

## **Minutes – Lynd City Council Meeting June 18, 2024**

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

Pledge of Allegiance was said.

### **Minutes**

May 21, 2024, Council Minutes – Josh made a motion to approve the minutes with the corrections, Don seconded, and all voted in favor.

### **Approval of the Agenda**

Additions to agenda – Additions; Public Works Report 2. Pond Structure, 3. Sewer lateral service line inspection. Clerk's Report 7. 2024 Budgeted Transfers, 8. 2025 Audit Proposal (3 yrs), 9. 2025 Sheriff Contract (3 yrs). David made a motion to approve the agenda with the additions, Jerry seconded, and all voted in favor.

### **Open Forum**

#### **Council Member Input**

Mayor Justin Guggisberg:  
Councilman David Reaves:  
Councilman Jerry Sodemann:  
Councilman Don Williams:  
Councilman Josh Bruley:

### **Fire Report**

Fire Chief, Dillon Schultz – One fire call. Bluefire is doing online training course in August and September. 4 firemen have signed up for the course, possibility of 3 more. Discussion on having 7 firemen take the online course. Course is 144 hours, payroll to send 7 to the training would be about \$5000.00 (\$720.00 each). 7 firemen will go to the Bluefire training. Jerry made a motion to approve the fire report, David seconded, and all voted in favor.

### **Law Enforcement Report**

Deputy Benson Her, Lyon County Sheriff's Office – Presented May 2024 incident analysis report. Don made a motion to approve the sheriff's report, Josh seconded, and all voted in favor.

### **Public Works Report**

Dillon reported:  
Spraying for mosquitos. Dillon presented quote from Vesperis on a London Fogger; LF Mag Fogger w/remote \$5250.00, LF Model 9-10 ULV Fogger \$13,450.00. Chemical cost \$45/gal, 2 ½ gal containers case is \$120.00. Every 20 minutes go through a gallon. Discussion. Sue will put into 2025 Budget.  
Pond structure-Dillon talked about process of transferring ponds. Expenses coming out of sewer fund to fix issues.  
Sewer lateral service line inspection-MPCA pushing at point of sale on homes to inspect sewer lines. Discussion on ordinance for sewer inspection on new home constructions. John will include in city code updates.  
Jerry-possible to move dead end sign on 235<sup>th</sup> street? Discussion. Dillon will move the dead-end sign.  
David made a motion to approve the Public Works Report, Jerry seconded, and all voted in favor.

### **Accounts Payable**

Sue presented the June 2024 Accounts Payable. Jerry made a motion to approve the bills, Josh seconded, and all voted in favor.

### **Financial Report**

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

## City Clerk's Report

Sue reported:

1. Water Loss Ratio for May 2024 was 3%. City billed residents for 606,210 gallons. LPRW billed city for 626,000 gallons.
2. PNP reimbursement to Secretary of State – reimbursement amount will be \$898.34. Meals are not reimbursed and only 3 hours of training for each election judge is reimbursable.
3. Mn State Demographics Center estimates-population 431/household 158.
4. Fire Dept received reimbursements of \$1,752.00 and \$1,000.00 for trainings.
5. Replace city office laptop due to crack in screen. Sue received cost to repair screen \$200.00 new laptop \$800.00. Current laptop would be outdated in about a year. Sue contacted Justin, he said to replace the laptop. Sue will contact the League on turning into insurance.
6. City received 1<sup>st</sup> half property tax payment from Lyon County \$113,563.40.
7. 2024 Budgeted transfers-need motion to process transfers. Justin made a motion to approve the 2024 Budgeted transfers, Jerry seconded, and all voted in favor.
8. Oberloh & Oberloh, Ltd 2024 Audit Proposal through 2026. 2024/2025 - \$7675.00, 2026 - \$7,825.00. Sue will put into 2025 Proposed Budget.
9. 2025 – 2027 Sheriff Contract. 2025-3.5% increase \$3,306.60 monthly \$39,679.20 annual. 2026-3.75% increase \$3,430.80 monthly \$41,169.60 annual. 2027-4% increase \$3,568.20 monthly \$42,818.40 annual. Sue will put into 2025 Proposed Budget.

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

## Legal Issues

Ordinance Review – Discussion on Chapters 17-19.

## Old Business

Safe Routes to School Boost Grant – ordered literature and bike bottles cost \$1,541.94. Sue will submit to MnDOT on June report.

Sue mailed townhome rent increase letters to residents on May 30, 2024. Review lease agreement in September.

MPCA Local Climate Action Grant update – pending award.

Lincoln Pipestone Rural Water increase of 25 cents for water. Discussion on city's tiered water rates.

1001-5000 gal usage/each 1000 gal increase from \$3.11 to \$3.35

5001-10,000 gal usage/each 1000 gal increase from \$3.16 to \$3.40

10,001-20,000 gal usage/each 1000 gal increase from \$3.21 to \$3.45

20,001 and up/each 1000 gal increase from \$3.24 to \$3.48

Josh made a motion to approve the increased tiered water rates as above effective July 1<sup>st</sup>, Jerry seconded, and all voted in favor. Council will review sewer tiered rates in September.

Payroll allocation change effective date. At May meeting council approved to change payroll allocation effective January 1, 2025. Sue talked to Sara Oberloh; suggested change effective date to July 1, 2024. David made a motion to change the effective date for the payroll allocation to July 1, 2024, Jerry seconded, and all voted in favor.

UBMax utility billing software going away sometime in 2025. UBMax was purchased by GWorks in 2022. Sue is starting to look at other utility billing software products.

## New Business


Corey Prins building permit. Corey changed his previous building permit application from a garage to a 192' x 45' storage unit. Purchasing Outlot A Lyndwood Addition to build the storage unit. John, that property is currently zoned residential, required to hold public hearing to change zoning. Discussion on holding public hearing at 5:30 pm July 16, 2024. Justin made a motion to hold a public hearing to review the zoning of Outlot A Lyndwood Addition at 5:30 pm on July 16, 2024, David seconded, and all voted in favor. Sue will publish notice of public hearing.

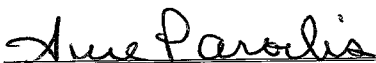
Fee schedule mowing charge of vacant properties. Discussion-\$50/hour any damages to equipment billed to owner of property. Justin made a motion to approve mowing of vacant properties at \$50/hour any damages to equipment billed to owner of property, Josh seconded, and all voted in favor.

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