

Glyndon City Council
8/23/2023 – 8:30 P.M.
Regular Council Meeting
Glyndon Community Center

1. Call to Order: Mayor Tracy Tollefson called the meeting to order at 8:30 p.m.

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

As Per Sign in Sheet: None

Absent:

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

- a. 8/9/2023 – Council Meeting Minutes
- b. 8/16/2023 – Special Meeting Minutes
- c. 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 Steven Ring. All in favor.
Motion Carried.

6. Open Forum – Public Comments/Concerns – None

7. Department Reports – Committee Reports -

a. **Justin Vogel, Police Chief** – Chief Vogel said he has no updates at this time.

b. **Travis Braton, Public Works/Maintenance** – Braton said they finished hydrant flushing, with only one hydrant needing repair over on Lyndon Ave and 12th Street. Mayor Tollefson asked if there has been work done on that hydrant already? Schreiber said that was a different hydrant in the same area. Braton said this hydrant will be repaired with the help of MN Rural Water, and there may be a period of time where residents along Lyndon north of 12th Street will not have access to water. He said overall the flushing went well and has not received any complaints regarding rusty water. Braton said Jet-Way is in town this week to flush out the lift stations. He also added MN Department of Health was here and performed an onsite inspection and found that the water treatment plant needs to be inspected within the next couple of weeks, and the overflow screens will need to be replaced or repaired with new valves. Braton asked Council what they would like to do with the old playground equipment at Johnson Park once it is taken out? He said it can either be disposed of or donated to someone, but a waiver of liability would need to be issued to whomever takes it. Council agreed to a first-come, first-serve notice, and if the equipment is not picked up on time then it will be disposed of. Mayor Tollefson asked if there have been any calls or issues with plugged lines over by Morty's Bar? Braton said no.

c. Bob Cuchna, Fire Chief – Cuchna said he recommends deleting section 1-1-4 from the Nuisance Ordinance draft. Affield asked about the ordinance that is already in place for open burning? Mayor Tollefson suggested Affield send Cuchna both ordinances for his review. Cuchna said the current state codes on recreational burning already apply to all cities and townships, so he would like to see this whole section removed as there are inaccuracies. Ring and Chief Vogel both recommend that there be some verbiage in this ordinance that refers to the state code. Cuchna disagreed as it would be irrelevant due to the state code already in effect. Affield said the City receives many calls regarding the burning of trees in yards, and Chief Vogel added this burning is being done within a fire pit. Cuchna said those situations depend on if the smoke is becoming a nuisance. Mayor Tollefson said Cuchna will need to work with Affield and Chief Vogel to coordinate what verbiage needs or doesn't need to be in the ordinance and then present it to Council. Cuchna said all they can really do is an amendment to the codes, like for example allowing grills to be within so many feet of a home. He said if a jurisdiction does not have its own written fire code, it is then assumed that the jurisdiction follows state enforcement. Chief Vogel insisted there needs to be something in this ordinance, as residents are not going to read through the entire MN State Fire Code regulations to look up whether they can have a recreational fire or not. Cuchna said there was at one point a link to the requirements on the City website but he was not able to find it. Affield said it is still on the website under "Latest News." Cuchna said there are some discrepancies, such as requiring a 4A extinguisher, which is way better than what most homeowners are going to have in their homes. Schreiber asked if point #6 is amended, then the other points are fine? Cuchna said it's yes and no, which is why he does not want to have this section in the ordinance at all. He said some of the information in this section has been from other cities, but not exactly what's in the state code book. Mayor Tollefson asked Cuchna if there is any portion of the open burning section that he would recommend stay in the ordinance, such as part A or part B? Cuchna said as far as he's concerned, none of this should be in the nuisance ordinance but if Council keeps it, he recommends changing a little bit of the writing to be more informational. McCoy said with the exception of nuisance smoke. Braton asked about any situations that might occur where a fire is beyond the limitations, and our Police Department cannot enforce it? Cuchna said they can enforce the state codes. Mayor Tollefson asked Cuchna, as the Fire Chief, what exactly would he recommend? Cuchna said he would recommend only putting parts A & B in there as informational only. Chief Vogel said that should not be done, as it is an ordinance. He suggested it be its own ordinance, and have the Fire Department Committee get together to find a solution. Affield said there are already two ordinances which talk about this, #96 and #105, so there would not be a need for another one. Mayor Tollefson suggested consolidating those into one? Cuchna said those two ordinances are all outdated, and noted the state fire codes are revised every four years. Mayor Tollefson said they will instruct Cuchna to get the ball rolling on the new ordinance.

