



SYLVAN TOWNSHIP

REGULAR BOARD OF SUPERVISORS MEETING MINUTES

FEBRUARY 21, 2019

(Recorded for Transcription Purposes Only)

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 John Wulff, Arlene Schmit, Greg Booth, Yvette Adelman-Dullinger and Deputy Clerk, Colleen Putnam. Excused absence Greg Bennett. Sign-In Sheet Attached.

Agenda: Supervisor Wulff **moved to approve the agenda**, seconded by Supervisor Schmit and the motion carried.

Clerk/Treasurer's Report –

Minutes – Budget Meeting 02-12-2019 – Supervisor Wulff **moved to approve the minutes of 02-12-2019 as presented**, seconded by Supervisor Adelman-Dullinger and the motion carried.

Minutes of the Regular Board Meeting 02-07-2019 - Supervisor Adelman-Dullinger **moved to approve the minutes of 02-07-2019 (recessed to 02-12-2019) as presented**, seconded by Supervisor Wulff and the motion carried.

Public Input –

Lisa Hoglin - 2646 Zebroski Acres Lane SW – here regarding the maintenance on this road. It is not a Township road. There are lots of pot holes in the spring. One gentleman on the road tries to get the grader out on the road once in the spring and again in the fall. Someone does the plowing. It is hard to collect money from the other residents on the road. The mailman, garbage truck and school bus come down the road. There is also a group home near where Lisa lives on this road.

Greg Zaleski, 2601 Zebroski Acres Lane SW – He has checked with Hengels Ready Mix and Construction regarding the cost of doing the road; putting down 2" thick gravel and widening the road a little bit. They quoted \$15,000.00. It is hard to get residents to commit to paying for the improvement. He is wondering what can be done.

Tina Parkki - 2637 Zebroski Acres Lane SW – Tina feels the road is dangerous, and extremely dusty. In Summer time the visibility is poor because of all the dust. She has two boys with disabilities and needs to be sure emergency vehicles can get in on the road.

Greg Zaleski mentioned that Jim Heinz and Jeff Volke work on the road in their spare time and Greg Zaleski has worked on the road.

Chair Booth explained that in the 1990's the roads that were being maintained were recorded with the County. This road (Zebroski Acres Lane), was built by a developer and he did not come to the Township and ask for the road to be a Township Road. The Township has developed a Road Standards Ordinance regarding the road requirements for the Township to take over a road for maintenance. Later the Board made a few changes in the Road Standards to include four classifications of roads and their requirement.

Chair Booth explained about how to create a Subordinate Service District for paying for the road— the cost split between the residents on the road (1) having the cost added to their taxes for 5 years, (2) or paying their portion all at once. With the SSD there would have to be about 80% of the residents on the road in agreement.

There was discussion on a "rustic road" requirements, surveying to determine ownership and if the Township would need an easement from the property owners.

Old Business/Reports

Bryan Drown Road Projects Reports – not present tonight.

Road Maintenance Contract – is on the agenda – to keep it before us. Supervisor Bennett and Dave Johnson, Planning Commission Chair are working on the contract. Review and finalize the contract at the 1st meeting in March. Items talked about:

- Minimum price for snow plowing in the winter.
- Damages if contractor damages the road. Probably put under Miscellaneous Provisions.

Road Supervisors Reports -

Supervisor Wulff – most people are overall happy with the plowing this year.

Supervisor Schmit – the school bus drivers are also happy with the plowing and the cleanup of the intersections.

Chair Booth – the snowmobilers are enjoying the snow.

Planning Commission – Supervisor Adelman-Dullinger gave this report.

Cell Tower Generator – further down on the agenda.

Letters being sent to – residents, regarding 4-wheelers and the pit Inquiring if the residents are interested in attending a meeting.

Pre-disaster Planning meeting was rescheduled to Tues., February 26th, 2019.

Community Education – on Water Mitigation is scheduled for April 27th from 10:00 AM – 12:00 Noon.

Cell Tower Generator Application for Permit – Cass County took care of the initial permitting of the cell tower. The Sylvan Planning Commission's recommendation is to charge the Cell Tower Company a \$50.00 Amendment fee for the addition of a generator inside the tower as they would be grandfathered in and would not need a CUP as they are not expanding beyond 25%. After discussion, Supervisor Schmit **moved to approve the \$50.00 amendment fee for the addition of a cell tower generator**, seconded by Supervisor Adelman-Dullinger and the motion carried.

New Business –

- Debit Card Policy – Supervisor Adelman-Dullinger;
- Wondered about storing the Debit Card at the Town Hall.
 - Users are the Clerk, Deputy Clerk and a designated Board Member.
 - Clerk will keep a sign out log.

Chair Booth will make the changes to the policy and it will be approved at the next Board meeting.

February Newsletter - after reviewing the newsletter, it was approved.

Other Business –

Correspondence –

Spring Short Course – Supervisor Wulff moved to approve the Clerk, Deputy Clerk and all Board members to attend the Spring Short Course on March 25th, 2019 at Breezy Point, seconded by Supervisor Adelman-Dullinger and the motion carried.

Resolution #2019-01 – Chad Knudson is asking for the Board to approve his Off Sale Liquor License application of Knudson Management, Inc. to sell Off Sale Intoxicating Liquor at the establishment know as, The Corner Store Liquor. Supervisor Adelman-Dullinger moved to approve Resolution #2019-01 approving a license to sell Off Sale Intoxicating Liquor at The Corner Store Liquor, seconded by Supervisor Schmit and the motion carried.

Central Applicators- Information on Roadside Rights-of-Way Vegetation Management.

Anderson Brothers – information to their Aggregate Customers on procedures for aggregate purchases.

Review Claims – Supervisor Wulff moved to approve claim #23284 – background check on potential Pillager Lake Park Camp Host, in the amount of \$15.00, seconded by Supervisor Adelman-Dullinger and the motion carried.

Supervisor Wulff moved to approve payroll checks #23285 thru #23286 in the amount of \$1,977.19 and the claims #23287 thru #23296 in the amount of \$7,183.92 for a total of \$9,161.11, seconded by Supervisor Adelman-Dullinger and the motion carried.

Adjournment: As there wasn't any more business, Supervisor Schmit moved to adjourn, seconded by Supervisor Adelman-Dullinger and the motion carried with the meeting adjourning at 8:30 PM.

Minutes submitted by,

Faith C. Broberg, Clerk/Treasurer

Chair, Greg Booth

Supervisor _____ moved to approve the minutes as presented/as amended, seconded by Supervisor _____ and the motion carried.

Amendments:

Date: