



SYLVAN TOWNSHIP

REGULAR BOARD OF SUPERVISORS MEETING MINUTES

APRIL 18, 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 Greg Bennett, John Wulff, Arlene Schmit, Greg Booth, Yvette Adelman-Dullinger and Faith Broberg, Clerk/Treasurer. Sign in Sheet attached.

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

Awarding Road Maintenance Contract – The bid for Road Maintenance Contract that was received from Holmwig Excavating on April 4, 2019 and has been reviewed by the Supervisors. Supervisor Bennett **moved to award the 2019-2020 Road Maintenance Contract to Holmwig Excavating**, seconded by Supervisor Wulff and the motion carried.

Crack Sealing – Supervisor Bennett brought up Crack Sealing which was not included as part of the Road Maintenance Contract but could be done with a work order. Supervisor Bennett would like to see the Crack Sealing project be awarded in the fall of the year to give the Owner/Company plenty of time to plan for the next spring/summer. Supervisor Wulff commented that in 2018 was the first time that we knew how much the Township would be spending on Crack Sealing. Supervisor Bennett **moved to have Holmwig Excavation do the crack sealing this year**, seconded by Supervisor Adelman-Dullinger. It was mentioned that we should **include the cost of labor and materials**. Supervisor Bennett amended his motion to **include crack filling equipment and labor at \$320.00/hour which includes (2) pickups, blower, tar pot and (4) men. Crack sealing material would be \$.55 per pound**. This was seconded by Supervisor Adelman-Dullinger and the question was called, and the motion carried. Last year Holmwig Excavating did the crack-sealing and completed the north side of the Township. This year the south side needs to be done.

Public Input

Camp Ripley – Major Steve Hall – was present to update the Town Board on what will be happening at Camp Ripley this year.

Information shared:

- Maintaining positive community relations
- Leadership at the camp is still the same as last year.
- Total Economic Impact for 2018 \$286,910,539. (no big changes).
- Accomplishments – They received another Resource Management Award – this is out of all the installations of the military, Army, Navy, etc.

- New Construction – building long houses – replaces the “Tin Huts.”
- Have their own Fire Station with 20 fire fighters.
- Have three huge diesel locomotive generators.
- May and Oct will be their busiest months this year.
- Their partners – DNR, State Patrol, Homeland Security Emergency Management.
- Central Lakes College and St. Cloud University, and local school districts.
- Prescribed burns – starting later than usual due to all the snow. They will be starting the Monday after Easter.
- Community Outreach – Open house in September, Activities with Disabled Veterans, and Job Shadowing.
- ACUB – has a waiting list of land owners who want to get into this program.

Brooke Dixon/Bob Dixon – *Shady Hollow Road SW* – 13 people live on this graveled road. Here to express their concerns regarding the condition of the road and expressed that they have been paying taxes for years and road is in terrible condition. He doesn't like Calcium Chloride because of its corrosiveness to vehicles. After discussion, Supervisor Bennett **moved that we authorize Bryan Drown, Township Road Engineer to look at this road and give us options for this road**, seconded by Supervisor Adelman-Dullinger. Mr. Dixon believes that the road needs to be shaped in those areas that are bad. The question was called, and the motion carried.

Old Business/Reports

Bryan Drown Road Projects Engineer – The property line here at the Town Hall has been staked for the salt/sand shed and the Railroad Right-of-Way.

Pillager Dam Road – this is a shared road with the City of Pillager. Bryan was asked to view the culvert to document the culvert being undersized. Township would need documentation from him to see if the Township would qualify for funds to help with the replacement of this undersized culvert. . He has talked with Darrick Anderson, Cass County Highway Engineer who referred him to Kelly Conda regarding the culvert replacement plan. Mr. Conda asked Bryan for paperwork on this project.

Bryan is wondering if there is sewer and water on the Pillager side and hoping that it is under the culvert. He will research some plans for that area.

Road Supervisor's Road Report –

It was reported that:

- Water is running through the culverts.
- Sweeping could start probably next week.
- Two “Driveway Permit Required” signs are on 43rd Avenue SW, only one is needed.
- Discussion on when the “weight limit” signs are taken down that “Driveway Permit Required” signs should be put on the posts.
- 120th Street SW has a pot hole on the west end of the pavement.
- Weight Limit signs should be how far off the State Highway 210?
- Little Pine Road SW – there is a part of the pavement, torn up by the mailboxes on the east side of the road.

Planning Commission (PC)– Supervisor Adelman-Dullinger, Town Board Liaison to the PC gave this report. The PC had several concerned citizens at their meeting regarding the vacation rentals. It was mentioned that the Town Board and PC are having a joint meeting in July 2019 and discussing this issue. The citizens were wondering if that meeting could be moved up as July would be a little late in the summer to discuss this. If the Township was going to make a change in the Commercial Ordinance it would be a long process with holding a public hearing and there would be a waiting period, and publishing. We could consider doing a moratorium on the vacation rentals. It wouldn't affect those already in place, but it would put a hold on any new ones.

Dave Johnson believes that there are only a few of the vacation rentals operating now in the Township and that we could send them a letter making them aware that they should come in and get a Business Permit or a Conditional Use Permit (CUP). Supervisor Adelman-Dullinger has concerns as a CUP goes with the property and would be forever. She wonders if we should make it an interim use.

It was the consensus that letters will be sent to the individuals. Dave will write up a letter.

Sourcewell – Supervisor Adelman-Dullinger received the 50/50 grant forms for helping with the cost of filming the History Series the Planning Commission is planning.

The Planning Commission has given the Town Board three recommendations regarding commercial businesses in the Township.

