

## **Regular Board of Supervisors Meeting Minutes** *Thursday July 15<sup>th</sup>, 2021*

*Note: This meeting was recorded and will be kept in electronic records with the minutes.*

**Call to Order/Pledge of Allegiance/Roll Call:** Chair Booth called the Board of Supervisors Meeting to order at 7:15 pm and the Pledge of Allegiance was said prior at the Public Hearing. Those present at the meeting were Supervisors Greg Booth, Yvette Adelman-Dullinger, Arlene Schmit, Bob Johnson, Greg Bennett, and Clerk Jenna Ruggles. Residents present included Les McClelland, Taylor Halverson (Zoom) and PC Chair, Dave Johnson.

**Agenda:** Supervisor Bennett **moved to approve the agenda as amended**, seconded by Supervisor Johnson and the motion carried.

### **Clerk/Treasurers Report:**

- **July 1<sup>st</sup>, 2021 Meeting Minutes** – Supervisor Schmit **moved to approve the minutes as presented**, seconded by Supervisor Adelman-Dullinger and the motion carried.
- **June 2021 Financials** were reviewed, and Supervisor Adelman-Dullinger **moved to approve them as presented**, seconded by Supervisor Schmit and the motion carried.

**Public Input:** PC Chair, Dave Johnson, discussed the Interim Use Permit (IUP) and how it goes with the owner of the property and not the parcel. He wanted the Board to think about that in regard to the possible application for Brian Smith; as Mr. Smith owns 2 connecting parcels and he wants to live on one and build for his business on the other. The Ordinance does not clarify if the primary residence must be on the same parcel or if adjoining parcels are acceptable.

### **Old Business/Reports:**

- **Roads (Bryan Drown, Road Project Engineer, Bolton & Menk)** – was not present but provided an update that 43<sup>rd</sup> and Spring Road Project will start the week of July 19<sup>th</sup>, 2021. He provided a bid recommendation for the Shady Hollow Road Project.
  - **Road Supervisors reported** –
    - **Supervisor Schmit** reported that the flyers for 43<sup>rd</sup> & Spring have been delivered. She also let the Board know that the work order for mowing and thistle clean up was not completed as she worded. The mowing was partially completed, and thistles were ignored.
    - **Supervisor Adelman-Dullinger** reported that she had been in conversations with the resident on Lincoln regarding the 4-wheeler issues and that she recommended to them to call the sheriff when needed. She also said that she is working on some more 4-wheeler research for the Board. Supervisor Adelman-Dullinger also mentioned getting a speed limit sign for 132<sup>nd</sup> Street. She has noticed a lot of pocket gophers around Arbor Lane, Supervisor Booth let her know that she can just contact Clint Converse and he will take care of them.

- **Supervisor Johnson** reported that he called Brad Holmwig to let him know that the speed limit signs were in the garage for the work order that was provided previously. He also reported that the 210 intersection lights project with Crow Wing Power will start in about 2-3 weeks.
- **Dandelion Lane/Norway Drive** update was provided by Supervisor Bennett. Taylor Halverson explained how they currently have a petition for Dandelion only and they have 14 out of the 19 residents on it. Supervisor Bennett was asking the Board for different options to help the residents get the road completed as there is the hill at the beginning that gets bad in the winter and even some fire fighters said it should get fixed. Supervisor Bennett introduced a couple ideas – one seeing if we can take over just part of the road and another seeing if we can get a grant of some kind to help fix the road as it is unsafe. Norway residents don't seem to want the Township to take over their road with this project.
- **Outlot A:** Supervisor Adelman-Dullinger mentioned that she saw the big rock was moved out of the path and there was some garbage laying around. After discussion, the Board decided that we should add another section of barrier offset out there to block from getting through the path with vehicles and to replace a missing “No Motorized Vehicles” sign.
- **Resolution 2021-20 Lake Road** was discussed and amended. Supervisor Bennett **moved to accept Resolution 2021-20 as amended to take over Lake Road as a minimum maintenance Township Road**, seconded by Supervisor Adelman-Dullinger and the motion carried. Supervisor Booth tabled the Order Establishing Lake Road until next meeting.
- **Weeds** were discussed and Knotweed in particular. Supervisor Adelman-Dullinger would like to have the Supervisor all go around to their sections and look for weeds and see which roads need attention. She will provide the Supervisors with some pictures of some weeds to look for and then a work order will be created for Holmwig to take care of some of the weed this fall.
- **Resolution 2021-21** Adopting assessments for Zebroski Acres Lane (formerly Forest Lane) improvements and Certificate to County Auditor were discussed and amended. Supervisor Bennett **moved to sign and adopt Resolution 2021-21 Adopting Assessments for Zebroski Acres Lane (formerly Forest Lane) Improvements and the Certificate to the County Auditor as amended**, seconded by Supervisor Adelman-Dullinger and the motion carried.
- **Fire Report** was provided and discussed. Supervisor Johnson made mention that he would like to see Sylvan Township help the Pillager Area Fire Association with the purchase of some safety vests as he has a connection that will let him buy 4 at a discounted rate. Supervisor Adelman-Dullinger **moved to have Supervisor Johnson discuss with Chief Ringler the option of the vests that Sylvan would like to donate to the Fire Association and if he agrees they are up to his standards then Supervisor Johnson will move forward and purchase them and get reimbursed by the Township**, seconded by Supervisor Bennett and the motion carried.
- **Planning Commission (PC) Report** was provided and discussed. The PC also had a recommendation for the Board; Supervisor Adelman-Dullinger **moved to accept the PC's**

**recommendation to send a recommendation to add additional language to the MOU (Memorandum of Understanding) with Cass County for the County Board to review,** seconded by Supervisor Bennett and the motion carried.

- **Legacy Grant** report was provided and is attached.
- **CTC Broadband project** update was provided by Supervisor Booth that CTC is looking at 3 locations in Sylvan and the cost would be \$1,931,490. Cass County said they would contribute about 20% and CTC will also be able to cover about 20%. After discussion, the Board agreed that Sylvan will let them know that we are willing to do up to \$180,000 at this time and the Board would like to see them concentrate on the areas that have the most kids to assist with distance learning if needed again.

#### **New Business:**

- None at this time.

#### **Other Township Business:**

- **Correspondence** – was read.
- **Review Claims** –
  - Supervisor Bennett **moved to approve the adjustment (Exhibit A) for the 7/1/2021 claims**, seconded by Supervisor Adelman-Dullinger and the motion carried.
  - Supervisor Bennett **moved to approve claim numbers 024723 to 024729 and EFT claim numbers 071521-1 and 071521-10 in the amount of \$32,413.13 and the payroll numbers 024719 to 024722 in the amount of \$3,731.51 for a total of \$36,144.64** seconded by Supervisor Adelman-Dullinger and the motion carried.
- **Other Business** – included the following.
  - Supervisor Bennett **moved to have Clerk Ruggles preform and pay monthly and quarterly taxes throughout the year and have Jason Anakkala Ltd. perform our year end-tax services**, seconded by Supervisor Adelman-Dullinger and the motion carried.
  - MATIT Insurance asked the Board to review their policy for Building 3 personal property – the amount is \$1,000 and the deductible is the same. After discussion Supervisor Bennett **moved to delete the personal property section from building 3 in the insurance policy**, seconded by Supervisor Adelman-Dullinger and the motion carried.

**Adjournment:** Supervisor Bennett **moved to adjourn**, seconded by Supervisor Johnson and the motion carried with the meeting adjourning at 9:14 pm.

Minutes submitted by,

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Jenna Ruggles, Clerk

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Greg Booth, Chair

These minutes were approved as amended on August 5, 2021 by Supervisor Schmit, seconded by Supervisor Adelman-Dullinger and the motion carried with Supervisors Bennett, Adelman-Dullinger, Johnson, Schmit and Booth.

Amendments: None

Date: 08.05.2021