Cuchna then updated Council that he has not heard back from the generator place. He said the technician had previously recommended getting a 35k generator which will power the whole building, but he is not sure what the reasoning for that was. He is assuming the cost of transfer switches have gone up, but other than that he is waiting to hear back to get some more information. Ring said he received an email a couple of weeks ago from a company in Minnesota that sells fire trucks, but has not heard back from the sales rep. Cuchna asks Braton if he has any out of service rings for a bad hydrant. Braton will need to order some once they have completed their hydrant flushing. Cuchna lastly mentioned receiving a wildland gear donation from the Valley City Fire Department. He believes the value of this donation is around \$26,000 worth of gear.

d. Wendy Affield, City Clerk – Affield said she has no updates at this time.

e. Tracy Tollefson, Mayor – Mayor Tollefson said she has nothing to update.

8. Committee Reports –

9. Old Business/Unfinished Business Update –

a. **Nuisance Ordinance #194** – Schreiber said he would like to table this discussion for another meeting. Vogel recommends going back to the Ordinance Committee for discussion or even having a few residents participate. Mayor Tollefson would like to have both residents and business owners at the meeting to get their views. Affield stated the ordinance can have a section for residential and a section for commercial. When visiting about how many vehicles should be allowed in a driveway Chief Vogel stated if you have “not in the city’s right of way” that would clear up a lot of confusion. Braton explained his visit with City Engineer Kris Carlson on how to measure the road right of way since we have both ditches and curb & cutter. DeVries said he quickly wanted to talk about snow removal on sidewalks, and was questioning whether residents who live along certain stretches where very little sidewalk remains will they be responsible for clearing snow, even though those portions of sidewalks are never used? Chief Vogel said there are other neighborhoods also required to clear snow, as well as the upcoming Charleswood Addition. McCoy said he can see DeVries’ point, but said if the City requires some residents to do it and not others it could be interpreted as showing favoritism. Affield said they need to consider how all neighborhoods would look if the City allows something in one area but not another. Mayor Tollefson agreed and said the City needs to be equitable to all. DeVries mentioned the people here tonight have driven around town and do not see where the City has any problems. Affield stated the City Hall does receive phone calls concerning these issues. Mayor Tollefson said she was visiting with a resident today who was wondering when the City was going to do something about the areas of town that need to be cleaned up. Mayor Tollefson listens to both sides and explains how we need to find a balance but also recognize where we live, we do not want to deter people to not want to be here. DeVries wondered if anyone has visited one on one with residents who may have a few extra things in their yards. There was discussion concerning how not everyone who is for the ordinance would come to the meeting, it is usually people that have a conflict with items that attend. Mayor Tollefson stated most of the people she has visited with want areas cleaned up but are not comfortable speaking out.

Council also reviewed the number of items allowed to be stored in a backyard, and whether the square footage of a yard will need to be looked at. Ring stated the biggest conversation we need to have is, are we going to allow it and if we are we will need to be very specific on what we are going to allow and not allow. Ring said depending on the size of the yard, nine different things could be stored, whereas a small lot might not be able to fit even one thing. He said they will need to look into that more and come up with a solid number and stand by it. Chief Vogel said he still does not recommend storing any vehicles due to possible oil and gas leaks, but instead allow boats, trailers, fish houses, etc. Ring said he can see up to two items as long as it has an axle or a trailer, no motor, and it has to be registered with the state. It was also discussed that it would need to be maintained and mowed around if not on some sort of pad. Schreiber and DeVries feel there needs to be an abandoned camper clause included also. Braton mentioned alleyways will need to be discussed at some point. McCoy asked if this was going to be tabled since Schreiber requested it earlier. Affield asked if she could get clarification on when the residents were talking about not being able to enter their homes. Mayor Tollefson believes it was coming up under the “Authorization to Enter” and “Enforcement Officer” sections. Affield explained that there is an ordinance already in place stating the City has access to their water meter if requested. The Building Inspector also has different guidelines than a Police Officer.

