



REGULAR PLANNING COMMISSION MEETING MINUTES

May 09, 2019 7:00 PM

(Recorded for Transcription Purposes Only)

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL: Chair Dave Johnson called the meeting to order at 7:01 PM and the Pledge of Allegiance was said. Roll Call: Those present: Vickie Kettlewell, Scott Hendrickson, Dave Johnson, Board Liaison Yvette Adelman-Dullinger, and Jenna Ruggles, Deputy Clerk. (Excused Absence: Terry Quick and Colleen Putnam, Deputy Clerk)

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

Minutes: Moved to next meeting. (not discussed)

Public Input: No public in attendance.

Correspondence Received:

Cass County Residential Permit Log – April 2019: There was 19 building permits and 1 septic system permit issued for Sylvan Township for the month of April 2019.

David Skogen Letter of Interest: David sent in a resume along with his letter of interest. The PC has decided to sit on it for a month.

Jason and Laura Vogel Variance – Received from Cass Co: Discussion about recommendations and findings during site visit were typed up in a Variance (final copy attached). Vickie would like to add a footnote on the Variance to be sent to Cass Co. on Friday 5/10/19 regarding small lake lots and different resource options. Scott Hendrickson moved **to approve the variance**, seconded by Vickie Kettlewell and the motion carried.

Correspondence Sent: None to discuss.

Reports: Yvette Adelman-Dullinger, Town Board Liaison: Yvette stated the following items were discussed at their previous meeting:

- Complaint – Katrina Wood vs. Peterson’s Tree Service: Greg sent an email back to them.
- There is an upcoming training.
- Roads: A few trees were marked for removal; Dave would like to see a Brushing Letter sent out with a timeframe included in it.
- Sentinel Landscape Partnership/Camp Ripley: On agenda for May 16th Board Meeting (in conjunction with the Legacy Funds to acquire MN Power land)
- ATV Meeting was discussed.

Previous Board Minutes: You are receiving in your packets, please read them over for your information.

Old Business:

History Series: Update – Finalized on all but the last date. We hired Dan Hagstad for the first 2 meetings. Discussions about Dan and how he does drone work, which could benefit us to get some pictures for more than just the history series but also would be valuable for the township’s website. Cost is \$50/hour for drone work. Going to include this in our SourceWell 50/50 grant (up to \$5,000). Sue VanHal to do press release and Dave is looking to get on the radio for some publicity. Discussions about getting on Lakeland PTV as well as their Community Calendar.

Pit Road – 4-Wheeler Issues: Good meeting, Tom Burch (Cass Co. Sheriff was in attendance) was able to hear some of the complaints and able to address residents with possible solutions. Getting permission to move the gate back out front to deter some of the issues. Discussion about how there are several trails from other areas getting into the Pit. They have also been known to cut fencing or plow over it to get in. Cameras will be going up this weekend for 3 weeks to monitor the area. Overall it seemed to be that everyone came away from the meeting thinking they have a part to play. Possibility of a follow up meeting in a couple months.

Short Term Rentals: Lakeshore’s Ordinance was given to us from Beth Peters/Schutz and information that they will be attending the Board Meeting on May 16th. Jenna to send a copy of the Ordinance to all PC and Board members. Discussion on one of the Short-Term Rentals that are not in compliance with their rules. Dave would like to confront them with a letter.

Comp Plan Review: Nothing new on this.

Sylvan Park: Discussions about suggestions for what is on the agenda for the next 2 years of the 5-year plan. Talked to a few people regarding different funding options as well as suggested plants/grasses/trees.

- 2019: Clean up debris piles; mulch up or burn in the big hole then cover it.
Clean up the trails and Pit – lay down topsoil (Vickie offered to donate) and start planting natural sides on the sides of the trails.
Handicap accessible trail for a certain length.
Parking lot (or half) – possible grant options from Anderson Brothers.
- 2020: Prep (burn) and seed the big hill.
Seed rest of outside of the trail and plant grasses and trees.
- Things we would like to do – get signage (preferably through the school), get a list of items that the community members can donate money for, kayak/paddle board slab, etc.
- Hunting being allowed for archers only – some discussion about how to post regarding it.

New Business:

Dark Skies Initiative: Vickie would like to send something out in the next newsletter and maybe formulate some recognition for those who have put some effort in.

Annual Reviews:

None

Deposits held:
None

Announcements: Read

Adjournment: Scott Hendrickson **moved to adjourn**, seconded by Vickie Kettlewell and the motion carried with the meeting being adjourned at 8:47 PM.

Minutes submitted by:

Jenna Ruggles, Deputy Clerk

PC Member Scott Hendrickson moved to approve the minutes as presented, seconded by Vickie Kettlewell and the motion carried.

Amendments:

Date: 6-13-19