

## **Minutes – Lynd City Council Meeting May 21, 2024**

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

Pledge of Allegiance was said.

### **Minutes**

April 26, 2024 Council Minutes – Corrections-In Open Forum Shantelle Williams 3<sup>rd</sup> line should be Once. In Public Works Report 3<sup>rd</sup> line should be S River. Josh made a motion to approve the minutes with the corrections, Jerry seconded and all voted in favor.

### **Approval of the Agenda**

Additions to agenda – Additions; Open Forum add Bolton & Menk Jordan Albrecht, Public Works Report add #4 Cement pad for salter and cement at 4-plex #5 Chlorine Tester, Clerk's Report add #4 Studio Z office window covering quote. Don made a motion to approve the agenda with the additions, Jerry seconded and all voted in favor.

### **Open Forum**

Bolton & Menk Jordan Albrecht – update on status of water service line inventory. Deadline is July 15<sup>th</sup> will still be doing some inventory through August. Put notice on May utility bill to return water service line inventory letter. Discussion on Bolton & Menk preparing zoning maps for Lynd cost between \$2,000 - \$2,500 pay from Permanent Improvement Fund. Justin made a motion to approve Bolton & Menk to prepare zoning maps cost of \$2,000 - \$2,500 pay from Permanent Improvement Fund, Jerry seconded and all voted in favor.

### **Council Member Input**

Mayor Justin Guggisberg: picnic tables back of building for renters of Community Center to use. Fire Dept Relief will look into donations.

Councilman David Reaves:

Councilman Jerry Sodemann:

Councilman Don Williams:

Councilman Josh Bruley: Discussion on a citywide garage sale. Put in school newsletter and on utility bill.

### **Fire Report**

Fire Chief, Dillon Schultz – One 1<sup>st</sup> Responder call, false fire alarm at school. New turn out gear was delivered and now in use.

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

Justin gave Fire Dept FEMA Grant financial overview. After all funds have been used remaining amount is \$4,062.61.

Justin made a motion the \$4,062.61 be paid from Fire Dept Fund, Jerry seconded and all voted in favor.

### **Law Enforcement Report**

Deputy Adam Connor, Lyon County Sheriff's Office – Presented April 2024 incident analysis report.

Jerry made a motion to approve the sheriff report, Josh seconded and all voted in favor.

### **Public Works Report**

Dillon reported:

Wayne's Tractor 2024 Hustler Super Z lawn mower proposal. Discussion. Council did not approve purchase of new lawn mower.

Valve Exercise Tool has been ordered.

D&G Update Affinity Hills storm drain work/goat trail update. D&G will get to projects once things dry out and stops raining.

Quotes for cement pad for salter at city shop/remove and replace sidewalk at 101A in 4-plex. A&M Construction quote for cement pad at city shop \$1,200.00, cement at 4-plex \$250.00. Discussion. Justin made a motion to approve the A&M quote for cement pad at \$1,200.00 to pay from Permanent Improvement Fund and \$250.00 for sidewalk repair at 4-plex pay from EDA Townhome Fund, Josh seconded and all voted in favor.

Chlorine tester quotes-received quotes from the following; HACH for \$2,204.55 includes shipping, USA Blue Book for \$2,258.00, Ferguson Enterprises for \$4,519.42. Discussion. Josh made a motion to approve purchasing the chlorine tester from HACH for \$2,204.55 to pay from water fund, Jerry seconded and all voted in favor.

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

### **Accounts Payable**

Sue presented the May 2024 Accounts Payable. Sue mentioned the following bills; Alex Air Apparatus \$64,827.83 partial payments from FEMA grant/city ARPA Fund/Garbage Fund/Fire Dept Fund, League of Mn Cities Ins Trust P & C \$16,344.00 property/casualty renewal, League of Mn Cities Ins Trust Work Comp \$6,482.00 work comp renewal, Oberloh & Oberloh \$7,200.00 audit for 2023. Jerry made a motion to approve the bills, Don seconded and all voted in favor.

### **Financial Report**

Sue presented the financial reports for April 2024. Justin made a motion to approve the monthly financial reports, Don seconded and all voted in favor.

### **City Clerk's Report**

Sue reported:

1. Water Loss Ratio for April 2024 was 6%. City billed residents for 524,822 gallons. LPRW billed city for 558,000 gallons.
2. PNP reimbursement to Secretary of State – submitted on 4/18/2024. Secretary of State reviewing application.
3. Viking Coke changed soda machine from \$2 to \$2.50 for pop upon our request.
4. Studio Z proposal for office window covering. Council did not approve at this time.

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

### **Legal Issues**

Ordinance Review Chapter 15 – Discussion on changes.

### **Old Business**

Investment Saving account at First Independent Bank was opened on 4/18/2024. \$250,000.00 transferred from checking to open savings account. 7-month CD at 4.42% for \$10,000.00 from EDA Townhome Fund purchased at First Independent Bank on 4/17/2024.

Safe Routes to School Boost Grant – bike racks have been placed. 2 at school, 1 on school playground and 1 at pavilion.

Cornerstone Church live stream Sunday services at Community Center. Scheduled to start June 23<sup>rd</sup>. Have not received rental agreement or payment yet.

### **New Business**

John Deere Lease 544P Wheel loader-error on purchase order of \$4,414.15. RDO issued city a check for that amount. Justin made a motion to add line item in Capital Equipment Streets Fund for 544P Wheel Loader Purchase transfer budgeted 2024 lease payment of \$23,806.50 not made to that line and put check for \$4,414.15 in that line, Josh seconded and all voted in favor. Justin made a motion to make future lease payment of \$32,554.13 as follows; \$15,000.00 General Fund Street Dept, \$15,000.00 General Fund Ice/Snow Dept, \$2,554.13 from Capital Equipment Street Equipment line, Josh seconded and all voted in favor.

Review townhome rent increase from \$650.00 to \$700.00 - Discussion. Jerry made a motion to increase the townhome rent from \$650.00 to \$700.00 effective January 1, 2025, Don seconded and all voted in favor. Sue will draft a letter to send to the current residents.

Review payroll allocations for city employees – City auditor, Sara Oberloh suggested to review this at the May council meeting. Reviewed spreadsheet of current allocation and proposed. Justin made a motion to approve the proposed allocation for city employees effective January 1, 2025, Jerry seconded and all voted in favor.

Review utility surcharge fee – no change was made to utility surcharge fee.


Lincoln Pipestone Rural Water increase from \$3.10 to \$3.35 per thousand gallons effective July 1, 2024. Review tiered rates for water and sewer. Table till June council meeting.

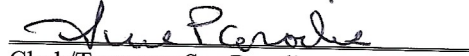
MPCA Local Climate Action Grant of \$50,000.00 with matching city funds of \$2,500.00 – submitted application to MPCA on April 29, 2024 for a backup generator for Community Center.

Committee Reports: Roads – Don and Josh  
EDA – Justin and David  
Fire Dept Budget – David and Jerry  
No committee reports.

**Adjourn**

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

  
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Mayor Justin Guggisberg

  
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Clerk/Treasurer Sue Paradis