

**LYNDEN TOWNSHIP BOARD
MONTHLY MEETING IN PERSON
May 2, 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 not present. Chair 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. Clearwater-Clear Lake Food Shelf and 6th Ave and 200th Str were added. Johnson made a motion to approve the agenda with the additions, seconded by Niemi, all in favor, motion passed.

Meeting Minutes: The April 4, 2022 regular Twp. Board minutes, the April 12 LBEA, and the April 19 public hearing minutes were reviewed for approval. Johnson 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 \$2630.98; Disbursements totaled \$28,646.83; ending Balance \$404,095.59, which includes the \$113,434.96 ARPA Funds. Niemi made a motion to accept the April treasurer's report and to sign the CTAS forms including the Claims list, Net pay account distribution, and cash control statements, seconded by Plaggerman, all in favor, motion passed. Johnson made a motion to approve Treasurer Schermer for On Line Banking, seconded by Plaggerman, all in favor, motion passed.

Short Elliot Hendrickson (SEH) Five (5) Year Road Plan: Twp Attorney Michael Couri proposed changes to the Agreement. SEH does not agree to the work product language changes, wanting to retain rights to the work product. Niemi will follow up with Couri and get a written response as to whether he recommends moving forward without the changes. At the April 4, 2022, Board meeting, Johnson had made a motion to authorize the Chair and Clerk to sign the Agreement pending the changes suggested by Couri, and that motion had passed. Table to June meeting.

Schendzielos 2022 Summer Maintenance Contract and subcontractors: Per Couri, all subcontractors must comply with rules and carry the same insurance as primary contractors. Niemi will obtain this information in writing and follow up with Couri in re the process for subcontractor's payments and subcontractor written permission from the Board. Tabled to June meeting.

Schabel Contract 2022-2025: Johnson made a motion to approve the Schabel Contract with the changes by Couri, seconded by Plaggerman, all in favor, motion passed.

Cleanup Day June 11, 2022: Johnson made a motion to authorize procurement of signs, cost not to exceed \$500, seconded by Plaggerman, all in favor, motion passed. Johnson made a motion to approve publication for the event of not more than \$210, seconded by Niemi, all in favor, motion passed.

Feedlot Shelters: There are 5 Feedlot permits within Lynden Twp. Per Twp Atty Michael Couri, permits expire after 2 years and upon renewal, our proposed Ordinance would apply upon renewal. Set a working session for May 17, 2022, at 1 pm at the Town Hall.

American Rescue Plan Act (ARPA) Projects and Reporting: Funds received to date \$113,434.96. Niemi obtained a new quote from J&P Lighting for LED lighting in the amount of \$2,306.56 for materials, with a \$345.98 rebate going directly to Lynden from Stearns Electric. Labor would be donated. Johnson made a motion to authorized expenditure from ARPA funds, seconded by Plaggerman, all in favor, motion passed. Estimates for town hall furnace and Central air were received. Mechanical Energy Systems \$11,411.00 and ACE HVACR LLC \$10,015.00. Niemi made a motion to accept the estimate from ACE and to authorize expenditure from ARPA funds, seconded by Plaggerman, all in favor, motion passed. Clerk Schmidt has submitted the required ARPA annual report.

Stearns Deputy Cole Thoma Calls for Service Updates: Last few months the calls involved 2 welfare checks, 5 park patrol, 4 civil service papers, 2 dog complaints, 5 medical and 7 traffic stops. At the Supervisor's request ATV ditch riding will be further enforced.

Planning Commission Resignation and Recruitment: Johnson made a motion to accept the resignation of Shawn Moorhouse, seconded by Niemi, all in favor, motion passed. Clerk will post for recruitment.

Joan Maly Preliminary Plat Review 18761 / 18755 Co Rd 145 PID #19.10307.0000: Premier® Real Estate Agent, Lynn Crandall appeared on behalf of Joan Maly. Crandall is requesting pre-approval of an administrative split rather than a preliminary plat due to costs. Crandall indicates county records already have the parcel with two addresses. Crandall was referred to James Kantor, Planning Administrator per procedure. Last correspondence sent to the Clerk in late April from Stearns County Environmental Services (SCES) indicates that a preliminary plat is needed for approval by the Township.

