

CITY OF GLYNDON
REGULAR COUNCIL MEETING
Wednesday – August 26, 2026, at 6:00 p.m.
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 and Steven Ring; Administrator/Police Chief Justin Vogel; Maintenance Forman Jeff Berg, and City Clerk/Treasurer Wendy Affield.

Absent: None

As Per Sign in Sheet: Kelly Richards and Randall Henriksen

Virtual Attendees: None

3. **Motion to Approve Consent Agenda** – A motion to approve the consent agenda was made by Steven Ring, seconded by Shonna Severson. All in Favor.
Motion Carried.
 - a. **8/12/2026 – Council Meeting Minutes**
 - b. **Approve Resolution of Payments**
 - **Change Council Committees – Move Bryant DeVries from the Police & Maintenance Committees to the Appeal Committee, Move Shonna Severson from the Appeal Committee to the Police & Maintenance Committees**
 - **The Public Hearing on September 23rd, 2026, at the Community Center has been Cancelled**
 - **Change the IRS Mileage Rate from \$.725 cents to the New Rate that Started July 1st, 2026, of \$.76 cents**
 - **Change ASP of Moorhead's Rate for Security on the Community Center Application and Ordinance #166 for 2026 from \$35 per hour to \$40 per hour**
 - **Approve Hiring Kimberly Kotzer for the Glyndon Recycling Center Attendee and Community Center Personnel for \$20 Per Hour**
4. **Any Additions to the Agenda** – Nothing at this time.
5. **Motion to Approve Agenda** – A motion to approve the Agenda was made by Shonna Severson, seconded by Patrick McCoy. All in favor.
Motion carried.
6. **New Business**
 - a. **2027 General Budget Presented to Council – Wendy Affield & Justin Vogel** – Vogel stated how the budget has been revised and changes were made to decrease the expenses and we are waiting for updated health insurance figures for 2027 from our representatives. He has heard from other cities that the cost has gone up substantially again this year. McCoy asked if there are any unforeseen expenses that should be added. Vogel informed Council that the special assessments on the Stockwood lots have been paid off by the owners so that revenue has been taken out of the budget, so we had to adjust for that. Mayor Olson talked about the preliminary levy amounts. Affield reminded Council of the 2-year Tax Abatement and the City's portion of the street section of Parke Ave and 14th Street needs to be levied. The loader principle payment will start in 2028 so we may want to levy some this year to get ahead of it. McCoy questioned whether the Maintenance Department has an equipment replacement fund. Vogel replied, "they do" and each department has one. The Police Department has the funds already set aside for the next squad. Ring asked what percentage the City will need to cover the 2027 budget. Affield stated we will need to wait and see what the health insurance comes in at, but she is thinking ten percent (10%). Vogel said that would

be with the updated health insurance amount included. Last year they were able to go with fifteen percent (15%) because the Bayer TIF District was decertified which made the spread feel like three or four percent (3-4%). Council discussed LGA funds for future years stating after 2027 things might decrease with the amounts given to cities. Vogel stated that MN Leave percentage amounts are staying the same for next year. McCoy questioned whether the audit showed that the City was able to run for six (6) to eight (8) months if something was to happen. Vogel stated that we are a little above that but having those funds also help when we need to take out a bond. Affield reminded Council when you look at the General fund balance you need to also look at the Garbage and Fire/Rescue funds, our Auditors add them together when they do the audit. Vogel discussed how if we do a street project we will be updating the water and sewer lines and the grants that are given are not for roads but for water and sewer infrastructure. It was discussed about the Public Hearing for the street project and how the September Public Hearing will be moved to October. Moore Engineering will be sending out a survey, putting the information together and presenting to residents what the project will consist of and give some preliminary numbers. Council wants to make sure the public is informed of what will be happening in the future with the roadways. The Preliminary Levy percentage will be set at the evening meeting on September 23rd, 2026. Mayor Olson stated that you can go lower but you cannot go higher once it is sent to the County.

- b. **Approve \$16,000 Engineering Estimate for Street Reconstruction Public Hearing** – Vogel informed Council in order to move forward with the drafting of the roadways, we will need to pay Moore Engineering to start the process. Mayor Olson explained how we need this package put together so when we go to the Capital to request funds they have something to look at. These funds will be reimbursed back to the city once the project is started. State representatives have let us know this is what we need to move forward on trying to get grant funds to help bring down the cost of the project. When Vogel attended earlier this year they asked, “what have you done as a City to prep for this and how are you going to maintain it in the future.” Affield stated the sixteen thousand dollars (\$16,000) will come out of water, sewer and general professional services (1/3, 1/3, 1/3). A motion was made by Patrick McCoy to approve the sixteen thousand dollars (\$16,000) engineering estimate for the street reconstruction project, seconded by Steven Ring. All in favor. Motion carried.
- c. **Closed Door Session for Union Negotiations** – Mayor Olson moved this to after number 10, Committee Reports.

