

Glyndon City Council
Wednesday, August 27, 2025 – 6:00 p.m.
Regular Council Meeting
City Hall Council Chambers

1. **Call to Order:** Mayor Joe Olson called the meeting to order at 6:00 pm.
2. **Roll Call:** Council Members Present: Shonna Severson, Patrick McCoy, Steven Ring, Bryant DeVries; Administrator/Police Chief Justin Vogel; Fire Chief Bob Cuchna, City Engineer Kris Carlson, Maintenance Forman Jeff Berg, City Clerk/Treasurer Wendy Affield and Administrative Assistant Hanna Dufault.

As Per Sign in Sheet: Philip Swan, Nate Paulson, Jason Wang, Jake Pender, and Christian Klonowski.
Virtual Attendees: Justin, iPhone 248
Absent: None
3. **Motion to Approve Consent Agenda** – A motion to approve the consent agenda was made by Patrick McCoy, seconded by Shonna Severson. All in Favor.
Motion Carried.
 - a. **8/13/2025 – Council Meeting Minutes**
 - b. **Approve Resolution of Payments**
4. **Any Additions to the Agenda** – Wendy Affield has requested to reschedule the Council Meeting originally set for Wednesday, September 24th to Monday, September 22nd, 2025, at 6:00 pm.
5. **Motion to Approve Agenda** – A motion to approve the agenda was made by Steven Ring, seconded by Shonna Severson. All in Favor.
Motion Carried.
6. **Old Business / Unfinished Business Updates**
 - a. **Township Service Agreement & Fire Apparatus Purchase Agreement Discussion.** Jake Pender from Riverton Township raised concerns about both the Service Agreement and the Fire Apparatus Purchase Agreement. Specifically, he noted the service contract does not align with the full term of the loan for the new fire truck. Philip Swan, also representing Riverton Township, emphasized their desire for a guarantee that the area would continue to receive service for the duration of the loan. The matter prompted an extended discussion involving representatives from Riverton and Moland Townships, along with several City Council Members. In the end, it was agreed that Administrator Vogel would contact each Township individually to further review the agreements and explore alternative solutions.
 - b. **Cannabis Discussion** – Vogel is currently finalizing the ordinance to present to the City Council. The Planning and Zoning Committee will be meeting following the Council Meeting this evening. At present, a business in Glyndon sells low-hemp and THC products. Vogel has received several phone calls from other cannabis distributors interested in doing business in Glyndon and inquiring about potential locations. While the City cannot legally prohibit the sale of cannabis, it does have the authority to regulate where such businesses may operate through our zoning ordinance. Vogel is seeking input from the Council on what should be included in the ordinance. Options may include limiting cannabis businesses to one per 12,500 residents or restricting their footage proximity to dwellings, schools, or daycare facilities. He plans to discuss these considerations further with the Planning and Zoning Committee in preparation for a first reading at the next City Council meeting.

c. Budget Discussion

- **Utility Bill Discussion** – Vogel reported he and Affield have been working diligently to finalize the City budget, which is scheduled to be presented to Council in the beginning of September with a preliminary levy amount set at the end of September. Ring noted the budget may require adjustments depending on the outcome of ongoing contract discussions with surrounding Townships. Vogel stated an increase in water and sewer rates will be necessary. Mayor Olson commented that historically, these rates have fluctuated over time. Affield added the last rate increase occurred in 2023, which was due to the addition of curbside garbage pickup. Mayor Olson reminded Council when the Auditors were here, they suggested increases in both the water and sewer funds. It was noted the City plans to offer curbside branch pickup beginning next year. Vogel recommended the changes shown on the 2026 Utility Rates chart that will need to be voted on at a later date.

- d. Night to Unite / Glyndon Days Update** – Vogel stated Glyndon Days was a great success this year, with strong community attendance, and expressed appreciation to the Fire Department for their involvement and support throughout the event. Mayor Olson also shared his gratitude, thanking all the volunteers and City staff for the time and effort they dedicated to making Glyndon Days a memorable celebration.

