

LYNDEN TOWNSHIP BOARD
MONTHLY MEETING IN PERSON
April 4, 2022

Those present at the Lynden Township Hall were Supervisors Dave Johnson, Dennis Niemi and Tom Plaggerman, Clerk Jenny Schmidt and Treasurer Jean Schermer. James Kantor, Planning Administrator, was also present beginning at 8:15 p.m. Johnson called the meeting to order at 7:00 p.m. and led the pledge of allegiance.

Agenda: Johnson asked if there were any additions to the agenda from the Board or public. Pavement workshop, Sealcoat estimate, Financial reports, equipment rental were added. Matt Timp Certificate of Compliance stricken as no paperwork received. Johnson made a motion to approve the agenda with the addition, seconded by Niemi, all in favor, motion passed.

Meeting Minutes: The March 7, 2022 regular Twp. Board minutes, the March 9 Board of Canvass, and the March 17 Reorganizational minutes were reviewed for approval. Niemi made a motion to approve the meeting minutes, seconded by Plaggerman, all in favor, motion passed.

Treasurer's report: Treasurer Schermer reviewed the following: Receipts totaled \$918.86; Disbursements totaled \$27,491.03; ending Balance \$430,111.44, which includes the \$113,434.96 ARPA Funds. Plaggerman made a motion to accept the March treasurer's report and to sign the CTAS forms including the Claims list, Net pay account distribution, and cash control statements, seconded by Niemi, all in favor, motion passed. The December 2021, January – March 2022 Financial reports must be uploaded to the web by the Treasurer.

Road Variance Donald Hagmann - 927 Belview Rd PID #19.10204.0000: The Planning Commission performed a site visit on March 22, 2022. They met that same day to review the application and consider proposed findings of fact. At that meeting, the planning commission recommended approval of the application with a Findings that included a hold harmless agreement. Johnson makes a motion to table the matter to 8:15 tonight to allow for clarification from James Kantor. Matter recalled at 8:30 p.m. Kantor indicates a variance is necessary as this is currently a non-conforming structure from the center line and the side setback. The variance will then allow Hagmann to apply for a building permit from Stearns County. Johnson makes a motion to set a public hearing on April 19, 6:00 p.m., seconded by Niemi, all in favor, motion passed.

Cleanup Day June 11: Clerk to provide Plaggerman a list of residents for check-in and Score Grant verification. Johnson will work on signage. Completed SCORE Grant application submitted by Johnson on 3-31-2022.

MIDCO Connection: Steve Johnson/MIDCO Rep confirmed a Business Proposal of \$85/month for 100 mbps, no installation fee, with the option to upgrade to higher mbps without additional installation fee at the Town Hall . Johnson raised safety and signage concerns with the 2021 subcontractor (Schroeder). Niemi made a motion to accept the quote from Midco and to authorize Chair and Clerk to sign the contract, seconded by Plaggerman, all in favor, motion passed. Kantor to assist with contract.

Five (5) Year Road Plan with Short Elliot Hendrickson: Twp Attorney Michael Couri proposed changes to the Agreement. Niemi will follow up with SEH. Johnson made a motion to authorize

the Chair and Clerk to sign the Agreement pending the changes suggested by Couri, seconded by Plaggerman, all in favor, motion passed.

2022 Summer Maintenance Contract / Schendzielos: Twp Attorney Michael Couri's proposed changes were reviewed and approved by the Board. Johnson made a motion to authorized the Chair and Clerk to sign the contract, seconded by Plaggerman, all in favor, motion passed. Niemi will follow up with Couri in re the process for subcontractors payments and subcontractor written permission from the Board.

Schabel Contract 2022-2025: Twp Attorney Michael Couri proposed changes to the contract. Neimi will follow up with Schabel. Table to May meeting.

Seal Coating Birchwood, 17th Ave E and Town Hall Parking Lot: A bid was received from Astech Surface Technologies in the amount of \$45,030. Johnson made a motion to authorize expenditure in the amount of \$45,030 to seal coat Birchwood, 17th Ave E between Co Rd 145 and 46 and the town hall parking lot, seconded by Niemi, all in favor, motion passed.

Feedlot Shelters: Per Twp Atty Michael Couri, the Twp can enact an ordinance for shelters but it cannot be retroactive and he is not aware of any other township that has passed such an ordinance. Table to May meeting.

Dylan Nelson Final Plat 18714 Dover Rd – PID 19.10291.0005: Vice Chair Niemi and Clerk signed the final plat on March 28, 2022.

