

**LYNDEN TOWNSHIP BOARD
MONTHLY MEETING IN PERSON
March 6, 2023**

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. 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. MAT Spring Short Courses, Annandale and Clearwater Fire Commission meetings were added. Johnson made a motion to approve the amended agenda, seconded by Niemi, all in favor, motion passed.

Board Meeting Minutes: The February 6, 2023, regular Twp. Board minutes were reviewed for approval. Johnson made a motion to approve these meeting minutes, seconded by Plaggerman, all in favor, motion passed.

Treasurer's report: The report prepared by Treasurer Schermer was reviewed. Receipts totaled \$377.01; Disbursements totaled \$45,312.42; Ending Balance \$657,537.46, which includes \$198,553.47 of ARPA Funds. Plaggerman made a motion to accept the February 2023 treasurer's report and authorize the board to sign the CTAS forms including the Claims list, Net pay account distribution, and cash control statements; motion seconded by Niemi, all in favor, motion passed.

JK Landscape Jerry Konz PID #19.10748.0130 (PID#10220.0010/19.10748.0128/19.10748.0117): The Public Hearing on Resolution 2023-01 was held on February 6 and resulted in Resolution 2023-02 being approved. Final billing for this easement action is pending from Couri. Short Elliot Hendrickson (SEH) Engineering Firm has not provided the information requested, which is to verify the calculations on the survey provided by Konz which shows the parcels combined and create a snapshot in time so that the property owner and Lynden Twp are in agreement as to the impervious surface calculations. Niemi will contact the Hakanson firm (pending approval of the Agreement). If the findings from the Engineer reflect the impervious surface is not exceeded, Building Inspector Scott could then move forward with the construction site permits for the poured slab (stop work order issue), for the demolition of the house, and an after the fact building permit for the existing shed.

Administrative Notice Thelen 295 Elderberry Rd PID #19.11054.0021: Niemi received a message from Thelen indicating the stumps are rooted, they did not place them there and they agree to removal as is done with any other rooted tree in the ROW. Niemi indicates Thelen will complete the removal after the ground has thawed.

Township Engineer and 5 Year Road Plan Written Quote: Hakanson Anderson Engineering Firm submitted a draft agreement which is under review by Couri. Johnson made a motion to approve the agreement as submitted, contingent upon Couri review, and to authorize the Chair and Clerk to sign upon Couri review, seconded by Plaggerman, all in favor, motion passed.

American Rescue Plan Act (ARPA) Projects: Total funds received to date \$226,869.93, with \$198,553.47 remaining.

- Clearwater-Clearlake Food Shelf \$12,410 donation request is pending approval for the procurement of a refrigerator and freezer.
- The Purchase of Land for Township Use project expenses will have \$66,500 for land only; upon completion of purchase, all expenses drawn from American Rescue Plan Act (ARPA) funds and the tax supported budget will be replenished accordingly.

Clearwater Clearlake Food Shelf Donation Request: Mary Abraham requests a donation in the amount of \$12,410 to purchase a refrigerator (\$5,056) and freezer (\$6,754). Items can be used now in their current facility and then moved to their new facility slated to begin construction about April 2024. Johnson makes a motion to authorize a donation from the ARPA Funds in the amount of \$12,410 for procurement of a refrigerator and freezer, seconded by Niemi, all in favor, motion passed. Clerk will process the claim and obtain a detailed receipt.

Purchase of Land for Township use: Twp Atty. Ruppe provided an update and indicates there is nothing for us to review at this time. Don Moeller has agreed to provide a water sample to Traut Wells for analysis and testing purposes to comply with the final plat. St. Cloud Community Development Director Glaesman is aware of this arrangement.

Notice of Interest Hazard Mitigation Plan: Johnson was previously approved to pursue 2 projects identified in the hazard mitigation plan, specifically that being Twp emergency warning sirens and dry hydrants, and to submit the Notice of Intent forms. Both Annandale Fire and Clearwater Fire have submitted a letter of support. Johnson spoke with Erin Tufte/Stearns Co Emergency Mgmt (SCEM) director and obtained a map from her with a preliminary number of eight (8) sirens to cover Lynden Twp. as she continues to research funding and other related issues. Johnson made a motion to Adopt Resolution 2023-03 Adopting the Stearns County All-Hazard Mitigation Plan, seconded by Niemi, all in favor, motion passed. Clerk will submit the Resolution to SCEM.

Discussion on Twp Cleanup Day: Johnson made a motion to approve publication of a color ad, seconded by Plaggerman, all in favor, motion passed.

