



## **REGULAR PLANNING COMMISSION MEETING MINUTES**

**February 13, 2020 6:30 PM**

*(Recorded for Transcription Purposes Only)*

**CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL:** Vice Chair Scott Hendrickson called the meeting to order at 6:30 PM and the Pledge of Allegiance was said. Roll Call: Those present: Vickie Kettlewell, Terry Quick, Scott Hendrickson, Dave Skogen, Board Liaison Yvette Adelman-Dullinger, and Colleen Putnam, Deputy Clerk. Excused Absence: Dave Johnson. Sign-In sheet attached.

**Agenda:** Terry Quick moved **to approve the amended agenda**, seconded by Vickie Kettlewell and the motion carried.

### **Minutes:**

**January 9, 2020 PC Meeting amend/approve:** Terry Quick **moved to approve the minutes as presented**, seconded by Vickie Kettlewell and the motion carried.

### **Public Input:**

**Todd Holman, Camp Ripley Sentinel Landscape:** Todd informed the Planning Commission members that the Kramer Lake parcels which the Township agreed to take ownership of is moving forward and should close in about a month. After that if the Township is interested in restoration, forestry money, Sentinel Landscape can help with that. Todd handed out a map showing a possible corridor opportunity connecting from 371 on the east side to west of Baxter city limits. One of the large parcels the city of Baxter is looking at purchasing. Official action will be taken at the council meeting on February 18, 2020.

### **Correspondence Received:**

**Cass County Permit Log – January 2020:** There were 9 annual holding tank permits, and 2 building permits issued for the month of January 2020.

### **Correspondence Sent:**

None

### **Reports:**

**Yvette Adelman-Dullinger, Town Board Liaison:** Yvette Adelman-Dullinger gave a report on their previous meeting:

1. Tabled the website design until the next meeting.
2. Roads: Looking at 17<sup>th</sup> Ave. SW, looking at fence removal, tree placement, possibly change the road location. The residents were wondering if the road were brought up to standards if the Township would take it over. The residents will also need to work with the railroad also. They will be getting bids for this.
3. Fire report: the calendar has been sent out and with donations coming in. There is a 7% increase in the budget.

4. Did a resolution approving the SCO.
5. Approved the newsletter and election judges.
6. Board of Review is April 20, 2020 at 10:00 AM at the Town Hall.

**Previous Board Minutes & Public Hearing Minutes:** You received in your packets, please read them over for your information.

**Old Business:**

**Sylvan Lake Park:** Dave Johnson, Vickie Kettlewell and Dave Skogen met to look over information for grants, budget, etc. Vickie looked over the information on the Weyerhaeuser Family Foundation grants. Vickie stated she did feel this grant would apply for the type of grants we are looking for. Dave Skogen contacted Source Well who stated they have \$2,500.00 matching grant. Dave Skogen also contacted the Baxter Snowmobile Club and left a message asking if they would be interested in giving a donation to the park, he has not heard back from them. Dave Skogen stated he checked with General Mills Food, Honey Nut Cheerios, who has something about pollinators. They won't give any money but a possibility of seed. Vickie and Dave Skogen will meet again, possibly next week to look at DNR grants. Scott gave a price for the cost of the roadway (600'x20') which would be \$5,000.00 and the parking lot (50'x75') with a cost of \$4,500.00 for a total cost of \$9,500.00. The Planning Commission members looked over the cost projections for the park. Dave Johnson, who was not present, wanted the PC to look over the type of trees and to make a recommendation to the Town Board to order trees. The PC discussed seeds and shrubs. After further discussion it was decided to order 75 red pine; 50 white pine and 50 jack pine. Vickie Kettlewell **moved to recommend the Town Board order conifers consisting of 75 red pine; 50 white pine and 50 jack pine, with the order being placed before February 28, 2020** seconded by Dave Skogen. The question was called and the motion carried.

**New Business:**

**None**

**Other Business:**

Vickie stated Greg Booth had received a phone call from one of the council members at East Gull Lake asking if Sylvan Township had ever dealt with private landing pads for helicopters as a resident in East Gull Lake would like to build a private landing pad.

**Annual Reviews:** None

**Announcements:** Read

**Adjournment:** Vickie Kettlewell **moved to adjourn**, seconded by Terry Quick and the motion carried with the meeting being adjourned at 7:25 PM.

Minutes submitted by:

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Colleen Putnam, Deputy Clerk

PC Member \_\_\_\_\_ moved to approve the minutes as presented/amended, seconded by \_\_\_\_\_ and the motion carried.

Amendments:

Date: