



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 May 18th, 2023

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, Keith Card, and Clerk Jenna Ruggles. Supervisors Bennett and Schmit had excused absences. Residents in attendance included Pat Cox, Amanda & John Peterson, John Obermiller, and Callie Karlen. The sign-in sheet is attached. Mr. Brian Smith was also in attendance but did not sign in.

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

Public Input: Included the following.

- Pat Cox: had questions about getting the easement deed drawn up or the process that he needs to take to request from the Board. Supervisor Bennett was absent so he will reach out to him for more answers. Mr. Cox also inquired on the meeting with Anderson Brothers, the Township Supervisor committee, and himself. Clerk Ruggles let him know that we are waiting for a date from Anderson Brothers.
- Amanda Peterson: discussed the recycling bins located near Preferred Pump and how the plastic bags are not being contained well. There is only one can to hold these and it is a plastic can that tips over in the wind and then the bags go everywhere.
- John Obermiller: is a resident on 135th Street. He was here to also discuss the recycling center issue, but then discussed the road takeover of 135th Street by the Township. Supervisor Johnson **moved to have Road Engineer, Bryan Drown, look at 135th Street and put together an Estimate/Cost Analysis to bring the road up to township standards**, seconded by Supervisor Card and the motion carried.
- Karlen's: were here to hear about the Short-Term Rental discussion.

Clerk/Treasurers Report:

- **PH Meeting Minutes** – Supervisor Card **moved to approve the public hearing meeting minutes from May 4th, 2023 as presented**, seconded by Supervisor Johnson and the motion carried.
- **Meeting Minutes** – Supervisor Card **moved to approve the meeting minutes for the Board of Supervisors meeting on May 4th, 2023 as presented**, seconded by Supervisor Johnson and the motion carried.

Old Business/Reports:

- **Bryan Drown, Road Project Engineer, Bolton & Menk** – provided an update to Clerk Ruggles that Little Pine Rd patching is completed, and the overlay is set for Monday or Tuesday next week. He updated that he is still working on the estimate/cost analysis for Acorn Drive.
- **Road Supervisors reported** –



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- **Supervisor Johnson** reported the following.
 - A resident complaint on Scarcyville of a low tree and asked Clerk Ruggles to create a work order to trim it.
- **BNSF Easement** – Supervisor Johnson **moved to approve signing the lost easement paperwork from BNSF for the crossing on 17th Ave road project in 2020**, seconded by Supervisor Card and the motion carried.
- **Pillager Lake Park Report** – *Tabled*
- **PC Report** – *Tabled*
 - **PC Recommendation 1: Rhodes** – Supervisor Card **moved to approve a General Business Permit for Rhodes to add a pole shed into the Commercial Park**, seconded by Supervisor Johnson and the motion carried.
 - **PC Recommendation 2: STR** – After discussion and Chair Booth expressing concerns on having a public hearing for one resident wanting changes to an ordinance, Supervisor Card **moved to hold a Public Hearing on July 20th, 2023 at 6pm to review and make changes to the current Short-Term Rental Ordinance**, seconded by Supervisor Johnson and the motion carried with Supervisors Johnson and Card in favor and Chair Booth against the motion.
- **Snow's Plat 2023** was discussed, and Chair Booth said he would reach out to Cass County Planner, Scott Wold, and explain why Sylvan Township gives recommendations.

New Business:

- None at this time

Other Township Business:

- **Correspondence** – was read.
- **Review Claims** – Supervisor Johnson **moved to approve claim numbers 025500 to 025503 and EFT claim numbers E23051801 in the amount of \$1,782.81 and the payroll numbers AP23051501 – AP23051503 in the amount of \$3,565.10 for a total of \$5,347.91** seconded by Supervisor Card and the motion carried.
- **Other Business** – included the following.
 - Chair Booth brought an update regarding LJ's Auto Repair, after discussion it was decided that Clerk Ruggles would send another letter to him for a fence permit and possible business permit. Also, to send a letter to Pillager Auto who is leasing space from him to get a business permit.
 - Discussion regarding property off of Big Bear Trl was discussed and how Chair Booth said he would give MN Pollution Control Agency a call.

Adjournment: Supervisor Card **moved to adjourn**, seconded by Supervisor Johnson and the motion carried with the meeting adjourning at 7:55 pm.



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Minutes submitted by,

Jenna Ruggles, Clerk

Greg Booth, Chair

These minutes were approved as amended on June 1, 2023 by Supervisor Card, seconded by Supervisor Johnson and the motion carried with Supervisors Card, Johnson, Schmit and Booth.

Date: 06.01.2023