

Glyndon City Council
6/28/2023
Regular Council Meeting
(Following the Public Hearing at 6:00 P.M.)
City Hall Council Chambers

1. Call to Order: Mayor Tracy Tollefson called the meeting to order at 6:03 p.m.

2. Roll Call: Council Members Present: Justin Schreiber; Patrick McCoy; Steven Ring, Bryant DeVries; Police Chief Justin Vogel; Public Works Superintendent Travis Braton; Fire Chief Bob Cuchna; City Engineer Kris Carlson; City Clerk Wendy Affield.

As Per Sign in Sheet: None.

Virtual Attendees: None.

Absent: None.

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

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b. Approve Resolution of Payments

- **Accept Donation Check of \$10,000 from Moland Township for a New UTV for the Glyndon Volunteer Fire Department**
- **Approve Using \$7,597.33 of ARPA Funds to Purchase a Thermal Imaging Camera for the Fire Department from Grand Forks Fire Equipment**
- **Approve UC Hope’s Application to Conduct Excluded Bingo on August 11, 2023 at the Glyndon Community Center**

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 Patrick McCoy. All in favor.
Motion Carried.

6. Open Forum – Public Comments/Concerns – Nothing at this time.

7. Department Reports – Committee Reports -

a. Justin Vogel, Police Chief – Chief Vogel said his department continues to be very busy and more calls are coming in. He is anticipating an uptick in activity as the 4th of July holiday draws near. Vogel said they will be working some modified shifts soon in order to allow for some vacation time prior to the upcoming shortage of two officers on leave next month.

b. Travis Braton, Maintenance – Braton said the three things on the list below he will go over in a minute. He said Thein Well will be here on Wednesday, July 5th to inspect the wells and if all looks good then they will be flushing hydrants the following week. He said Thein will be looking closely at one of the pumps which is not working to capacity. Braton said Tim Boehmer is scheduled to come out

next week to replace the valve between the primary and secondary ponds, and the second spring discharge will be done on Friday. He said there will be a Maintenance Committee meeting next month to talk about the sander and other capital improvement projects.

- **Approve Purchasing a 2023 V-Boss Plow for \$9,262.80 from Bert's Truck Equipment –**

A motion to approve was made by Steven Ring, seconded by Bryant DeVries. All in favor.
Motion Carried.

- **Approve Hiring Team Labs to Spray Wastewater Ponds for \$1,875 –**

A motion to approve was made by Steven Ring, seconded by Justin Schreiber. All in favor.
Motion Carried.

- **Approve Hiring Team Labs to Sonar all 3 Wastewater Ponds for \$1,400 –**

A motion to approve was made by Steven Ring, seconded by Justin Schreiber. All in favor.
Motion Carried.

Schreiber asked if this had ever been done to the ponds before? Carlson said no, but it is a good idea to do it if it has never been done. Braton said Team Labs will be out to do some spraying around the ponds, and the sonar will be for checking to see if bugs are needed. He said it is only done once every three years. Carlson said this helps to prolong the life of the ponds, too.

c. Kris Carlson, City Engineer –

- **Discuss Bid Opening for Charleswood Development –** Carlson said first he wants to provide an update on the Hwy 10/Parke Avenue intersection project, and said everything is going well and should be completed very soon. Not much remains to be done so he is estimating a completion date of the week of July 10th. As for the Charleswood Development bids, Carlson said those were opened on Monday and the lowest came in at \$2.3 million dollars. He said this is a bit higher than what he originally estimated, but the cost of asphalt has risen dramatically recently. Other pricing for things like sewer and water all came in pretty close to the original estimate, but this new bid will unfortunately increase the assessment cost to each lot. Carlson said it will be roughly \$50,000 dollars per lot, and he is looking at possibly doing a redesign of the storm water lines to save on costs. He said he would like to table any bid awards today and give him some time to look at ways in which to re-work the original plat design. He would also like to meet with the lot owners and then come back with a recommendation at the next meeting on July 12th. Carlson said they have some wiggle room to do this as contractors wouldn't be able to start until August anyway. He said if there is no agreement on the numbers then they can be rejected and rebid in the fall. McCoy asked Carlson how much money could be saved on a potential redesign? Carlson said it is hard to say, but even if they can save \$100,000 dollars it will shave off \$1,800 dollars per lot. For example, he said one option would be to change the street width from 38 feet to 35 feet, which would still allow for parking on one side and would be the same width as the south end of Parke Avenue. Ring asked which project items are not changeable? Carlson said they cannot change the water and sewer piping, but those numbers were very reasonable anyway. He said the storm sewer and the street width are areas where there is some wiggle room for change. He said it is mainly the cost of asphalt which pushed the bids up so high as it has increased over 40%, so if the streets can be narrowed by 3 feet that will greatly decrease the asphalt costs. Schreiber asked if those assessments take into account Southview's specials? Affield said no. Carlson said one of the newer developments in Dilworth had specials around \$53,000 dollars per lot, so this isn't entirely out of left field. He just wants to make sure the City does its due diligence on this and takes the time to look over things some more. Carlson said there are a couple of areas that can be re-worked to save money, such as the storm sewer piping. He said he will keep Affield updated as he looks at the numbers some more.

