

Regular Board of Supervisors Meeting Minutes Thursday January 20th, 2022

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 6:30 pm and the Pledge of Allegiance was said. Those present at the meeting were Supervisors Greg Booth, Arlene Schmit, Bob Johnson, and Clerk Jenna Ruggles. Supervisor Adelman-Dullinger had an excused absence and Supervisor Greg Bennett had an excused late arrival through Zoom at 6:40pm. No sign-in sheet attached due to COVID-19.

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

Clerk/Treasurers Report:

- **January 6th, 2022 Meeting Minutes** – Supervisor Schmit **moved to approve the minutes as presented**, seconded by Supervisor Johnson and the motion carried.

Public Input: There was none at this time.

Old Business/Reports:

- **Roads (Bryan Drown, Road Project Engineer, Bolton & Menk)** – was not present but left a report for the Supervisors asking them 2 recommendations about the Hardy Lake Road overlay project.
 1. Wondering if we need to do a thicker pavement from Hwy 36 to the Anderson Brothers Pit Entrance.
 2. Asking if we would like to extend the paved road to go past the Camp Jim's Maintenance Entrance.The supervisors all agreed that we should proceed with both recommendations when we send it out for bid. Supervisor Schmit will reach out to Tim Miles from Anderson Brothers to discuss the road up to the Pit Entrance.
- **Supervisors reported** –
 - **Supervisor Johnson** reported he looked at the option of getting a light on the corner of Hwy 210 and West Sylvan Drive SW. He worked with Crow Wing Power (CWP) again and we have a quote of \$525 installation and \$29 per month. Supervisor Booth had a comment about the current lights on Hwy 210 that there is a glare on some and would like to see if they can get a shield on them to help with the glare. Supervisor Johnson will reach out to CWP about the glare. Supervisor Johnson **moves to accept the quote for a new light on Hwy 210 & W Sylvan Dr in the amount of \$525 with a \$29 per month fee after installation in the Spring of 2022**, seconded by Supervisor Schmit and the motion carried. Supervisor Johnson also reported that he had a task of picking up some garbage bags in the road right-of-way on Little Pine Rd this week. He ended up with 9 large garden size bags full of tile demolition and he dropped it off at

Hengels dump. He also discussed the Township's mailbox issues and he has done some research which led him to find that the State of Minnesota has a Statute that could help summarize the policy a little better. After discussion from the supervisors, it was decided that Supervisor Johnson would compile the examples and write up a blurb that we can insert into our contract, policies, and place on our website.

- **Supervisor Schmit** reported that she had contacted Scott from Holmwig last week to get the team out to do some snow clean-up work on the shoulders. As Holmwig's team did this work – they also went up a good mile and cleaned up some of May Township's Red River Trail. Supervisor Schmit knows of a couple roads that we have a few drifts on now that she is watching. If we need to get them cleared after the next few days of small amounts of snow and winds, we will send them back out.
- **Holmwig meeting** – Clerk Ruggles reached out to Holmwig Excavating regarding a meeting with some Holmwig team members and the Board of Supervisors - Mr. Holmwig indicated that he was out of town until Feb.7, 2022. The Board decided that they would ask him to join the Feb. 17th, 2022, meeting and to mail out the latest check that was held from the last meeting.
- Clerk Ruggles let the Board know that she had a call from a contractor asking when we would be having our next Road Maintenance Contractor Bid out.
- **PC Report** was provided and discussed. They discussed definitions for our Ordinances and names for the trails at Sylvan Lake Park. The group also provided a recommendation for animal carcasses in Sylvan Township. Supervisor Schmit **moved to accept the Animal Carcasses Policy as corrected in this meeting**, seconded by Supervisor Johnson and the motion carried.
- Lake Avenue discussion talked about how we will need to do a new Resolution to supersede Resolution 2021-20 Adopting Lake Ave and to choose the name from the plat map. The Board agreed that Water Street would be the correct name and road to take over. This new resolution will be finalized and added to the next Board Meeting Agenda.
- Broadband update was provided by Supervisor Booth. He, Josh Stevenson from Cass County, and Deputy Clerk, Colleen Putnam attended a Zoom meeting. Mr. Stevenson provided an update from the County Board meeting; that the Board would like CTC to fill out a new application for the Broadband project explaining the changes. Mr. Stevenson reported that Sylvan Township has a unique opportunity right now, as there are no other Townships in the County that have as many households as we do without Broadband access.

New Business:

- Supervisor Johnson **moved to approve Resolution 2022-02 through Resolution 2022-07 Authorizing Contract with Interested Office for each Supervisor and the Planning Commission Chair**, seconded by Supervisor Schmit and the motion carried. Supervisor Johnson **moved to indicate that each officer abstained from voting on their own Resolution in the previous motion**, seconded by Supervisor Schmit and the motion carried.
- Supervisor Johnson **moved to accept Resolution 2022-09 USDA Grant Authorization**, seconded by Supervisor Schmit and the motion carried.

- After review Supervisor Schmit **moved to approve filing out the Census Boundary and Annexation Survey based on the map provided**, seconded by Supervisor Johnson and the motion carried.
- After discussion Supervisor Schmit **moved to let Cass County Land Department know that Sylvan Township is not interested in any of the available parcels**, seconded by Supervisor Johnson and the motion carried.

Other Township Business:

- **Correspondence** – was read including the December Building Permits from Cass County, the 1098s that were received from our financial institutions, and information on the Caucus Dates.
- **Review Claims** – Supervisor Schmit **moved to approve claim numbers 024990 to 024993 and EFT claim numbers 220120-1 and 220120-3 in the amount of \$2,005.64 and the payroll numbers 024987 to 024989 in the amount of \$2,799.54 for a total of \$4,805.18** seconded by Supervisor Johnson and the motion carried.
- **Other Business** – included the following.
 - Supervisor Johnson **moved to clarify a motion from the previous Re-Organization meeting stating that The Board and PC’s Education & Site Visits will stay the same as last year however, the mileage rate for them will increase to the current mileage rate of \$0.585**, seconded by Supervisor Schmit and the motion carried.

Adjournment: Supervisor Schmit **moved to adjourn**, seconded by Supervisor Johnson and the motion carried with the meeting adjourning at 8:05 pm.

Minutes submitted by,

Jenna Ruggles, Clerk

Greg Booth, Chair

These minutes were approved as amended on February 03, 2022 by Supervisor Schmit, seconded by Supervisor Johnson and the motion carried with Supervisors Bennett, Johnson, Schmit and Booth.

Amendments: Clarified the Broadband meeting section.

Date: 02.03.2022