

Glyndon City Council
9/27/2023 – 6:00 P.M.
Regular Council Meeting
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: Justin Schreiber, Bryant DeVries, Steven Ring; Public Works Superintendent Travis Braton; City Engineer Kris Carlson; City Clerk Wendy Affield.

As Per Sign in Sheet: Jason McCoy; Mike Qualley; Cris Johnson; Brad Byklum; Ismael Gomez.

Virtual Attendees: None

Absent: Council Member Patrick McCoy; Police Chief Justin Vogel

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

a. 9/6/2023 – Special Meeting Minutes

b. 9/13/2023 – Council Meeting Minutes

c. Approve Resolution of Payments

- **Approve Using \$708.76 of ARPA Funds for 16 Chairs for Guests to use in the Council Chambers**
- **Approve Using \$432.00 of ARPA Funds for Roll-off at Johnson Park for Equipment Removal**
- **Approve Using \$650.00 of ARPA Funds for Mini Excavator for Removal of Park Equipment at Johnson Park**
- **Accept \$1,050 Check from Midco for Glyndon Days Radio Advertising**
- **Accept Resignation Letter from Administrative Assistant Heather Johnson as of October 6, 2023**

4. Any Additions to the Agenda – None.

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

6. Department Reports – Committee Reports -

a. Justin Vogel, Police Chief – Not present.

b. Travis Braton, Public Works/Maintenance –

• **Holiday Tree Lighting** – Braton mentioned he would like to do something special this coming holiday season and was hoping to have the City host a holiday tree lighting event for the residents. He said a good location would either be the City Park or by the skating rink area. Braton said he is shooting for Thursday, December 7th and will narrow down a time later. Affield said they had talked about having hot cocoa, cider, and cookies. Braton said he is also checking on getting a horse-drawn sleigh for rides.

Braton went on to say they will be working on potholes next week and again in the spring once the snow has melted. He said the ¾ ton GMC will now have the new VBOSS plow and sander attached, and he received an estimate for \$3,200 dollars which covers other needed repairs for an alternator, tires, battery, and new airbags. He also said the playground equipment at Johnson Park has now been completely torn down, and the new equipment will be shipped out on October 9th, arriving shortly thereafter and the installation should be done before winter. Braton said Charleswood storm and sewer lines will begin going in today. He had to drain down Southview pond two feet (2') to the level it should be at, and this allowed him to mow some of the cattails. He will be checking with the developer to see when he can remove the pumps so he can drain it down even more to finish mowing to clean the area up better. Braton said there have been a few applications that have come in for the third maintenance position, and the opening closes this Friday. He said the first round of interviews will be conducted next week.

c. Bob Cuchna, Fire Chief – Cuchna said the City should soon be receiving “public safety” funds around December, and he is wondering if there are any specific plans for using them? Mayor Tollefson said Chief Vogel had mentioned it was coming later this year. Cuchna said it should be around fifty-seven thousand dollars (\$57,000) and there are needs throughout the City with both the Police Department and Fire Department. Mayor Tollefson asked Cuchna to provide a list of any items he feels the Fire Department needs and share it with his Fire Committee first. Affield believes Chief Vogel was looking at body cameras with some of the funds. Cuchna then said he has been attempting to get a hold of Air Mechanical regarding the generator but has not heard back. Cuchna then asked where Council was in terms of the open burning requirements for the nuisance ordinance? Affield said they have decided to separate the ordinance in order to focus more on the vehicles and junk portion first. Cuchna then mentioned Braton had shown interest in being on the Fire Department roster, so he is checking with the state regarding having an employee on two different Fire Departments and is finding out it is very complicated. He said he would like Council to consider if Braton can remain on the payroll with the City and not have to go off of it when acting as a Fire Department volunteer. DeVries asked what the conflict is? Braton said he is already a member of the Barnesville Fire Department, so there might be workman’s comp insurance issues. Cuchna mentioned there is rules regarding the Relief Association also to think about, but he just wants Council to consider the idea.

d. Wendy Affield, City Clerk –

• HR Committee Requested Affield to Advertise for the Administrative Assistant Position – Affield said with Johnson leaving on the 6th the HR Committee had asked her to start the advertising process for the position and we have already received two applications. She said the posting will close on Thursday, October 12th at 4:00 p.m. The pay range will reflect the 2024 pay grid starting at either step one (1), two (2) or three (3) depending on qualifications. Affield expressed how it was a wonderful, happy experience working with Johnson and she will be deeply missed.

• Discuss Extra Hours Worked and Vacation Time Overage – Affield said no decision needs to be made at this time, but until a new person is hired, she will be working extra hours to make sure everything is caught up and is wondering how she will be compensated for that time. Also, it is very likely she will be over on her vacation hours at the end of the year too, so she may have to be paid out to get her under the carry over amount. Affield informed Council Mayor Tollefson has given up her office for Public Works Superintendent Travis Braton to move into City Hall so Affield is not alone and would be able to pick up the mail or run any errands without having to shut down City Hall.

e. Tracy Tollefson, Mayor – Mayor Tollefson said she has no updates at this time.