7. Old Business / Unfinished Business Updates

- a. **Night to Unite & Glyndon Days Recap of Events** – Affield informed Council the expense and revenue numbers for these events will be ready later next month since some things were put on the credit card. It looks like we brought in close to three thousand dollars (\$3,000) in wristband funds to help pay for the Games to Go inflatables. When she visited with the food trucks they were all happy and mentioned they would like to come back next year. Affield mentioned having a close-out meeting with the committee at a later date and she is hoping to get out the thank you cards next week. Severson asked if we have heard how the Bingo and Golf Tournament went. Affield did visit with Cindy, and she said they had a good turn-out for the Bingo. Vogel mentioned how last year Council requested to get it down to two (2) days for the City-based events and was wondering how they felt about it. Council agreed that it went well, Severson mentioned she feels it maximized our people at those times, rather trying to spread it all out and having the workers burnt out by Saturday. McCoy mentioned that things could be added to those two (2) days if wanted but he would not add anymore days to the City's portion. Affield mentioned how nice it was having the Community Center all set up Friday for the Saturday events. Severson asked how the button sales went. Affield believes we sold around one hundred and seventy (170) out of two hundred (200). McCoy asked Affield how the staffing was this year since it was only for two (2) days. She said the staffing was better this year. Council discussed how other people are able to do events during the week if they want. A follow up meeting will be prior to the October 23rd Council Meeting.

8. **Open Forum – Public Comments/Concerns** – Kelly Richards attended the meeting today to get more information concerning the street reconstruction project. Mayor Olson would like to set the time and date for the Public Hearing for the road reconstruction project. Vogel discussed the survey and how Moore Engineering will add a line to include the address of the individual so we can see what part of town they live in. Affield informed Council the results of the survey will not be done until after the Public Hearing so residents can fill them out that night. A motion was made by Shonna Severson to set the Public Hearing for 6:00 p.m. on Tuesday, October 20, 2026, at the Glyndon Community Center, seconded by Steven Ring. All in favor.
Motion carried.

9. **Department Reports**

- a. **Justin Vogel, Police Chief** – The department will be down one officer later in September otherwise everything is going well.
- b. **Jeff Berg, Maintenance Department** – Berg informed Council the plow trucks have been picked up, and they are getting ready for the other half of the shop to be insulated. Ring asked how long the branch pick-up will go this year. Berg figured into October, but it depends on the weather.
- c. **Jacob Cuchna, Fire Chief** – Not present. Vogel discussed the helicopter training next month by the water tower and that they have a potential candidate to become a firefighter.
- d. **Wendy Affield, Clerk/Treasurer** – Nothing at this time.
- e. **Justin Vogel, Administrator** – He has been having a lot of meetings on different items and is working on the budget.

10. **Committee Reports**

At this time Council will Close the Meeting for Union Negotiations – Mayor Olson stated the meeting will be closed as permitted by section 13D.03 to discuss the City's labor negotiation strategy related to the City's negotiations with the Law Enforcement Labor Union. A motion was made by Steven Ring, seconded by Shonna Severson to go into a closed-door session at 6:30 p.m. All in favor.
Motion carried.

A motion was made by Shonna Severson at 7:12 p.m., seconded by Steven Ring to reopen the Regular Council Meeting. All in favor.
Motion carried.

A motion was made by Steven Ring, seconded by Bryant DeVries to allow Department Heads to receive 60 hours of hour-for-hour comp instead of 40 hours per year. All in favor.
Motion carried.

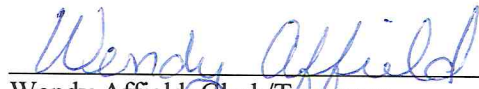
11. **Time to Discuss the Additions to the Agenda** – Nothing at this time.

12. **Miscellaneous Announcements & Recognitions** – City Hall will be closed Monday, September 7th, 2026, for Labor Day.

13. **Adjournment** – A motion was made by Steven Ring to adjourn the meeting at 7:13 p.m., seconded by Shonna Severson. All in favor.
Motion carried.



Joe Olson, Mayor



Wendy Affield, Clerk/Treasurer