

**LYNDEN TOWNSHIP BOARD  
MONTHLY MEETING IN PERSON  
March 4, 2024**

Those present at the Lynden Township Hall were Supervisors Tom Plaggerman, Dennis Niemi, Clerk Jenny Schmidt and Treasurer Jean Schermer. Supervisor O’Konek was not present. James Kantor, Planning Administrator, was also present. Plaggerman called the meeting to order at 7:00 p.m. and led the pledge of allegiance.

Agenda: Plaggerman asked if there were any additions to the agenda from the Board or public. Add culvert installations. Plaggerman made a motion to approve the amended agenda, seconded by Niemi, all in favor, motion passed.

Meeting Minutes: The February 5 Board meeting 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: The report prepared by Treasurer Schermer was reviewed. Receipts totaled \$41,846.25; Disbursements totaled \$24,036.55; Ending Balance \$520,900.67, which includes \$90,690.83 of ARPA Funds. Niemi made a motion to accept the February 2024 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 Plaggerman, all in favor, motion passed.

Driveway Violation LacQuay 264 Elderberry Rd PID #19.11054.0006: An administrative notice was mailed that included the corrective actions that must be taken, with a deadline of February 15, 2024 based on our current Ordinance that limits driveway access based on a number. On Dec 23, 2023 a MN Appellate Ruling says a township cannot limit driveway accesses based on a number, but can limit based on the construction of the road, the maintenance of the road and safety in relation to the road. The Township rescinded the administrative notice. LacQuay has since submitted a driveway permit application with the \$50 fee. The application is being reviewed by James Kantor, Planning Administrator. Kantor has been in contact with SCES in re any CSP that may be needed and a possible survey to calculate impervious surface. He will contact LacQuay with next steps.

Budget and Levy Finalization: Treasurer Schermer adjusted the budget and levy numbers since receiving the Annandale Fire and Clearwater Fire information. Her proposed levy is \$677,436.00 which is a 2.9% increase from 2024. This does not include any large road projects recommended in the Road Study, nor the projected numbers presented by Plaggerman at the February board meeting. Plaggerman will present proposals at the annual meeting next week.

American Rescue Plan Act (ARPA) Projects: Total funds received to date \$226,869.93, with \$90,690.83 remaining.

- Possible funding of 200<sup>th</sup> Str Engineering Project

Twp Hall Study Group: Niemi will present a recommendation to the electors at the annual meeting to hold off on any new town hall project due to the many road projects that need attention. He will have information that this group gathered if questions arise in re a new town hall, maintenance building, etc.

Twp Cleanup Day: Plaggerman secured Clearwater Twp building and Republic Services for May 4<sup>th</sup>. Stearns Explorers Unit will let us know if they are able to assist no later than April 1st. This event will not be published in the Patriot but will be posted on our web and at town hall.

Certificate of Compliance Marvin Dockendorf 17639 Co Rd 145 PID #19.10341.0010: Clerk has not received application or payment. Dockendorf and Kantor met tonight and discussed surveys and land descriptions. Pend item to April agenda.

Petition to Vacate Utility and Drainage Easement in Lynden Industrial Park: Flex Seal USA 20012 21<sup>st</sup> Ave E PID #19.10748.0015: Ray Hawley is present and submits a signed Petition along with the Agreement to Pay Costs. He will deliver the \$1500 escrow payment soon. Once the escrow is received the Clerk will forward the Petition to Township Attorney Mike Couri for review and next steps. We discussed a public hearing date of either April 4, 6:00 p.m. or April 16, 6:00 p.m.

Township Culvert Installations: Township resident Mitch Imholte submits his name to Supervisor Niemi for any contract or work for culvert installations within the township.

SCORE Grant: O’Konek submitted the first part of the Application on February 22 and will submit receipts, invoices in support of the application after the event is held.

MAT Spring Short Course March 26 St. Cloud: Plaggerman made a motion to authorize Clerk, Treasurer, and Supervisors to attend the training and to be reimbursed for mileage and hourly rate, seconded by Niemi, all in favor, motion passed.

Building permits: 2 permits were issued by Building Inspector Nancy Scott for the months of January and February. There are a total of 2 building permits issued in 2024; 0 new single family houses, with an overall 2024 valuation of \$11,000 per her report.

Driveway Permits and Right of Way Work Permits: 0 ROW, 1 Driveway (LacQuay) pending.

Planning and Zoning Updates: Kantor had contacts in re land sales, land splits, CSP for a shed, and solar requirements - which was referred to Stearns Co.

Correspondence: was reviewed which included:

- Stearns Co Hwy Noxious Weed meeting – April 3
- Stearns Co Hazard Mitigation FEMA Grants
- MN DOT Road Mapping Report
- Niemi fielded a phone call from Karen Olson in re unwanted items on her property. He instructed her to call the Sheriff but will also meet with her.

Review Bills and Claims for Approval:

- Plaggerman made a motion to approve all bills and claims, utilizing check number 8746 (newsletter postage check that was previously approved to be issued outside of a regular monthly meeting) and check number 8747 through 8766, seconded by Niemi, all in favor, motion passed.

Meeting Dates 2024:

- Planning Commission – As needed
- Annual meeting – Tuesday, March 12, 8:15 p.m.
- Board of Canvass – March 13, 6:00 p.m.
- Reorganizational Meeting – March 20, 6:00 p.m.
- MAT Short Course St Cloud – March 26
- Monthly Meeting – Tuesday, April 2, 7:00 p.m.
- Local Board of Equalization and Appeal – April 9, 6:00 p.m.
- Flex Seal USA Public Hearing – April 4 or 16, 6:00 p.m.

Niemi made a motion to adjourn the meeting, seconded by Plaggerman, all in favor, motion passed. Meeting adjourned at 8:46 p.m.

Respectfully submitted,

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Jenny Schmidt, Clerk

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Thomas Plaggerman, Chair