7. Committee Reports –

a. Nuisance Committee Update - Mayor Tollefson said the Ordinance Committee met this week to work more on some particular elements of the ordinance based on feedback from the residents. She said there has been more research on some sections and also some clarification on definitions. The committee will meet again within the next week or so to finalize some more details before bringing it back to Council.

8. Old Business/Unfinished Business Update –

a. Discussion Concerning Curbside Recycling - \$7.00 Charge to Utility Billing under Recycling with a \$2.00 Credit on the Garbage Portion of the bill - \$5.00 would be the total charge for Curbside Recycling – Braton said Sabin is just now starting to utilize curbside services. Ring asked when the lean-to addition on the recycling building will get going? Braton said the contractor has not provided a specific date but it will be before winter starts. He said the concrete portion of the project can wait until next spring, and they can use the lean-to for storage over the winter if needed. Braton said the garbage contract will be up next year, and the curbside service will be a one-year contract until the 2025 contract is reviewed. He said the biggest problem is all the cardboard that keeps piling up, and the cost of the outside dumpster. Affield said there is the possibility to lower the cost further via reimbursements from the County. Mayor Tollefson said she feels a five-dollar (\$5.00) utility increase is a reasonable amount for this service and a good amenity to offer residents. Ring said he is all for it as long as the City still receives credit from the County for the Recycling Center. He asked what the contract length is again? Braton said it will first be a one (1) year contract, and then Fuchs Sanitation will add it to the City's garbage contract for 2025. He said this also provides a relatively short timeframe for residents to adjust and see if they like it or not. DeVries asked how quickly this could be implemented? Braton said it would not likely be until after the first of the year. Affield said there needs to be enough time allowed to notify residents of the change. A motion to approve the city-wide addition of curbside recycling was made by Steven Ring, seconded by Bryant DeVries. All in favor.
Motion Carried.

b. 2024 Budget Review/Adjustments – Affield highlighted the recent expense changes to the General, Water, and Sewer Funds: *Employer Paid Vision*, increased due to the third maintenance position being added. Same with *Employer Paid Life Insurance; Full-Time Hourly; PERA; FICA; Employee Paid Health; Employer Paid Health Savings and Dental Coverage; Uniforms; Cell Phone*. She also noted the \$10,000 dollars added to *Advertising* for the sign on Hwy 10 that is maintained by the school. She said she will be adding to the revenues whatever levy percentage the Council decides on.

c. Set Preliminary Levy Percentage – Affield referred to the table showing past years' levy percentages, and said the City's financial advisor has recommended the levy percentage stay at a stable level. She said last year the percentage was set at eight percent (8%) and reminded Council the preliminary number can be brought down, but not increased. Schreiber discussed how the draft tax statement will come out with the preliminary amount, so you do not want to go to much higher than needed. Affield also said the impact will not be as great due to the number of new houses being built, so it could really feel lower. Carlson said the financing for Charleswood will be closed in 2024, then the assessments start in 2025 with the two-year abatement program. He said some of the homes in Southview will now be coming off the abatement program, so there will be assessment money coming in from those. Affield agreed and said each year now they will start to see more homes coming off of the program. Mayor Tollefson asked if Council wanted to set it at nine percent (9%), or leave it at eight percent (8%)? Schreiber said he feels comfortable with eight (8). He asked if we have the percentages from surrounding cities yet? Affield said no. Schreiber then noted that Glyndon has been the lowest among all other cities for a while. Mayor Tollefson agreed with what Schreiber mentioned. A motion to set the preliminary

levy percentage at eight percent (8%) was made by Steven Ring, seconded by Bryant DeVries. All in favor.

Motion Carried.

