

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

Those present at the Lynden Township Hall were Supervisors Scott O’Konek, Jaime Schultz-Ludenia and Todd Voigt, Clerk Jenny Schmidt, and Appointed 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 Schultz-Ludenia, all in favor, motion passed.

Board Meeting Minutes: The February 2, 2026 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 Appointed Treasurer Schermer was reviewed. Check #9211 to Minden Transfer Station was voided and reissued through check #9253. Receipts totaled \$47,269.64; Disbursements totaled \$23,425.89; Ending Balance \$965,505.96. O’Konek made a motion to accept the February, 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 Schultz-Ludenia, all in favor, motion passed.

Ordinance No #7 Review: The Public hearing to discuss changes to the Ordinance was held on June 28, 2023. The Planning Commission subsequently met and made recommendations, specifically regarding Section 6.2, Accessory Structures. Kantor indicates CSPs are reviewed by two (2) different entities with two (2) differing interpretations: Lynden PC and Stearns Co for those parcels that lie within shoreland. This is where the difference is. Twp Attorney Couri reviewed Stearns County Ordinance #439 and advised no changes, and that a primary structure (a residence) was required prior to building an accessory structure, whereas Stearns County believes that Ordinance #439 does not state that. The topic was tabled to consider aligning our Ordinance to be more restrictive than Stearns County Ordinance #439. Discussion included allowing an accessory prior to a main structure and including a timing clause, allowing an accessory similar to Stearns Ordinance #439, and leaving our Ordinance as is. O’Konek wants to allow an accessory structure prior to a main structure. Schultz-Ludenia suggests any future development and their HOA would cover this scenario and be governed by the HOA. Voigt realizes not all future developments will have an active HOA and may result in questions similar to the Woodsedge structure. O’Konek made a motion to make no changes to Lynden Ordinance No #7 and keep it as written, seconded by Schultz-Ludenia, all in favor, motion passed.

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

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. Remove from agenda.

Township Clean-up Day: Confirmed date of May 16. Waste Management (WM) Reps Vanesa Gutierrez and Alan Clausen were present. Trucks, dumpsters and timing will be finalized soon. As noted in the newsletter, we will be accepting 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, stump removal and driveway install after review of the site by Board members.

Newsletter Planning: Newsletter proofing has been completed and submitted for mailing.

Annual Meeting Planning: The agenda is finalized. The Budget and Road Report were received by the Clerk and will be printed and available at the March 10 meeting.

Waste Management (WM) Recycling Contract: Waste Management (WM) Reps Vanesa Gutierrez and Alan Clausen were present. A five (5) year agreement / contract beginning April, 2026, at a rate beginning at \$6.77 per cart and a 5% increase per year CAP is being reviewed by Couri and Ruppe. O’Konek made a motion to allow the Chair and Clerk to sign the contract outside of a regularly scheduled monthly meeting, seconded by Schultz-Ludenia, all in favor, motion passed. Republic’s last date for recycling pickup will be Thursday, March 19 as our contract with them expires April, 2026. Cart removal by Republic will occur on March 19 and 20. Schultz-Ludenia has secured a staging area for WM cart deployment. The week of March 23 WM Teams will begin cart deployment to the same 564 parcels that currently have a recycle bin with Republic. Thursday April 2 will be the first date of recycling pickup for WM and every other Thursday thereafter until the contract expires. WM public phone number is 1- (888) 960-0008 which residents can call with any questions during. Gutierrez was informed of the billing requirement: Invoice must be received by the Wednesday prior to the monthly meeting.

