

Lynd City Council Minutes
January 20th, 2026

Present: Mayor Justin Guggisberg; Councilmembers Jerry Sodemann, David Reaves, Josh Bruley, and Shantel Williams. Also Present: Public Works Director Dillon Schultz; Clerk Jenni DeRuyter and City Attorney John Engels

Mayor Justin Guggisberg called the regular meeting to order. Pledge of Allegiance was said.

Minutes

The Council reviewed the minutes from the December 16, 2025, meeting. A correction was noted under the Approval of Agenda section to change "Councilman Josh Burkey" to "Josh Bruley." Jerry made a motion to approve the minutes as corrected, and Shantel seconded the motion. All members voted in favor, and the motion carried.

Approval of the Agenda:

The agenda was reviewed, and several additions and changes were made. Under Old Business, an item regarding Sue Paradis wages was added. Under Public Forum, Item No. 3 regarding Larry Pires land parceling was added. Josh made a motion to approve the amended agenda, and Shantel seconded the motion. All members voted in favor, and the motion carried.

Public Forum

City Accountant Sara Oberloh with Oberloh & Oberloh Ltd. presented information regarding recent changes in Minnesota audit and bonding requirements. She explained that the City is no longer required to have an annual audit due to having revenues under \$1 million; however, the City is still required to submit annual financial statements to the Minnesota Office of the State Auditor and applicable bonding agencies. This change applies to all Minnesota cities under the revenue threshold. The City has historically completed a GAAP-based audit, but alternative options are available. Sara noted that if the City chooses not to conduct audits moving forward and later wishes to resume, her firm cannot guarantee availability at that time. Options discussed included Cash Basis Reporting, which would include the financial information typically provided through an audit, or a financial statement review, which offers limited assurance. The Council has expressed a preference to continue some form of audit, particularly with the upcoming sewer pond project, which will require an audit and may impact future funding or grant opportunities. It was agreed that Cash Basis Audit/Reporting would provide the necessary safeguards and information while saving the City approximately \$1,100 this fiscal year.

Gunnar and Jordan with Bolton & Menk presented information regarding the City's Wastewater Treatment Facility Plan. They explained that the City's current wastewater treatment facility is undersized, aging, and in need of repair and rehabilitation. Three options were presented for consideration. Option 1 would include adding a 5-acre stabilization pond at the location of the existing three-pond system, along with rehabilitation of all existing structures and equipment. The estimated cost for Option 1 ranges from \$5.4 million to \$7.3 million. The Council indicated that Option 1 appears to be the most financially feasible option at this time, and a public hearing regarding the facility plan will be held on Tuesday, February 17 at 5:00 p.m. to discuss the options with the public.

Council Member Input

Mayor Justin Guggisberg: No items presented.

Councilman Jerry Sodemann: No items presented.

Councilman David Reaves: No items presented.

Councilman Josh Bruley: No items presented.

Councilwoman Shantel Williams: No items presented.

Fire Report

Fire Chief Dillon Schultz reported that the Fire Department responded to three first responder calls and one fire call since the last Council meeting. Chief Schultz also requested that the Fire Department's annual budget allocation

be distributed in two installments, with one half provided at the beginning of the year and the remaining half issued in June when tax revenues are received. Shantel made a motion to approve the Fire Department Report. Jerry seconded the motion. All members voted in favor, and the motion carried.

Law Enforcement Report

Lyon County Sheriff's Patrol Sergeant Adam Connor reported that the department responded to a total of nine calls during the month of December. He also presented 2025 year-end statistics, noting that the Sheriff's Department responded to a total of 118 calls and logged 930.25 hours within the City of Lynd.

Josh made a motion to approve the Sheriff's Report. David seconded the motion. All members voted in favor, and the motion carried.

Public Works Report

Dillon reported that he spoke with Monte Electric regarding the City's streetlight repairs and noted that halogen bulbs are no longer available, requiring the City to transition to LED bulbs moving forward. LED bulbs cost \$60.00 each compared to \$30.00 for halogen bulbs. He reported that one streetlight at the entrance to Affinity Hills needs to be replaced and asked the Council whether to replace only the single light or replace all four so they would match, as LED lights produce a whiter light than the existing bulbs. After discussion, the Council agreed to replace all four lights with LED bulbs to maintain a consistent appearance. Justin made a motion to approve the Public Works Report, Jerry seconded the motion, all members voted in favor, and the motion carried.

Accounts Payable

Jenni presented the January 2026 Accounts Payable. Shantel made a motion to approve the bills, Josh seconded, and all voted in favor.

Financial Report

Jenni presented the financial reports for January 2026. Josh made a motion to approve the financial report, Shantel seconded, and all voted in favor.

City Clerk's Report

Jenni reported that the Water Loss Ratio for December 2025 was -21%. The City billed residents for 477,000 gallons, while Lincoln-Pipestone Rural Water (LPRW) billed the city for 577,000 gallons.

Lyon-Lincoln Electric provided written notice of rate increases effective January 1, 2026. The monthly fixed charge will increase from \$43.00 to \$45.00, while the energy rate will remain unchanged at \$0.10 per kilowatt-hour (kWh). Jerry made a motion to approve the City Clerk's Report. David seconded the motion, and all members voted in favor. The motion carried.

Legal Issues

City Attorney John Engels presented the Council with the City's current parking ordinance in reference to the discussion regarding parking during school events.

Old Business

Justin presented to the Council that Sue Paradis requested to be paid at the same wage as the City Clerk, Jenni DeRuyter, when she comes in to assist with additional training. Justin made a motion to adjust Sue Paradis's wage to match the current City Clerk's wage for training purposes. Shantel seconded the motion. All members voted in favor, and the motion carried.

New Business

Shantel raised the question of establishing a rental rate for the Historical Site, and after discussion, the Council agreed to table the matter until the next meeting. The Council also discussed a building permit application for Stephanie Staflin and determined that the proposed estimated value was low compared to recently constructed

homes in the area. Justin made a motion to approve the building permit contingent upon receipt of an updated estimated value and the corresponding payment. Shantel seconded the motion. All members voted in favor, and the motion carried.

Justin, Dillon, and Jenni met with Chris Rice from MnDOT to discuss the railroad crossing at 235th Street. It was noted that while the railroad crossing arms would be fully covered, the asphalt and roadway work would not be covered at 100%. BNSF Railway requested that the City cover 50% of the remaining costs, estimated at approximately \$32,000. After further discussion, Chris Rice indicated that MnDOT may have funding up to \$40,000 available to help offset these costs, which would result in the City being responsible only for patchwork. Chris Rice will provide updated information via email later this month.

Justin reported that the City was approached by Wolf River Electric regarding the installation of solar panels on the Community Center roof. The project would be fully funded within one year, with the City responsible for 30% of the cost for the first year, after which the City would be reimbursed. After discussion, the Council agreed to have Justin gather additional information and cost estimates.

The following annual appointments were presented: City Clerk/Treasurer – Jenni DeRuyter; Public Works Director – Dillon Schultz; President Pro-Tem (Acting Mayor) – Jerry Sodemann; City Attorney – John Engels; Fire Chief – Dillon Schultz; City Auditor – Oberloh & Associates LTD; Official Newspaper – Marshall Independent; Official Depositories – First Independent Bank; and regular City Council meetings scheduled for 6:00 p.m. on the third Tuesday of each month at the Lynd Community Center. Justin made a motion to approve the annual appointments. Shantel seconded the motion. All members voted in favor, and the motion carried.

The City received the second half of its 2025 Local Government Aid (LGA) distribution in the amount of \$50,735.50 for the General Fund and \$4,239.00 for the Permanent Improvement Fund.

Committee Reports:

Roads – Shantel & Josh: No report at this time.

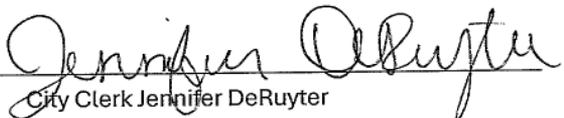
EDA – Justin & David: No report at this time.

Adjournment

Jerry made a motion to adjourn the meeting, Justin seconded, and all were in favor.



Mayor Justin Guggisberg



City Clerk Jennifer DeRuyter