

**Glyndon City Council**

**01/09/2019**

7:00 a.m. Regular Council Meeting  
City Hall Council Chambers

1. **Call to Order:** Mayor Cecil Johnson called the meeting to order at 7:00 a.m.
2. **Roll Call:** Council Members Present: Dave Owings, Justin Schreiber, Joe Olson and Kimberly Savageau; Police Chief Mike Cline and Public Works Supervisor Scott Lofgren; City Clerk Wendy Affield, City Engineer Kris Carlson.

**As Per Sign in Sheet:** Gary Myhre

3. **Motion to Approve Consent Agenda**
  - a. Minutes – 12/26/18 Council Meeting
  - b. Approve Resolution of Payments – A motion was made by Dave Owings to approve the Consent Agenda, seconded by Justin Schreiber. All in favor.  
Motion Carried.

4. **Additions to Agenda**
  - None

5. **Motion to Approve Agenda**

A motion to approve the 01/09/2019 Agenda was made by Kimberly Savageau, seconded by Joe Olson. All in favor.  
Motion Carried.

6. **New Business**
  - a. **Request Negotiations to Purchase Lots in Stockwood** (*executive session – closed doors*)

**Mayor Johnson read:**

*At this time the meeting will be closed as permitted by Minnesota Statutes, section 13D.5, subdivision 3(c), to consider an offer relating to the possible purchase of Parcel #55.728.0100 and 55.728.0110 in Stockwood.*

Closed at 7:03 a.m.

A motion was made by Kimberly Savageau to reopen the Council Meeting at 7:12 a.m., seconded by Justin Schreiber. All in favor.  
Motion Carried.

- b. **Approve Resolution 2019-1 – A Resolution Authorizing the Sale of Real Property Located in Glyndon, Minnesota Owned by the City of Glyndon – Stockwood Parcel #55.728.0100 and 55.728.0110** - A motion was made by Dave Owings to Approve Resolution 2019-1 – A Resolution Authorizing the Sale of Real Property Located in Glyndon, Minnesota Owned by the City of Glyndon – Stockwood Parcel #55.728.0100 and 55.728.0110, seconded by Kimberly Savageau. All in favor.

Motion Carried.

- c. Annual Organizations** – Mayor Johnson read the following appointments:
1. **Official Depositories** – Northwestern Bank in Dilworth
  2. **Official Papers for Publication and Public Notices** – Clay County Union and FM Extra
  3. **Council By-laws** – (*revised 1-4-19*) – Affield stated there is one change; changed the evening Council Meetings to 6:00 p.m.
  4. **Vice-Mayor** – Joe Olson
  5. **2019 Council Committee Appointments** -
    - **Maintenance Department** – Kimberly Savageau and Justin Schreiber
    - **Fire and Police Department** – Dave Owings and Joe Olson
    - **Finance Department** – Mayor Cecil Johnson and Kimberly Savageau
    - **School Board Liaisons** – Dave Owings and Joe Olson
    - **HR Committee** – Kimberly Savageau and Justin Schreiber
    - **Council Representative to FM Metro Cog** – Dave Owings and Justin Schreiber
    - **Planning and Zoning Committee** – Mayor Cecil Johnson and Kimberly Savageau
    - **Economic Development Committee** – Joe Olson and Dave Owings

A motion to approve the committee appointments was made by Justin Schreiber, seconded by Joe Olson. All in favor.  
Motion Carried.

**7. Old Business/Unfinished Business**

**a. Clay County Board Meeting Results for 418 2<sup>nd</sup> St SE – Dave Owings** – Owings attended the Clay County Board Meeting last month. Owings briefly explained the circumstances regarding this property and stated the County Commission Board approved waiving late fees and penalties for one year for the property at 418 2<sup>nd</sup> St SE in the amount of \$2,375.00. Savageau noted if a payment is made on the taxes, it is applied to the 2019 current year. Mayor Johnson was concerned the vehicle count has increased and would like to make sure this is being watched. Owings stated when he last spoke to Russ, he was looking for someone to dig up the water line so it can be inspected and then approved by Steven Schroeder. Owings informed Council Red Cross supplied smoke alarms, JDP Electric corrected the electrical box and Laney's Plumbing fixed some heating issues inside the house. There was much discussion among Council and Staff determining what direction to take if the property goes tax forfeit. All was agreed to wait for a response from Russ.

**b. Bid Opening for Parke Avenue on January 22<sup>nd</sup> at the Clay County Board Meeting 9:00 a.m.** – Carlson stated the bid opening will take place during the County Board Meeting on Tuesday, January 22, 2019. The County will award the bid that day and Carlson will be presenting it at the City Council Meeting on January 23, 2019. Schreiber asked how many bids have been submitted. Carlson responded he has spoken to four (4) contractors, with some contractors teaming up and bidding the project together. Schreiber wondered if there are any updates on the TIGER Grant. Carlson responded it was submitted again and he would have to contact the County regarding the latest information. Olson inquired whether or not a decision had been made on the lighting for the Parke Avenue Project. Carlson stated because of the large amount of lights, the cost would be approximately \$300,000.00, to be paid by the City. Alex Ranz is working with Xcel to consider other options to lower the cost. Olson questioned whether

the lighting could be done at a later date. Carlson confirmed the lighting can be updated anytime. Savageau commented the street lighting should be updated during summer construction so the cost of the lighting could be added to the bond. Lofgren stated there are currently twenty-two (22) lights 30 feet (30') tall, with the new construction, fifty (50) or more lights are needed. Carlson will research options for the lighting costs. Schreiber asked if Midco could be contacted for possible service. Owings communicated he could reach out to them but is certain they will not install any equipment unless they have 500 homes in the City.

**c. Letter on Record from Building Inspector Steve Schroeder Concerning Corn Dust at the Elevator** – Per correspondence from the Building Inspector, Steve Schroeder, the open bin by the elevator is considered an agricultural building, these types of buildings are exempt from building permits. The elevator and bin have been constructed in an industrial zone, which has been there for quite some time. Schroeder states the bins are filled and emptied twice a year for only a short time. Schroeder concluded any complaints regarding the dust would be a civil matter between the complainant and the elevator, not the City of Glyndon. Chief Cline stated, Dennis Huber took pictures of the elevator then came to the Police Department to discuss his complaint. Chief Cline informed Dennis Huber this is a civil matter and the complaint needs to come from the residents who are affected, then he will review the grievance and make a determination. Affield added Dennis Huber came to City Hall in which he was given the City Attorney's phone number to contact. Discussion among Council and Staff determined any contact regarding this issue would need to go through the City Attorney.

**d. Updated Concerning City Prosecution Services for 2019** – Mayor Johnson reported the meeting was held January 7, 2019 and things are moving forward. There are three (3) attorneys assigned to the prosecution team and the office will be located at the Moorhead City Hall. Mayor Johnson stated the cost is not known at this time, hopefully they will have more information at the next meeting on January 16, 2019. Cline explained the County Attorney will continue to prosecute cases for all the cities but only certain types; such as felonies, gross misdemeanors, civil cases, etc. The new City Attorney's office will prosecute DANCO violations, DUI's (3<sup>rd</sup> & 4<sup>th</sup> offenses) and most traffic violations. Cheryl Duysen will be providing a list for the types of cases they will be handling. The County Attorney, by statute, has to prosecute additional cases for the smaller cities. Fees are dispersed 1/3 to the City, 1/3 to the State and 1/3 to the prosecuting agency. Chief Cline informed Council the speed limit fine from 49 to 50 mph has increased by \$80.00. Cline commented he is not in favor of the 5-year Joint Powers Agreement and would prefer a 1-year agreement to be evaluated at that time. Affield stated the City of Moorhead is working on the amounts each City will be charged, they are trying to keep it in the same range as what we paid the County in 2018 or what the increase would have been in 2019. Kimberly is concerned with the cost because of the extra attorney that was added already.

Moved to item 8.

