

Glyndon City Council

11/14/2018

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, Public Works Supervisor Scott Lofgren, City Clerk Wendy Affield, Administrative Assistant Susan Dayley, and City Engineer Kris Carlson.

As Per Sign in Sheet: Randall Henriksen, Mark Stotesbery, Bill Schultz, and Kelly Richards.

3. **Motion to Approve Consent Agenda**
 - a. Minutes – 10/24/18 Budget Meeting
 - b. Minutes – 10/24/18 Council Meeting
 - c. Approve Resolution of Payments – A motion was made by Joe Olson 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 11/14/2018 Agenda was made by Kimberly Savageau, seconded by Dave Owings. All in favor.
Motion Carried.

6. **New Business**
 - a. **Request Negotiations to Purchase Lot 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 #55.728.0180 and 55.728.0190 in Stockwood.

The Executive Session/Closed Doors session began to negotiate the Request to Purchase lots in Stockwood.

Regular Council Meeting back in session at 8:10 a.m.

Moved to item 6h.

h. Eye and Dental Coverage for City Employees – Wendy Affield – Mayor Johnson explained Bill Schultz has a proposal from Delta Dental Insurance to offer dental coverage to the City employees, this is not available to Council Members at this time. Schultz stated the larger number of employees will decrease the premium. Dental and vision insurance can be purchased

in two ways, employer paid or voluntary. Employer paid is generally at a higher cost because not all employees participate, which is \$34.44 per month for a single plan. The employer paid portion is at a lower cost since the premium is spread out more evenly. Glyndon has a small number of employees so the plans available tend to be limited and have higher premiums. With the Delta Dental plan, it does require at least five (5) employees enroll in the program, if employer paid, we could look at other plans available. If there are 2-4 employees enrolled, the monthly premium increases by \$4.00. Schultz presented a vision insurance plan from Ameritas stating in order to keep the cost down eye examinations are not included, only materials are covered. Schultz explained most eye exams are covered under your major medical coverage. Ameritas covers lenses, frames and contacts for \$6.12 per month per employee. Affield commented these are extra benefits that could be available to the City employees. Schultz informed Council two (2) employees are needed to be enrolled to qualify for vision insurance. Mayor Johnson commented we will need to meet with the City employees and discuss the options available to them. Schultz mentioned the premiums paid by the employees qualify for the limit scope flex for both dental and vision. The employer paid Health Savings Account can be used to pay for premiums as well. Schultz informed Council and Staff the IRS increased the HSA contribution limits for 2019 to \$3,500 for single and \$7,000 for family coverage. Schultz added another option would be to put additional funds into the employee's HSA account.

b. Stockwood Outlot A Replat Discussion – A motion was made by Kimberly Savageau to request Ulteig Engineering replat Outlot A in the Stockwood Business Park, seconded by Joe Olson. All in favor.
Motion Carried.

Skipped item 6c at this time.

d. Canvas Election Results from November 6, 2018 General Election – A motion was made by Kimberly Savageau to approve the Canvas Election Results from November 6, 2018 General Election, seconded by Dave Owings. All in favor.
Motion Carried.

e. Certification of Election Issued to Kimberly S. Savageau & David Owings – Certification of Election documents were placed on Savageau and Owings council desk once Affield signed them.

f. 1st Amendment to Temporary Use Agreement with F-M Ambulance Service, Inc. – Extend Agreement through December 31, 2018 – A motion was made by Dave Owings to Extend the Temporary Use Agreement with F-M Ambulance Service, Inc. through December 31, 2018, seconded by Kimberly Savageau. All in favor.
Motion Carried.

g. Accept \$1,500 Check from Sanford Health for Fire Hall Rental to be Noted as Funds used to Upgrade the Fire Hall – A motion was made by Kimberly Savageau to accept the \$1,500 check from Sanford Health for Fire Hall rental to be noted as funds used to upgrade the Fire Hall, seconded by Joe Olson. All in favor.
Motion Carried.

i. 2019 Glyndon Utility Rates per Month – Affield presented the Utility Rate Chart requesting approval for 2019 in order to include it with the newsletter to inform residents of the increases and decreases. A motion was made by Joe Olson to approve the 2019 Glyndon Utility Rates per month, seconded by Dave Owings. All in favor.

