



12956 24th Avenue SW, Pillager, MN 56473

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**Regular Board of Supervisors Meeting
AUGUST 06, 2020 7:00 PM**

Call to Order/Pledge of Allegiance/Roll Call: Chair Booth called the meeting to order at 7:00 PM and the Pledge of Allegiance was said. Those present: Supervisors Yvette Adelman-Dullinger, Arlene Schmit, John Wulff, Greg Bennett, Greg Booth and Clerk-Treasurer, Faith Broberg. Others present – Dave Johnson, Ruth Hageman, and Dan McCourtney.

Agenda: Supervisor Wulff **moved to approve the amended agenda**, seconded by Supervisor Adelman-Dullinger and the motion carried.

Clerk/Treasurer's Report –

Minutes – Regular Board of Supervisors Meeting -July 16, 2020– Supervisor Schmit **moved to approve the minutes as corrected**, seconded by Supervisor Wulff and the motion carried.

The financials 2.2 and budgets 2.3 were moved down on the agenda to 5.7 to accommodate our guests tonight.

Public Input-

Ruth Hageman – Mail in Ballots – 1692 Oak Ridge Road SW, Pillager - was here to express her opinion regarding the Board of Supervisors decision-by resolution- to go with mail-in ballots this year. This was done to protect the residents and election judges from the Covid-19 virus that had caused the schools to go to distance learning. Many businesses were closed and residents in the State of Minnesota were asked to quarantine to slow down the spread of the virus. Ruth feels that her right was violated per the first Amendment of the Constitution. Ruth presented articles that were regarding mail-in fraud. She asked the Board to reconsider and to make the necessary changes for the General Election in November be an in-person voting.

Dan McCourtney – Minnesota Power (MP)– Mr. McCourtney was here to present to the Town Board and to also obtain information on how to proceed with MP's project of installing a Solar Farm in the Township. Items discussed; need for re-zoning, fencing, screening along County Road 36, 30-year life, reclaim after 30 years restoring to original condition and working with the Planning Commission in obtaining a Conditional Use Permit. Mr. McCourtney will be working at reaching out to the adjacent landowners, doing an open house for spreading information, a wetland survey and soil survey will need to be completed. If everything goes smoothly the project would be built in 2021.

Dave Johnson – Sylvan Lake Park –

Dave gave a report regarding Sylvan Lake Park. There are some sandburs in one of the areas. He has a *Conservation Practice Assistance Contract* from the Crow Wing Soil

and Water Conservation District for cost sharing for Sylvan Lake Park regarding tree and shrub establishment in the amount of \$5,000.00 with the Township cost sharing \$2,500.00. Dave talked with Disterhaupt Excavating (about 40-50 yards of topsoil) cost at about \$1200.00. He also talked with Doucette Landscaping, for landscaping cost around \$1500.00. He wants to put 153 trees at the park and estimates that he will need \$600.00 for seeds.

We will need to schedule a workday also. Supervisor Wulff **moved to approve the Conservation Practice Assistance Contract with Sylvan Township in the amount of \$5,000 with the Township matching one-half of that at \$2,500.00**, seconded by Supervisor Adelman-Dullinger and the motion carried.

Letters of Interest in the Sylvan Town Road Advisory Committee- the Township has received three letters of interest from residents that would like to work on this committee. The three are Larry Beimert, Tony Hughes and Scott Hendrickson. They will work under the Planning Commission as Township employees. Supervisor Bennett **moved to appoint Larry Beimert, Tony Hughes, and Scott Hendrickson to Sylvan Township's Road Advisory Committee**, seconded by Supervisor Adelman-Dullinger and the motion carried. Chair Booth thanked Dave Johnson for recruiting the three volunteers.