**8. Department Reports / Committee Reports**

- a. Mike Cline, Police Chief** – Nothing at this time.
- b. Bob Cuchna, Fire Chief** – Absent
- c. Scott Lofgren, Maintenance/Public Works Supervisor** – Nothing at this time. Savageau asked if the snow on the sidewalks on Highway 10 will be removed. Lofgren stated he has been working with MnDOT, they would like to bring trucks and a blower in to remove the snow. Savageau questioned whether the home owner or the City is responsible for clearing snow around the fire hydrants. Lofgren replied it is the City's responsibility. Lofgren stated the snow removal is a slow process and his crew continues to work on it. Mayor Johnson

asked if 'Adopt a Fire Hydrant' would be an option for Glyndon. Carlson suggested organizations, such as 4-H, look for projects such as painting the hydrants to keep them looking nice.

**d. Wendy Affield, City Clerk** – Nothing at this time.

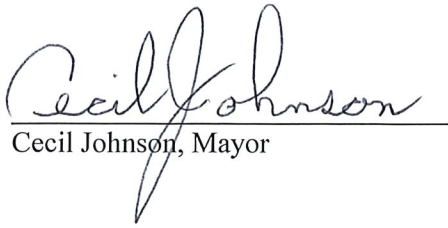
Moved to item 7e.

**e. Update on Replat for Stockwood Outlot A** – Carlson explained there have been emails exchanged to finalize things with the Dollar General lot. There was some confusion on the frontage length, the Realtor was under the impression there was 285 feet of frontage property on Highway 10, when it is actually 245 feet with an 80-foot right-of-way. Carlson will contact the Realtor to find out what the bare minimum of frontage space is needed so he can rework the right-of-way. Carlson stated, there does need to be a right-of-way along the property line to the east to accommodate a road for the businesses to access their property. Carlson noted it is unclear if the homeowners east of 110<sup>th</sup> Street will work with the City to utilize the existing roadway or if the City would have to install a road next to a road. Carlson stated the new businesses coming into Stockwood will want paved roads so the City needs to prepare for improvements in the near future. As of now, there is an 80-foot road right-of-way but he can scale it down to 66 feet if necessary. Carlson stated Mr. Sullivan has an agreement with Dollar General to install sewer service close to 110<sup>th</sup> Street, the current plan is to access the utility easement across Sullivan's lot 2 and have a manhole behind the Dollar General. Lofgren asked if both the water and sewer would run down the back of the lot. Carlson responded, the sewer would be located as previously discussed and the water will be running along Highway 10. Carlson reported the Title Company would like to wrap things up as soon as possible. Carlson stated the City needs a Concurrent Use Agreement with MnDOT, explaining once the Preliminary and Final Plat are completed, they will be submitted together for MnDOT's review. MnDOT will have three days to respond. Mayor Johnson wondered if we could talk to the person who replaced Lori Vanderhider about the problem with the access to Stockwood from Highway 10. Carlson would like to see a full intersection into Stockwood but knows there is clear documentation regarding MnDOT's access policy. Owings wondered if the limitation would allow the City to pay for opening the access into Stockwood. Owings suggested discussing having a longer turning lane from the east and moving the speed limit sign out farther. Carlson stated he will collect the information needed, set up a meeting with MnDOT, contact Dollar General to discuss the configuration that will work for them and report back to Council. Owings is wondering if there is a population requirement for the access section on Highway 10. Mayor Johnson reported there is a meeting scheduled next week with Jim Sullivan to discuss plans for Lot 1. Savageau stated, the City will need to present to the County how the specials will be divided for the replat. Carlson stated he thinks a straight area percentage would be fair. Carlson confirmed the next step will be to meet with Sullivan and discuss the configuration on the width for Dollar General and to begin discussions with MnDOT to see if they will meet with the City. Owings asked Carlson if on the next plat map of Stockwood, if he could mark the lots sold to Sullivan, list them as 'Sold to Jim'.

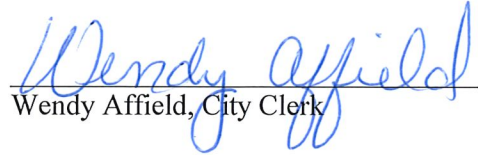
**9. Open Forum**

**10. Miscellaneous Announcements**

**11. Adjournment** - A motion was made by Justin Schreiber to adjourn at 8:30 a.m., seconded by Kimberly Savageau. All in favor.  
Motion Carried.

  
Cecil Johnson, Mayor

  
Susan Dayley, Administrative Assistant

  
Wendy Affield, City Clerk

January 9, 2019 Glyndon City Council Minutes