

**LYNDEN TOWNSHIP BOARD
MONTHLY MEETING IN PERSON
OCTOBER 6, 2025**

Those present at the Lynden Township Hall were Supervisors Scott O’Konek, Jaime Schultz-Ludenia and Todd Voigt, Clerk Jenny Schmidt, and Treasurer Lori Creamer. James Kantor, Planning Administrator, was also present. Chair O’Konek called the meeting to order at 7:00 p.m. and led the pledge of allegiance.

Agenda: O’Konek asked if there were any changes to the agenda from the Board or public. O’Konek made a motion to approve the agenda; seconded by Schultz-Ludenia, all in favor, motion passed.

Board Meeting Minutes: The September 8, 2025 Board meeting minutes were reviewed for approval. O’Konek 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 Creamer was reviewed. Receipts totaled \$13,150.64; Disbursements totaled \$46,279.05; Ending Balance \$792,308.44, which includes \$3,849.95 of ARPA Funds. O’Konek made a motion to accept the September 2025 Treasurer’s report and authorize the board to sign the CTAS forms including the claims list, net pay account distribution, and cash control statements; seconded by Schultz-Ludenia, all in favor, motion passed.

LRIP Grant for 200th Street E, from CR 145 to 21st Ave E: An Amendment to State Project (SP): SAP 073-592-007 and MnDOT Local Road Improvement Program (LRIP) Grant Agreement No. 1059474 was signed by Chair and Clerk. Construction is complete. Original Agreement Amount: \$443,800.58. Amendment Amount: \$124,162.05. Agreement Final Total \$567,962.63. A huge THANK YOU to Jaime for her work on this project!

Ordinance No #7 Review: Topic is tabled until November.

Subdivision Ordinance No #8 Review: Topic is tabled until November.

Administrative Policy for Minnesota Paid Leave and Minnesota Unemployment Insurance (UI): The Q3 2025 report has been submitted. The State Auditor is working on updates to CTAS. Paid Leave Posters will be available. Employees must acknowledge receipt of notice.

Cannabis MOU with Stearns County: O’Konek and Kantor meet with Stearns County Attorney and confirmed their office handles Cannabis filings and licenses per our MOU. The Townships’ role is limited to what we cover for any other item such as Road Authority, conditional uses, etc. We currently have no outstanding items.

Recycling Contract: The Request for Quotes (RFQ) will be published and posted. Deadline for submissions is December 31, 2025. Quotes will be opened on January 12, 2026.

Patricia Voigt Administrative Subdivision 21362 Co Rd 44 PID #19.10509.0000: Tabled to November to allow Voigt to obtain corrected legal description.

ISD 876 Referendum Highlights: Superintendent Tim Prom, Board Chair Katie Jones, and Vote Yes Committee Rep Gloria Warnert presented referendum highlights.

Clark and Carol Jones Rezoning Application 18564 Lake Maria Rd PID #19.10290.0000: The Rezoning application and payment was received on September 8 requesting to rezone 40.5 acres from A40 to R10. The Planning Commission (PC) performed a site visit on September 22 and met that same day to review the application. At that meeting, the PC unanimously recommended approval of the application as R10 is the least intrusive and is consistent with the Comprehensive Plan. Board discussions and findings included review of the current Comprehensive Plan and the PC findings. O’Konek made a motion to recommend to Stearns County to rezone the parcel from A40 to R10, seconded by Schultz-Ludenia, all in favor, motion passed. O’Konek also suggests the applicant discuss this item with neighbors. The Twp recommendation form was completed and provided to applicant.

Bruce Gohmann Administrative Subdivision Application 19527 Co Rd 45 PID #19.10267.0000 Table to November pending PC Review.

Erica Quamme 21019 Franklin Rd ditch work PID #19.10482.0000: DAP2510001 has been issued. Kantor determined this a permanent field approach, no culvert needed, on grade.

Xcel Energy Temporary Entrances and Road Crossings: Xcel requested information on permit requirements for Fairmount Rd, Edison Cir, 200th St E, and 222nd St E. O’Konek and Kantor will review for proper drainage and width and contact Xcel.

City of St Augusta invitation to October 21 workshop to renegotiate the Division of Maintenance Responsibilities of the City-Town Road – 13th Avenue: Clerk will post the October 21 workshop as 2 or more supervisors may attend this meeting.

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

Annual Noxious Weed Report: O’Konek will review.

Fall Road Tour: October 24, 7:30 a.m.

Stearns County Township Association Semi Annual Meeting: November 20. O’Konek made a motion to authorize Supervisors to attend the Nov 20 meeting and to be reimbursed for time, mileage and expenses incurred, seconded by Schultz-Ludenia, all in favor, motion passed.

Don Moeller 20749 Co Rd 44 PID #19.10540.0010: Moeller verbally informs the Board he and adjacent property owner Hanson, 362 Woods Edge Rd PID #19.11030.0000 have an

easement agreement for Moeller's driveway which ends upon Moeller's death or transfer of property.

Building permits: 7 permits were issued by Building Inspector Nancy Scott for the month of August. There are a total of 68 building permits issued in 2025 and 3 new single-family home, with an overall 2025 valuation of \$3,007,000.00 per her report.

Right of Way Work Permits and Driveway Permits: 0 ROW, 1 Driveway referenced earlier
Planning and Zoning Update: 1 CSP, 1 variance and 1 Admin Subd pending.

IT: Backup of the DocServer took 15 minutes.

Correspondence: was reviewed which included:

- Stearns County Commissioner meeting

Review Bills and Claims for Approval:

- O'Konek made a motion to approve bills and claims, utilizing check numbers 9159 through 9172, seconded by Schultz-Ludenia, all in favor, motion passed.

Meeting Dates:

- Planning Commission – October 20, 6:00 p.m.
- City of St. Augusta Workshop – October 21, 7:00 p.m.
- Fall Road Tour – October 24, 7:30 a.m.
- Monthly Meeting – November 10, 7:00 p.m.

Schultz-Ludenia made a motion to adjourn the meeting, seconded by O'Konek, all in favor, motion passed. Meeting adjourned at 9:04 p.m.

Respectfully submitted,

Jenny Schmidt, Clerk

Scott O'Konek, Chair