NewPort Leasing purchase of adjacent parcel PID #19.10600.0003/0004: NewPort has purchased an adjacent parcel to the east on Edison Circle and intends to grade, placement of Class 5 and use for storage purposes. The Board does not see any issues at this time but refers him to Stearns Co in re impervious surface requirements.

Couri and Ruppe Legal Seminar June 22: Johnson made a motion to authorize Supervisors, Clerk and Treasurer to attend the seminar at Albertville MN city Hall and to be reimbursed for mileage and hourly rate, seconded by Plaggerman, all in favor, motion passed.

Alder Road Water Flow: A \$15,140 estimate from Schendzielos was received for the regrading and installation of a French drain on this portion of Alder road. Niemi made a motion to table this item to June to review budget allocations in re funding this project.

Stearns County Ordinance 230 compliance: Stearns Co Ordinance 230 requires a Plat Review Process. Lynden Twp Ordinance #8 is sufficient according to the County Surveyor.

Clearwater-Clear Lake Food Shelf: Mary Abraham indicates that in 2021, 15% of their clients were from Lynden Twp. They, Clearwater-Clear Lake Food Shelf, have purchased a 1 acre parcel from Rejoice Lutheran Church in Clearwater for a new building and are requesting support for their fundraising campaign. They will ask to be placed on the 2023 March Annual meeting agenda.

6th Ave and 200th Str: Ron Ohmann suggests he was informed that this road was to be paved this year based on conditions and frequency of use by many St. Augusta residents. Per Niemi, SEH has completed an Engineering study which revealed no additional gravel will be needed; and a Twp traffic count indicates 909 cars in a 7 day test period. Johnson indicates if this project is even determined to be moved forward, we have not determined a money source for payment, i.e.: how is the project going to be paid for, not sent it out for bids, have no preliminary estimates for budget purposes or should it be chip coated. It is a 1 mile stretch of gravel road with a big price tag. Niemi to contact SEH to obtain preliminary cost estimates.

New Certificate of Compliance – Matt Timp 1013 200th Str PID #19.10238.0000: In July 2021, Lynden Twp. issued a Certificate of Compliance on this parcel. Due to building delay and contractor suggestion, the Timps need to move the property lines of the split approximately 100 feet due land slope concerns by the builder--same acreage, same owners, just a different lot shape. Heidi Winskowski/SCES indicated the need for a new Certificate. Johnson made a motion to authorize the issuance of a Certificate of Compliance for the administrative split essentially described in the survey provided, and to allow the Chair and Clerk to sign the document, seconded by Niemi, all in favor, motion passed. The approved, final, signed Certificate of Compliance was provided to the Timps, with a copy retained by the clerk.

Building permits: No 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/Right of Way Work Permits: None for either type.

Correspondence: was reviewed which included:

- Stearns Co Elections Training June 2. Johnson makes a motion to authorize Clerk and Head Election Judge to participate, attend and be reimbursed for expenditures including hourly compensation and mileage, seconded by Niemi, all in favor, motion passed.
- SCES Ntc of Pub Hrg Callerstrom 597 Emmet Rd--PID #19.10730.0000
- 2014 Interim Use Permit Ergen; Annual medical statement – PID #19.10898.0000

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.
- 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 8277 through 8292, inclusive; motion seconded by Plaggerman, all in favor, motion passed.

Meeting Dates:

- Planning Commission – as needed.
- Road Tour – May 10, 1:00 p.m.

- Working Session in re Feedlot Shelters – May 17, 1:00 p.m.
- Monthly meeting – June 6, 7:00 p.m.

Johnson made a motion to adjourn the meeting, seconded by Plaggerman, all in favor, motion passed. Meeting adjourned at 9:17 p.m.

Respectfully submitted,

Jenny Schmidt, Clerk

David L Johnson, Chair