A motion to table discussion for the Ordinance Committee until Wednesday, September 6th, 2023 at 6:00 p.m. was made by Patrick McCoy, seconded by Justin Schreiber. All in favor.
Motion Carried.

A motion was made to schedule a Special Meeting for the Ordinance Committee to be held on Wednesday, September 6th, 2023, at 6:00 p.m. was made by Patrick McCoy, seconded by Steven Ring. All in favor.
Motion Carried.

b. Review Ordinance #195 – An Ordinance Detailing Administrative Citations and Civil Penalties – Tabled until the Ordinance Committee meeting on Wednesday, September 6th.

c. Review Ordinance #166 – An Ordinance Adopting the 2023 Fee Schedule – Tabled until the Ordinance Committee meeting on Wednesday, September 6th.

10. New Business

a. Approve Purchase of a Boss 2.0 Sander/Salter from Bert’s Truck Equipment for \$11,821.24 to be attached to the Pickup Box – Braton said the current sander already has too many issues and would be quite expensive to repair at this point. He said the Boss 2.0 sander was recommended for what the City needs on the current pick-up. A motion to approve the purchase of the sander was made by Justin Schreiber, seconded by Bryant DeVries. All in favor.
Motion Carried.

b. Discussion Concerning Curbside Recycling – Travis Braton – Braton said this was brought up at a previous meeting, but he has not had a chance to speak with Fuchs Sanitation to get information about prices. Council agreed to table this for the next regular meeting.

c. Discussion Concerning Adding a Lean-to on the Maintenance Building for Recycling – Building Estimate is \$28,750 – Travis Braton – Braton said he has received one bid but would like to get another before proceeding. He provided Council with some preliminary drawings of how the lean-to would look, and said if curbside recycling does not go through then this area would still be used for storage. Mayor Tollefson asked if Braton will have more information before the next meeting? Braton said yes. Council agreed to table this for the next regular meeting.

d. Approve Proposal from Braun Intertec for Charleswood Material Testing – A motion to approve was made by Justin Schreiber, seconded by Steven Ring. All in favor.
Motion Carried.

e. Approve Audit Engagement Letter from Eide Bailly for 2023 Audit – A motion to approve was made by Patrick McCoy, seconded by Steven Ring. All in favor.
Motion Carried.

f. General Budget Review – Wendy Affield – Affield said this is just a draft copy for now, and the salary information included is up to date. Mayor Tollefson asked if there are numbers included regarding a fourth officer position? Affield said no, just the salary increases.

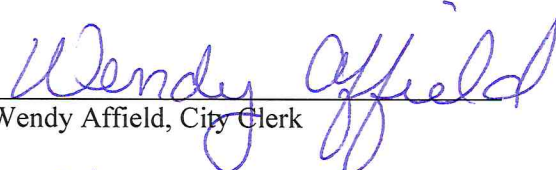
11. Time to Discuss Additions to the Agenda –

12. Miscellaneous Announcements & Recognitions –

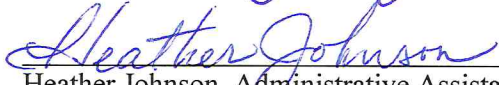
13. Adjournment – A motion was made by Steven Ring to adjourn at 9:31 p.m., seconded by Bryant DeVries. All in favor.
Motion Carried.



Tracy Tollefson, Mayor



Wendy Affield, City Clerk



Heather Johnson, Administrative Assistant

August 23, 2023 Council Meeting Minutes