Motion Carried.

j. December 26th Council Meeting Discussion – Change date or leave as is –
Discussion among Council and Staff determined to leave the Council Meeting as is for December 26, 2018.

7. Old Business/Unfinished Business

a. Approve Lawn Mower Purchase – Affield presented bids on the lawn mowers discussed at a previous budget meeting and is requesting a motion to purchase the mower agreed upon. A motion was made by Kimberly Savageau to purchase a Hustler Super Z 60” Heavy Duty Commercial Mower from Buffalo River Sales for \$8,998.00, seconded by Dave Owings. All in favor.

Motion Carried.

b. Update Concerning City Prosecution Services 2019 Increase – Mayor Johnson commented he has nothing to report. Chief Cline stated agencies are being sought to take it over but nothing has been decided. Moorhead will be hiring an attorney, which the City will be on board with to take over prosecuting the non-felony cases. Chief Cline stated Moorhead has interviewed Eric Boe, retired County Attorney from Mahanomen. If Boe is hired, this will be an interim position until permanent attorneys are hired. Boe will be prosecuting the traffic and small civil cases. Chief Cline reported Mr. Boe will be a City of Moorhead employee and will have an office in their building. The City of Moorhead is hoping to have two attorneys and support staff on board by April of 2019 which will also take over the prosecuting cases for Barnesville, Dilworth, Glyndon and Hawley. Savageau questioned if there was any discussion with the small cities to work directly with the County on this issue. Affield and Chief Cline stated Chris Volkens tried working with the County and was not successful. Savageau asked if the small cities had considered when they hire these attorneys, they may have conflicts of interests and not be able to try all the cases. Cline responded if they hire new attorneys, there will not be conflicts of interest. Savageau wondered about the interim attorney that worked at Mahanomen, if there is a conflict, what are we going to do. Cline stated there will be another law firm available if there are conflicts of interests in specific cases. Affield mentioned they were working on setting certain days specifically for each city’s cases. Cline reported Chris Volkens is working on an agreement for all cities and parties involved. Volkens requested an extension until April 2019 to put together the contract. Council will review the MOU (Memorandum of Understanding) before any decision is made.

c. Discussion Concerning Resident at 610 State St NE – Chief Cline – Tabled.

d. Lugo House Discussion – Affield presented an email from the County Health Inspector, Bruce Jaster instructing the City to contact legal counsel and/or the building inspector to begin the condemning process. The County will be involved with issuing a demolition disposal permit. Affield then contacted City Attorney, Ken Norman, in which he instructed the City get a ‘Permission to Enter Premises’ document from the property owner. In the City records there is an active document dated April 14, 2014 and states the City has ‘continuing permission’ to enter the premises. With this document, it gives the City permission to inspect the property to condemn and move forward to the next step toward demolition. Savageau and Olson determined the County issues the ‘Disposal Permit’ for the landfill and the City Building Inspector issues the ‘Demolition Permit’. Affield informed Council the lawn mowing fees on this property will be paid by a family member instead of added to the property taxes. Lofgren questioned what the next step would be. Affield responded she is working with Mr. Norman on the proper procedures

the City needs to follow. Savageau concluded, when the City demos the property, the charges are put onto the property taxes, in four years it will then go to tax forfeit.

e. Joint Cooperative Taskforce Committee Discussion – Affield confirmed Barnesville and Dilworth are interested in participating in these meetings. Affield is waiting to hear back from Hawley. Owings recommended waiting until after the new year to organize a meeting and have it before an evening Council Meeting at 5:00 p.m. Affield will notify the other cities when the meeting is going to be held.

f. 418 2nd Street Discussion - Mayor Johnson and Dayley reported Mr. Sjothun obtained a heating permit from the City to hook-up the furnace with the stipulation from the Building Inspector, Steven Schroeder, Sjothun needed to have a licensed HVAC person conduct a pressure test of 25 psi on the line. Once this is complete, Schroeder will inspect the work and approve if properly installed. Dayley added Sjothun paid the remainder on a citation issued to Sarah Peterson, who is the legal owner of the property. Affield reminded Council the County will start the tax forfeit process on this property January 1, 2019.

