Lynd City Council Minutes
October 20, 2026

The Lynd City Council met in regular session on October 20, 2026. All council members were present: Mayor Justin Guggisberg and Councilmembers Josh Bruley, David Reaves, Shantel Williams, and Jerry Sodemann. Also present were City Attorney John Engels, Public Works Director Dillon Schultz, and City Clerk/Treasurer Jenni DeRuyter.

Mayor Guggisberg called the meeting to order, followed by the Pledge of Allegiance

Minutes

The Council reviewed the minutes of the September 15, 2026, meeting. Under Public Forum, the Council corrected "completing" to "completed" in the third paragraph. David Reaves moved to approve the minutes as corrected, seconded by Shantel Williams. All members voted in favor, and the motion carried.

Approval of the Agenda

The Council reviewed the agenda and made the following additions: under Old Business, item F, "Historic Site"; under City Clerk, item 2, "CD Renewal"; under New Business, item D, an update to the address to 116 Willow; and under Council Member Input, "110 S Redwood Street" under Justin Guggisberg. Shantel moved to approve the agenda with the additions as presented, seconded by Josh Bruley. All members voted in favor, and the motion carried.

Public Forum

Jason of Lincoln Pipestone Rural Water presented information about the City of Lynd's water contract, which is set to expire in 2028. He reviewed the City's past agreements and four options developed by Lincoln Pipestone Rural Water and its engineers:

1. **No action:** Continue service under a second-generation, evergreen contract beginning June 1, 2028. Existing service, infrastructure, maintenance, and obligations would remain unchanged. The estimated cost would be limited to staff time to review and sign the agreement.
2. **Transition and transfer:** Install approximately 5,500 feet of transition line, construct a new City meter building as a second connection point, and potentially install a booster. The City would also purchase approximately 60,000 gallons per day of peak-day capacity at $13 per gallon. The estimated total cost is $1.1 million, or approximately $1.29 million if a booster is needed.
3. **Transition, transfer, and purchase of the Lynd storage tank:** Complete the work described in Option 2 and purchase Lincoln Pipestone Rural Water's Lynd storage tank. The estimated total cost is $2.4 million.
4. **Full acquisition:** Complete the work described in Option 3 and acquire additional transmission lines. No cost estimate was available. This option was not considered a favorable alternative at this time.

After discussion, the Council agreed to take the month to consider the options and bring its preferred approach to the next Council meeting.

Jordan with Bolton & Menk provided an update on the sewer pond project and the proposed regionalization of the wastewater treatment system. The presentation covered the anticipated work and preliminary cost estimates. The City has received a letter of intent regarding land that may be needed if the project moves forward.

Funding opportunities will not be known until the City decides to proceed. Bolton & Menk will seek available funding. Preliminary estimates for regionalization range from approximately $22 million to $30.9 million. The Council discussed the wide range and the need for a more detailed estimate.

Bolton & Menk will continue working with the City and return at the next Council meeting with updated cost estimates for both regionalization and a City-only option, for the Council's consideration.

Avianna, Brian, and Larvita of Lyndwood Antiques appeared before the Council to discuss the business's first anniversary celebration on Saturday, October 24. They invited Council members to attend a ribbon cutting for the new Lynd history exhibit and requested permission to close the street in front of the store for vendors and food trucks. Following discussion, the Council approved the street closure from 8:00 a.m. to 8:00 p.m. on October 24.

Council Member Input

Mayor Justin Guggisberg: Mayor Justin Guggisberg brought the tall weeds at 110 S Redwood to the Council's attention. He noted that City ordinance requires weeds to be maintained below eight inches. The Council discussed the matter and agreed to send the property owner a letter requesting that the weeds be cut. The letter will advise that if the weeds are not cut, the City may do so and charge the property owner for the cost.

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 one fire call- false alarm.

Students from Lynd Public School visited the fire hall during Fire Prevention Week. Fire Department members showed them the fire trucks and discussed fire prevention and smoke alarm replacement. Each class visited for approximately 20 minutes.

Repairs to apparatus 828 have been completed. The repair bill from Emergency Apparatus is included in the bills for payment.

Shantel made a motion to approve the Fire Department Report. David seconded the motion. All voted in favor, and the motion carried.

Law Enforcement Report

Lyon County Sheriff Eric Wallen reported that the department responded to a total of twenty-two calls for service during the month of September. David made a motion to approve the Sheriff's Report. Jerry seconded the motion. All members voted in favor, and the motion carried.

