

**LYNDEN TOWNSHIP BOARD
MONTHLY MEETING IN PERSON
JUNE 3, 2024**

Those present at the Lynden Township Hall were Supervisors Tom Plaggerman, Scott O’Konek and Jamie Schultz-Ludenia, Clerk Jenny Schmidt, and Treasurer Jean Schermer. 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 changes to the agenda from the Board or public. Car Parked in ROW 21132 Foxtail Court PID #19.10824.0000 was added to the agenda. Plaggerman made a motion to approve the agenda, seconded by Schultz-Ludenia, all in favor, motion passed.

Board Meeting Minutes: The May 6 Board minutes and May 20 Public Hearing minutes were reviewed for approval. Plaggerman made a motion to approve the meeting minutes, seconded by Schultz-Ludenia, all in favor, motion passed.

Treasurer’s report: The report prepared by Treasurer Schermer was reviewed. Receipts totaled \$4,944.93; Disbursements totaled \$23,279.04; Ending Balance \$449,753.04, which includes \$88,690.83 of ARPA Funds. Plaggerman made a motion to accept the May, 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 O’Konek, all in favor, motion passed. \$414.25 will be provided to the Stearns Co Explorers Post for their efforts at the Spring Clean up. Deputy Treasurer Lori Creamer has been appointed by Treasurer Schermer.

Administrative Subdivision Marion Kloepfner Rev Trust by David Kloepfner-Trustee: 21044 Co Rd 75 PID #19.10492.0000 19.10494.0000 19.10494.0010 19.10546.0000 19.10555.0000 19.10556.0000: It is noted an application was received and the \$350 fee has been paid. The Planning Commission performed a site visit on May 22, 2024, and met that same day to review the application. At that meeting, the planning commission unanimously recommended approval of the administrative subdivision and to issue a Certificate of Compliance. Trustee Kloepfner requests the administrative subdivision to allow the re-parceling of this land. The surveyor has drafted the document detailing the split and tracts, resulting in six (6) final parcels and building entitlements. Plaggerman made a motion to authorize the chair and clerk to sign the Certificate of Compliance, seconded by Schultz-Ludenia, all in favor, motion passed. The approved, final signed Certificate of Compliance was provided to Kloepfner with a copy retained by the clerk.

Rezoning Application Marion Kloepfner Rev Trust by David Kloepfner-Trustee: 21044 Co Rd 75 PID #19.10492.0000 19.10494.0010 19,10555.0000: It is noted an application was received and the \$350 fee has been paid. The Planning Commission performed a site visit on May 22, 2024 and met that same day to review the application. At that meeting, the PC unanimously recommended approval. The current zoning on these parcels is A40 and the applicant is requesting parcels E1 and F from the recent Certificate of Compliance be rezoned to R10. Parcels G and E2 are not included in this rezoning request. The Lesa Score has been calculated and a copy provided to the Board. Upon review, Applicant wishes to amend his proposed rezoning recommendation from 75.73 acres to 70.9 acres, which is the total of E1 and F. Plaggerman

makes a motion to allow the amendment, seconded by Schultz-Ludenia, all in favor, motion passed. R10 is requested since Lynden does not have R20. Board discussions and findings included review of the current Comprehensive Plan and that this area is in limited and moderate growth, Tract E1 has an existing home on the site, and it is close the other residential homes. O’Konek did request the Trustee notify the neighbors of this action. Plaggerman made a motion to recommend to Stearns Co to change zoning from A40 to R10, seconded by Schultz-Ludenia, all in favor, motion passed. The Twp recommendation form was provided to Kloeppner with a copy retained by the Clerk.

Administrative Subdivision Vicki Helget 20264 27th Ave E PID 19.10564.0000: It is noted an application was received and the \$350 fee has been paid. The Planning Commission performed a site visit on May 22, 2024, and met that same day to review the application. At that meeting, the planning commission unanimously recommended approval of the administrative subdivision and to issue a Certificate of Compliance. Applicant requests the administrative subdivision of 65.15 acres being split in to two (2) parcels. One (1) Parcel will be 26.9 acres with the house and out buildings, and one (1) parcel will be 40.7acres with the potential of a new home. She is not requesting rezoning and has not prepared a proposed Certificate of Compliance for the Board to sign. O’Konek made a motion to authorize the chair and clerk to sign the Certificate of Compliance outside of a regularly scheduled meeting as long as there are no changes, seconded by Schultz-Ludenia, all in favor, motion passed. The approved final signed Certificate of Compliance will be provided to Helget once signed, with a copy retained by the clerk.

Petition to Vacate a Portion of a Drainage and Utility Easement (Lynden Industrial Park: Flex Seal USA 20012 21st Ave E PID #19.10748.0015): The public hearing was called to order on May 20th and continued to July 8 to allow Applicant time to obtain plans from his engineer.

Violation Thelen 295 Elderberry Rd PID #19.11054.0021: The ROW Violation has been remedied

Violation Mansell 21132 Foxtail Crt PID #19.10824.0000: The ROW violation has been remedied

LRIP Grant for 200th Street E, from CR 145 to 21st Ave E: The township was awarded a grant in the amount of \$676,240 for repairs to 200th Street E. Schultz-Ludenia has received 2 quotes for engineering services and is anticipating 1 more prior to our July meeting.

American Rescue Plan Act (ARPA) Projects: Total funds received to date \$226,869.93, with \$88,690.53 remaining.

- Cabinets for the Townhall for storage and voting booth use: \$2,441.97. Pending Install
- Laptop replacement completed \$612.03

Comprehensive Plan Review and Update: The Planning Commission is actively reviewing and will bring recommendations to Couri for review before presenting to the Board. A cursory review and corrective rezoning may be conducted at this same time.

Road slope and water drainage complaint 18483 Dover Rd PID 19.10760.0000: Thompson submitted a complaint about road slope and water drainage on Dover Rd and requested the issue be fixed. Schultz-Ludenia inspected the area and found the sidewalk in question is in the

township road right of way for maintenance. Clerk Schmidt is to send a response that it appears the impervious surface is preventing the water from draining within the right of way and that this is not a township issue.

Basswood Rd maintenance clarification: The township has adopted 1000 feet of the road, the portion within Sister Shores Addition Plat, and not the 1000 feet past house #1147. Schultz-Ludenia will confirm with Schendzielos that we do not maintain the last 1000 feet, we should end at #1147.

Planning Commission Reappointment: Todd Voigt accepted the reappointment to the Planning Commission for a five-year term. His term will expire in 2029.

Building permits: 3 permits were issued by Building Inspector Nancy Scott for the month of May. There are a total of 10 building permits issued in 2024 and 0 new single-family houses, with an overall 2024 valuation of \$277,000 per her report.

Driveway Permits and Right of Way Work Permits: 0 ROW, 1 Driveway

Planning and Zoning Update: 4 CSPs were issued in May by Kantor. Verbal report also provided.

Correspondence: was reviewed which included:

- Stearns County Ntc PH to consider an interim ordinance - moratorium on Cannabis Business
- Xcel Energy Public Hearings Re: 2024-2040 Upper Midwest Integrated Resource Plan
- MN Public Utilities Commission - Big Stone South to Alexandria Transmission Line
- Garbage/nuisance violation 19075 Eaglewood Rd referred to SCES
- June 17 Election Training for Clerk. O’Konek made a motion to authorize the clerk to attend the training and be reimbursed for time and mileage, seconded by Schultz-Ludenia, all in favor, motion passed.
- Clearwater Public Library donation acknowledgement and Thank you.
- Town Officers Assn Town hall meeting June 20

Review Bills and Claims for Approval:

- O’Konek made a motion to approve Plaggerman payroll claim, seconded by Schultz-Ludenia, 2 in favor, Plaggerman abstained, motion passed.
- Plaggerman made a motion to approve O’Konek payroll claim, seconded by Schultz-Ludenia, 2 in favor, O’Konek abstained, motion passed.
- Plaggerman made a motion to approve Schulz-Ludenia payroll and expense claim, seconded by O’Konek, 2 in favor, Schultz-Ludenia abstained, motion passed.
- Plaggerman made a motion to approve all other bills and claims, utilizing check numbers 8814 through 8838, seconded by Schultz-Ludenia, all in favor, motion passed.

Meeting Dates 2024:

- Township Legal Seminar – June 13, Albertville
- Planning Commission – As needed
- Continued Public Hearing – Flex Seal – July 8, 6:30 p.m.

- Monthly Meeting – July 8, 7:00 p.m.

Plaggerman made a motion to adjourn the meeting, seconded by O’Konek, all in favor, motion passed. Meeting adjourned at 9:03 p.m.

Respectfully submitted,

Jenny Schmidt, Clerk

Thomas Plaggerman, Chair