

**Glyndon City Council**  
**2/14/2024 – 7:00 AM**  
**Regular Council Meeting**  
**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: Justin Schreiber, Patrick McCoy, Bryant DeVries, and Steven Ring; Police Chief Justin Vogel; Public Works Superintendent Travis Braton; and Administrative Assistant Kayla Nosal.

**As Per Sign in Sheet:** None  
**Virtual Attendees:** None  
**Absent:** Clerk/Treasurer Wendy Affield

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.

- a. **1/24/2024 - Council Meeting Minutes**
- b. **Approve Resolution of Payments**
  - **Approve DGF Cub Scouts / Glyndon Lion’s Club Gaming Permit for March 17<sup>th</sup>, 2024, at the Glyndon Community Center**
  - **Approve Glyndon’s Rod & Gun Gaming Permit for August 14, 2024, at the Buffalo River Speedway (*Lund Boat*)**
  - **Glyndon Fire & Rescue Accepts \$7,500 in Donation Funds from the Fargo Force, Cross Insulation & Hometown Heros Committee**
  - **Glyndon Police Department Accepts \$5,161 in Donation Funds from the Fargo Force, Cross Insulation & Hometown Heroes Committee**

4. **Any Additions to the Agenda**
  - a. **Police Staffing** – Chief Vogel
  - b. **Building Maintenance for Police Department** – Chief Vogel

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

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

7. **Mayor/Department Reports**

- a. **Justin Vogel, Police Chief** – Chief Vogel was recently assigned to DWI Court for Clay County. The County is trying to start a new program which will take a year to get up and running and Chief Vogel will be on the committee with around six other people from various job areas like a Judge and Attorneys. Mayor Tollefson asked what that includes? Vogel explained how Drug Court is an alternative path for individuals who receive their first or second DUI charge, it is an easier path than going the criminal way, there is still some responsibility and punishment while not jamming up the courts. Schreiber asked if the

Police Department had a new logo on their badge. Chief Vogel informed Council they do and it was designed by Officer Schock.

**b. Travis Braton, Maintenance Supervisor** – Braton stated Ty Wegenast passed his water test and is now dual licensed in both water and wastewater and in three (3) years he can take his C-Water test. Braton will be going in March to take his C-Water test at a Conference in St, Cloud. Braton will be moving his office back to the Water Treatment Plant and will be turning it into a multi-use breakroom/office. Braton stated they need to plan some safety training soon and need to have a MSDS sheet (Material Safety Data Sheet) in the maintenance shop. Braton has been working with Dilworth and Barnesville to try and schedule a once-a-month safety training program but the few agencies that have been looked at seem to be pretty expensive.

**c. Bob Cuchna, Fire Chief** – Not Present.

**d. Wendy Affield, City Clerk** – Not Present.

**e. Tracy Tollefson, Mayor** – Mayor Tollefson informed Council she has participated in a couple of committee meetings; DeVries and her had a Maintenance Committee meeting to touch base with Braton on a couple items they were looking at while moving forward this year. Mayor Tollefson and Schreiber have also met with Kayla and Wendy to check in on how they are doing at the City Hall. Tollefson and Schreiber met with Chief Vogel regarding staffing and touching base with what has been going on at the Police Department.

**8. Committee Reports** – Braton stated Curbside Recycling started on Monday and he visited with Fuchs Sanitation to see how everything went; Fuchs let him know things went well, and there were quite a few people that did not put them out, but they think it will take a little while for residents to get used to recycling. Question was asked what time does the recycling truck come around? Braton stated early, Nosal then commented that a resident came into City Hall and informed her the pick of the recycling tote was around six (6) a.m. Nosal informed Council there was a scheduled text that was sent out to the residents as a reminder of the recycling pick-up on Monday February 12<sup>th</sup> and she made another Facebook post. Mayor Tollefson asked how many people said, “I got my bin but do not want to recycle”. Braton stated they had maybe half a dozen that returned their tote, but they do know they are still going to get charged. Braton mentioned he needs to visit with Dave Olek on how much has been dumped at the Recycling Center since curbside has started.

## **9. New Business**

**a. Council Committee Meeting Schedule for 2024** – Mayor Tollefson mentioned if any of the committees need to change or cancel a meeting that would be fine, this is just a tentative calendar she made up. Mayor Tollefson also highlighted the budget meetings that Affield added.

**b. January 2024 Expense and Revenue Budget Sheets for Review** – These sheets are for review and if you have any questions, please contact Affield.

**c. Should the City Plan a Spring City-Wide Rummage Sale for April 18<sup>th</sup>, 19<sup>th</sup>, and 20<sup>th</sup>** – Mayor Tollefson was contacted by a resident requesting the City have a spring rummage sale also like the fall one we do around Glyndon Days. Mayor Tollefson explained this way if you have anything left over you do not want you could get rid of it during clean-up week. Nosal stated a resident has rented the Community Center to have a rummage sale on those days. City Hall will work on having a map and getting the word out for anyone who wants to sign up for the rummage sale. A motion was made to

approve the Spring City-Wide Rummage Sale for April 18<sup>th</sup>, 19<sup>th</sup>, and 20<sup>th</sup> was made by Steven Ring and seconded by Justin Schreiber. All in favor.  
Motion Carried.

