

## **Minutes – Lynd City Council Meeting February 20, 2024**

Mayor Justin Guggisberg called the regular meeting of the Lynd City Council to order at 6:00 P.M. Justin Guggisberg, Don Williams, David Reaves, Jerry Sodemann, Josh Bruley, present.

Pledge of Allegiance was said.

### **Minutes**

January 16, 2024 Council Minutes – Jerry made a motion to approve the minutes, Josh seconded and all voted in favor.

### **Approval of the Agenda**

Additions to agenda – Additions – Sue added Mutual Aid Agreement with City of Russell as d in old business and Public Accuracy Test as 4 in clerk’s report, Fire Dept Report Dillon changed Update By Laws to 1 and 2025 Fire Dept Budget 2, Dillon added Affinity Hills lift station update as 5 in Public Works, Justin added Cannabis Ordinance as b in Legal Issues. David made a motion to approve the agenda, Don seconded and all voted in favor.

### **Open Forum**

#### **Council Member Input**

Mayor Justin Guggisberg – Empowering Small Mn Communities (ESMC) Program. Submitted interest in grant from \$8000 to \$50,000. Should receive call from University of Mn. Possibility to upgrade cast iron line on Walnut St or repair gate valves.

Councilman David Reaves –

Councilman Jerry Sodemann -

Councilman Don Williams –

Councilman Josh Bruley –

#### **Fire Report**

Fire Chief, Dillon Schultz – Three 1<sup>st</sup> Responder calls. New SCBA’s and tanks are in service. Fish fry will be on Good Friday, March 29<sup>th</sup>. Relief Association reviewed and updated by laws. Don made a motion to approve the by laws, Jerry seconded and all voted in favor. Sue will email a copy of the by laws to city council members. Josh Johnson presented a 2025 Fire Department Budget Proposal. Jerry and David will sit down prior to September to work on the 2025 Budget Proposal.

Jerry made a motion to approve the Fire Department report, Don seconded and all voted in favor.

#### **Law Enforcement Report**

Deputy Adam Connor – Provided the Jan 2024 incident analysis report. Jerry made a motion to approve the sheriff’s report, Don seconded and all voted in favor.

#### **Public Works Report**

Dillon reported:

D&G proposal - curb by Daryl Neels residence in Affinity Hills. Discussion. Dillon will contact Hodge Construction for a quote.

Payloader update – payloader is in, returned old payloader. Sue will call John to ask when lease will be finished.

Curb stop at 601 S River St – Lyon Lincoln disconnected electricity, bank said to shut water off.

Mn Rural Water Conference March 4<sup>th</sup> – 7<sup>th</sup>. Dillon will be gone.

Affinity Hills lift station – generator start up is scheduled for February 28<sup>th</sup>.

No news on programming siren.

Josh made a motion to approve the public works report, David seconded and all voted in favor.

#### **Accounts Payable**

Sue presented the February 2024 Accounts Payable.

Jerry made a motion to approve the bills, Don seconded and all voted in favor.

**Financial Report**

Sue presented the financial reports for January 2024. Jerry made a motion to approve the monthly reports, Josh seconded and all voted in favor.

**City Clerk's Report**

Sue reported:

1. Water Loss Ratio for January 2024 was 13%. City billed residents for 569,298 gallons. LPRW billed city for 653,000 gallons.
2. Presidential Nomination Primary on March 5<sup>th</sup> – Secretary of State will reimburse cities costs, have till May 11<sup>th</sup> to submit.
3. Municipal Clerks Financial Officers Association conference is March 19<sup>th</sup> – 21<sup>st</sup>. Sue will be gone. Need to look at rescheduling March 19<sup>th</sup> council meeting. March meeting is rescheduled to March 26<sup>th</sup> at 6 pm.
4. Public Accuracy Test for PNP Election will be held at courthouse on February 27<sup>th</sup> at 10 am. Sue will be gone that morning to the accuracy test.

David made a motion to approve the clerk's report, Jerry seconded and all voted in favor.

**Legal Issues**

Ordinance Review Chapter 10 – Discussion on Chapter 10. Discussion on changes. Josh brought Chapter 11, 12, 13 and 14 for council to review before March meeting. Discussion on adding a Cannabis Ordinance. Josh will look into it. Jerry made a motion to approve the legal report, Don seconded and all voted in favor.

**Old Business**

Sewer Fund Disbursements 3<sup>rd</sup> quarter 2023 and January 2024 – Discussion on increasing sewer base rate. Sue will contact cities with comparable population to Lynd on their sewer base rate. Will review sewer base rate at March meeting.

Lynd Fees and City Utility Rates – no changes at the meeting.

Lynd Community Center Rental Agreement – Josh reviewed the agreement and made changes. Jerry suggested on #11 add line for renter to put initials. Sue will add that, start using revised agreement.

Mutual Aid Agreement with City of Russell – No changes were made to the agreement. Russell approved and signed agreement at February 7, 2024 meeting. David made a motion to approve the agreement, Josh seconded and all voted in favor. Sue will email a copy of the signed agreement to Russell city clerk.

**New Business**

Resolution 2024-1 Appointing Election Judges & Setting Pay – David made a motion to approve the resolution, Josh seconded and all voted in favor.

Election judges appointed were as follows.

Dianne Karlstad	Head Judge
Rodney Wilkison	Head Judge
Wayne Radloff	Election Judge
Vickie Radloff	Election Judge
Diane Boe	Election Judge
Vicky Albertson	Election Judge
Daryl Neels	Election Judge
Kathy Neels	Election Judge

Head Judge pay was set at \$17/hour, election judge pay at \$15/hour.


FY 2027 Highway Rail Grade Crossing Projects – Sue received email from Amy Johnson, MnDOT Program Manager, stating the rail crossing on 235<sup>th</sup> St is scheduled for an upgrade in 2027. Installing flashing lights, gates and constant warning circuitry. MnDOT will contact the railroad and the township to arrange a diagnostic review in spring 2026.

Review 2024 Budgets – Capital Equipment Fire, Capital Equipment Streets, Historic Site, Fire Dept, EDA Townhomes, Water, Sewer, Garbage, Utility Surcharge. Josh made a motion to approve the 2024 Budgets for these funds, Jerry seconded and all voted in favor.

Committee Reports – No reports.

**Adjourn**

David made a motion to adjourn the meeting, Don seconded and all voted in favor.

  
\_\_\_\_\_  
Mayor Justin Guggisberg

  
\_\_\_\_\_  
Clerk/Treasurer Sue Paradis