

PP

**Lynden Township, Stearns County
Monthly Meeting
Proposed Agenda**

Monday, March 2, 2026 7:00PM

- A. **Call the Meeting to Order**
- B. **Pledge of Allegiance**
- C. **Review for Approval March 2, 2026 Meeting Agenda**
- D. **Review for Approval February 2, 2026 Board Meeting Minutes**
- E. **Review for Approval February, 2026 Treasurer's Report**

I. Unfinished Business

1. Ordinance No #7 review
2. Subdivision Ordinance No #8 review
3. City of St Augusta Division of Maintenance Responsibilities of the City-Town Road – 13th Avenue
4. Spring Clean Up Day
5. Annual Meeting Finalization
6. Waste Management Recycling Contract
- 7.

II. New Business

1. Overweight Hauling Permit Jerry Konz 575 155th Str PID #19.10722.0672
2. Treasurer Creamer Resignation.
3. Beaver Island Trail to Warner Lake County Park Trail Connection
4. Records Destruction per retention policy
- 5.
- 6.

III. Review Building Permits

IV. Review Driveway and Right of Way Permits Issued

V. Planning and Zoning Updates, IT Updates

VI. Review Correspondence

VII. Review Bills and Claims for Approval

VIII. Meeting Dates

1. Planning Commission – as needed
2. Annual Election – March 10 Voting hours 2-8 p.m.
3. Annual Meeting – March 10 8:15 p.m.
4. Board of Canvass – March 11, 6:00 p.m.
5. Monthly Meeting – Monday, April 6, 7:00 p.m.
6. Local Board of Equalization and Appeals – April 8, 6:00 p.m.
- 7.

IX. Adjourn - *Agenda is Subject to Change in Content and/or Sequence

**LYNDEN TOWNSHIP BOARD
MONTHLY MEETING IN PERSON
FEBRUARY 2, 2026**

Those present at the Lynden Township Hall were Supervisors Scott O’Konek and Todd Voigt, Clerk Jenny Schmidt, And Deputy Treasurer Jean Schermer. 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 Voigt, all in favor, motion passed.

Board Meeting Minutes: The January 12, 2026 Board meeting minutes were reviewed for approval. O’Konek made a motion to approve the meeting minutes, seconded by Voigt, all in favor, motion passed.

Treasurer’s report: The report prepared by Deputy Treasurer Schermer was reviewed. Receipts totaled \$6828.26; Disbursements totaled \$43,933.78; Ending Balance \$941,545.49. Lake Central Bank implemented a \$2 bank fee for check images which we must have to perform our annual audit. This will be a reoccurring fee each month. O’Konek made a motion to accept the January, 2026 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 Voigt, all in favor, motion passed.

Ordinance No #7 Review: No discussion held on agenda item. Tabled to March.

Subdivision Ordinance No #8 Review: No discussion held on agenda item. Tabled to March.

City of St Augusta Division of Maintenance Responsibilities of a City-Town Road – 13th Avenue: On December 9th Bill McCabe acknowledged receipt of our December 8 response indicating he would present it to the City Council. No response as of today.

Township Clean-up Day: Target date is May 16. O’Konek to contact Waste Management for trucks and dumpsters. Board is in agreement that we will accept garbage and tires, but no e-waste, no scrap metal, and no construction debris. The event will be at our own site at 476 208th Str E. Smart Excavating may be asked to submit a quote for brush hog and stump removal after review of the site by Board members.

Newsletter Planning: Leuthard has requested a quote from Rengel Printing. She has received the articles for inclusion in the newsletter and the mailing labels. Mail date of February 16 is contemplated. O’Konek made a motion to authorize this issuance of check #9254 outside of a regular monthly meeting to cover postage for the newsletter, seconded by Voigt, all in favor, motion passed.

Annual Meeting Planning: The March 10 agenda was reviewed. Proposed budget is in draft status pending the Clearwater Fire contract numbers.