Public Works Report

Dillon Schultz presented the Public Works report. He reported that streetlight issues at the north end of Affinity Hills were addressed by replacing the blackout sensors and bulbs. The City passed three of the four required discharge samples. Dillon will operate the pump for approximately five days and monitor the results. The replacement generator battery has been installed, the phone line is functioning, and the low-battery alarms and notifications have stopped. The issue appears to be resolved.

Jerry moved to approve the Public Works report. Shantel seconded the motion. All members voted in favor, and the motion carried.

Accounts Payable

Jenni presented the October 2026 Accounts Payable. Shantel made a motion to approve the Account Payable, Jerry seconded, and all voted in favor.

Financial Report

Jenni presented the September 2026 financial reports and reported that all budgeted transfers for the month had been completed and were reflected in the reports. Josh made a motion to approve the financial report, seconded by David. All members voted in favor, and the motion carried.

City Clerk's Report

Jenni DeRuyter reminded the Council that the special assessment certification form is due November 30. Outstanding utility bills and other amounts owed to the City may be certified for collection with the property taxes. The Council will consider potential assessments at its November meeting, and Jenni will provide a report of accounts with significant outstanding utility balances for review. Jenni also noted that the City may use Minnesota Revenue Recapture to collect outstanding utility bills. Although the City has not previously used this process, its forms include the identifying information needed to submit a claim, including the customer's name, date of birth, and Social Security number.

First Independent Bank notified the City that it could not secure the previously quoted rate through the CD's December maturity date. The CD has matured and must be renewed. The renewal options through IntraFi, the secondary account used by First Independent Bank, were included in the Council packet: 26 weeks, 52 weeks, or two years. After discussion, Justin made a motion to renew the CD, currently valued at $28,892.37, for 26 weeks at a fixed rate of 3.85%. Shantel seconded the motion. All members voted in favor, and the motion carried.

Shantel made a motion to approve the City Clerk's report. David seconded the motion. Upon a vote, all members voted in favor, and the motion carried.

Legal Issues

None at this time.

Old Business

Shantel presented building permit fee information from cities of similar size. The Council discussed keeping the building permit fee simple to calculate and at a reasonable, affordable rate so residents would be encouraged to obtain permits.

The Council discussed the 2027 budget and possible adjustments. Council members were encouraged to review the budget and may schedule a time with City Clerk Jenni to discuss potential changes and how they would affect the overall percentage.

Bolton & Menk presented the bids for the Lead Service Line project. After discussion, Josh made a motion to award the project to D&G Excavating, Inc., for $12,737.00. Shantel seconded the motion. All members voted in favor, and the motion carried.

The City has received additional complaints regarding the bushes near Sharrett Street. Photographs showing the intersection were presented, and Minnesota Statute 8830.032 was reviewed. The County requires a 40-foot right-of-way along the county road. A letter was prepared and presented to the property owner.

The remaining items at the historic site have been removed and placed in storage or loaned out, except for a piano. A resident expressed interest in the piano since it was originally at their resident. The Council agreed that the resident may take it and will be responsible for moving it at their own expense.

New Business

Council discussed the City's lack of a formally adopted Utility Billing Policy. Although a two-month past-due policy had been discussed verbally, no written policy was in place. Jenni presented a written policy stating that water service will be disconnected when an account is two months past due and no payment has been made. Service will remain disconnected until the full outstanding balance, including late fees, and the $50 reconnection fee are paid. The policy provides staff with clear guidance for handling delinquent accounts. Josh made a motion to adopt the Utility Billing Policy, seconded by Jerry. All members voted in favor, and the motion carried.

The Council received a donation request from Lynd Public School for its Halloween party. After discussion, Shantel made a motion to donate $100 from the General Fund to the school. Jerry seconded the motion. All members voted in favor, and the motion carried.

The Council discussed installing a keypad on the Community Center door used for rentals. Jenni is waiting for an estimate from Southwest Glass.

Tom Blomme's building permit application for 116 Willow Street was discussed. The Council requested a more detailed site plan showing setbacks, updated photographs, and additional information about the trailer being moved before proceeding.

Committee Reports:

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

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

Adjournment

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

Mayor Justin Guggisberg

City Clerk Jennifer DeRuyter