Overweight Hauling Permit Jerry Konz 575 155th Str PID #19.10722.0670: Wensmann Contractors requests an overweight permit to haul building products on 155th Str for footings, foundations and building materials on a route approved by the township. A board member will inspect the road periodically throughout the project to ensure the integrity of the road is secure. Jack Schabel will be doing the excavating. O’Konek prepared a draft permit and suggests a fee waiver for this overweight permit and any other similar permits going forward. This is different from the Pilgrims Pride permit in that Pilgrims Pride was a commercial job and the township received no other fees vs this permit is for a private resident and other fees have been collected. Voigt points out that this is a service being provided and other Lynden residents should not need to cover the costs. O’Konek made a

motion to approve the overweight permit as drafted, including the \$100 fee, seconded by Schultz-Ludenia, all in favor, motion passed.

Treasurer Lori Creamer Resignation: Creamer submitted her resignation as Lynden Township Treasurer on February 13, 2026. O’Konek made a motion to appoint Jean Schermer as Lynden Township Treasurer under MN Statute 367.03 to fill the vacancy that exists, seconded by Schultz-Ludenia, all in favor, motion passed. This appointment shall expire upon the election and qualification of a successor at the next annual town election. Schermer is to take the Oath of Office within 10 days.

Beaver Island Trail to Warner Lake Connection: Ben Anderson, Stearns County Park Director provided an update to the January, 2026 meeting and a photo exhibit with 3 options, which provides a starting point for questions or concerns. O’Konek suggested a possible road counter to determine how many vehicles travel 19th Ave. Voigt raised concern over moving the center line of 19th Ave and causing it to degrade and deteriorate faster than regular traffic usage. Voigt continues to question safety as the route has several hills and blind spots. Clerk suggests Stearns Co take over and assume maintenance of 19th Ave. Anderson will remit our questions and concerns to Stearns Co.

Records Destruction per retention policy: Clerk and Treasurer completed records destruction of 2017 records per the Retention Policy and updated the Log.

Fire Protection Well System: Voigt obtained an estimate for a commercial fire protection well system from Rollie Werner Well Drilling LLC. This would get the water to the surface. The project would also need 3 phase power, electrical service and connections. The site would need a road installed for the trucks to access the system. There could be possible insurance benefits if this were installed. The system could be installed at the Town Hall site off 208th Str E. if there are no feedlot setbacks. Voigt will continue to research grants.

Couri and Ruppe Township Legal Seminar: O’Konek made a motion to authorize Board Supervisors and Planning Administrator to attend the Township Legal Seminar on June 25 at Albertville City Hall and to submit their time and mileage for reimbursement, seconded by Voigt, all in favor, motion passes.

Building permits: 2 building permits were issued by Building Inspector Nancy Scott for the month of February. There are a total of 2 building permits issued in 2026 and 0 new single-family home, with an overall 2026 valuation of \$13,000 per Scott’s report.

Right of Way Work Permits and Driveway Permits: 0 ROW, 0 Driveway.
Kantor to review a possible new driveway on 4th Ave.

Planning and Zoning Update: PID #19.10224.0005, Co Rd 145 and 200th Str E is a parcel recently sold by Boucher to Tradespace 145 LLC. It lies within the Clearwater River Watershed District and is classified with Stearns Co as unimproved residential land. Owner

questioned allowable uses such as a caretaker property unit, mini mall and/or rentals. Kantor and the Board confirmed these are not allowable uses.

Correspondence: was reviewed which included:

- Stearns Co Ntc PH property line move Todd Voigt PID #19.10509.0002

Review Bills and Claims for Approval:

- O’Konek made a motion to approve bills and claims, utilizing check numbers 9255 through 9265, seconded by Schultz-Ludenia, all in favor, motion passed.

Meeting Dates:

- Planning Commission – as needed
- 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.
- Reorganizational Meeting – March 24, 6:00 p.m.
- Monthly Meeting – April 6, 7:00 p.m.
- Local Board of Equalization and Appeal – April 8, 6:00 p.m.

Schultz-Ludenia made a motion to adjourn the meeting, seconded by O’Konek, all in favor, motion passed. Meeting adjourned at 8:29 p.m.

Respectfully submitted,

Jenny Schmidt, Clerk

Scott O’Konek, Chair