Recycling Contract: A five (5) year agreement / contract at a rate beginning at \$6.77 per cart and a 5% increase per year CAP is pending with Waste Management. Official award of the contract is pended to March meeting.

Stearns County Deputy Tyler Thunstedt: Deputy Thunstedt reviewed activity reports for Lynden Township for December (43 calls) and January (30 calls). Warner Park incidents are included in our reports. No specific requests for services requested from the Board.

Administrative Subdivision Appl Jerry Konz 575 155th Str PID #19.10424.0020 and 19.10722.0670: Konz request approval to move the property line 50 feet to the south to allow better placement of the new home on PID #19.10722.0670. The Planning Commission performed a site visit on January 19, 2026, 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. O'Konek made a motion to approve the administrative subdivision and sign a Certificate of Compliance; seconded by Voigt, all in favor, motion passed. The approved, final signed Certificate of Compliance was provided to Konz with a copy retained by the Clerk.

2026-01 Resolution Appointing Election Judges: O'Konek made a motion to adopt Resolution 2026-01, seconded by Voigt, all in favor, motion passed.

2026-02 Resolution Establishing Absentee Ballot Board: O'Konek made a motion to adopt Resolution 2026-02, seconded by Voigt, all in favor, motion passed.

2026-03 Resolution for Paid Leave Premium Sharing: MAT provided a template resolution for Minnesota Paid Leave Premium Sharing. This allows for the Township to cover the entire premium due with the understanding the information will appear on the employees W-2 as additional taxable wages. Treasurer is to determine how CTAS should reflect this and also determine when payment is due. O'Konek made a motion to adopt Resolution 2026-03, seconded by Voigt, all in favor, motion passed.

MAT Spring Short Courses March 24: O'Konek makes a motion to authorize the Board, Clerk, Treasurer, Deputy Clerk, and Deputy Treasurer to attend the training and to be reimbursed for mileage and hourly rate, seconded by Voigt, all in favor, motion passed.

Building permits: 0 building permits were issued by Building Inspector Nancy Scott for the month of January. There are a total of 0 building permits issued in 2026 and 0 new single-family home, with an overall 2026 valuation of \$0.00 per Scott's report.

Right of Way Work Permits and Driveway Permits: 1 ROW Xcel Energy, 0 Driveway
Planning and Zoning Update: Possible rezoning application pending.

Correspondence: was reviewed which included:

- none

Review Bills and Claims for Approval:

- O’Konek made a motion to approve bills and claims, utilizing check numbers 9235 through 9254, seconded by Voigt, all in favor, motion passed.

Meeting Dates:

- Planning Commission – as needed
- Monthly Meeting – March 2, 7:00 p.m.
- Annual Election – March 10 Voting hours 2 – 8 p.m.
- Annual Meeting – March 10, 8:15 p.m.
- Board of Canvass – March 11, 6:00 p.m.
- Monthly Meeting – April 6, 7:00 p.m.
- Local Board of Equalization and Appeal – April 8, 6:00 p.m.

O’Konek made a motion to adjourn the meeting, seconded by Voigt, all in favor, motion passed. Meeting adjourned at 8:11 p.m.

Respectfully submitted,

Jenny Schmidt, Clerk

Scott O’Konek, Chair

For the Period : 2/1/2026 To 2/28/2026

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
General Fund	\$62,985.47	\$1,459.38	\$10,736.07	\$53,708.78	\$0.00	\$319.55	\$54,028.33
Road and Bridge	\$553,827.36	\$45,810.26	\$12,689.82	\$586,947.80	\$0.00	\$0.00	\$586,947.80
Federal Grants - COVID	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Annandale Fire Fund	\$9,280.46	\$0.00	\$0.00	\$9,280.46	\$0.00	\$0.00	\$9,280.46
Tarring Fund	\$216,999.92	\$0.00	\$0.00	\$216,999.92	\$0.00	\$0.00	\$216,999.92
Clearwater Fire Fund	\$98,569.00	\$0.00	\$0.00	\$98,569.00	\$0.00	\$0.00	\$98,569.00
Total	\$941,662.21	\$47,269.64	\$23,425.89	\$965,505.96	\$0.00	\$319.55	\$965,825.51