Annual Meeting Planning: The Draft Annual meeting agenda and budget numbers were finalized. Johnson made a motion to recommend a proposed Levy for 2024 of \$658,323, seconded by Plaggerman, all in favor, motion passed.

Inquiry Property Use/Store Trucks Indoors 21018 Franklin Road, PID #19.10487.0000 & 19.10482.0000: Jeff Hendrickson and Pat Splinter appeared before the Board looking for a conditional use permit for a contractor's yard and storing commercial vehicles in a pole shed on this parcel. Vehicles would leave in the morning and return in the evening. SCES is aware and included on all the correspondences as this property lies within the Scenic River District and portions are in the Mississippi River Flood Plain along Fulton Circle. Parties were referred to Planning Administrator James Kantor, who met with them immediately. Kantor also had two other inquires in re this same property: One was inquiring if horses were allowed and the other inquiry was a potential subdividing of the property—neither of those parties were in attendance at this meeting.

MAT Town Hall Meeting March 10 in Albany: Notice received today from Kelli Martini that this meeting has been cancelled.

Noxious Weed Meeting April 5, 2023: Niemi made a motion to authorize Johnson to participate, attend this meeting in Waite Park and be reimbursed for expenditures, seconded by Plaggerman, all in favor, motion passed.

Minnesota Association of Township (MAT) Short Courses: Johnson makes a motion to authorize Supervisors, Clerk and Treasurer to participate, attend and be reimbursed for expenditures, for this training on March 27, 2023, in Waite Park, seconded by Niemi, all in favor, motion passed.

Annandale Fire Commission Meeting: Niemi attended the meeting and represented Lynden Township. The 2024 budget request remains the same as in 2023 at \$13,323.

Clearwater Fire Commission Meeting: Plaggerman attended the meeting and represented Lynden Township. The 2024 budget request is \$95,300.

Central Minnesota Dust Control: Niemi obtained a pricing estimate with the per foot pricing breakdown. We are on their schedule for application but no solid date. Plaggerman requests this be completed before July 4th this year. Tabled to April to allow Niemi to secure a date and a firm dollar amount.

Schendzielos Summer Road Contractor Services Agreement: Niemi obtained proposed summer rates for 2023. Johnson made a motion to approve Exhibit A and Exhibit B rates, specification standards and performance deadlines, seconded by Plaggerman, all in favor, motion passed. Tabled to April for Niemi to obtain a signed Agreement in addition to the Appendix A & B.

Stearns Deputy Cole Thoma Calls for Service Updates: 60 calls in January, 2023. Calls include vehicles in ditch, building fire, traffic stops, domestic, suspicious vehicle and snowmobile complaint.

Building permits: 8 permits were reviewed from Building Inspector Nancy Scott. There are a total of 8 building permits issued in 2023; 1 new single family houses and overall 2023 valuation increase of permits of \$947,000.

Driveway Permits and Right of Way Work Permits: 1 Driveway request pending, 0 ROW permits.

Correspondence: was reviewed which included:

-SCES Ntc Public Hearing in re Anderson Trucking Rezoning 19.10460.0020

-SCES Newsletter. Land Use and Zoning Training April 20. Johnson makes a motion to authorize Supervisors, and PC members to participate, attend and be reimbursed for expenditures, seconded by Plaggerman, all in favor, motion passed.

-SCES We are Water MN Opening Ceremony held on March 2

Review Bills and Claims for Approval

- Plaggerman made a motion to approve Johnson payroll & expense claim, seconded by Niemi, 2 in favor, Johnson abstained, motion passed.
- Johnson made a motion to approve Niemi payroll & 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 8498 through 8514, inclusive; motion seconded by Plaggerman, all in favor, motion passed.

Meeting Dates 2023:

- Planning Commission – as needed.
- Annual Meeting – March 14, 8:15 p.m.
- Board of Canvass – March 15, 6:00 p.m.
- Reorganizational Meeting – March 15, 6:00 p.m.
- MAT Short Courses – March 27, 9:00 a.m. Waite Park
- Monthly Meeting – April 3, 7:00 p.m.
- Local Board of Equalization and Appeal – April 11, 6:00 p.m.
- Land Use and Zoning Training – April 20, 5:30 p.m. Stearns Co Service Center
- Township Cleanup Day – April 29, 8:00 – 11:00 a.m. Clearwater Twp Hall on MN Hwy 24.

Johnson made a motion to adjourn the meeting, seconded by Plaggerman, all in favor, motion passed. Meeting adjourned at 8:55 p.m.

Respectfully submitted,

Jenny Schmidt, Clerk

David L. Johnson, Chair