

**Lynd City Council Minutes**  
**November 18, 2025**

A Special Meeting of the Lynd City Council was held at 5:30 p.m. for the purpose of conducting employee evaluations.

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 Minutes from October 21, 2025, were reviewed. David proposed a motion to approve the minutes, Josh seconded. All members voted in favor of the motion. Motion carried.

**Approval of the Agenda:**

The agenda was reviewed, and the following additions and changes were made under New Business, Item (d) Garbage Rate; and the discussion regarding the Railroad Crossing at 235th Street was moved to item 5 under the Public Works Report. A No Parking letter for the school was added under Councilwoman Shantel Williams. Shantel made a motion to approve the amended agenda, and Jerry seconded. All members voted in favor, and the motion carried.

**Public Forum**

Kathy and Duane Burkard, residents of Lynd, requested council approval to complete work in the city ditch adjacent to their property, noting that it contributed to water issues this past summer. They also asked if the city could explore a different type of grate to cover the drainage area. There were no objections from the council, and the Burkard were informed that they may proceed with work that improves drainage and helps prevent standing water near their home.

**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** brought forward a concern about parking on St. Albans Street during school events. She asked if the city could provide a letter for the school to distribute regarding the existing No Parking signs. During busy events, vehicles are parked on both sides of the street, making it difficult—if not impossible—for vehicles to pass if needed. It was discussed that the school may be able to include a reminder or notice in their next publication.

**Fire Report**

Dillon reported that the department responded to one fire call, two first responder calls, one mutual aid call, and one missing person incident since the last meeting. He also updated the council on the 50/50 match DNR grant the department applied for. The DNR notified the department that all invoices must be submitted by December 1st. The grant funds will be used to purchase new radios to replace units that are no longer functioning properly.

Dillon explained that the department must pay the full cost upfront, with the DNR reimbursing 50% once the required documentation is submitted. The department has already secured grants and donations to cover over its 50% share. He requested that the city temporarily cover the remaining balance, which will be reimbursed once the DNR match is received. Shantel made a motion to use the General Fund to cover the \$4,400, to be reimbursed upon receipt of the DNR grant match. David seconded the motion, and all members voted in favor.

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

#### **Law Enforcement Report**

Lyon County Sheriff Eric Wallen reported that the department responded to a total of nine calls during the month of October. Justin made a motion to approve the Sheriff's Report. Josh seconded the motion. All members voted in favor, and the motion carried.

#### **Public Works Report**

Dillon reported that batteries in the generator at the City Shop and in Big Red needed replacement. He noted that the seasonal discharge is complete and that all sample results came back excellent, meeting all required standards. While preparing the salter for the winter season, it was discovered that repairs were needed; parts totaling \$150 have been ordered and are expected to arrive Friday. Labor costs are not included in this amount.

Hoffman Electric has completed the installation of the generator that will power City Hall and the Fire Department. CHS has also completed all required leak testing. This generator will automatically activate in the event of a power outage.

Dillon also reported that BNSF replaced railroad ties at the 235th Street crossing. Following the work, sections of asphalt were found to have chipped away, leaving significant divots. Dillon contacted BNSF and they plan to return next week to patch the damaged areas. The council also discussed that this crossing is scheduled to receive crossing arms and additional improvements in the summer of 2026.

Shantel made a motion to approve the Public Works Report, which David seconded. All members voted in favor, and the motion carried.

#### **Accounts Payable**

Jenni presented the November 2025 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 November 2025. David made a motion to approve the financial report, Jerry seconded, and all voted in favor.

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

Jenni reported that the Water Loss Ratio for October 2025 was 1%. The City billed residents for 570,000 gallons, while Lincoln-Pipestone Rural Water (LPRW) billed the city for 580,000 gallons.

Justin made a motion to approve the City Clerk's Report. Shantel seconded the motion, and all members voted in favor. The motion carried.

#### **Legal Issues**

It was noted that a large amount of trees had recently been dumped at the city tree dump. Upon review, it was determined that a commercial business had disposed of tree debris from a property outside of city limits. The tree dump is intended solely for residents who live within city limits and does not permit use by non-residents unless specific conditions are met. The concern discussed by council was how to appropriately manage commercial use and high-volume dumping, as the size of the city tree dump cannot accommodate the amount of material typically brought in by commercial contractors.

After discussion, the council decided to update the fee schedule and clarify usage rules. Commercial businesses cannot use tree dump for residents outside of city limits. Residents who live within city limits may still hire a commercial business, and those contractors may dump on their behalf. Individuals who live outside city limits, and

who are not commercial businesses, may use the tree dump but must pay a fee of \$50.00 per load at the city office. Unlawful dumping was discussed anyone caught doing so will be fined a minimum of \$750.00.

#### **Old Business**

Discussion was held regarding the 2026 Budget. The Council reviewed individual line items and examined the current status of the Permanent Improvement Fund. After review, the final 2026 budget levy was set at \$195,000 for the General Fund and \$25,000 for the Permanent Improvement Levy. Shantel made a motion to approve Resolution 2025-6, *Final Tax Levy Payable 2026*. Jerry seconded the motion. All members voted in favor, and the motion carried.

The banners from AP design have been ordered. We will have ten winter and ten summer themed.

#### **New Business**

The 2026 COLA was released at 2.8%. Justin made a motion to approve the 2.8% COLA effective January 1, 2026, in addition to the already approved 2.25% raise for each employee. Jerry seconded the motion. All members voted in favor, and the motion carried.

The City recently worked with Award Winning Filmmakers LLC to create a short promotional video for the community. The contract includes one update or revision. After viewing the initial draft, the Council discussed adding Bill's Saw Shop, River Street Salon, and the Post Office to the video. Once these updates are completed, the video will be placed on the City website and used for additional promotional purposes as appropriate.

Special tax assessments are due to the county by November 30th. At this time, the City will not be issuing any special assessments. David made a motion to approve Resolution 2025-5, Authorizing Assessment of Unpaid Bills for Collection in 2026. Jerry seconded the motion. All members voted in favor, and the motion carried.

The new Southwest Sanitation contract becomes effective December 15, 2025. Due to a small increase in the contracted rate, the Council discussed adjusting the City's garbage rates to reflect this change. Justin made a motion to increase the monthly rates to \$11.00 for a 35-gallon container, \$14.00 for a 65-gallon container, and \$16.00 for a 95-gallon container. David seconded the motion. All members voted in favor, and the motion carried.

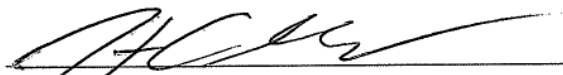
#### **Committee Reports:**

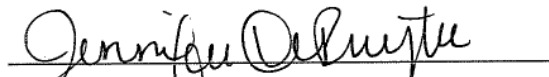
**Roads – Shantel & Josh:** No report at this time.

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

#### **Adjournment**

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

  
Mayor Justin Guggisberg

  
City Clerk Jennifer DeRuyter