



Sylvan Township

12956 24th Avenue SW, Pillager, MN 56473

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Regular Board of Supervisors Meeting Minutes

Thursday June 15th, 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, Greg Bennett, Bob Johnson, Keith Card, Arlene Schmit and Deputy Clerk Colleen Putnam. Residents in attendance included Brian Smith, Steve Boeckermann, Reed Boeckermann, Road Engineer, Bryan Drown, and Road Contractor Ryan Bodell. Brian Knoll attended through Zoom. The sign-in sheet is attached.

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

Public Input: Mr. Smith had some legal definitions, rights, and explanations that he read to The Board.

Clerk/Treasurers Report:

- **Meeting Minutes** – Supervisor Schmit **moved to approve the meeting minutes from June 1, 2023 as amended**, seconded by Supervisor Card and the motion carried. During the discussion Supervisor Bennett asked for clarification on the motion regarding Pine River CD.
- **Financials** – Supervisor Bennett **moved to approve the May 2023 financials as presented**, seconded by Supervisor Card and the motion carried.

Old Business/Reports:

- **Bryan Drown, Road Project Engineer, Bolton & Menk** –
 - Mr. Drown wanted clarification from the Town Board regarding 135th St. constructing a full cul-de-sac and not a hammerhead. Supervisor Schmit asked if a wider cul-de-sac could be completed for snow plowing, etc. There was discussion regarding more trees being removed and the fact it will be more upgraded. After further discussion it was decided Mr. Drown will propose 2 different options for the Board.
 - Mr. Drown presented Pay Estimate No. 1 for Little Pine Road. Mr. Drown stated the work is substantially completed but is withholding 5% and will make final payment when the bird bath issue is addressed. Mr. Drown is recommending payment for Pay Estimate No 1. in the amount of \$201,052.30. Supervisor Schmit **moved to approve to pay Anderson Brothers Pay Estimate No. 1 in the amount of \$201,052.30 for the Little Pine Rd project**, seconded by Supervisor Bennett and the motion carried.
 - Mr. Drown handed out a flyer regarding 2023 Local Road Improvement Program. There is approximately \$103 M available for competitive solicitation and is eligible for small cities and townships. The solicitation opens in early fall of 2023. Mr. Drown will email Clerk Ruggles a link to the website.
 - Supervisor Bennett asked that Acorn Drive be moved up on the agenda to be discussed while Mr. Drown is present. Mr. Drown and Supervisor Bennett met with all but 2 residents who live on the road. The residents were all in agreement that they want to proceed with the project and are in agreement to pay the other 2 residents share if they



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are not in favor of it. Next step is to have the survey completed to see how much easement would be needed for each resident. Supervisor Bennett **moved to approve hiring Bolton & Menk to do a survey on Acorn Drive for the first step of the process to have the road brought up to Township standards**, seconded by Supervisor Card. After further discussion regarding the survey cost becoming part of the project cost the motion carried.

