

## Regular Board of Supervisors Meeting Minutes *Thursday November 3<sup>rd</sup>, 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 included Supervisors Greg Booth, Bob Johnson, Greg Bennett, Keith Card, Arlene Schmit and Clerk Jenna Ruggles. Mr. Bryan Drown was present from Bolton Menk and there were no residents in attendance, the sign-in sheet attached.

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

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

- **Meeting Minutes** – Supervisor Card **moved to approve the minutes from October 20<sup>th</sup>, 2022 as presented**, seconded by Supervisor Bennett and the motion carried.
- **Financials** – The October financial statements were tabled until next meeting. Supervisor Bennett **moved to have Clerk Ruggles move Road and Bridge Funds of \$100,000 from the Money Market account at Pine River State Bank into the Road and Bridge Fund of the Checking account at Pine River State Bank**, seconded by Supervisor Schmit and the motion carried.

**Public Input:** There was none this evening.

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

- **Bryan Drown, Road Project Engineer, Bolton & Menk** – Mr. Drown reported that he doesn't think we will need to get bids on or do an engineer's design for Barnett Road turnaround project; he thinks we should ask a few contractors for quotes. He also asked the Board if there were any roads, they would feel were going to be on the plan for 2023; the Board responded that the road committee has not met yet and it would be available in December.
- **Road Supervisors reported** –
  - **Supervisor Schmit** reported the following.
    - 2 driveways were reviewed; one was done by Arns and not signed off on as they closed the culvert with cement on one side.
    - Pinto Pass project is in the works; she brought pictures; she was also told from a resident on Pinto Pass that the class 5 from Pinto Pass was given to Rainwater Drive and some into another driveway off of that road. She is going to try to connect with the Holmvgig crew to find out more information. Supervisor Bennett is also going to connect with Mr. Holmvgig and ask for more information on this subject.
    - After reviewing the work orders from the road review, the work has been completed.
  - **Supervisor Johnson** reported the following.
    - Reviewed the work orders from the road review, the work has been completed.
    - Had some calls on the potholes on 11<sup>th</sup> and 127<sup>th</sup> Avenues; he called Holmvgig and asked them to get them filled, Clerk Ruggles added a work order for them.

- **Supervisor Booth** reported that there is a hole on 120<sup>th</sup> street and on Upper Sylvan.
- **Hardship Grant updates** included that grant for trailer houses is asking for an extension to next summer from both the County and Township to take down a house that was attached to the trailers. Since the original grant application did not include the house, Sylvan Town Board did not approve this extension but feels that the resident should use the reimbursed funds to continue with the project. The Project on Rainwater Drive is in the works and we will expect an invoice soon. The project on Pinto Pass for the clean-up has been completed; the junk has been removed, fees have been paid, and siding has been bought. This grant is now closed.
- **Pillager Lake Park** is now closed for the season. Supervisor Schmit will be holding a meeting in December to discuss the play equipment and other items for Spring of 2023.

#### **New Business:**

- Changes to the fee schedule have been tabled for more research.
- Supervisor Johnson would like to see more discussion at the Board meetings on Grant options when there are grants available. We will start adding this to the agenda and the Supervisors will start reviewing the correspondence for grants and bringing them to the meetings.
- Clerk Ruggles provided a quote on the large magnets that say Sylvan Township on them for the Supervisors to put onto their cars when they are out on the roads.

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

- **Correspondence** – was read including the Cass Co Sheriff's report, the Cass Co building permit list, and an article and card letting the Board know the newspaper delivery is moving to a mailed delivery.
- **Review Claims** – Supervisor Bennett **moved to approve claim numbers 025356 to 025373 and EFT claim numbers 221103-01 and 221103-09 in the amount of \$250,527.35 and the payroll numbers 025352 to 025355 and AP22110301 – AP22110314 in the amount of \$4,670.19 for a total of \$255,197.54** seconded by Supervisor Schmit and the motion carried.
- **Other Business** – included the following.
  - Supervisor Johnson provided the minutes from the Cass County Emergency Management meeting.
  - Supervisor Card follow up on the insurance question from last month, the insurance company said that it was sent out as a reminder to only use township equipment for township needs not personal needs.

**Adjournment:** Supervisor Card **moved to adjourn**, seconded by Supervisor Schmit and the motion carried with the meeting adjourning at 8:10 pm.

Minutes submitted by,

---

Jenna Ruggles, Clerk

---

Greg Booth, Chair

These minutes were approved as amended on November 17, 2022 by Supervisor Card, seconded by Supervisor Johnson and the motion carried with Supervisors Bennett, Card, Johnson, Schmit and Booth.

Date: 11.17.2022