<u>Jaime Schultz-Ludenia</u>	<u>Town Supervisor</u>	<u>Date</u>
<u>Scott M O'Konek</u>	<u>Town Supervisor</u>	<u>Date</u>
<u>Todd Roger Voigt</u>	<u>Town Supervisor</u>	<u>Date</u>

Date Range : 3/1/2026 To 3/31/2026

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
03/02/2026	MN DEPT OF REVENUE	March 2026 withholdings	50418				
03/02/2026	PERA	March 2026 retirement	50419				\$7.69
03/02/2026	IRS	March withholding	50420				\$135.52 \$67.50 \$79.80
							\$69.46 \$16.60 \$19.66 \$84.06 \$28.78 \$123.06 \$72.24 \$16.54
Total For Selected Claims							\$720.91

Jaime Schultz-Ludenia	Town Supervisor	Date
Scott M O'Konek	Town Supervisor	Date
Todd Roger Voigt	Town Supervisor	Date

For the payroll period ending: 03/31/2026

<u>Account #</u>	<u>Employee #</u>	<u>Employee Name</u>	<u>Amount</u>
100-41110-103-			266.32
			109.15
			213.92
			589.39
100-41425-103-	15		830.70
			18.46
100-41510-103-	37		849.16
			535.43
100-41910-103-	31		535.43
			481.46
			481.46
100-41110-103			
		Unallocated (Due to rounding)	\$0.00
			\$2,455.44

Jaime Schultz-Ludenia	Town Supervisor	Date
Scott M O'Konek	Town Supervisor	Date
Todd Roger Voigt	Town Supervisor	Date

PP

Date Range : 2/21/2026 To 2/21/2026

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
02/21/2026	US Postmaster	2026 Newsletter Postage	2446	\$319.55	100-41920-322-	Data Processing	\$319.55

Total For Selected Claims

\$319.55

\$319.55

Jaime Schultz-Ludenia	Town Supervisor	Date
Scott O'konek	Town Supervisor	Date
Todd Voigt	Town Supervisor	Date

pp

Date Range : 3/1/2026 To 3/31/2026

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
03/02/2026	Republic Services	Account 308911089101 Feb 561 Units at \$7.31 \$4100.91	2447	\$4,100.91	100-43230-384-	Waste (Refuse) Collection	\$4,100.91
03/02/2026	AllSpec Services, LLC	February	2448	\$113.70	100-42401-300-	Building Inspections Administration	\$113.70
03/02/2026	Patriot News MN	Invoice 015490 Notice of filing for town offices .50 overdue Invoice 015735 March PAT	2449	\$66.50	100-41130-351-	Ordinances and Proceedings	\$66.50
03/02/2026	Grand Castle LLC	CSP Refund - address is in Shoreland so permitting is thru Stearns Co	2450	\$500.00	100-41910-810-	Planning and Zoning	\$500.00

Total For Selected Claims

\$4,781.11

\$4,781.11

Jaime Schultz-Ludenia	Town Supervisor	Date
Scott O'Konek	Town Supervisor	Date
Todd Voigt	Town Supervisor	Date

PP

February 28, 2026

Lynden Township
c/o Jenny Schmidt
20517 Woodbine Road
Clearwater, MN 55320

RE: Monthly Billing Statement – February 2026

BUILDING PERMIT SUMMARY

PERMIT #	DATE	OWNER / LOCATION	PROJECT DESCRIPTION	VALUATION
1-26	2/28/26	Gary Stang 21425 19 th Ave E.	Reroof	1,000.00
2-26	2/28/26	Maria Mendoza-Ramirez 20956 Franklin Rd	Remodel	12,000.00

Total Permits This Month	2
Total Permits Year-To-Date	2
Total Single Family This Month	0
Total Single Family Year-To-Date	0
Total Valuation This Month	13,000.00
Total Valuation Year-To-Date	13,000.00

