

## **Minutes – Lynd City Council Meeting January 21, 2025**

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

Pledge of Allegiance was said.

### **Minutes**

December 17, 2024, Council Minutes – Josh made a motion to approve the minutes, Shantel seconded, and all voted in favor.

### **Approval of the Agenda**

Additions/Deletions to agenda – Additions. Public Works-Weather siren, New Business e-remove Approve 2025 Budgets Fund 205,206, 210, 225, 230, 601, 602, 603 and 604, replace with Cory Prins storage unit lighting. Jerry made a motion to approve the agenda with the additions, David seconded, and all voted in favor.

### **Open Forum**

The Lyndwood LLC, Avianna McFarquhar-applying for permit to have pull tabs, bingo, bar bingo, electronic bingo and pull tabs in bar. Need city to agree to permit and sign forms. Non-profit is TMB Sports. Sue signed the agreement.

### **Council Member Input**

Mayor Justin Guggisberg:

Councilman Jerry Sodemann:

Councilman David Reaves:

Councilman Josh Bruley:

Councilwoman Shantel Williams:

### **Fire Report**

Fire Chief, Dillon Schultz – One 1<sup>st</sup> Responder call. Problems with truck 812-may need new heads cost roughly \$3,000.00. Jerry made a motion to approve the fire report, Shantel seconded, and all voted in favor.

### **Law Enforcement Report**

Sheriff Eric Wallen – Presented December 2024 incident analysis report, full year 2024/2023 incident analysis report and Lynd 2024 contract hours report. Josh made a motion to approve the sheriff's report, Jerry seconded, and all voted in favor.

### **Public Works Report**

Dillon reported:

1. Silver Smith GIS – Council discussion on purchasing Silver Smith GIS. Justin made a motion to approve purchasing Silver Smith at below costs paying from Water Fund, Shantel seconded, and all voted in favor.  
Start up costs      \$571.00/year.  
                                 \$450.00 Samsung Android Tablet  
                                 \$600/year unlimited data plan on tablet  
                                 \$2,700.00 GIS marking device onetime fee.  
                                 \$4,321.00  
Annual charge after start up      \$571.00/year.  
                                 \$600.00/year  
                                 \$1,171.00/year
2. AMI Blade on Payloader – during snow between Thanksgiving and Christmas Dillon caught right side of wing coming out of golf course. Dillon contacted RDO, parts are not in yet. Dillon contacted LMC Casualty Insurance damage will be covered by city insurance minus the \$250 deductible.
3. Weather siren – Pete's has completed repairs cost \$386.04. Lyon-Lincoln Electric installed on pole.

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

### **Accounts Payable**

Sue presented the January 2025 Accounts Payable. Page 2 of claims list check to Hoffman & Brobst should be made to Hoffman Electric. David made a motion to approve the bills, Jerry seconded, and all voted in favor.

### **Financial Report**

Sue presented the financial reports for December 2024. Sue brought up Historic Site Fund balance negative balance of \$46.52. When 2024 Budgeted transfers were approved at June 2024 council meeting it was approved to transfer \$529.12 to Historic Site Fund instead of \$1,000.00 budgeted transfer. Justin made a motion to approve transferring the remainder of \$470.88 to the Historic Site Fund, Shantel seconded, and all voted in favor. Discussion on negative balance in Fire Dept Fund. Shantel made a motion to approve the December 2024 financial report, Jerry seconded, and all voted in favor.

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

Sue reported:

1. Water Loss Ratio for December 2024 was -18%. City billed residents for 667,786 gallons. LPRW billed the city for 565,000 gallons.
2. Received \$109.93 in voter funds from the Mn Secretary of State. City must put the funds in an election funding account. Sue created a Voter Funds line in the General Fund.
3. House at 105 S Redwood St sold. Remaining balance of \$984.40 water special assessment was paid in full.
4. Update on Banyon Utility Billing Software – training is ongoing. December 2024 bills were processed/printed from Banyon and letter sent with bill.
5. Update on Lynd's new website [lynd.municipalimpact.com](http://lynd.municipalimpact.com) – working on adding things to website.

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

### **Legal Issues**

Attorney Josh Larson – no pending legal issues.

### **Old Business**

Safe Routes to School Boost Grant – Shantel will be in charge of planning a bike rodeo to complete the Safe Routes to School Boost Grant.

Discussion on sewer rate. Sue will send letter to city residents with February 2025 utility bill explaining the option to install a second meter for watering purposes.

### **New Business**

Annual Appointments

1. City Clerk/Treasurer – **Sue Paradis**
2. Public Works Director – **Dillon Schultz**
3. President Pro-Tem (Acting Mayor) - **Jerry Sodemann**
4. City Attorney – **John Engels**
5. Fire Chief – **Dillon Schultz**
6. City Auditor – **Oberloh & Associates LTD**
7. Official Newspaper – **Marshall Independent**
8. Official Depositories - **First Ind. Bank**
9. Reg. City Council Meetings - **6:00 p.m./3rd Tuesday/Lynd Comm. Center**

Josh made a motion to approve the annual appointments, Shantel seconded, and all voted in favor.

City Clerk-Treasurer position – Discussion on position advertisement. Background check was added to position requirements. Closing date for resume/application submission is 4 pm February 18, 2025. Justin made a motion to approve the position for hire posting, Shantel seconded, and all voted in favor. Council will review applications on February 18, 2025, prior to start of council meeting.

Received 2<sup>nd</sup> half 2024 LGA \$51,850.50.

|                            |             |
|----------------------------|-------------|
| General Fund               | \$50,649.00 |
| Permanent Improvement Fund | \$1,201.50  |

Mutual Aid Agreement with City of Russell – Justin made a motion to approve the Mutual Aid Agreement, Josh seconded, and all voted in favor.

Storage Unit lighting on 235<sup>th</sup> St. – light on building towards Highway 23 reflects off railroad tracks at night. Possible to put some kind of shield over the lights. Justin will talk to the owner of the building.

Committee Reports: Roads – Josh and Shantel – Justin asked Josh if he had heard anything on roads from Duinincks, he hasn't. Suggestion to do St. Albans to Lynd St.  
EDA – Justin and David

**Adjourn**

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

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Mayor Justin Guggisberg

Clerk/Treasurer Sue Paradis