

Regular Board of Supervisors Meeting Minutes *Thursday October 20th, 2022*

Call to Order/Pledge of Allegiance/Roll Call: Chair Booth called the Board of Supervisors Meeting to order at 7:00 pm and the Pledge of Allegiance was said. Those present at the meeting were Supervisors Greg Booth, Bob Johnson, Greg Bennett, Arlene Schmit, and Clerk Jenna Ruggles. Supervisor Keith Card had an excused absence. Residents in attendance included Alan Petrusen, Robert King, Ryan Trout, Swede Arneson, and Dave Johnson (PC Chair). The sign-in sheet is attached.

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

Clerk/Treasurers Report:

- **Meeting Minutes** – Supervisor Schmit **moved to approve the minutes from October 6th, 2022 as presented**, seconded by Supervisor Bennett and the motion carried.
- Clerk Ruggles provided a reply from the Attorney in regard to claims from Lighting Motor Sports/Mr. Smith; his recommendation is to ignore the claims.

Public Input: Included Mr. D. Johnson (PC Chair) and Ryan Trout. Mr. Trout is applying for a General Business Permit. After discussion Supervisor Bennett **moved to approve a General Business Permit for Mr. Trout with the facts, findings, and conditions set by the Planning Commission**, seconded by Supervisor B. Johnson and the motion carried. The facts, findings, and conditions are attached to these minutes.

Old Business/Reports:

- **Bryan Drown, Road Project Engineer, Bolton & Menk** – Mr. Drown was not present at the meeting but did forward the final pay estimate for the 2022 Road Project, provided by Anderson Brothers. Supervisor Schmit **moved to approve & pay the final pay estimate from Anderson Brothers for the 2022 Road Project at \$217,544.21**, seconded by Supervisor Bennett and the motion carried.
- **Road Supervisors reported** –
 - **Supervisor Schmit** reported the following.
 - She will be meeting up with Brad Holmwig next week to look at and discuss some areas that there are questions on in Sylvan.
 - Pinto Pass culvert project is scheduled for next week – but Mr. Holmwig feels The Board should reconsider the Class 5. After discussion, Supervisor Bennett **moved to authorize Supervisor Schmit to make the decision at the time of the Pinto Pass culvert project whether Class 5 should be added or not**, seconded by Supervisor Johnson and the motion carried.
 - Resident complaint regarding the ditches on 37th Avenue – there has been vehicles driving in the ditch and caused ruts.
 - Arrowhead still needs some bushing.

- MN Power got back to her regarding an easement on Barnett – she will add to calendar for Spring of 2023. Supervisor Schmit **moved to have a cost analysis done by Bolton Menk if there wasn't one done prior for the Turnaround on Barnett Road**, seconded by Supervisor Bennett and the motion carried.
- Resident complaint about the possibility of snowmobiles on 33rd Avenue; after discussion it was determined that there is nothing that Sylvan can do about snowmobiles riding the ditches of the road. Sylvan did let the Snowmobile Club know that they could not groom it as a trail.
- **Supervisor Johnson** reported the following.
 - There was a crack across 33rd Avenue and a work order was added.
 - He feels 11th and 13th should be graded prior to winter.
 - MN needs to fix the hole near 127th and 11th Avenue stop sign; Clerk Ruggles will reach out again to them.
 - Resident complaints regarding construction signs still on Hwy 36 – he reached out to Cass County without a response, but will try again.
- The driveway application was discussed on the wording and when to accept a driveway as completed to return the resident's deposit. After discussion there were no changes to the application just to the processes – the Clerks will highlight and point out to the residents that their money will not be returned until the driveway is completed and the Supervisors will not mark it as complete until it is fully completed. Then the cost of a driveway was discussed and possibilities of lowering the deposit; Supervisor Bennett will take this to the next PC Meeting.
- The Fall work orders from the annual road review were discussed and Supervisor Schmit believes they were all completed already.
- Clerk Ruggles let The Board know that the salt order was placed and that we should be getting 60 tons soon.
- **Swing away mailbox post** cost was increased by Cass County – so Sylvan will follow and increase the fee to \$60 plus taxes.
- **PC Report** was given and included that there were 2 residents working on getting Business Permits at their meeting: Mr. Trout and Mr. Bodell (a Road Contractor). It was also reported that the PC is still looking at the Comp Plan and will get it back to The Board closer to December. Mr. D. Johnson also reported that Cass Co PC passed the Re-Class split and discussion included on if it had gone to the Board or not yet. Clerk Ruggles will follow up with this after reaching out to Cass County.
- **Hardship Grant** – Mr. King was present about amending his grant application. Supervisor Bennett **moved to include the purchasing of plywood for Mr. King's trailer into his Hardship Grant after the dumpster fees up to the \$2,000 cap**, seconded by Supervisor Johnson and the motion carried. This was part of the original request and was taken off after the dumpster fee quotes came in; but when Clerk Ruggles worked with the project she was able to get the fees reduced.

New Business:

- **Resolution 2022-22** was read. Supervisor Bennett **moved to have Chair Booth sign Resolution 2022-22 Adopting a Polling Place for 2023**, seconded by Supervisor Johnson and the motion carried.

Other Township Business:

- **Correspondence** – was read including questions from Mr. Horn on 26th Ave (Supervisor Bennett will follow up with him), Pine River State Bank Fee Schedule, MN Unemployment Benefits paid statement, an email letting The Board know that the Pine Tree tower will be getting some upgrades next spring, and the Cass County permit log.
- **Review Claims** – Supervisor Bennett **moved to approve claim numbers 025345 to 025351 and EFT claim numbers 221020-01 and 221020-06 in the amount of \$7,457.00 and the payroll numbers AP22101801 – AP22101803 in the amount of \$2,663.26 for a total of \$10,120.26** seconded by Supervisor Schmit and the motion carried.
- **Other Business** – included the following.
 - Supervisor Schmit let The Board know that there was another gentleman interested in being a park host next year – so there may be 2 hosts.

Adjournment: Supervisor Schmit **moved to adjourn**, seconded by Supervisor Bennett and the motion carried with the meeting adjourning at 8:30 pm.

Minutes submitted by,

Jenna Ruggles, Clerk

Greg Booth, Chair

These minutes were approved as amended on November 3, 2022 by Supervisor Card, seconded by Supervisor Johnson and the motion carried with Supervisors Bennett, Card, Johnson, Schmit and Booth.

Date: 11.03.2022