7. New Business

- a. Community Center Application and Fees** – Vogel stated there has been an increase in the use of the Community Center, as Dilworth and surrounding areas do not have one. This increased usage has resulted in more wear and tears on chairs and tables. He is considering an additional fee for Community Center repairs to be added on top of the current rental fees. This is informational at this time, with plans to potentially implement the fee at the beginning of the year. Affield stated the “non-profit fundraiser” option will be removed from the rental application, as it has not been utilized and some applicants have claimed non-profit status where actually, they are having a dance/party. General rental fees for non-residents will also be increased.
- b. Discussion on Future Road Repairs** - Vogel states he has discussed with City Engineer Kris Carlson about getting estimates for adding curb and gutter in town where ditches are located. They are also working on a time frame for when they can start moving forward on roads being repaired around town. They are still years out on this project, but he wants to make sure the residents are aware this is coming so they can expect special assessments in the future. We will be able to direct residents to our website with the layout and time frame of the project in advance once the timeline/budget is completed.

8. Open Forum – Public Comments/Concerns – Nothing at this time.

9. Mayor/Department Reports

- a. Justin Vogel, Chief of Police** – Chief Vogel states the department remains busy. They will be down an officer due to FMLA in the near future. He said this is why he appreciates that we added an additional officer for situations like this.
- b. Jeff Berg, Maintenance Department** – Berg states they are doing another ground fogging for mosquitos tonight. He says the generator on the main lift is up and running. They have been working on the community garden and dirt has been brought in. Jayden has been working with them to determine what exactly he wants done there for his Scout project. He is working on the plow truck and servicing the other equipment in the shop. States the new maintenance personnel has been working well.
- c. Bob Cuchna, Fire Chief** – Chief Cuchna states they have been busy, and their call load has increased from last year. He is still working on projects and are waiting on lights for Engine 1 to come in. Swansons came in and did their annual truck checks/ pump checks and found a few issues. He is looking for a quote on a phone system replacement in Engine 1 and hoping to replace

it next year.

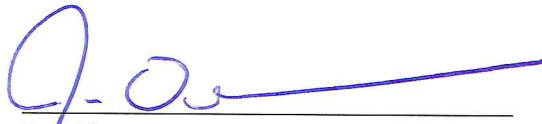
- d. **Wendy Affield, Clerk/Treasurer** – Affield states she is working on the budget and the cannabis ordinance with Vogel. Lakes Country Service Cooperative did an interview with her and Vogel and wrote an article regarding The City of Glyndon. The article turned out very well and it was emailed to the Council.
- e. **Justin Vogel, Administrator** – Vogel states he has been staying busy. He has been working with contractors regarding the Assisted Living Center; they are hoping to still break ground this year.

10. Committee Reports – Severson stated the Glyndon Days Committee had a debriefing session before the Council Meeting. States that everyone agreed Glyndon Days went well this year. They are looking at making some changes for next year's Glyndon Days. Mayor Olson states the Planning Committee will be meeting after the meeting.

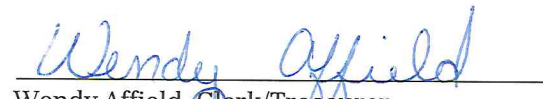
11. Time to Discuss the Additions to the Agenda – Mayor Olson commented he is the one requesting the meeting be moved due to a conflict and since it is when the Preliminary Levy needs to be set, he would like to be there. A motion was made by Bryant DeVries to move the Council Meeting scheduled for Wednesday, September 24th to Monday, September 22nd, 2025, seconded by Shonna Severson. All in Favor.
Motion Carried.

12. Miscellaneous Announcements & Recognitions – None at this time.

13. Adjournment – A motion was made by Steven Ring to adjourn the meeting at 7:29 pm, seconded by Bryant DeVries. All in Favor.
Motion Carried.



Joe Olson, Mayor

Hanna Dufault, Administrative Assistant

Wendy Affield, Clerk/Treasurer