#### **10. Time to Discuss Additions to the Agenda –**

**a. Police Staffing** – Chief Vogel stated it is very hard to hire for staffing right now, we have 259 agencies on the POST Board looking to hire which is well over the number of kids going to school. A lot of agencies are already getting their teeth into the kids that are going to school or skills this summer by paying for their classes or offering them a job. Local agencies around us like Moorhead and Dillworth are starting to pay for the skills program which costs about seven thousand dollars (\$7,000). Chief Vogel informed Council the City of Moorhead Police Department is down ten (10) officers and are not getting any applicants. Moorhead just signed an agreement with Clay County to have them come fill shifts since they are down so many officers. Chief Vogel stated we tried over a year ago to fill a position for a fourth (4<sup>th</sup>) Patrol Officer but were not quite in the market salary wise but over this last year we are now in the salary area to hire. Chief Vogel stated when he came to Glyndon, he did not want this place to be a steppingstone for officers, but a career agency and we have accomplished that, this is the longest we have gone without hiring. The Police Department is now having people knocking at their door to work for the City of Glyndon and Chief Vogel takes a lot of pride in it, stating it would not be like this if it was not for all the help he has received from the Council. Chief Vogel would like to open the position for a fourth (4<sup>th</sup>) Patrol Officer, explaining he has been in talks with Affield concerning funds, and the money that we received from the State was going to tasers and body cameras, but he would like to reallocate it to go towards this position and would like the tasers and body camera funds to come out of his seizure money. If the position is opened now and we get a conditional offer within the next couple of weeks or month that would bring us to an April or May start date due to the psychological, physical, and full background investigation that needs to be completed so with those funds it would bring us close to the end of the year and after that we would have to budget for that position 2025. The reason he would like to add the fourth (4<sup>th</sup>) body is to solidify the department. If anything were to happen, like losing an officer, someone getting injured, or having to use family medical leave, we still have coverage. With this position and himself we would be looking at twenty-two (22) hour coverage during the week and twenty-four (24) hour coverage on the weekend. Council Member Ring asked if he was going to hire active or is he looking at doing an incentive to put someone through the program? Chief Vogel responded, he would like to hire someone who would be active and local. If the person is active and local then they would only be on the field training program for a month, which is learning our policy and procedures as to how we handle things in Glyndon. If we hired a new officer, it would take four to five (4-5) months on the field training program before they would be ready to go out on their own. Right now, everyone is doing sign on bonuses or incentives except for us and Barnesville. Chief Vogel mentioned talking with his officers and some people at the local training he attended, they say it is not working giving the incentives and bonuses because after a few months the officer has spent the money and are back to not being happy. Chief Vogel would rather take the money he has and put it towards the salary of a full-time officer so his other officers can use their vacation time. Mayor Tollefson added last year we talked about adding another officer, we advertised but did not get any qualified candidates, so we took some of those dollars and when we were going through the labor negotiation process, we invested in our current officers by moving them down on the pay scale to show they have value and are important. If you were to get someone that is experienced and already has boots on the ground and is doing the job that would be great. Schreiber asked if they would be sharing a vehicle. Chief Vogel stated they would. Chief Vogel explained to Council that this also gives us an opportunity to expand our horizon within the department and in the near future we can look at different initiatives that are out there for growth within the department, get different assignments for the officers. Mayor Tollefson reminded Council to keep in mind the salary and benefits of the new officer when doing next year's budget if Council supports it. She

mentioned the overview Chief Vogel gave her last week and is appreciative of all the support that he gives the school and community. Mayor Tollefson believes it will help with retention having another officer on during the day and will also help the officers not be overtaxed at their jobs. A motion to approve opening a position for a fourth (4<sup>th</sup>) Patrol Officer was made by Steven Ring, seconded by Patrick McCoy. All in favor.  
Motion Carried.

**b. Police Department Building Maintenance** – Mayor Tollefson informed the rest of the Council that the Police Committee has discussed this topic with Chief Vogel. Chief Vogel mentioned to Council he has received quotes for adding a much-needed changing room for his officers, remove both bath bathrooms to make one big unisex bathroom with a shower. Prices have come in higher than expected and he will be working with Affield to discuss funds and where they can pull them from, so we can update the inside, then hoping next year to work on the outside of the Police Department like doing some painting and landscaping. The cost came in around thirty-six thousand dollars (\$36,000) to have done what needs to be done in the inside of the building; due to the building being chopped up so many times. Chief Vogel is wanting to reach out to the contractors to bring prices down. Chief Vogel will not be at the meeting on Wednesday, February 28<sup>th</sup>, 2024, but will have Affield updated on what needs to be presented. DeVries asked what kind of doors they plan on installing. Chief Vogel would like all solid doors that match throughout the building and is working with D & M Industries. DeVries will visit more with Chief Vogel concerning the doors.

#### 11. Old Business/ Unfinished Business Updates

**a. Calendar and Information Sheet for 2024 Curbside Recycling Tote Pick-Up** – Mayor Tollefson stated it started on Monday and will run every other Monday.

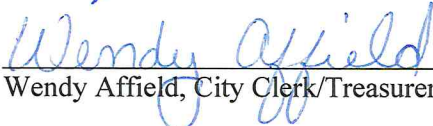
**12. Miscellaneous Announcements & Recognitions** – Mayor Tollefson stated Nosal will be posting these following items on our social media sites.

- a. Clean-up Week – Northside of the Tracks is Wednesday, May 1<sup>st</sup>
- b. Clean-up Week - Southside of the Tracks is Wednesday, May 15<sup>th</sup>
- c. City Hall will be Closed Monday, February 19<sup>th</sup> for President's Day

**13. Adjournment** – Motion was made by Bryant DeVries to adjourn, seconded by Justin Schreiber. All in favor.  
Motion Carried.

  
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Tracy Tollefson, Mayor

  
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Kayla Nosal, Administrative Assistant

  
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Wendy Affield, City Clerk/Treasurer