d. Bob Cuchna, Fire Chief – Cuchna asked about the Community Picnic for Glyndon Days this year, as he didn't see it on the schedule of events. Vogel said it is being moved to August 1st to coincide with the National Night to Unite event. Cuchna would like to have his Fire Committee reschedule a meeting as soon as possible, since tonight's meeting has been cancelled. They agreed to meet again on Thursday, July 6th at 6:30 p.m. Cuchna then asked Braton to contact him prior to flushing the hydrants so he can start recording numbers. Braton said MN Rural Water will be here to assist and will also be writing everything down. Cuchna asked if Council had seen the \$10,000 dollar donation from Moland Township towards the purchase of a new side-by-side UTV for the department? He said there are other donations coming in from the other townships and said it is all really appreciated and helps a great deal. Cuchna then asked about the parade this year and who is in charge of it? Mayor Tollefson said it is her and McCoy this year, and the sign-up forms are online or he can let one of them know. Cuchna said he plans to have about 6 trucks in the parade.

e. Wendy Affield, City Clerk – Affield said she just got back from the League of MN Cities Clerk's Conference in Duluth, and the main focus was "love your city" and how to get residents more involved with their cities and city activities. She said now she will start working on preliminary budget items. Schreiber asked if she will be putting together a schedule for the budget like before? Affield said Mayor Tollefson has the list of meetings, then asked Schreiber if he is referring to the budget meetings that would take place during the Council meetings, how it was done years ago? Schreiber said yes, where during the Council meeting a specific department's budget would be discussed. Affield said she will have those ready by August.

e. Tracy Tollefson, Mayor – Mayor Tollefson said as they start planning for next year's budget, she is wondering if Council wants to consider discussing curbside recycling again? She said after last year's survey they only received a limited number of responses. Ring asked how many people have signed up for text alerts? Affield said only 152 people are signed up, so not many. Mayor Tollefson said they should really try to get more information as not everyone may want to have it. Ring agreed and said it would be good to know because he does not want to increase residents' utility bills if they do not want it or will not utilize it. Mayor Tollefson agreed and said even though the charge increase may only be \$5 dollars to start with, that amount could increase over subsequent years. She said a good portion of the City's residents are elderly and on fixed incomes, coupled with the fact they may not ever use it so raising their bills would be difficult. Ring said he wonders though if curbside recycling is inevitable down the road? Mayor Tollefson said it would be interesting to know what surrounding communities who have it are getting in terms of tonnage. She also wonders if outside recycling bins were available, if the current center could then be used as a maintenance storage facility. Affield said when she spoke with Fuchs Sanitation prior, they said they do not currently have the type of trucks to dump outdoor recycling bins. DeVries said if the bins are like the ones they have in Moorhead, he wonders how often those really fill up? He said he feels like people who are already bringing in their recycling would be doing it no matter if it was curbside or not. McCoy said he can see DeVries' point, but also feels if the City wants to be more appealing and to attract more people, then the more amenities they can offer the better. Vogel said there is the option of having large roll-off type dumpsters as the recycling bins, then Fuchs Sanitation has the trucks to use for them and a site is still available for township residents. He said then the Recycling Center building can be used for maintenance storage. Mayor Tollefson said this can all be discussed more down the road, but she thinks it would be nice to get some information on how much recycling is actually done over a period of like, three years or so. McCoy said all it would really take is a concrete slab fenced in with some roll-off dumpsters. Ring agreed and said if the City continues to grow, they might really need that building for Maintenance. DeVries asked McCoy when he lived in Mapleton did they offer the service? McCoy said no. DeVries then said he is just thinking about comparing other small towns and asked if Barnesville has it? Affield said Barnesville just started offering it, and Braton added there is still a place to bring in cardboard. Braton then said he is hoping to have more talks with Fuchs Sanitation

about what kind of bins they can service and which trucks they can use. He said he is also hoping to get more information about one of Fuchs' old buildings which could be used for Maintenance if they choose to sell it. Council agreed to table the discussion until they can get more information.

8. Committee Reports –

a. Glyndon Days Update

- **Radio FM Media (\$1,500) and/or KFGO (\$1,000 or \$1,250) Advertising Packages –** Mayor Tollefson asked if Council just needs to pick a package? Affield said two packages were purchased last year, one from Radio FM and the other from KFGO. She said this year there is an additional option from KFGO for \$1,250 dollars but feels the \$1,000 dollar option we did last year is still a good choice. Mayor Tollefson asked if there needs to be a motion? Affield said no, she just needs to have direction on what to do. Council agreed to purchase the same two advertising packages as last year.

- **34 Vendors Signed Up – 20 Have Paid Entry Fee = \$500**

- **9 Parade Entrants – Parade Route? Line-up Area? –** Mayor Tollefson said there are generally more entries later, correct? Affield said yes there are always last-minute entries leading up to the parade. She said there have been inquiries from entrants about the parade route and line-up area, and at one time there was some discussion about starting the parade in Stockwood. Mayor Tollefson and McCoy both said they will meet to discuss those options and get back to Affield.

- **Grand Marshal – DGF Girls Softball Team? –** Mayor Tollefson said she received confirmation from the head coach of the girls' softball team that they are excited to be the Grand Marshal this year.

9. New Business –

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

11. Old Business/Unfinished Business Updates –


- a. Approve Rezoning UC Hope from R-1 Residential to C-1 Commercial –** A motion to approve was made by Bryant DeVries, seconded by Steven Ring. All in favor. Motion Carried.

- b. Nuisance Ordinance #194 –** Currently being reviewed by City Prosecuting Attorneys. McCoy asked to clarify if a timeframe was given? Affield said City Attorney Ken Norman has completed his review and has now sent it off. Mayor Tollefson said they just have to wait a little longer, but it will be done in 2023.

12. Miscellaneous Announcements & Recognitions –

13. Adjournment – A motion was made by Steven Ring to adjourn at 6:37 p.m., seconded by Bryant DeVries. All in favor. Motion Carried.


Tracy Tollefson, Mayor


Wendy Affield, City Clerk


Heather Johnson, Administrative Assistant

June 28, 2023 Council Meeting Minutes