- **Road Supervisors reported –**
 - **Supervisor Johnson** reported the following.
 - Driveways are still not done. He spoke with a resident on 132nd St. and informed him what needed to be done to be completed. Supervisor Johnson sent a picture of a driveway that has been completed correctly. The resident will have it completed.
 - Supervisor Johnson had a question arise regarding a resident trenching on 13th Ave. Supervisor Johnson suggested Supervisor Schmitt be contacted. Supervisor Schmitt has been in contact with the resident. She will see if he can attend the next Board meeting for more info, otherwise she and one other road supervisor will meet with him.
 - **Supervisor Schmit** reported the following.
 - The intersection of Zebroski Acres and Wilderness needs to be brushed.
 - Mowing and brushing needs to be done. Supervisor Schmit spoke with Road Contractor Ryan Bodell at the meeting regarding this. Supervisor Schmit will do work orders on this. Ryan Bodell stated the crack sealing is almost completed.
- **Shared Road Agreements –** East Gull Lake has signed their contract which remains in effect indefinitely or until either entity would like changes to be made. **Supervisor Schmit moved to approve the shared road agreement with East Gull Lake**, seconded by Supervisor Card and the motion carried. Fairview Township signed their shared road agreement which remains in effect indefinitely or until either entity would like changes to be made. **Supervisor Schmit moved to approve the shared road agreement with Fairview Township**, seconded by Supervisor Card and the motion carried. The City of Pillager contract was not signed as there are questions regarding the verbiage. May Township has not emailed their contract yet.
- **120th St. Estimate –** Supervisor Bennett **moved to accept the Anderson Brothers bid for repairs on 120th St. for \$36,326.25 half of which will be paid by East Gull Lake**, seconded by Supervisor Johnson and the motion carried.
- **13th Ave. Ditch Work –** Supervisor Bennett **moved to approve the estimate from Bodell Excavating for rut repairs for \$600.00**, seconded by Supervisor Schmit and the motion carried.
- **122nd St. Bridge Estimate –** Supervisor Bennett **moved to approve the estimate from Bodell Excavating placing rip rap to fix erosion, guardrail installation with new bolts, guardrail brushing and haul away, fill cracks in railing with concrete mix for a total of \$8,550.00**, seconded by Supervisor Card and the motion carried.
- **Fire Report –** Supervisor Johnson gave the Pillager Area Fire Association report informing the Board there are 3 new firefighters who started June 1, 2023. East Gull Lake approached Fire Chief Greg Ringler regarding building a fire hall. There was discussion and decided representatives from East Gull Lake will attend the August meeting. The fire department will be covering the Pillager Fair and the PGA tour at Cragun's for first responders on site.



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- **Planning Commission** – Supervisor Johnson reported that Steve Boeckermann, Branch Manager with Preferred Pump was present regarding their business permit for a chain link fence. They purchased the parcel directly behind their current business to move their yard back for additional use. Supervisor Johnson **moved to accept the Planning Commission’s recommendation for the general business permit for Preferred Pump to build a fence**, seconded by Supervisor Schmit and the motion carried. Supervisor Johnson gave the PC report which consisted of the PC still working on the Comp Plan with discussion regarding cluster development. It was brought up there is a business operating in the Township under the name Lind Concrete and if a letter from the Town Board should be sent to the business. The Board stated the standard letter should be sent out. There was also discussion regarding junk yards and what can be done about them. It was brought before the PC if a new Short-Term Rental (STR) application was submitted if there should be a public hearing for that STR, the PC stated no change should be made.
- **Veterans State Trail** – Supervisor Schmit reported the Veterans State Trail committee will be attending Sylvan’s Community Days.

New Business:

- **None at this time.**

Other Township Business:

- **Correspondence** – was read including the Minnesota State Demographic report.
- **Review Claims** – Supervisor Bennett **moved to approve claim numbers 025516 to 025520 and EFT claim numbers E23061501 and E23061506 in the amount of \$4,867.90 and the payroll numbers AP23061601 – AP23061603 in the amount of \$3,160.58 for a total of \$8,028.48** seconded by Supervisor Card and the motion carried.
- **Other Business** – included the following.
 - **Grant Opportunities** – nothing new on this.
 - **LJ’s follow- up Letter** – There was discussion regarding his grandfathered business. The Board decided not to pursue this, but Dave Johnson, PC Chair, will go talk to the other gentleman who is leasing part of the business and will talk to Lyle Johnson with LJ’s Auto.

Adjournment: Supervisor Bennett **moved to adjourn**, seconded by Supervisor Card and the motion carried with the meeting adjourning at 8:26 pm.

Minutes submitted by,

Colleen Putnam, Deputy Clerk

Greg Booth, Chair

These minutes were approved as amended on July 6, 2023 by Supervisor Card, seconded by Supervisor Johnson and the motion carried with Supervisors Bennett, Card, Johnson, Schmit and Booth.

Date: