

**LYNDEN TOWNSHIP BOARD  
MONTHLY MEETING IN PERSON  
OCTOBER 2, 2023**

Those present at the Lynden Township Hall were Supervisors Tom Plaggerman, Dennis Niemi and Scott O’Konek, Clerk Jenny Schmidt, Deputy Clerk Kelli Schuh, 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 additions to the agenda from the Board or public. Hearing none, Plaggerman made a motion to approve the agenda, seconded by Niemi, all in favor, motion passed.

Board Meeting Minutes: The September 5 Board minutes, September 12 Special Meeting, September 19 Public Hearing, and September 25 Road Tour minutes were reviewed for approval. Plaggerman made a motion to approve the meeting minutes with one amendment to the Road Tour minutes, seconded by O’Konek, all in favor, motion passed.

Treasurer’s report: The report prepared by Treasurer Schermer was reviewed. Receipts totaled \$2,709.06; Disbursements totaled \$15,090.65; Ending Balance \$497,743.94, which includes \$112,771.47 of ARPA Funds. Plaggerman made a motion to accept the September 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.

American Rescue Plan Act (ARPA) Projects: Total funds received to date \$226,869.93, with \$112,771.47 remaining.

- Town Hall Foundation Repair: Repair has been completed
- O’Konek is obtaining quotes for sign and post purchases
- Street Capital Improvement Plan (CIP) pending with Hakanson Anderson Engineering, which will include an improvement plan for Co Rd 145 to 21<sup>st</sup> Ave

Twp Hall Study Group: The first meeting is scheduled for Thursday, October 5 at the town hall.

2023 Local Road Improvement Plan (LRIP) Funding: Niemi will work with county engineer Jodi Teich to get the application filled out. The deadline for submission is December, 2023.

Township Road Mileage Certification: Lynden certified 40.1 miles of road.

Road Tour Review and Assignments: O’Konek will cover signage and garbage in the ROW; Niemi will cover brush clearing, potholes, road repair, and plugged culverts; Plaggerman will cover objects in ROW at 265 Elderberry.

13th Ave and 225th Street Agreement: The township received a request to make repairs to 225<sup>th</sup> Street. Per the Town Road Line Agreement signed in 2019, St. Augusta is responsible for

maintaining 225<sup>th</sup> Street. St. Augusta is requesting a joint meeting with Lynden to discuss. O’Konek will reach out to St. Augusta Clerk/Administrator McCabe to try and set a date.

Noxious Weed Report: O’Konek will get the report filled out and submitted. The report is due by December 15.

Building permits: 17 permits were reviewed from Building Inspector Nancy Scott for the month of September. There are a total of 107 building permits issued in 2023; 6 new single family houses, 1 billboard and overall 2023 valuation of \$7,154,800 per her report.

Driveway Permits and Right of Way Work Permits: None

Planning and Zoning Updates: In September Kantor reviewed a construction site permit, a rezoning inquiry, and received several inquiries regarding a property for sale in the township. Kantor spoke to the board about the possibility of switching the township website over to a .gov domain.

Correspondence: was reviewed which included:

- Stearns County Voting Operations, Technology and Election Resources Account
- Couri & Ruppe, P.L.L.P. notice of increase of hourly rate
- Stearns County RFP for 2024 Aquatic Invasive Species Prevention Aid
- Certificates of Liability Insurance from AllSpec Services, Short-Elliott-Hendrickson Inc, and Stearns Co-op Electric Association

Review Bills and Claims for Approval:

- Plaggerman made a motion to approve O’Konek payroll claim, seconded by Niemi, 2 in favor, O’Konek abstained, motion passed.
- Plaggerman made a motion to approve Niemi payroll & expense claim, seconded by O’Konek, 2 in favor, Niemi abstained, motion passed.
- O’Konek made a motion to approve Plaggerman payroll & expense claim, seconded by Niemi, 2 in favor, Plaggerman abstained, motion passed.
- Plaggerman made a motion to approve all other bills and claims, utilizing check number 8636 (which was skipped last month) and 8654 through 8670, seconded by O’Konek, all in favor, motion passed.

Meeting Dates 2023:

- Planning Commission – As needed
- Monthly Meeting – November 6, 7:00 p.m.

Plaggerman made a motion to adjourn the meeting, seconded by O’Konek, all in favor, motion passed. Meeting adjourned at 8:28 p.m.

Respectfully submitted,

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Kelli Schuh, Deputy Clerk

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Thomas Plaggerman, Chair