



Sylvan Township

12956 24th Avenue SW, Pillager, MN 56473

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Regular Board of Supervisors Meeting Minutes Thursday July 20th, 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 at the previous Public Hearing meeting. Those present at the meeting were Supervisors Greg Booth, Bob Johnson, Keith Card, Arlene Schmit and Clerk Jenna Ruggles. Supervisor Bennett had an excused absence. Residents in attendance included Shawn & Tonia Makarrall, Steve Goldsmith, Doug Simons, Dave Johnson (PC Chair), and Ryan Bodell (Road Contractor). The sign-in sheet is attached.

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

Public Input: Makarralls and Mr. Goldsmith were here for an update on Acorn Dr, Clerk Ruggles was able to provide an update from Mr. Drown that the survey was being completed and that this piece should be completed next week. At that time Supervisor Bennett would be reaching out to the other 2 residents on the road and move forward with another resident meeting. Mr. Simons was at the meeting to discuss a driveway permit, after review and discussion it was decided that no culvert was needed.

Clerk/Treasurers Report:

- **Meeting Minutes** – Supervisor Schmit **moved to approve the meeting minutes from July 6, 2023 as amended**, seconded by Supervisor Card and the motion carried.
- **Budgets** – The 2nd quarter budget worksheets were provided to the Board for review.

Old Business/Reports:

- **Bryan Drown, Road Project Engineer, Bolton & Menk** – was not present but provided an update to Clerk Ruggles. The first part was for Acorn Dr., which was previously discussed. Nothing for 135th Street because the resident meeting is next Tuesday. He also provided copies of the Road Contract for the Bigwater Project. Supervisor Johnson **moved to approve the signing of the second 2023 Road Project contract for the roads in the Bigwater area**, seconded by Supervisor Card and the motion carried.
- **Road Supervisors reported** –
 - **Supervisor Johnson** reported the following.
 - The driveway on Lincoln is completed and looks great.
 - 2 other driveways were reviewed, and one needs culvert one doesn't.
 - Had a complaint regarding hanging limbs on Upper Sylvan and suggested that each Supervisor drive their section and make a list of hazardous trees to have Bodell go out and remove, the Board agreed.
 - **Supervisor Schmit** reported the following.
 - Calcium Chloride was completed – she had a few extra gallons, so they did Clark Dr and part of 37th Ave.



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- Had a complaint from a resident in Bigwater that the neighbor dropped a tree on her fence, so she referred them to the Sheriff's Office.
- Had a few complaints on Crow Wing River Dr and referred them to Cass County.
- 45th Ave estimate was provided in pieces – so we will table this until the next meeting to get a full estimate from May Township. After discussion, Supervisor Schmit **moved to have Bodell start brushing/removing trees on the East side of 45th Ave at \$12,500**, seconded by Supervisor Card and the motion carried.
 - **Pillager Dam Rd** easement agreement and grant project were discussed. Clerk Ruggles had a few conversations with Moore Engineering and the City of Pillager discussing the easement. Clerk Ruggles will reach out to them again and see why we need to have an easement in the MPL's parcel – which we feel is the driveway for the DNR Boat Launch.
 - **MNDot update** was provided by Clerk Ruggles, the cost is confirmed to be half of the \$300–400 thousand. Also, a new update was provided that the City of Pillager's utility lines under the construction area will need to be moved at their expense.
- **Planning Commission Report** – was tabled until the next meeting.
- **A maintenance help proposal** was received and after discussion it was determined that Clerk Ruggles will put a feeler out on Facebook for a part-time paid volunteer to do some work for the Township.
- **Cass County Association of Township** meeting update was provided by Supervisor Card and the minutes are attached to these minutes.

New Business:

- **Electrical project Estimates** were provided, after discussion Supervisor Card **moved to accept the bid from Groves Electric in the amount of \$1,295.00**, seconded by Supervisor Johnson and the motion carried.
- **Sylvan Hydro-electric Dam** letter which Chair Booth typed up regarding the Chippewa Agency Site near the dam was discussed. After discussion Chair Booth **moved to approve sending the letter to FERC for the Re-Licensing process open comments portion**, seconded by Supervisor Card and the motion carried.

Other Township Business:

- **Correspondence** – was read including the Cass County meeting invites for the Legal Seminar and Cass County's ATV meetings.
- **Review Claims** – Supervisor Card **moved to approve claim numbers 025548 to 025552 and EFT claim numbers E23072001 and E23072006 in the amount of \$10,536.64, the payroll numbers AP23071701 – AP23071703 in the amount of \$3,025.75 for a total of \$13,562.39** seconded by Supervisor Schmit and the motion carried.
- **Other Business** – included the following.
 - **Grant Opportunities** – Mr. Skogen let us know that if we could provide a summary of the road we would like to have completed with the grant, that he would look into if we qualify for it. The Board tasked Supervisor Bennett with this.



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- **Cass County Zoning map** example was shown, and the Board agreed they look good and would like to include the Hwy 210 corridor back into the map as commercial land.
- **Zoning Verification request** was received for 2 parcels in Sylvan. These parcels are grandfathered in businesses, Clerk Ruggles asked the Board whether she should fill the form in or refer them to Cass Co. The Board agreed that PC Chair Johnson and Clerk Ruggles could work together to fill them out.
- **Cass County Deputy Sheriff Birr** stopped into the Town Hall towards the end of the meeting and asked the Board what the speed limit was on Little Pine Road. He reported there has been several complaints and speeding going on. After some discussion the Board decided that they would get a Resolution together for the next meeting to set the speed limit on Little Pine Rd at 35 mph.

Adjournment: Supervisor Schmit **moved to adjourn**, seconded by Supervisor Card and the motion carried with the meeting adjourning at 9:45 pm.

Minutes submitted by,

Jenna Ruggles, Clerk

Greg Booth, Chair

These minutes were approved as amended on August 3, 2023 by Supervisor Card, seconded by Supervisor Johnson and the motion carried with Supervisors Bennett, Card, Johnson, Schmit and Booth.

Date: 8.3.2023