



**SYLVAN TOWNSHIP**

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**ANNUAL TOWN MEETING MINUTES**

**March 10, 2020**

*(Recorded for Transcription Purposes Only)*

**Welcome:** Clerk/Treasurer, Faith Broberg, welcomed the residents to the meeting and went over the documents that are in their packets. She also went over the different items that the residents could do at this meeting including setting the levy for 2021.

The Clerk/Treasurer then called the meeting to order and the Pledge of Allegiance was said.

**Election of Moderator--**

*Nominations for Moderator:* Dave Johnson nominated John Wulff. As there weren't any more nominations Yvette Adelman-Dullinger **moved to cease nominations**, seconded by Arlene Schmit and the motion carried.

Dave Johnson moved to **install John Wulff as the moderator** for the Town Meeting tonight, **seconded by Yvette Adelman-Dullinger** and the motion carried.

John Wulff came forward to review the agenda and asked the residents if there was anything they wanted added to the agenda.

**Clerk/Treasurer's Report--**

**2019 Annual Meeting Minutes-** Eileen Spilman **moved to approve the 2019 Annual Town Meeting minutes**, seconded by Greg Bennett and the motion carried.

**2019 Financial Reports and Audit –** The 2019 Financial Audit was approved. The audit was done by CliftonLarsonAllen LLP of Brainerd.

**Town Status Reports -**

**Pillager Area Fire Association Annual Report 2019 –** this report was given by Yvette Adelman-Dullinger. The Pillager Fire and Rescue serves the towns of Sylvan, Fairview, Rosing, half of May, the City of Pillager and fire and rescue for the City of East Gull Lake.

The fire department is made up of volunteers and their number of runs for 2019 is 268 which is up from last year.

Because of the recent tragedies in Minnesota the State Fire Marshal has made a commitment to reducing fire fatalities across the state. The goal is to reduce smoking-related fire deaths by 30% over the next 5 years.

Residents are also reminded to keep the access to your property open in the winter for emergency vehicles.

**Sylvan Planning Commission Report** – this report was given by Dave Johnson.

Cass County issued 21 permits for new homes in Sylvan Township during this last year. Some of these permits required a variance and Cass County has allowed the Township to make recommendations to the County Planning Commission. This has given the Township an opportunity to look out for the goals that the Township has expressed in our Comprehensive Plan.

Work was also done on Sylvan's Commercial Ordinance to clean up some gray areas. New language has been added to the ordinance to clear up the confusion on what enterprises could and could not be placed in areas zoned residential.

Another challenge the Planning Commission took on is the development of a Short-Term Rental Ordinance. The concern to be addressed was how can Sylvan Township help protect neighboring properties that might be negatively impacted by traffic, noise, parking, etc. by properties being used on a short-term basis. The goal was to protect the ability of neighboring property owners to enjoy the peace and tranquility they have a right to expect while allowing homeowners who wish to rent the opportunity to take advantage of their investment. The completed ordinance can be seen on the Township website.

[www.sylvantwp.com](http://www.sylvantwp.com).

The Planning Commission has also been doing work on the development of the Sylvan Lake Park to include restoration of the old gravel pit and the addition of 3 miles of wooded trails and planned for the 6 series of "History in Your Backyard" which a success and work is being done to develop a similar series for 2020.

#### **Pillager Lake Park -**

Arlene Schmit gave this report. This park is governed by 4 governmental entities: City of Pillager and the Townships of May, Fairview and Sylvan. Each entity pays dues of \$2000 to support the park. The park is used a lot in the summer as it is a great place to go swimming. There is also a lot of vandalism at the park. The Park is again looking for a park host for the park.

#### **Road Report -**

John Wulff gave this report. Improvement in 2019 have been:

- Camp Jim Road was paved.
- Gregory Drive was overlaid on the south end and cul de sac which are in Sylvan Township.
- West Sylvan Road received a metal guard rail replacing the deteriorating cable land post system.

Winter Maintenance – snow plowing, sanding and scraping of the roads.

Summer Maintenance included cut and patch where needed. Some of the roads received crack sealing, brushing and shoulder repair.

Calcium Chloride was applied to the gravel roads for dust control.

The beavers and gophers continue to cause problems.

The Township has also purchased three digital speed signs to make drivers more aware of how fast they are traveling. These signs are portable and can be placed on different roads.

Proposed road improvements for 2020:

- 17<sup>th</sup> Avenue SW,
- Shady Hollow Road SW.
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**Zebroski Acres** – Zebroski Acres is not a Township road but the residents on this road want to bring this road up to Township’s standards and the Township take it over as a Township Road.

The Board thanks residents for notifying the Township of any road conditions that need to be addressed.

### **Items for Consideration - Donations**

#### **Cass County Historical Society –**

Yvette Adelman-Dullinger **moved to donate \$250.00 to the Historical Society**, seconded by Greg Bennett and the motion carried.

**Cass County Ag Society Pillager** – Lisa Fletcher gave this report – Lisa reported that there has been a lot of vandalism at the Fairgrounds which the Fair Board has to repair. Different activities that take place at the Fairgrounds:  
Fiddlers Contest, Turkey Bingo, Live Nativity, Medallion hunt.  
The Lions helped with the new floor in the Community Center.

This year there won’t be any carnival rides because of the cost. There will be some bouncy activities.

Arlene Schmit **moved to donate \$4000 to the Fair**, seconded by Dave Johnson. During discussion, it was suggested that we increase it to \$5,000. The question was called and the **motion did not pass**.  
Arlene Schmit **moved to donate \$5000. To the Fair**, seconded by Dave Johnson, and the motion carried.

**Lakes Area Dive Team** – Greg Bennett **moved to donate \$1000 to the Dive Team**, seconded by Yvette Adelman-Dullinger and the motion carried.

#### **Setting the Tax Levy –**

**General Fund:** Before this levy was voted on, Greg Booth requested that the amount be increased by \$1000.00 from \$135,000 to \$136,000 as the amount of donations were increased. **Greg Booth moved to approve the General Fund levy amount to \$136,000, seconded by Yvette Adelman-Dullinger** and the motion carried.

**Road and Bridge Fund** – Dave Johnson **moved to approve the Road and Bridge Fund levy at \$500,000**, seconded by Vickie Kettlewell and the motion carried.

**Pillager Fire Association** – Yvette Adelman-Dullinger **moved to approve the levy for the Pillager Fire Association at \$90,907.00**, seconded by Vickie Kettlewell and the motion carried.

The Total of the 2021 Levy Amount is \$726,907.00

**Any Other Business:** Eileen Spilman expressed that more sand should have been added to the roads as roads as they were very icy with the snow melting and then freezing. Greg Bennett explained that the salt/sand didn't do anything on the roads as it was too cold.

XX Anderson Brothers Pit –

**Set 2021 Annual Meeting**

Arlene Schmit **moved to set the Annual Meeting for 2021 for Tuesday, March 09, 2021 at 7:00 PM at Sylvan Town Hall**, seconded by Greg Booth and the motion carried.

**Adjournment** – Arlene Schmit moved to adjourn, seconded by Eileen Spilman and the motion carried

Minutes submitted by,

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Faith C. Broberg, Clerk/Treasurer

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John Wulff, Moderator