

**LYNDEN TOWNSHIP BOARD  
MONTHLY MEETING IN PERSON  
MAY 4, 2026**

Those present at the Lynden Township Hall were Supervisors Jaime Schultz-Ludenia, Todd Voigt, and Scott O’Konek, Clerk Kelli Schuh, and Appointed Treasurer Jean Schermer. James Kantor, Planning Administrator, was also present. Chair Schultz-Ludenia called the meeting to order at 7:02 p.m. and led the pledge of allegiance.

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

Board Meeting Minutes: The April 6 Board Meeting Minutes, April 8 LBEA Meeting Minutes, and April 23 Spring Road Tour Minutes were reviewed for approval. Schultz-Ludenia made a motion to approve the meeting minutes, seconded by O’Konek, all in favor, motion passed.

Treasurer’s report: The report prepared by Appointed Treasurer Schermer was reviewed. Receipts totaled \$10,168.25; Disbursements totaled \$43,120.02; Ending Balance \$925,934.14. Schultz-Ludenia made a motion to accept the April, 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 O’Konek, all in favor, motion passed. Treasurer Schermer notified the board of a change that will now require the township to pay all election judges as employees.

Potential Variance Request 900 Belview Road PID 19.10768.0000: Kory Bellmont of Wausau homes, representing the property owners, attended the meeting. Due to a change of plans, no variance will be required.

Nuisance Neighbor Complaint 2403 200th Street PID 19.10599.0006: Steve Badial came to speak to the board about concerns with a neighboring property.

Variance Application Ryan Voss 18609 Dover Rd PID 19.10749.0000: The Planning Commission conducted a site visit on April 20, 2026 and approved the variance application. The matter now moves to the board for approval. A public informational meeting is set for May 28, 2026 at 6:30 p.m. Notice was posted May 5.

Variance Application Dan & Susan Geyen 18573 Dover Rd PID 19.10752.0000: The Planning Commission conducted a site visit on April 20, 2026 and approved the variance application. The matter now moves to the board for approval. A public informational meeting is set for May 28, 2026 at 6:50 p.m. Notice was posted May 5.

Klaverkamp Minor Plat PID 19.10308.0000: The Planning Commission performed a site visit on April 20, 2026. They verified ingress / egress for the driveway, the setbacks and the list from Stearns County Ordinance #230, Section 5.3.3. Everything was in compliance. Schultz-Ludenia made a motion to recommend approval of the Klaverkamp Minor Plat application and to allow the Board and Chair to sign the final milar outside of a

regularly scheduled monthly meeting as long as there are no changes, seconded by O’Konek, all in favor, motion approved.

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

Township Clean-up Day: Final details related to clean-up day were discussed. The clerk will reach out to Waste Management to secure dumpsters for the event.

Fire Protection Well System: Voigt was unable to find any grants for the project. At this time, the Board has chosen to not pursue the project.

Multiple Vehicle Nuisance Complaint 3054 Fulton Circle PID 19.10774.0000: Video of the site was forwarded to Stearns County Environmental Services for review as this property lies within shoreland.

Spring Road Tour Review: Follow up assignments made.

State Park Road Account Application - Eaglewood Road Grant: The previous application that we submitted was denied due to including the replacement of the parking lot at the boat landing in the estimated cost. Per the SPRA, funds cannot pay for replacement to parking areas. O’Konek will rework the application and submit prior to November deadline for 2027 funding.

2025 Stearns Annual Bridge Inspection: Bridge L9896, which is on 200<sup>th</sup> Street E, had some deficiencies that need to be addressed: Replace the end treatment on the SW corner of the guardrail due to impact damage. Also remove the beaver dam present at the inlet side of the culvert. Schultz-Ludenia will facilitate the repairs.

Trailhead Parking on Franklin Road: The City of Clearwater plans on adopting an ordinance to address the issue of trail users parking on their side of Franklin Road, which is a roadway shared with Lynden Township. They reached out to Lynden to see if we would consider adopting something similar for our side of the roadway. The board discussed and decided to take no action at this time.

Paid Family and Medical Leave 2026Q1 Filing: The first quarter report has been filed and a check will be mailed for the premium amount due.

Fire Commission Meeting: Voigt gave the board a recap of the Fire Commission Meeting he attended on 04/28/2026 at the Clearwater City Hall.

IT Annual Training and Annual Laptop replacement schedule: The annual IT training has been set for Thursday, May 28 at 7:10 p.m. Laptop replacement needs were discussed. The board has an opportunity to purchased refurbished laptops at a discounted price from a

local business. The board approved the purchase of one new laptop. Schultz-Ludenia made a motion to authorize expenditure not to exceed \$150 toward a laptop computer and an Office program for that computer, seconded by O’Konek, all in favor, motion passed.

Text Notification Systems: In an effort to better communicate with township residents, Kantor researched different text notifications systems. He presented his findings to the board.

New Phone System: George Corte from Dijital Majik presented the board with options for a township phone system.

Clerk Election Training: Schultz-Ludenia made a motion to authorize the Clerk and other election judges to attend trainings related to the 2026 election and be reimbursed at the hourly rate and mileage, seconded by O’Konek, all in favor, motion passed.

Building permits: 5 building permits were issued by Building Inspector Nancy Scott for the month of April. There are a total of 10 building permits issued in 2026 and 2 new single-family home, with an overall 2026 valuation of \$1,794,000 per Scott’s report.

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

Planning and Zoning Update: No updates

Correspondence was reviewed which included:

- Xcel Energy notice to counties and municipalities regarding upcoming public hearings for a requested rate increase
- SCES Board of Adjustment decision for a variance request at 18573 Dover Road, Clearwater MN PID#19.10752.0000
- Stearns Dept of Highways 2025 annual bridge Inspection results
- Stearns Dept of Highways Reinstallation of mailbox notice
- MAT appointment of Ellsburg Township Supervisor John Upton to represent District 10 on the MAT Board

Review Bills and Claims for Approval:

- Schultz-Ludenia made a motion to approve bills and claims, utilizing check numbers 9288 through 9306, seconded by O’Konek, all in favor, motion passed.

Meeting Dates:

- Planning Commission – as needed
- Township Cleanup Day – May 16, 8:00 a.m.
- Planning Commission – May 18, 6:00 p.m.
- Public Hearing – Voss PID 19.10749.0000 – May 28, 6:30 p.m.
- Public Hearing – Geyen PID 19.10752.0000 – May 28, 6:50 p.m.
- Annual IT Training – May 28, 7:10 p.m.
- Monthly Meeting – June 1, 7:00 p.m.

O'Konek made a motion to adjourn the meeting, seconded by Voigt, all in favor, motion passed. Meeting adjourned at 9:28 p.m.

Respectfully submitted,

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Kelli Schuh, Clerk

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Jaime Schultz-Ludenia, Chair