BUILDING PERMIT FEE SUMMARY

February 2026

PERMIT #	PERMIT FEE	PLAN REVIEW FEE	SURCHARGE	TOTAL
1-26	25.00	0.00	1.00	26.00
2-26	75.00	0.00	1.00	76.00
TOTALS	100.00	0.00	2.00	102.00

PLUMBING PERMIT SUMMARY

February 2026

PERMIT #	DATE	APPLICANT / ADDRESS	SURCHARGE	AMOUNT
2-26p				
		TOTAL	0.00	0.00

MECHANICAL PERMIT SUMMARY

February 2026

PERMIT #	DATE	APPLICANT / ADDRESS	SURCHARGE	AMOUNT
2-26m	2/28/26	H&S 21774 Fairfax Rd	1.00	43.00
		TOTAL	1.00	43.00

Planning & Zoning Permits

February 2026

Construction Site Permits

Permit #	Date	Parcel ID#	Owner / Applicant	Address	Project
CSP2602001	2/26/2026	19.10380.0000	Todd & Jill Brzinski	724 Cascade Road, South Haven	Addition

Driveway Approach Permits

Permit #	Date	Parcel ID#	Owner / Applicant	Address	Road Accessed
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Feedlot Permits

Permit #	Date	Parcel ID#	Owner / Applicant	Address	Expiration Date
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Lynden Township

21367 Co. Rd. 44, Clearwater, MN 55320

www.LyndenMN.gov

SUPERVISORS
Scott O'Konek, Chair
Jaime Schultz-Ludenia
Todd Voigt
CLERK Jenny Schmidt
320-774-8507

TREASURER Lori Creamer
PLANNING COMMISSION
Jeff Westrum, Chair
320-274-6067
James Kantor, Administrator
320-281-9339

Township Overweight PERMIT

Lynden Township hereby agrees to allow Wensmann Contractors, 43093 Birch Lake Rd, Melrose, MN 56352 ("Wensmann Contractors"), to haul building products on 155th Street, a road within Lynden Township.

This permit allows Wensmann Contractors to haul from Stearns County Road 44 West on 155th Street to Jeremiah Konz residence, PID #19.10722.0670, a distance of .5 miles. Footings and foundation is expected to have 8 loads of redi mix at 78,00lbs each, 2 trips for a pump truck at 61,000 lbs over 6 axles. There also would be 1 semi with 5 axles bringing the foam foundation blocks, close to being under the 5 ton. This permit is valid only on the route noted. Haul roads should be used before noon each day

The approved route will be inspected by Lynden Township and will be inspected periodically to ensure the integrity of the road. Any damage reports will be the responsibility of Wensmann Contractors to repair to the Township's satisfaction, as well as the township's specifications.

INDEMNIFICATION. Wensmann Contractors shall save, defend, indemnify and hold harmless Lynden Township and its agents and employees from and against all claims, damages, losses and expenses, including attorney's fees, arising out of or resulting from this permit, provided that any such claim, damage, loss or expense:

- (a) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the said property itself) including the loss of the use resulting there from, and
- (b) is caused in whole or in part by any negligent act or omission of the Wensmann Contractors or anyone directly employed by Wensmann Contractors or anyone for whose acts Wensmann Contractors may be liable, for injury or damage arising out of the action of the Wensmann Contractors or its sub-contractor(s) or agents in the performance of the work, or any expense whatsoever incurred by the Town incident to a claim or action brought or commenced by any person arising there from.

Lynden Township reserves the right to revoke this permit at any time. This permit will expire on November 1, 2026. The administrative fee is \$100.00.

