



Sylvan Township

12956 24th Avenue SW, Pillager, MN 56473

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Regular Board of Supervisors Meeting Minutes

Thursday June 1st, 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, Arlene Schmit and Clerk Jenna Ruggles. Supervisor Greg Bennett arrived late at 7:40pm. Residents in attendance included Patrick Cox, Wade Schultz (Cass Co. Sheriff's Dept.), Tonia & Shawn Makarrall along with 6 other residents from Acorn Drive, Road Engineer, Bryan Drown, and Road Contractor Ryan Bodell. The sign-in sheet attached.

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

Public Input: Acorn Drive residents were here to discuss the Cost Estimate that Mr. Drown put together, they had questions on if the Town Board would be willing to assess those not in favor of the costs and how soon the Board thought the road would be paved if they brought it up to standards based on dirt only. Chair Booth let them know that he could not predict what future Board members would do with the road and suggested that if they wanted it paved that they go ahead with the pavement estimate instead. The residents also asked Mr. Drown to do a new cost estimate that would take the road further West. Pat Cox was here to hear more on his request for an easement to get to Pit Trail.

Clerk/Treasurers Report:

- **Meeting Minutes** – Supervisor Schmit **moved to approve the Road Review meeting minutes from May 13th, 2023 as presented**, seconded by Supervisor Card and the motion carried.
- **Meeting Minutes** – Supervisor Card **moved to approve the meeting minutes from May 18th, 2023 as amended**, seconded by Supervisor Johnson and the motion carried with Supervisor Schmit abstaining.
- **Financials** – the financials are tabled until next meeting.
- **CD** – Supervisor Schmit **moved to close the 91-day CD at Pine River State Bank on June 20th, 2023**, seconded by Supervisor Johnson and the motion carried.

Old Business/Reports:

- **Bryan Drown, Road Project Engineer, Bolton & Menk** – reported that Little Pine Rd project is coming in under bid and the only item left is the mailbox posts. Also, Chair Booth let Mr. Drown know that there seems to be a low area on Little Pine Rd near George's Auto Body and that he would try to get a picture.
- **Road Supervisors reported** –
 - **Supervisor Schmit** reported the following.
 - Arrowhead on the east side the residents are unable to see when exiting their driveways; putting in a work order to get as much brush out of there as possible
 - Would like to go out to Barnett Rd and discuss the turnaround expansion



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- **Supervisor Johnson** reported the following.
 - Water St needs some grading when we do it again
 - There are some rocks – but not sure if they are in the road right-of-way or not; Supervisor Bennett said he would check it out
- **Chair Booth** reported that Clark Drive will also need to be graded and the sides brought back onto the road. He also thinks that if we can add Calcium Chloride that we should
- **Pillager Dam Rd easement** from MPL is complete and passed along to the City of Pillager and the Grant company.
- **120th Street estimate** from Anderson Brother's was in for review and passed along to the City of East Gull Lake.
- Supervisor Schmit **moved to accept the estimate from Bodell Landscape & Excavating to bring in Class 5 material to build up Servo Trail for \$7,280 split between Pillager and Sylvan contingent on the approval by The City of Pillager's Council**, seconded by Supervisor Bennett and the motion carried.
- **Shared Road agreements** were discussed and decided that we will wait for each other entity to sign before we do.
- Cass County provided a Bridge inspection report for the bridge on 122nd Street; Mr. Bodell and Chair Booth will go out and review the bridge and work orders for the corrections will be made as needed.
- **Pillager Lake Park** report was given letting us know that they are having some issues with a dirt bike speeding through the park on a regular basis. They also have had some vandalism already this year at the bathrooms and the water slide. There are 2 park hosts out there and they don't always agree, so one may leave.
- **Planning Commission** report was given letting us know that other than the 2 recommendations they provided for the last meeting, they discussed Short-term rentals, the Comp plan, and the work that was done out at the parks.

New Business:

- **Contracts for Services/Memberships** were as follows
 - **Faith in Action** – Supervisor Bennett **moved to accept a contract for services with Faith in Action in the amount of \$250**, seconded by Supervisor Johnson and the motion carried.
 - **Crisis Line** – Supervisor Schmit **moved to accept a contract for services with Crisis Line and Referral in the amount of \$400**, seconded by Supervisor Card and the motion carried.
 - **First Call 2-1-1** – Supervisor Bennett **moved to accept a contract for services with First Call for Help 2-1-1 in the amount of \$150**, seconded by Supervisor Card and the motion carried.
 - **Family Safety Network** – Supervisor Bennett **moved to accept a contract for services with Family Safety Network in the amount of \$250**, seconded by Supervisor Card and the motion carried.



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- **Support Within Reach** – Supervisor Bennett **moved to accept a contract for services with Support Within Reach in the amount of \$100**, seconded by Supervisor Schmit and the motion carried.
- **Cass County EDC** – Supervisor Schmit **moved to continue Sylvan’s membership with Cass County EDC in the amount of \$500**, seconded by Supervisor Bennett and the motion carried.

Totaling \$1,650.00 for 2023 Contracts for Services and Membership Fees.

Other Township Business:

- **Correspondence** – was read including the Cass Co permit report.
- **Review Claims** – Supervisor Bennett **moved to approve claim numbers 025503 to 025515 and EFT claim numbers E23060101 and E23060109 in the amount of \$10,640.18 and the payroll numbers AP23060101 – AP23060114 in the amount of \$6,018.08 for a total of \$16,658.26** seconded by Supervisor Card and the motion carried.
- **Other Business** – included the following.
 - Supervisor Bennett let the Board know that everything is ready with the attorney and Mr. Cox for his request to get an easement through Sylvan land to obtain access to Pit Trail. After discussion, Supervisor Johnson **moved to approve the easement request from Mr. Cox at his expense through Sylvan Township parcel id #41-121-4300 adjacent to Mr. Cox’s parcel to obtain access to Pit Trail on the western most edge of his property with proper setbacks being observed**, seconded by Supervisor Card and the motion carried.
 - Supervisor Bennett **moved to get a recommendation from Bodell Landscape and Excavating to fix up the ditch area on the corner of 13th Ave and Co. Rd. 36, near Fire #13639 due to safety concerns**, seconded by Supervisor Card and the motion carried.

Adjournment: Supervisor Bennett **moved to adjourn**, seconded by Supervisor Schmit and the motion carried with the meeting adjourning at 9:20 pm.

Minutes submitted by,

Jenna Ruggles, Clerk

Greg Booth, Chair

These minutes were approved as amended on June 15, 2023 by Supervisor Schmit, seconded by Supervisor Card and the motion carried with Supervisors Bennett, Card, Johnson, Schmit and Booth.

Date: 6.15.2023