Sheet: None

Virtual Attendees: Council Member Justin Schreiber

Absent: Council Member Steven Ring

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

- a. **1/25/2023 – Council Meeting Minutes**

- b. **Approve Resolution of Payments**

- **Approve Carl Ford’s Application to be a Glyndon Volunteer Firefighter**
- **Approve Charitable Raffle Gaming Permit for the Glyndon Cub Scouts Pack #641 for March 12, 2023 at the Glyndon Community Center**

4. **Any Additions to the Agenda –**

- a. **MN State Surplus Money – Justin Schreiber**

5. **Motion to Approve the Agenda** – A motion to approve the agenda was made by Patrick McCoy, seconded by Bryant DeVries. 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 does not have many updates this week. He said the department is still running an open application process, but have not received any applicants yet. Mayor Tollefson gave Schreiber a heads up concerning an upcoming committee meeting on Tuesday at City Hall.

- b. **Andy Olson, Maintenance Supervisor** – Olson said there was a water main break on Lyndon Avenue S this weekend which also included a broken hydrant pipe. He said the hydrant had to be replaced and a couple of residential driveways were torn up in order to do the watermain repairs. Randall’s Excavating fixed the break and installed an isolation valve on the new hydrant which will allow less homes to be affected if it needs to be shut off again. Olson said all that is left to repair is the concrete, which will be repaired when the weather is appropriate. Mayor Tollefson asked if there are many hydrants with these valves on them? Olson said the only hydrants that have them are in Centennial, Southview and part of Southcreek. He said the older sections of town do not have these so the entire street or many streets must be shut off. Mayor Tollefson asked if other cities have the valves installed on

their older hydrants, and is this something the city should look at doing? Olson said they can look at having them installed but it will cost quite a bit of money to do so. He said this instance was more difficult because it occurred at night and also because there are gas lines right next to the hydrant. Mayor Tollefson said even though water had been turned off overnight, she did have a resident thank the City for doing door-to-door notifications. Olson said Officer Ryan Schock really helped him out by doing that. Vogel said he also had Schock ask those residents to sign up for text alerts to keep informed. Schreiber said he received the text and it worked well even though his house was not affected. He asked if someone had to go in to City Hall to do the alert? Olson said Administrative Assistant Heather Johnson did come in to do the text alert, email alert, and Facebook notice. Schreiber asked if Johnson gets paid for this? Affield said yes, and that Johnson put down a half-hour on her timesheet.

c. Bob Cuchna, Fire Chief – Not present.

d. Wendy Affield, City Clerk – Affield said this Friday she will be in Breckenridge, MN for the Region 1 Clerk Training, and Jason Murray will also be there to discuss TIF and bond topics.

e. Tracy Tollefson, Mayor – Mayor Tollefson said she, Schreiber, Affield, and Chief Vogel will be meeting regarding the overhaul of the new nuisance ordinance and will bring their ideas to the full Council for further discussion. She said this meeting is in the hopes of getting the ball rolling on this ordinance, and to look at what other cities are doing regarding nuisances. She also said Chief Vogel has noted this ordinance will take more time than others, but it needs to be done. DeVries said he would like to sit in on this meeting, and asked when it was scheduled? Affield said he would not be able to join unless it is advertised to the public, and McCoy explained further by saying more than two Council Members would be present and it would constitute a quorum. Mayor Tollefson said she would be fine with having other members attend and be able to weigh in with their thoughts. DeVries said he just wants to be kept informed as best as possible in case any residents were to ask him questions. Mayor Tollefson asked if Thursday, February 16th at 3:30 p.m. work best for everyone? Schreiber said he can make that date work just fine. Mayor Tollefson also wanted to note to the new Council Members that Affield always puts the City's bills on the Council desk before each meeting so if any member wishes to look through the bills they can.