Approved by: _____

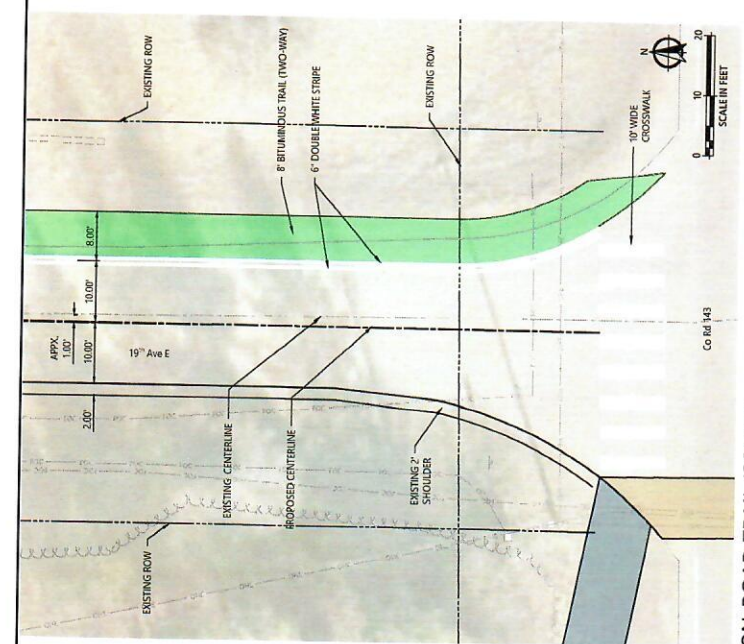
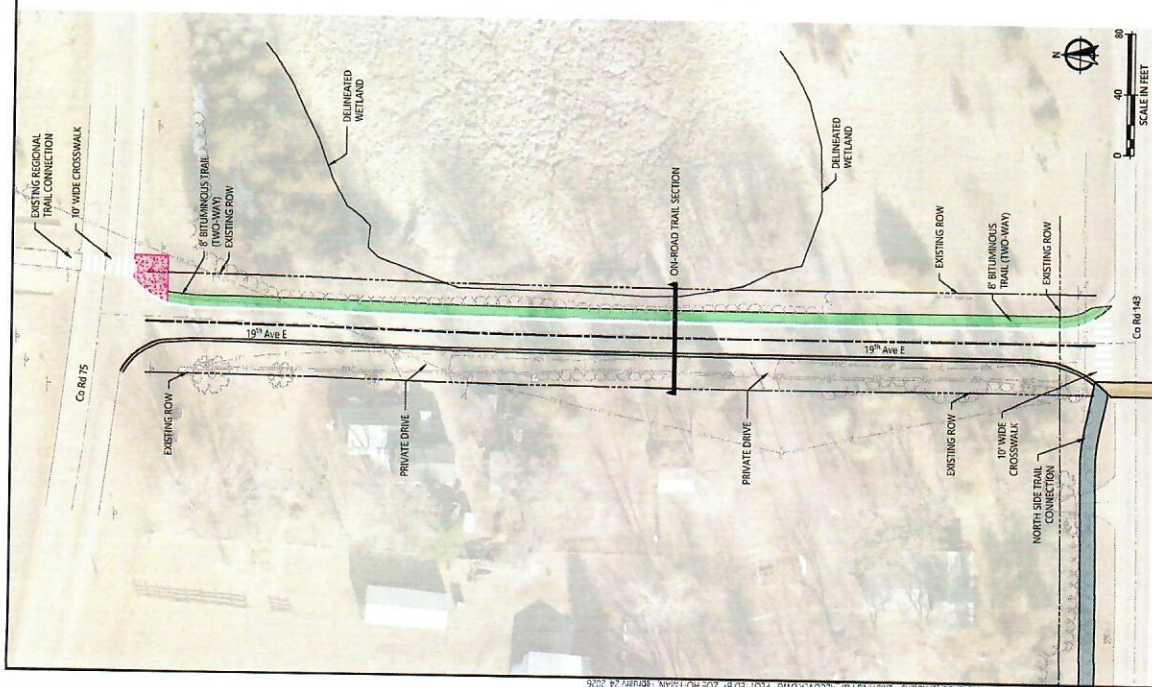
Scott O'Konek, Chair