9. New Business

a. Update on “Rebels United” Positive Community Norms – Jason McCoy – McCoy introduced himself and said he works for Clay County in the Public Health Department. He said they wrote a 5-year PCN grant for DGF Schools that is designed to help reduce underage substance use. He said this is funded by the Department of Human Services (Behavioral Health Division). McCoy said the substances they focused on were alcohol, vaping, and cannabis, and the mission is to elevate and promote healthy choices, engage with parents, and shift community norms. He said research has shown that kids do not respond to fear tactics as in the past, so today the focus is encouraging those same kids to make the same healthy choices they see their peers making. McCoy said the campaign at DGF is called “Rebels United” and there is also a youth organization called “RISE Club” which is an acronym for Responsible Individuals Striving for Excellence. This group works side by side with the student council on positive norm initiatives. He said the bulk of the grant is focused on communication, and the importance of the message being sent out to kids. He said the goal was to push as many positive messages as possible, which included banners, jerseys, posters, stickers, prizes, and signs. McCoy said the main mantra was “Most DGF students choose NOT to drink alcohol or vape in a typical month,” as this is what was reflected by the student survey responses. There were also events which were sponsored such as the Spring Fling, Winter Formal, field trips, etc. He said it was important to show kids that there are many positive things to do that do not involve alcohol, vaping, or cannabis use. McCoy explained this program focuses on “the science of the positive,” which is the study of how positive factors impact culture and experience, and has been studied for over 30 years. He said there is more importance being placed on researching what is going right instead of what is going wrong, and it follows a cycle of transformation of “spirit, science, action, and return.” McCoy said there is already a great amount of positivity in Glyndon, both in the community and the school system. He said it’s important to promote health, and they are using pictures from around DGF of kids doing good things and making good choices. Misperceptions still exist he said, so it is also important to focus on challenging those. McCoy then went over the results of the DGF survey which showed that in a typical month, ninety-one percent (91%) of high school students do not drink alcohol, ninety-five percent (95%) do not use marijuana, and ninety-two percent (92%) do not vape. He said these are amazing results in comparison to the 2019 survey responses which showed that forty-two (42%) of the junior class was vaping, and in 2022 it was down but still at twenty-four (24%). So in comparison, only one year later they have been able to drastically reduce that usage and go from one of the highest in the state to one of the lowest. McCoy said this has been in large part because of the community’s support, and help from parents and staff as well. He said next year the program will be putting together new posters, shirts, and messaging, as well as the sponsorship of vinyl door wraps and stall-door messages in the bathrooms. We are also starting to help students think positively of their teachers. After seeing if there were any questions, McCoy thanked the Council for allowing him the time to present.

10. Time to Discuss Additions to the Agenda –

11. Open Forum – Public Comments/Concerns – Resident Mike Qualley said he wanted to know if this ordinance will be targeting both commercial and residential? He also is wondering if his property next to City Hall will be affected? He said the reason he moved to Glyndon is because other towns were more restrictive. Qualley asked why we can’t just stop by the problemed properties and ask them to clean up their area. Mayor Tollefson said the intent behind the ordinance is to avoid costs to the City if a property needs to be cleaned up, as there have been two different properties which cost several thousand

dollars each to take care of. She said the role of the Council is to make sure that all voices are heard and have been using the feedback from residents to work on the ordinance more. She also added the City does not intend for this ordinance to be a money-grab, but there does need to be something in place in terms of parameters for the overall cleanliness of the City. Mayor Tollefson said the Ordinance Committee continues to work on and refine each section so there is a compromise that can be agreed upon. She said it is important for Council to make sure they take their time and get this ordinance right. Resident Brad Byklum stated he moved to town back in 1990 and he knows there are a lot of different areas that need to be addressed. He feels the City should only try to focus on those problem properties first before looking at the whole city. Byklum said his last request would be to have the City get better spotlights for the two flags in front of City Hall, because at night they do not shine on them properly.

Other comments: Residents in attendance iterated that it appears this ordinance is intentionally targeting the poorer sections of the City. They feel this is creating unnecessary division among the residents. Qualley then mentioned his concerns for his business, which is right next to City Hall, and was wondering who he could visit with to understand things better. Affield suggested visiting with Chief Vogel if you have any questions or stop by City Hall and she can try to explain things. Byklum has concerns with the condition of the city streets and is wondering why there is not a road in Stockwood to access Highway 10 to go west. Affield informed the audience the City has no control over Highway 10, MnDOT does what they want with that road. Byklum thinks now that we have a repair shop in Stockwood we could visit with MnDOT again. City Engineer Kris Carlson explained they have been fighting this for five (5) plus years and MnDOT only allows so many access points based on the traffic counts. Braton explained at this time, the Ordinance Committee is only focusing on residential, and the commercial portion will be dealt with down the road. Braton explained how we have to treat all the residential properties in the city the same, you cannot pick and choose the areas you want to go after. Byklum feels the worst properties should be cleaned up first before the residents that may only have one or two items to move. DeVries explained this is what needs to be figured out, the parameter to be able to make that happen. Byklum also would like to visit about how many cars will be allowed in your driveway. Mayor Tollefson mentioned that section was changed since the first draft. Affield explained the vehicles are not to be parked in the City's right of way. Mayor Tollefson would like everyone to understand changes have been made and please ask questions. Mayor Tollefson and the other Council Members made it known they are there to listen to whatever the residents would like to say and want to be as inclusive as possible.

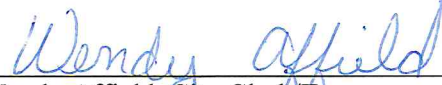
12. Miscellaneous Announcements & Recognitions –

a. **Thank Heather Johnson for her 4 ½ years of service to the City** – Mayor Tollefson and Council expressed their appreciation for her time at the City and wish her the best in her future.

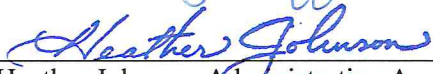
13. Adjournment – A motion was made by Bryant DeVries to adjourn at 7:21 p.m., seconded by Steven Ring. All in favor.
Motion Carried.



Tracy Tollefson, Mayor



Wendy Affield, City Clerk/Treasurer



Heather Johnson, Administrative Assistant

September 27, 2023, Council Meeting Minutes