

Glyndon City Council
Wednesday, September 10, 2025 – 7:00 a.m.
Regular Council Meeting
City Hall Council Chambers

1. **Call to Order:** Mayor Joe Olson called the meeting to order at 7:00 am.
2. **Roll Call:** Council Members Present: Patrick McCoy, Steven Ring, Bryant DeVries; Administrator/Police Chief Justin Vogel; Maintenance Forman Jeff Berg, City Clerk/Treasurer Wendy Affield, and Administrative Assistant Hanna Dufault.

As Per Sign in Sheet: None
Virtual Attendees: None
Absent: Council Member Shonna Severson; Fire Chief Bob Cuchna
3. **Motion to Approve Consent Agenda** – A motion to approve the consent agenda was made by Bryant DeVries, seconded by Steven Ring. All in Favor.
Motion Carried.
4. **Any Additions to the Agenda** – Nothing at this time.
5. **Motion to Approve Agenda** – A motion to approve the agenda was made by Patrick McCoy, seconded by Bryant DeVries. All in Favor.
Motion Carried.
6. **Old Business / Unfinished Business Updates**
 - a. **Approve the City of Glyndon and Glyndon Volunteer Fire Department Township Agreement for Fire Services – 10 Year Contract** – Vogel explained how the Townships requested to change the three (3) year contract to a ten (10) year contract to follow the same time frame as the Fire Apparatus Agreement. Vogel informed Council all four (4) Townships have signed both contracts. Mayor Olson stated, now the fire truck can be ordered. A motion to approve the contract was made by Steven Ring, seconded by Bryant DeVries. All in Favor.
Motion Carried.
7. **New Business**
 - a. **Review Ordinance No. 196 – An Ordinance to Regulate Cannabis Business within the City of Glyndon** - Vogel stated this is for the sale of Cannabis and Low-hemp items within the City limits of Glyndon, he wanted to make sure the footage for a Mezzobusiness or Microbusiness was accurate to what Council approves. The distance discussed was four hundred feet (400') from any residential dwelling for indoor growth which limits it to a few lots in the Stockwood Industrial Park. Vogel stated that the Agricultural/Commercial District C-2 will be the only area allowed for outdoor growth, and the only location at this time zoned C-2 is a field on the southeast area of town owned by Bayer Crop Science. The first and final reading will be on September 22, 2025. Vogel has been receiving phone calls regarding opening businesses in town. Based on zoning, it limits the business to the industrial area of town. Affield informed Council there will be changes to the Fee Schedule, Ordinance #166 and the Zoning Ordinance #181. Vogel mentioned this ordinance will be updated frequently when the state makes changes and the maximum fees are set by the state. The Glyndon Police Department will be doing the yearly inspections. There is currently one business in town selling low hemp and THC drinks which will need to get a license from the City. Vogel will notify the business once the Council has approved the Ordinance on September 22, 2025. Businesses will not receive a license from the City until they are registered with the state.

- b. **August 2025 Expense & Revenue Budget sheets for Review** (*informational only*)
- c. **Preliminary Tax levy Percentages for 2026 – Prior Years Percentages – Jason Murray’s Summary** (*needs to be decided at next meeting on 9/22/25*) – Vogel explained to Council that Bayer Crop Science’s TIF District will be finalized this year so the City needs to take advantage of that, this means the City can have a higher levy percentage but it will not feel like a large increase because the funds are coming from the TIF District. Financial Advisor Jason Murray suggests a fifteen percent (15%) increase to keep up with budget increases. McCoy states it would be approximately around one hundred dollars (\$100) for a home valued at three-hundred thousand dollars (\$300,000). Vogel mentioned there is an increase in employees’ health insurance along with Minnesota Earned Safe and Sick Time Law that goes into effect January 1, 2026. Vogel talked about how the utility rates will also need to be adjusted to help balance the water and sewer portions of the budget.

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

9. Mayor/Department Reports

- a. **Justin Vogel, Chief of Police** – Vogel reported his staffing will change at the end of this month. An officer will be on light duty through the end of the year, followed by FMLA leave, with an expected return to active duty in April or May of 2026. He noted the addition of the last officer has been a significant asset to the department. He also shared that preparations are underway for the annual Halloween event, scheduled for Friday, October 31, 2025, from 6:00 p.m. to 8:00 p.m. at the Community Center. He encouraged City Staff and Council Members to participate and assist with the event. Looking ahead, Chief Vogel is preparing for a Bureau of Criminal Apprehension (BCA) audit in the spring, while the previous audit focused primarily on ordinances. This upcoming review will emphasize on the infrastructure of City Police buildings. Mayor Olson mentioned some of the things they are looking at are alarm systems and the security of the building.
- b. **Jeff Berg, Maintenance Department** – Jeff Berg reported that fire hydrant repairs are underway in the Charleswood area, with one (1) left to fix. In preparation for the upcoming winter season, the department has also been servicing the plow truck and performing routine maintenance to ensure it's ready for snow removal operations.
- c. **Wendy Affield, Clerk/Treasurer** – Affield has been working on the budget and updating ordinances.
- d. **Justin Vogel, City Administrator** – City Administrator Justin Vogel shared that he will be attending a critical incident planning meeting this Friday. The purpose of the meeting is to coordinate emergency response strategies in the event of a citywide disaster, such as flooding. Additionally, Vogel has been collaborating with other City Administrators in the region to address concerns related to their dispatch contract with Clay County. He noted that Clay County is one of only two counties in Minnesota that do not cover the cost of dispatch services. Vogel informed Council we will still need to pay our New World fees which are for their computer system. State Representatives are looking into what may need to be changed with the dispatch billing process. McCoy asked about the critical incident planning meeting and what it consists of. Vogel stated Gabe Tweeton from the County will be discussing options for cities concerning locations for residents to go in case of an emergency and if there are any grants we can get to help fund these ideas.


10. Committee Reports – Planning and Zoning discussed Ordinance #196.


11. Time to Discuss the Additions to the Agenda – Nothing at this time.

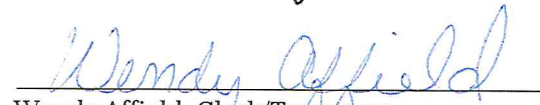
12. Miscellaneous Announcements & Recognitions – Mayor Olson mentioned the Halloween Event that will be at the Community Center on Friday, October 31st from 6:00 pm to 8:00 pm.

13. Adjournment – A motion was made by Steven Ring to adjourn the meeting at 7:26 am, seconded by

Bryant DeVries. All in Favor.
Motion Carried.



Joe Olson, Mayor

Hanna Dufault, Administrative Assistant

Wendy Affield, Clerk/Treasurer

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