8. Department Reports / Committee Reports

a. Mike Cline, Police Chief – Left Early

b. Bob Cuchna, Fire Chief – Chief Cuchna reported, funds from the grant the Fire Department was awarded will not arrive until the end of December and was hoping to have the City's portion paid from this year's budget. Cuchna informed Affield two checks will need to be written for the City's portion, then the grant funds will be issued to pay the difference. Mayor Johnson wondered if F-M Ambulance would be interested in leasing from a Developer in Stockwood. Cuchna prefers to share space with F-M Ambulance and have them stay on City property, stating the rental payments can be used to help improve or add onto the Fire Department building. F-M Ambulance will be having a discussion concerning the rental agreement at their office on Friday, November 16, 2018 at 8:30 a.m. Chief Cuchna reported F-M Ambulance would like to have their vehicle inside during the winter months, in which there should be space available.

c. Scott Lofgren, Maintenance/Public Works Supervisor – Lofgren reported January 1, 2019 is the expected arrival date of the generator, the gas line and electrical conduit is installed, and the concrete pad has been poured. The transfer switch has been delivered as well and is waiting on the generator. Andrew Olson, the new maintenance employee has been working out well and is gearing up for winter. Owings wondered what the status is on the new warming house that was built by the students from the school. Lofgren plans to leave the warming house at the school until the Parke Avenue Project construction is complete so it does not have to be moved more than once and risk being damaged. The new warming house will not be available this year and will be moved next fall. Savageau asked when the skating rink will be flooded. Lofgren responded as soon as the weather maintains a steady temperature to keep it frozen. The goal is to have it flooded by Christmas break or before if conditions are right. Owings reported seeing kids playing on the stormwater pond in Southview and was concerned about the safety of the children since some areas are 2½ feet deep with other areas deeper. Owings would like the Police Department to monitor the area until the ice is thicker for safer conditions. Lofgren reported the 6-foot sidewalk along the pond is cleared on a daily basis if the police officers would like to drive around the pond at night to check the area.

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

The Executive Session/Closed Doors session began to renegotiate the Request to Purchase lots in Stockwood. A motion was made by Kimberly Savageau to close the negotiation meeting and open the regular Council Meeting, seconded by Dave Owings. All in favor.

Motion Carried.

Regular Council Meeting back in session at 9:10 a.m.

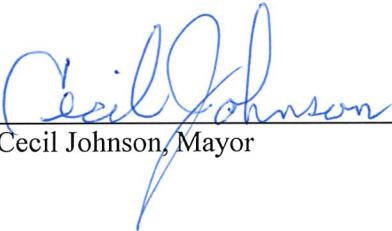
Moved to item 6c.

c. Approve Resolution 2018-20 – A Resolution Authorizing the Sale of Real Property Located in Glyndon, Minnesota Owned by the City of Glyndon – Stockwood Parcel #55.728.170, 55.728.0180 and 55.728.0190 – A motion was made by Joe Olson to Approve Resolution 2018-20 – A Resolution Authorizing the Sale of Real Property Located in Glyndon, Minnesota Owned by the City of Glyndon – Stockwood Parcel #55.728.0170, 55.728.0180 and 55.728.0190, all of Block 3, Lots 5, 6 and 7 to Randall Henriksen, also approving lot 6 and 7 combination, Parcel #55.728.0180 and 55.728.0190, seconded by Kimberly Savageau. All in favor.
Motion Carried.

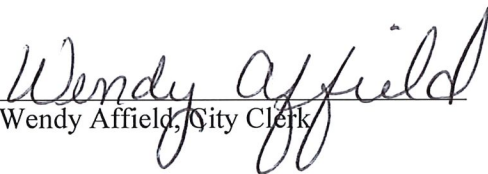
9. **Open Forum –**

10. **Miscellaneous Announcements –**

11. **Adjournment** - A motion was made by Joe Olson to adjourn at 9:13 a.m., seconded by Dave Owings. All in favor.
Motion Carried.


Cecil Johnson, Mayor


Susan Dayley, Administrative Assistant


Wendy Affield, City Clerk

November 14, 2018 Glyndon City Council Minutes