Dave Johnson – gave some preliminary information regarding these:

Central Lakes Motor Sports – CUP - The Planning Commission has recommended that the Town Board go for a Public Hearing regarding this application from Ben Forlund. The location is on Little Pine Road SW. He wants to move his business from Highway 371 North to Little Pine Road SW. He operates a recreational vehicle sales which includes a test trail. His business is retail off-site, on-line sales. There would be no buildings, and he employs 5 people. He will do some grading behind the shop. He lives on the premises with his family.

About 90% of his sales are from on-line and 10% walk-ins. There are nine residents within a quarter mile of him.

Supervisor Bennett **moved to accept the Planning Commission's recommendation to go to a Public Hearing, for Central Lakes Motor Sports**, seconded by Supervisor Adelman-Dullinger. It was decided to hold the Public Hearing on, Thursday, May 16th, 2019 at 6:00 PM at the Town Hall with the regular Board of Supervisor's meeting starting immediately after the hearing. The question was called, and the motion carried.

Foy's Custom Cabinetry – CUP – The Planning Commission has recommended to the Town Board to go forward with a Public Hearing. The location of this cabinet building shop will be on 13th Avenue SW. Kris will own the property that is made up of 2.8 acres and is in a residential area. There are currently no employees but looking at maybe 2 in the future. The CUP would be under Limited Industry. He would like 10 square feet of signage. He will need a new sewer and a secondary site and a driveway permit. No burning will take place at the site. The building will have in-floor heating. The building will be 72'x40'. A grading plan will be needed along with where the water will be contained on the property.

He will know either tomorrow or next week regarding financing. Will use trees for screening.

Supervisor Bennett **moved to accept the Planning Commission's recommendation to go to a Public Hearing, for the Foy's Custom Cabinetry.** seconded by Supervisor Adelman-Dullinger and the motion carried. It was decided to have the Public Hearing on Thursday, June 6th, 2019 at 6:00 PM with the Regular Board Meeting to follow immediately after.

Corner Store Auto Sales – Chad Knutson--the Planning Commission has recommended that the facts and findings on the Corner Store Auto Sales be sent to the Town Board to approve an amendment to Chad's existing Conditional Use Permit. Dave Johnson presented;

- Display and sell a maximum of 6 cars.
- Lighting will be downward.
- All storm water will be maintained on site.

Chad has also requested relocating one of the previously approved storage buildings, (yet to be built) to the north side of the TNT building for storage of cars, parts and company equipment.

He will be adding a new sewer and restroom for the TNT/Corner Store Auto Sales building and be handicapped accessible.

He will meet all State, County and Township requirements.

Supervisor Bennett **moved to accept the Planning Commission's recommendation for the amendment of Auto Sales to Chad's CUP to display and sell six motor vehicles,** seconded by Supervisor Adelman-Dullinger and the motion carried with Supervisors Bennett, Schmit and Adelman-Dullinger for the motion and Supervisors Wulff and Booth voting against the motion. It was requested that the original CUP be attached to this amendment.

Resignation of Tane Barclay – Supervisor Bennett **moved to accept with regret Tane Barclay's resignation, from the Planning Commission,** seconded by Supervisor Adelman-Dullinger and the motion carried.

Advertise for Opening on the Planning Commission – with the resignation of Tane Barclay, Supervisor Adelman-Dullinger **moved to advertise a vacancy on the Planning Commission,** seconded by Supervisor Wulff and the motion carried.

New Business –

Town Hall Heating Maintenance – Jibec Heating and Cooling gave the Township a quote for inspecting the Township's in-floor heating. Supervisor Schmit also got some quotes from Horizon Heating, Plumbing and Air Condition and from Ausland Heating. After discussion, Supervisor Schmit **moved to have Horizon Heating, Plumbing and Air Conditioning do maintenance on both furnaces,** seconded by Supervisor Adelman-Dullinger and the motion carried. Supervisor Schmit will make the contact.

Use fee of Townhall for the Pillager School Referendum – It was decided there would be no charge.

Other Township Business-

Correspondence – Land Use Workshops Supervisor Wulff **moved to approve two Planning Commission Members and/or Board members to attend**, seconded by Supervisor Bennett and the motion carried.

Couri & Ruppe – legal seminar on June 13th, 2019 in Albertville, MN. Supervisor Adelman-Dullinger would like to go. Supervisor Wulff **moved to approve any Board members attending this seminar**, seconded by Supervisor Adelman-Dullinger and the motion carried.

Review Claims – Supervisor **Bennett moved to approve the payroll checks #23369 to #23371 in the amount of \$2,187.09 and the claims checks #23372 to #23381 in the amount of \$9,910.84 for a total of \$12,097.93** and the motion carried.

Any Other Business -

Exhaust fan for East Building – this building needs an exhaust fan as it was noticed that it is wet in there. The lights need to be upgraded.

Adjournment – Supervisor Bennett **moved to adjourn**, seconded by Supervisor Adelman-Dullinger and the motion carried with the meeting adjourning at 9:40 PM

Minutes submitted by,

Faith C. Broberg, Clerk/Treasurer

Chair, Greg Booth

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

Amendments: Page 2, At 3 bullet insert at end of sentence *only one is needed*. Bullet 4 remove the word reflectors and insert “Driveway Permits Required” signs. Bullet 7 remove phrase around the corner of the road and insert *torn up--* at the end of that sentence remove south side that was torn up and insert *east side of the road*. Page 3 last paragraph 2nd to the last sentence, remove the word as and put a period after the word site and capitalize the next word *The*. Page 5 under Exhaust fan for East Building last sentence remove the words also, big and replaced. Insert in the place of replaced *Upgraded*.

Date: