

Glyndon City Council
Wednesday – March 25, 2026 – 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 p.m.
2. **Roll Call:** Council Members Present: Bryant DeVries, Shonna Severson, Patrick McCoy, Steven Ring; Administrator/Police Chief Justin Vogel; Fire Chief Jacob Cuchna; Maintenance Forman Jeff Berg and City Clerk/Treasurer Wendy Affield.

As Per Sign in Sheet: None

Virtual Attendees: None

Absent: None

3. **Motion to Approve Consent Agenda** – A motion to approve the consent agenda was made Steven Ring, seconded by Shonna Severson. All in favor.
Motion carried.
 - a. **3/11/2026 – Council Meeting Minutes**
 - b. **Approve Resolution of Payments**
4. **Any Additions to the Agenda** – Nothing at this time.
5. **Motion to Approve Agenda** - A motion to approve the agenda was made by Bryant DeVries, seconded by Steven Ring. All in favor.
Motion carried.
6. **Old Business / Unfinished Business Updates**
 - a. **Approve the First and Final Reading to Amend Section 5.42(a) in the Minnesota Management Ordinance #171 – Concerning Basement Exemption – Flood Fringe District – Conditionally Permitted Uses** - Council Member DeVries asked to have a few minutes to review the packet. Engineer Chris Carlson will be in next week to visit with Hanna on what the process will be when issuing building permits. Vogel explained to Council this will now allow for basements to be installed in Charleswood as to prior to this passing you would only be allowed to build a slab on grade home. If there are any more changes that need to be made to this ordinance, they will be done at a later date. A motion was made to wave the complete reading and accept this as the first and final reading of amendment ordinance #171 by Patrick McCoy, seconded by Steven Ring. All in favor.
Motion carried.
 - b. **Council Determined that a Summary Publication of the Ordinance would clearly inform the Public of the intent and effect of the Ordinance. The summary will include notice that a printed copy of the Ordinance is available for inspection by any person during regular office hours at the office of the City Clerk and at any other location designated by the Council or by standard or electronic mail** - A motion was made to publish a summary of the ordinance by Shonna Severson, seconded by Steven Ring. All in favor.
Motion carried.

7. New Business

- a. **Approve the 2026 – 2027 Maintenance Agreement with Clay County Highway Department to Maintain 12th St SE Gravel Road for both Snow Removal and Roadway Blading** - A motion was made to approve the 2026 – 2027 Maintenance Agreement with Clay County Highway Department to maintain 12th St SE gravel road for both snow removal and roadway blading by Patrick McCoy, seconded by Shonna Severson. All in favor.
Motion carried.

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

9. Department Reports

- a. **Justin Vogel, Police Chief** – Chief Vogel reports the department is down another officer for an undetermined amount of time. Shifts are being altered to make sure there is coverage.
- b. **Jeff Berg, Maintenance Department** – Berg has been working on the storm ponds and has them where they need to be for spring. He has been looking over the parks and doing any necessary repairs. He is looking for some floor tiles for the Community Center to replace when we take the cabinet out.
- c. **Jacob Cuchna, Fire Chief** – Chief Cuchna reported one firefighter has fully completed their Fire 1 program. Another firefighter is close to finishing and only needs to complete a live fire burn, which is scheduled for April 18th in Ulen. He also noted Berg has been working to get the generator at the Fire Hall back in proper working order, as they have been experiencing issues with it. Berg stated the generator is still under warranty, but there appears to be a problem with the gas regulator, which is reading too high. Chief Cuchna added that the Fire Committee met prior to this evening's Council Meeting and feels things are moving in a positive direction. He also shared the recent meat raffle was a great success, and they are considering holding another one this year.
- d. **Wendy Affield, Clerk/Treasurer** – Affield stated this week is her audit week, and she has been working back and forth with the auditors, noting that everything is going well. She reported the flowers for the hanging baskets around town have been planted at Thompson Greenery, though they typically are not delivered until June. She also noted the Glyndon Days Committee will meet after the morning meeting on April 8th next month.
- e. **Justin Vogel, Administrator** – Vogel stated he met with other Administrators in the area last week to discuss current issues affecting the region. He also traveled to the Capitol with Shonna Severson for the City Day on the Hill event and reported that it was a successful trip. He noted he has several training courses scheduled in April, which he plans to attend if staffing allows.

10. Committee Reports

- **City Day on the Hill Update from Shonna Severson and Justin Vogel** – Severson stated they advocated for funding for the city's roads. They met with Representative Jim Joy, Senator Rob Kupec, and had the opportunity to meet Governor Walz. Severson felt this was a great step forward for the City, helping to make our presence known and allowing us to advocate for ourselves.
- **Fire/Rescue Department** - Mayor Olson - shared additional information regarding the Fire Committee meeting that took place. He stated they are reviewing their

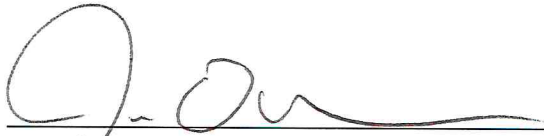
standards of practice and updating them as needed, as it has been some time since this was last done. The goal is to meet again in a couple of weeks. Mayor Olson noted that Chief Cuchna and Vogel continue to maintain open communication, and things are moving in a positive direction.

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

12. **Miscellaneous Announcements & Recognitions**

- **Clean-up Week** – North of 7th St will be on Tuesday, April 28th
- **Clean-up Week** – South of 7th St will be on Wednesday, April 29th


13. **Adjournment** – A motion was made by Steven Ring to adjourn the meeting at 6:18 p.m., seconded by Shonna Severson. All in favor.
Motion carried.



Joe Olson, Mayor



Hanna Dufault, Administrative Assistant



Wendy Affield, Clerk/Treasurer