American Rescue Plan Act (ARPA) Projects Spreadsheet and Reporting: Funds received to date \$113,434.96. Niemi obtained a quote for LED lighting in the amount of \$2,124.93 for materials. Labor would be donated. Johnson made a motion to authorized expenditure from ARPA funds, seconded by Plaggerman, discussion re rebate, Johnson withdraws motion. Tabled to May.

Property line inquiry Victoria Luedtke (Evavold) 5th Ave – PID 19.10420.0005: Luedtke has been working with private surveyors to determine boundary lines and corners as the legal description is dated and vague, but has no completed survey as of today. Stearns Co has confirmed there is a building entitlement for the parcel but would need to comply with setbacks and such due to the small size of the parcel. Johnson suggests contacting Stearns Co Assessor and Surveyor.

Equipment rental: Based on the many scheduled sign replacements, Johnson made a motion to authorize expenditure for bobcat rental not to exceed \$600, seconded by Niemi, all in favor, motion passed. Niemi will contact Mumford Sanitation re Franklin Rd cleanup.

Right of Way Inquiry Richard Murray 19016 Eaglewood Rd – PID 19.10592.0000: Murray had inquired in re a ROW permit for his non-compliant drain field. The County septic system ordinance requires that they get recorded written permission from the Township before placing any portion of the septic system within a Township Road right-of-way. There is no room on the property to meet all of the setback requirements, and they are currently utilizing a lake setback variance granted in 1994. The proposal is to replace the existing trench system with a smaller pressure bed in the same location. If the Twp prefers the owner move the system closer to the lake and outside of the right-of-way, it would require new soil borings/pits, a new drainfield

design, and a new lake setback variance from Ordinance 422 Section 6.2.1P, which requires 150ft setback from a tank/drainfield to a Natural Environment Lake. No application has been received, nor is he present. No action taken.

Alder Road Water Flow: Niemi received an estimate from Schendzielos to fix the upper rain garden. All work would be done within the Twp road ROW.

Annual Bridge Inspection: Niemi received the report and will contact Schendzielos or his subcontractor to correct Bridge L9896 to remove beaver dam/debris from the south side of culvert.

Annual IT Inventory: Schermer, Niemi, Plaggerman and Schmidt confirm laptop and printer still in their possession. Johnson indicates he never took possession of his. Clerk to follow up.

Town Hall Rental: Pat Voigt confirms her compensation is adequate. Niemi made a motion to resume rentals but amended the policy to include a max capacity of 50, seconded by Plaggerman, all in favor, motion passed. Kantor to update the web and forms.

Recycle Bins Outside Town hall: Johnson made a motion for the Clerk to send a letter to Republic stating they have 10 days to remove the bins or they will be treated as abandoned, seconded by Niemi, all in favor, motion passed.

Spring Road Tour: May 10, 1:00 p.m.

Building permits: Building permits were received from Building Inspector Nancy Scott this month. There is a total of 3 building permit in 2022; 1 new single family house and overall valuation increase of permits of \$222,000.00.

Driveway Permits: None

Right of Way Work Permits: Midco 6 ROW permits submitted

Correspondence: was reviewed which included:

-MAT LTAP Pavement Preservation April 7. Johnson makes a motion to authorize Niemi to participate, attend and be reimbursed for expenditures, seconded by Plaggerman, all in favor, motion passed.

-SCES Ntc of Pub Hrg to enact Ordinance #636

Review Bills and Claims for Approval

- Plaggerman made a motion to approve Johnson payroll and expense claim, seconded by Niemi, 2 in favor, Johnson abstained, motion passed.
- Johnson made a motion to approve Niemi payroll and expense claim, seconded by Plaggerman, 2 in favor, Niemi abstained, motion passed. Consensus of the Board is to not pay mileage for regular or special meetings.
- Johnson made a motion to approve Plaggerman payroll claim, seconded by Niemi, 2 in favor, Plaggerman abstained, motion passed.

- Johnson made a motion to approve all other bills and claims, utilizing check numbers 8251 through 8276, inclusive; motion seconded by Niemi, all in favor, motion passed.

Meeting Dates:

- Planning Commission – as needed.
- Local Board of Equalization and Appeal – April 12, 6:00 p.m.
- Donald Hagmann variance Public Hearing – April 19, 6:00 p.m.
- Monthly meeting – May 2, 7:00 p.m.
- Road Tour – May 10, 1:00 p.m.

Johnson made a motion to adjourn the meeting, seconded by Plaggerman, all in favor, motion passed. Meeting adjourned at 9:50 p.m.

Respectfully submitted,

Jenny Schmidt, Clerk

David L Johnson, Chair