Representative-Wensmann Contractors

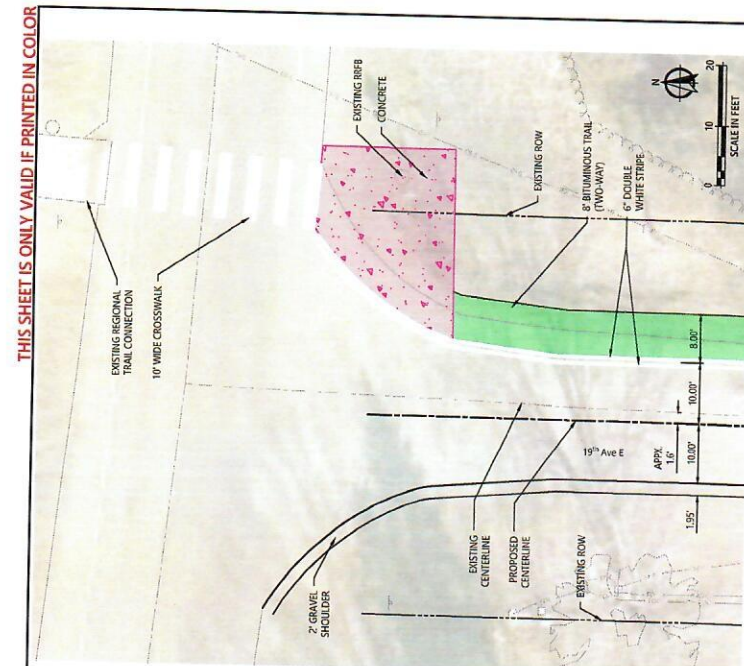
Jenny Schmidt, Clerk

Dated: _____

THIS SHEET IS ONLY VALID IF PRINTED IN COLOR

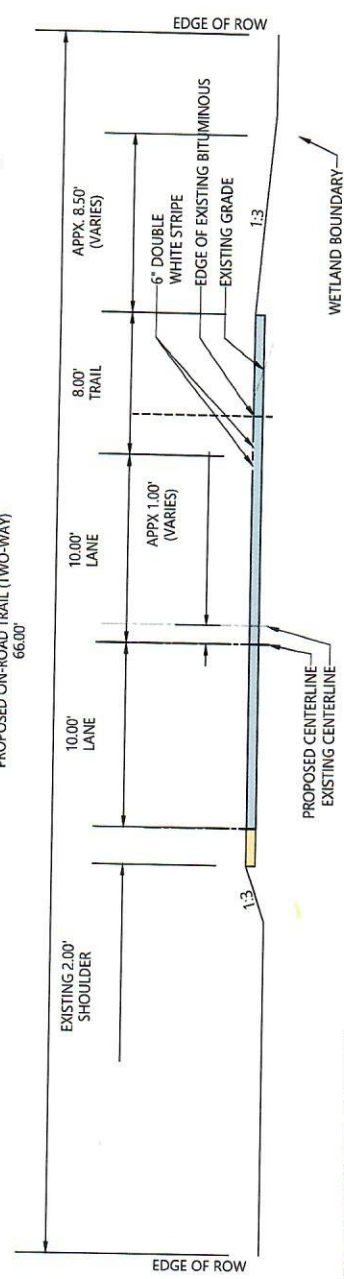


ON-ROAD TRAIL (SOUTH)



ON-ROAD TRAIL (NORTH)

PROPOSED ON-ROAD TRAIL (TWO-WAY)
66.00'



ON-ROAD TRAIL SECTION

<p>WIDSETH ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS</p>		<p>DATE: _____ SCALE: _____ DATE: _____</p>	<p>PROJECT # 2444</p>															
<p>DESIGNED BY: _____ CHECKED BY: #119</p>	<p>DATE: _____ SCALE: _____ DATE: _____</p>	<p>REVISIONS</p> <table border="1"> <thead> <tr> <th>NO.</th> <th>DATE</th> <th>DESCRIPTION</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	NO.	DATE	DESCRIPTION													<p>PROJECT # 2444</p>
NO.	DATE	DESCRIPTION																
<p>BEAVER ISLAND TRAIL EXTENSION</p>			<p>PROJECT # 2444</p>															

EX1



DATE: February 19, 2026
TO: Property Owners Within 500 Feet of Affected Property
Chairperson, Supervisors, and Clerk of Lynden Township
FROM: Stearns County Board of Adjustment

What is being considered?