Old Business

Bryan Drown - Sylvan Road Engineer – (17th Avenue SW) Supervisor Bennett gave this report. We have contractor contracts for Anderson Brothers. We are waiting to hear back from Burlington Northern Santa Fe (BNSF) regarding 17th Avenue. Bryan has contacted BNSF and left several phone messages. Anderson Brothers (contractor) – negotiating moving the fence.

Road Supervisors Road Report –

Zebroski Acres Lane SW – looks good.

Crow Wing River Drive SW – East side of the road needs brushing.

37th Avenue – needs brushing.

Sylvan Lane SW – big dead tree (close to the road) needs to be taken down/maybe use a professional tree cutter due to size of the tree.

Minimum Maintenance Road – Clark Drive – as a minimum Maintenance Road it does not need grading.

Little Red Sand/ West-end needs attention.

Doors to be installed on the north side of the garages, Ryan Shingledecker will get us a quote for installing those doors. Ryan had also talked with Supervisor Bennett regarding installing a block barrier on the salt/sand shed to protect the cement from being damaged. Supervisor Bennett will bring a quote for the bollard to protect the block structure or order it if cost effective.

Shared Road Agreement with City of Pillager – Supervisor Schmit has been working with the City of Pillager in developing a shared road agreement. There was a question on brushing Pillager Dam Road SW. Pillager does not do brushing so Sylvan decided that we would brush both sides of the road.

There was a question on 37th Avenue SW and how this road is divided. Supervisor Schmit will check into this.

Salt/Sand Shed – the Supervisors discussed how much insurance they want to put on this building and decided on \$20,000.00.

Fire Report – Supervisor Adelman-Dullinger gave this report. Training is scheduled for August 10-14th – two days plus 1- day hands on. No news regarding the grant. Boat has been returned – have not heard about the floating dock. The air ejects system is here---looking for a compressor.

New Business-

Increase in retirement.

Brakes fixed on Engine #1 Crack in manifold suction side.

Mysterious seeds – do not plant or throw away. 888-545-6684

Have 1 interested in joining the Fire Department.

Approved background and drug testing for applicants. Sylvan had 11 runs. The Department had 163 runs year to date and 153 last year to date.

Emergency Management Quarterly Meeting – July 28, 2020 Conference Call –

Supervisor Adelman-Dullinger gave this report.

Covid-19 National Emergency shut down, city buildings in place except the Court House Lobby is open. Contact by phone or email is available.

Cares Act – Josh Stevenson at Cass County has been handling \$3.6 Million—submitting monthly summaries to the State of MN. Next meeting date is October 27, 2020. Annual meeting by Zoom on October 1, 8:AM – Noon.

Planning Commission – Schmit Variance Application – Supervisor Adelman-Dullinger **moved to approve the variance of Heather and Dave Schmit and send to Cass County**, seconded by Supervisor Bennett. In discussion it was decided to recommend having a storm shelter room added to the motion. The question was called, and the motion carried.

New Business-

Utility Companies/Right-of-Way Permits – there was discussion on the Township developing permits to be issued for Utility Companies who need permission to dig under Township roads. Supervisor Adelman-Dullinger will start on developing a permit.

Resolution 2020-13 – Sylvan Township in Collaboration with Camp Ripley Sentinel Landscape to Acquire a Grant through MN Historical and Cultural Heritage Program for Future Research. Supervisor Bennett **moved to approve Resolution #2020-13**

Minnesota Historical Society Legacy Grant, seconded by Supervisor Schmit and the motion carried.

Shredding Paper at Town Hall-- Due to the large volume of paperwork that we have at the Town Hall, the Clerks suggested having our paperwork shredding. Supervisor Wulff **moved to approve having Paper Storm pick up and shred our paper**, seconded by Supervisor Bennett and the motion carried. They will pick up every two months.

Conditions on Property Township is Acquiring (i.e. hunting) - The Board decided to let the Planning Commission discuss this first and make a recommendation to the Board.

