

**Minutes – Lynd City Council Minutes**  
**July 15, 2025**

Mayor Justin Guggisberg called the regular meeting of the Lynd City Council to order at 6 P.M. Mayor Justin Guggisberg, Councilman Jerry Sodemann, Councilman David Reaves, Councilman Josh Bruley, and Councilwoman Shantel Williams were present.

Pledge of Allegiance was said.

**Minutes**

June 17<sup>th</sup>, 2025, Council Minutes – a correction was noted to update the adjournment of the Special Meeting wording. David made a motion to approve the minutes with this correction. Jerry seconded the motion, and all members voted in favor.

**Approval of the Agenda:**

The agenda was reviewed, and the following changes were proposed: under Councilwoman Shantel Williams, add discussion on no parking issues on St. Albans Street; under the Fire Report, add the MRU letter; under New Business, add Dan Williams' updated building permit; and under Public Works, add the shelter repair and an update on the City cell phone. Shantel made a motion to approve the agenda with the proposed changes. Josh seconded the motion, and all members voted in favor. The motion carried.

**Public Forum**

No members of the public addressed the council.

**Council Member Input**

**Mayor Justin Guggisberg:** No items presented.

**Councilman Jerry Sodemann:** No items presented.

**Councilman David Reaves:** No items presented.

**Councilman Josh Bruley** brought up visibility concerns at the intersection of South River and Sharratt. Photos of the area were presented to illustrate the issue. The property owner stated that he was working on-site that day to remove branches and improve visibility. Mayor Justin stated that he would inspect the intersection personally before making any recommendations.

It was also noted that the "Watch for Children" sign in the area is partially obstructed by overgrown foliage and will need to be addressed separately.

**Councilwoman Shantel Williams** raised concerns about vehicles parking on the "No Parking" side of St. Albans Street. Parking reduces the available space, making it difficult for cars to pass through and potentially creating problems during emergencies. Sergeant Adam Connor noted that patrols can be increased in the area, and citations will be issued to anyone parked in the no-parking zone.

**Fire Report**

Fire Chief Dillon Schultz reported on recent department activity, including two first responder calls. He presented the MRU (Medical Response Unit) letter to the council, which is submitted to the State to authorize Lynd First Responders to respond to medical calls. Chief Schultz also informed the council that the DNR truck had been inspected and tested, and it was determined to be a good fit for the department's needs. A check has been issued to finalize the purchase, and the truck has been designated 816, in keeping with the department's current vehicle naming system. In addition, a used 2020 flatbed was located and purchased locally for \$1,500. This flatbed will be used to outfit the department's new grass rig.

Chief Schultz also reported that during one of the recent first responder calls, the current ambulance experienced mechanical issues. It was brought to Kruse for inspection, where the transmission pan was replaced for \$650 and a diagnostic was completed. Kruse provided an estimate of \$13,800 for all recommended repairs. Chief Schultz noted that he will seek additional quotes from other local mechanics before proceeding.

David made a motion to approve the Fire Department report. Jerry seconded the motion, and all members voted in favor. The motion carried.

#### **Law Enforcement Report**

Lyon County Sheriff's Sergeant Adam Connor reported responding to a total of eight calls during the month of June. Shantel made a motion to approve the Sheriff's report. Josh seconded the motion, and all members voted in favor. The motion carried.

#### **Public Works Report**

Dillon presented information regarding the IXOM Watercare contract, noting options for either a one-year or a three-year agreement. The City has previously chosen the three-year contract to lock in pricing and protect against potential increases. Justin made a motion to continue with the three-year contract. Josh seconded the motion, and all members voted in favor. The motion carried.

The zero-turn mower was taken to Wayne's Tractor Repair due to a howling sound. After inspection, no issues were found, and the city will continue to use the mower. The new pump for the lift station has been installed; however, the cost came in over budget at \$33,000. This increase was due to the addition of Comcast service to address seal failure and overheating concerns, which was required to maintain the pump's warranty. The pump is currently functioning well.

The City completed the MRWA Utility System Gap Assessment – Disaster Recovery & Resilience Program, receiving a score of 87%, which falls within the "Good" range. This assessment will support the City in pursuing future grant opportunities.

Dillon obtained estimates to repair the back wall of the city shelter located outside City Hall. The prices for traditional wood and smart siding were both approximately \$550. A member of the public suggested considering steel siding as an alternative. Justin made a motion to approve purchasing materials to repair the shelter, with a budget not to exceed \$600. Shantel seconded the motion, and all members voted in favor.

Dillon's City cell phone is now on the city's business account. It is working well. Jerry made a motion to accept the Public Works report. David seconded the motion, and all members voted in favor. The motion carried.

#### **Accounts Payable**

Jenni presented the July 2025 Accounts Payable. Shantel made a motion to approve the bills, David seconded, and all voted in favor.

#### **Financial Report**

Jenni presented the financial reports for June 2025. Shantel made a motion to approve the financial report, Josh seconded, and all voted in favor.

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

Jenni reported that the Water Loss Ratio for June 2025 was 0%. The city billed residents for 521,000 gallons, while LPRW billed the city for 523,000 gallons. Shantel made a motion to approve the clerk's report. Josh seconded the motion, and all members voted in favor.

### **Legal Issues**

City Attorney John Engels presented a revised fencing ordinance for the City. A public hearing is scheduled for August 19, 2025 at 6:00 p.m. Justin made a motion to approve the public hearing.

### **Old Business**

The Bremer CD the city had as been closed.

### **New Business**

The council discussed the possibility of adopting an animal control contract following a recent incident involving a stray dog in the City. Members agreed that establishing a formal agreement would help ensure consistent and timely responses to future animal-related concerns. The City will research available options to determine the most effective and cost-efficient solution moving forward.

A residence in the City has been issued a letter regarding the presence of approximately 25 cats observed on the property, along with a significant accumulation of fecal matter. In accordance with City Code Section 9.101, it is unlawful for cats to roam freely. A formal notice of violation has been sent to the property owners.

The council also addressed complaints about grass clippings being left in city streets. Per City Code Section 5.202.2, it is a violation to blow, place, or leave grass or vegetative clippings on any city street. Such debris can clog and damage the storm sewer system and must be removed immediately by the property owner. Following discussion, the council agreed that if City staff are required to remove the clippings, the property owner will be charged at a rate of \$30.00.

The City opened a 17-month Certificate of Deposit (CD) at First Independent Bank in the amount of \$27,528.92.

A building permit application was submitted by Cole DeBlieck for the construction of a shed. Justin made a motion to approve the permit. Josh seconded the motion, and all members voted in favor. The motion carried.

Dan Williams submitted an amended building permit application for a three-season porch, reflecting a change in the size of the structure from his original permit. Shantel made a motion to approve the updated building permit. David seconded the motion, and all members voted in favor. The motion carried.

The council also held preliminary discussions regarding the proposed 2026 general budget.

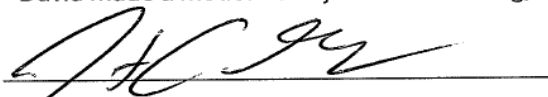
### **Committee Reports:**

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

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

### **Adjournment**

David made a motion to adjourn the meeting, Shantel seconded, and all were in favor.

  
Mayor Justin Guggisberg

  
City Clerk Jennifer DeRuyter