To consider a request from **Todd Voigt on behalf of James and Patricia Voigt Trust, Clearwater, MN**, from the Stearns County Land Use and Zoning Ordinance #439, to create a property line less than 50 ft from a feedlot structure. **Affected Property:** 83.39A NE4SW4 Less 4.17 acres & E77.26' of NW4SW4 and that part of N2SE4 and of SW4NE4 lying SW of I-94. Section 29 T123N R27W of Lynden Township. **Property Address: 21342 County Road 44, Clearwater, MN.**

When and where is the meeting?

Date and Time: Thursday, March 12, 2026 - 6:00 p.m.
Location: Stearns County Service Center, Room 1104
3301 County Road 138, Waite Park, MN 56387

How do I participate?

Public Testimony: If you would like to provide public testimony, you may do so by appearing at the above hearing, you are invited to do so by attending said hearing in person or by joining virtually. To participate virtually, please contact Alicia Gohmann at alicia.gohmann@stearnscountymn.gov or by calling 320-656-3613 by Noon on the Wednesday preceding the meeting date.

Written Testimony: You may submit written testimony by emailing alicia.gohmann@stearnscountymn.gov by 3 PM on the hearing date. Written testimony may also be mailed to the Stearns County Environmental Services Department, Service Center, 3301 County Road 138, Waite Park, MN 56387

Comments on this public hearing are not limited to those persons receiving copies of this notice. If you know of any interested person who for any reason has not received a copy of this notice, it would be appreciated if you would inform them of this public hearing.

Where can I view the application?

Copies of the applications can be viewed approximately one week prior to the meeting at <https://stearnscounty.civicweb.net/portal/>. Action taken on this request will be available shortly

after the meeting at the same website location.

What if the meeting changes?

This meeting is subject to change. Please sign up for automatic updates for this meeting at <https://stearnscounty.civicweb.net/portal/>. Call the Department for assistance.

Sincerely,

Stearns County Board of Adjustment

A handwritten signature in black ink, appearing to read 'Alicia Gohmann', with a long horizontal line extending to the right.

Alicia Gohmann, Environmental Specialist

Barrier Free Status: This meeting will be accessible to the handicapped. Attempts will be made to accommodate any individual need for special services. Please call 320-656-3613 or 800-450-0852 early so necessary arrangements can be made.

Township Legal Seminar

Presented by:

Couri & Ruppe Law Office

Inquiring Minds Want to Know:



- ROAD VACATIONS
- ENGINEERING: ROAD MAINTENANCE/DUST CONTROL
- CONFLICTS OF INTEREST
- DRONES
- TOWNSHIP JEOPARDY
- CONTRACTING VS. EMPLOYMENT
- PERSONNEL POLICIES
- ANNEXATION
- STUMP THE CHUMPS (Answers to any and all legal questions you may have.)

Registration and All Materials are FREE!
Complimentary Lunch Provided!

CHOOSE THE DATE AND LOCATION THAT WORKS BEST FOR YOU:

- DATE: THURSDAY, JUNE 25, 2026 (9:00am to 4:00 pm)- **Albertville City Hall** (Wright County)
DATE: SATURDAY, SEPT. 12, 2026 (9:00am to 4:00 pm)- **Glen-Kimberly Town Hall** (Aitkin County)
DATE: SATURDAY, OCTOBER 3, 2026 (9:00am to 4:00 pm)- **Rutledge City Hall** (Pine County)
SATURDAY, OCTOBER 24, 2026 (9:00am to 4:00 pm)- **Cotton Town Hall** (St. Louis County)

Register directly from our website:

www.couriruppe.com (click on the "Township Legal Seminar" tab)
or call Kathy at (763) 497-1930