8. Committee Reports – None.

9. New Business –

a. January 2023 Expense/Revenue Sheets for Review – Informational only.

b. Approve MN Management & Budget Pay Equity Report – Mayor Tollefson said this is a pay equity report that is done every third year and needs to be approved by Council. A motion to approve the report was made by Patrick McCoy, seconded by Bryant DeVries. All in favor.
Motion Carried.

c. Discuss ARPA Funds Spending Options (\$150,257.55)

- 1. EZ Texting (\$829.20) -**
- 2. Water Plant Generator Lease Pay Off (\$6,543.89) -**
- 3. Portion of Police Vehicle (\$30,000) -**
- 4. Fire Department Thermal Imager (\$9,000) -**
- 5. Fire Department Hose Washer/Roller (\$14,000 + shipping) -**
- 6. Park Equipment (to be determined) -**

Mayor Tollefson said this list includes some of the items which Council has previously discussed, although no decisions have been made yet. Mayor Tollefson said the intent is to avoid using anything from the General Fund and instead use the ARPA funds. Affield said the SMS texting service had originally been quoted at around four thousand dollars (\$4,000) but Johnson did some more research and found a service which will only cost around eight hundred and thirty dollars a year (\$830/yr.), so this no longer needs to be on the ARPA list. She said the other items should be requested as a lump-sum in order to avoid having to do a specific report for each individual item when requesting the funds. Mayor Tollefson asked if Affield could clarify what that means? Affield read from the Treasury's letter regarding SLFRF funds which says, "The revenue loss eligible use category provides recipients broad latitude to use funds for the provision of government services to the extent of reduction in revenue due to the pandemic. All recipients may elect a 'standard allowance' of up to \$10 million to spend on government services through the period of performance." She said the spending of the ARPA funds must be reported each year in April. Mayor Tollefson asked if this means the City's revenue will show a surplus for the following year? Affield said yes, and the figures can be adjusted as needed. Mayor Tollefson asked to clarify if the items for the Fire Department were part of a capital improvement plan or a wish list? McCoy said they were wish list items, but still pending further Council discussion. Affield informed Council she called Butler Equipment concerning the water treatment generator stating the City is allowed to pay the lease off early. Mayor Tollefson asked about the last item regarding park equipment. Affield and Olson both pointed out the park equipment in Johnson Park needs to be replaced. Mayor Tollefson agreed and said the Park Board meets in March, so they can discuss it more at that meeting. She asked if Council agrees to the list, can they make a motion to include all items together? Affield said yes. A motion to approve list items #2 through #5 to be purchased using the ARPA funds was made by Patrick McCoy, seconded by Bryant DeVries. All in favor.
Motion Carried.

10. Time to Discuss Additions to the Agenda –

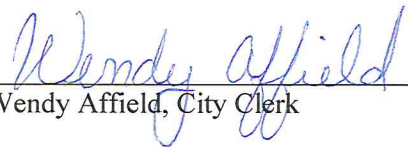
a. MN State Surplus Funds – Justin Schreiber – Schreiber said last week in the news it was mentioned that the State of Minnesota was releasing surplus funds, and he believes the City of Dilworth has petitioned to receive four million dollars (\$4M) for a new Community Center and Fire Station. He is wondering if someone can do some research on this funding to see what the City might be able to receive? One idea would be to try and get funding for 7th Street to be extended to Cty. Rd 17. Schreiber said it would be beneficial to the City to try for some of those surplus funds, even if it is for a different project. Mayor Tollefson agreed and she said the area schools' superintendents are getting together to mull around some ideas too. Vogel also agreed and said now is the time for the Council to get political and visit the Capital and really lobby for the city. He said it would be wise for Council to start sending out emails to our Representatives and Congress persons, or get the Governor to come and visit. Schreiber said he feels now is the time to put a wish list together and get the word out that the City has important needs too.

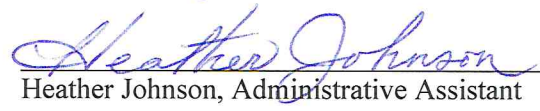
11. Old Business/Unfinished Business Updates – None.

12. Miscellaneous Announcements & Recognitions – Mayor Tollefson thanked the Maintenance Department for their work on the water main break over the weekend, and to the Police Department for their recent BINGO fundraising event with UC HOPE Thrift Store.

13. Adjournment – A motion was made by Patrick McCoy to adjourn at 7:21 a.m., seconded by Bryant DeVries. All in favor.
Motion Carried.


Tracy Tollefson, Mayor


Wendy Affield, City Clerk


Heather Johnson, Administrative Assistant

February 8, 2023 Council Meeting Minutes