Election Judge List for Primary on August 11, 2020 – Supervisor Schmit **moved to approve the Election Judge List for the Primary Election on August 11, 2020 as presented**, seconded by Supervisor Bennett and the motion carried.

Cass County Covid-19 Cares Act – Discussion on how the Township will put their portion of the allotment from Cares-Act to good use. Cass County is looking at putting CARES ACT money toward installing Broadband in the area around Little Pine Road SW. If something should happen regarding the legality of this Consolidated Telephone

Company (CTC) would pick up the tab if this should go to court. CTC would be doing the fiber and Ramstad's would be installing at a reduced cost.

Supervisor Bennett **moved to put \$15,000.00 (from the Cares Act) in conjunction with Cass County in moving forward with putting Broadband in the Little Pine Road area**, seconded by Supervisor Adelman-Dullinger and the motion carried.

July 2020 Financials – Supervisor Schmit **moved to approve the July 2020 financials as presented**, seconded by Supervisor Wulff and the motion carried.

Budgets - budgets were gone over at this time. Supervisor Wulff would like more information on some line items in Road and Bridge that are higher or lower than budgeted.

Clerk Broberg presented some financials for the Board to review and see if they wanted to move some money around.

Supervisor Bennett **moved:**

- **In the Checking Account move \$25,709.25 from Debt Service Fund into the Pine River Money Market Road and Bridge Fund:**
- **From the Fire Protection Fund, checking \$20,000.00 to the Pine River Money Market Fire Protection Fund: and**
- **In the Bremer Money Market, Debt Service Fund move \$247,121.00 to the Bremer Money Market Road and Bridge Fund**, seconded by, Supervisor Wulff and the motion carried.

Other Township Business - Correspondence –

- Cass County Planning Commission Agenda for August 10, 2020(call in)
- Tax Levy Certification for 2021 – for Review
- Township Tax Statements for Potlatch property – Township will pay this 2nd half of the taxes in the amount of \$290/one parcel, \$339/ for second parcel. After payment, this year then the Parcels will be classified as exempt.
- Log of Building Permits for Sylvan Township
- Seeds received in mail – do not open or plant these seeds
- Minnesota Dept. of Revenue – Town Aid for 2021//Sylvan \$2541.00
- Sheriff's Incident Report July 2020
- American Ramp Company – Bike Recreation
- Salt Management Workshop (online only) August 27, 2020, another one on August 28, 2020 (online only)

Automatic Payments (EFT) Approval-Supervisor Bennett **moved to approve the clerks paying our monthly bills for Consolidated Telephone, Crow Wing Power, Waste Partners, and Pitney Bowes automatically**, seconded by Supervisor Adelman-Dullinger. Clerk Broberg explained how the EFT's will be included on the Claims form so they will be approved along with the Claims.

Review Claims

Supervisor Schmit **moved to approve the Payroll check #'s 24176 thru 24178 in the amount of \$2,611.42 and Claims #24179 thru 24196 in the amount of \$23,378.98 for a total of \$25,990.40**, seconded by Supervisor Bennett and the motion carried.

Question from Marla Yoho, Fairview Clerk regarding Sylvan's cost for having Fairview plow and grade Gregory Drive SW and West Lake Ridge Road—does the Town Board want Marla to send us copies of the work orders that correspond with the bill. We get billed twice a year. The Board would like a copy of the work orders.

Adjournment: Supervisor Schmit **moved to adjourn**, seconded by Supervisor Wulff and the motion carried with the meeting adjourning at 10:05 and the motion carried.

Minutes submitted by:

Faith C. Broberg, Clerk/Treasurer

Chair Greg Booth

Supervisor Schmit moved to approve the minutes as amended, seconded by Supervisor Adelman-Dullinger and the motion carried.

Amendments: 'Solar System' to 'Solar Farm' and "Hwy" to "County Road" under MP in public input. Also under old business changed 'block barrier' to 'bollard' and added "to protect the block structure or order it if cost effective".

Date: 8/20/2020