



Sylvan Township

12956 24th Avenue SW, Pillager, MN 56473

phone: (218) 746-3652 / fax: (218) 746-3612 / e-mail: info@sylvantwp.com / Web-site: www.sylvantwp.com

Regular Board of Supervisors Meeting Minutes

Thursday March 2nd, 2023

Call to Order/Pledge of Allegiance/Roll Call: Chair Booth called the Board of Supervisors Meeting to order at 7:00 pm, the Pledge of Allegiance was said at the Board of Audit meeting previously. Those present at the meeting were Supervisors Greg Booth, Bob Johnson, Greg Bennett, Keith Card, Arlene Schmit and Clerk Jenna Ruggles. Residents in attendance included Brian Smith and Brian Knoll was on Zoom. The sign-in sheet attached. Bryan Drown was also present from Bolton Menk & Brad Busbey was also present from Anderson Brothers.

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

Clerk/Treasurers Report:

- **Meeting Minutes** – Supervisor Schmit **moved to approve the minutes from February 16th, 2023 as presented**, seconded by Supervisor Card and the motion carried.
- **Financials** – were tabled until the next meeting.
- **Pine River CD** – was briefly discussed and tabled until the next meeting.

Public Input: Mr. Smith made a statement to The Board that they hold others accountable to follow the law, but feels The Board does not and called them hypocrites. Mr. Busbey from Anderson Brothers was asked by The Board to attend and discuss the Roth Pit and Pit Trail SW. After receiving answers from the Township Attorney, Mr. Person, and some discussion with Mr. Busbey it was decided that there was not a need for a memorandum of understanding between the Township and Anderson Brothers. Mr. Busbey said that he is working on getting a new pole to place a camera on and a new lock system for the gate. The Board decided that they will send letters to the 2 residents that abut the Township land off of Pit Trail SW regarding access to Pit Trail SW.

Old Business/Reports:

- **Bryan Drown, Road Project Engineer, Bolton & Menk** – provided the 2023 road project bid breakdown for The Board to review. After little discussion Supervisor Bennett **moved to accept the low bid from Anderson Brothers to work on the road project for Little Pine Rd SW in the amount of \$222,374.05**, seconded by Supervisor Card and the motion carried.
- **Road Supervisors reported** –
 - **Supervisor Schmit** reported the following.
 - Salt/Sand is gone; Holmwig offered to sell some for \$49.80 per yard delivered and Hengels offered to provide to us as needed for \$48 per yard. After discussion Supervisor Schmit **moved to accept the quote from Hengels at \$48 per yard as needed for Salt/Sand mix for the remainder of this snow season and to send a reply to Holmwig letting them know the decision**, seconded by Supervisor Bennett and the motion carried.
 - She had a complaint about Upper Sylvan Rd being rough.
 - Supervisor Schmit reached out to Tom Goff who came to the Town Hall to grab a bucket of salt/sand for himself; Clerk Ruggles asked him to stop in and provide his



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phone number for a Board Supervisor to call him. Supervisor Schmit said he claimed to have permission many years ago and that he stated he would not do it again.

- She also reported that she received the Calcium Chloride sheet from Cass County, and she would be getting that ready for the next meeting.
- **Supervisor Johnson** reported the following.
 - A resident from Zebroski Acres Ln SW was concerned for the mail person as he felt the snow banks were out pretty far from the mailboxes and saw the mail person getting out of their vehicle to deliver. After they discussed it a little, the resident said he would get some of the mailboxes on the road cleared out of snow.
 - A resident on 13th Ave SW called regarding a hit mailbox and this has been corrected by Holmwig's team.
 - A resident on Lower Sylvan called to let The Board know that the snowplow crew is doing a terrific job this year, way better than in the past.
- **Zoning** questions from Cass County were discussed and The Board is going to also have this discussed at the April Planning Commission meeting.
- **Comp Plan** revisions were discussed, and The Board agreed that the work the Planning Commission was doing on the plan is looking great and they would like them to keep moving forward with it.

New Business:

- **LJ's Auto Repair** has been a business in Sylvan Township for many years, it was grandfathered in when the SCO came into existence. However, The Board feels that the business is changing and after discussion they felt they would have Clerk Ruggles send a letter out to Lyle Johnson asking him to attend a Board Meeting to discuss further.

Other Township Business:

- **Correspondence** – was read including the Cass Co Sheriff's report.
- **Review Claims** – Supervisor Card **moved to approve claim numbers 025458 to 025468 and EFT claim numbers E23030201 and E23030210 in the amount of \$46,111.48 and the payroll numbers AP23030201 – AP23030214 in the amount of \$5,276.73 and a vacation payout in the amount of \$2,289.42 for a total of \$53,677.63** seconded by Supervisor Johnson and the motion carried.
- **Other Business** – included the following.
 - Supervisor Card **moved to set the Annual Road Review for April 22nd, 2023 at 8am**, seconded by Supervisor Bennett and the motion carried.
 - Supervisor Johnson discussed getting ahold of BNSF higher ups and that we should void the old checks and reissue new ones. Supervisor Schmit **moved to void check numbers 24174 for \$6,650 and 24175 for \$2,000 and reissue new checks to BNSF**, seconded by Supervisor Johnson and the motion carried.

Adjournment: Supervisor Bennett **moved to adjourn**, seconded by Supervisor Card and the motion carried with the meeting adjourning at 8:45 pm.



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Minutes submitted by,

Jenna Ruggles, Clerk

Greg Booth, Chair

These minutes were approved as amended on March 16, 2023 by Supervisor Schmit, seconded by Supervisor Card and the motion carried with Supervisors Bennett, Card, Johnson, Schmit and Booth.

Date: 03.16.2023