



# Sylvan Township

12956 24<sup>th</sup> Avenue SW, Pillager, MN 56473

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## Regular Board of Supervisors Meeting Minutes Thursday July 6th, 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 Clerk Jenna Ruggles. Residents in attendance included Brian Smith, Dale Miller, Joe Thomas, Larae Thomas, Dave & Rita Linder, Kurt & Joan Olsen, Dave Johnson (PC Chair), Bryan Drown (Road Engineer), and Ryan Bodell (Road Contractor). Brian Knoll attended through Zoom. The sign-in sheet is attached.

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

**Public Input:** Mr. Smith had some questions regarding elections, which Clerk Ruggles referred him to Cass County. He also had some explanations that he let the Board know about. Others were here for the 135<sup>th</sup> Street discussion later on the agenda.

### Clerk/Treasurers Report:

- **Meeting Minutes** – Supervisor Card **moved to approve the meeting minutes from June 15, 2023 as presented**, seconded by Supervisor Johnson and the motion carried.
- **Financials** – Supervisor Schmit **moved to approve the June 2023 Financial Statements as presented**, seconded by Supervisor Bennett and the motion carried.

### Old Business/Reports:

- **Bryan Drown, Road Project Engineer, Bolton & Menk** –
  - Mr. Drown addressed the residents of 135<sup>th</sup> Street and provided cost analysts for both options with a hammerhead and a full cul-de-sac. After discussion it seems that the road is located in the correct place and the resident wants to move forward with pavement. The residents decided on a date for the resident's meeting for July 25<sup>th</sup>, 2023.
  - Mr. Drown provided the Board with an update on Acorn Drive, the research stage of the survey is completed, and they should be going out on the road this next week.
  - Mr. Drown asked the Board about the second 2023 road project that they set aside for a few months, the Bigwater area roads. After discussion Supervisor Bennett **moved to approve the Anderson Brothers bid for the 2023 Road Project in the Bigwater area to overlay Golf Course Cir, Ace Dr, & Crow Wing Cir at \$128,432.20**, seconded by Supervisor Card and the motion carried.
- **Road Supervisors reported** –
  - **Supervisor Johnson** reported the following.
    - Driveways are still not done. He did approve another one on 132<sup>nd</sup> Avenue and one on Lincoln this week to start.
  - **Supervisor Schmit** reported the following.
    - Calcium Chloride company was not getting back to her, after discussion she would reach out one more time otherwise the Board would consider skipping it this year.



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- That she and Ryan Bodell needed some clarification on Barnett Road's turnaround upgrade, after some discussion with Dave Johnson it was decided that Clerk Ruggles would reach out to Scott Hendrickson for a drawing.
  - **Supervisor Bennett** didn't have any road items to report at this time.
  - **Chair Booth** reported that he saw some damage to the new pavement on Little Pine Rd already probably from a heavy truck on a hot day.
- **Shared Road Agreements** – After some discussion on both the City of Pillager's shared roads and May Township's shared 45<sup>th</sup> Avenue, Supervisor Schmit **moved to approve the Pillager Shared Road Agreement as amended**, seconded by Supervisor Johnson and the motion carried. Supervisor Bennett **moved to approve the May Shared Road Agreement as amended**, seconded by Supervisor Card and the motion carried. May Township provided a partial estimate to have work done on 45<sup>th</sup> Avenue and our contractor, Ryan Bodell, submitted a full estimate but with only the partial from May the Board decided to table this until the next meeting and Supervisor Schmit would reach out to May Township.
- **Fire Report** – Supervisor Johnson provided the update and let us know that East Gull Lake is still looking at getting a fire Station in their township, there were 3 new recruits still in training, Cass County reopened an old case/investigation that they department will be part of, the tools are getting outdated and they are looking at replacements (around \$40,000), and there will be an active shooter training coming up soon.

#### **New Business:**

- **A ROW permit** for Telecom was presented to the Board. Supervisor Bennett **moved to approve the Road Right-Of-Way application permit for Telecom**, seconded by Supervisor Schmit and the motion carried.
- **The newsletter** was reviewed and approved by the Board members.
- **Maintenance/Seasonal help** at the Town Hall and throughout the Township was discussed. Dave Johnson, the current person doing most of the maintenance asked for the Board to review the need and after discussion it was decided that Clerk Ruggles will put together a proposal for the next meeting.

#### **Other Township Business:**

- **Correspondence** – was read including the Cass County permit log and County deposits.
- **Review Claims** – Supervisor Schmit **moved to approve claim numbers 025521 to 025547 and EFT claim numbers E23070601 and E23070612 in the amount of \$317,453.36, the payroll numbers AP23070301 – AP23070314 in the amount of \$5,316.72, and a transfer number TR23070601 in the amount of \$2,500.00 (Park Dues) for a total of \$325,270.08** seconded by Supervisor Bennett and the motion carried.
- **Other Business** – included the following.
  - **Grant Opportunities** – nothing new on this.
  - **Generator Project** – the price has decreased by \$200 as the contractor was not able to get in touch with anyone from Sourcewell but he will provide us a discount in place of working with Sourcewell. Supervisor Bennett **moved to accept the new proposal from Generator Power Systems in the amount of \$11,382.49**, seconded by Supervisor Schmit and the motion carried.



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- **MN Power Hydro-electric Dam Licensing** was discussed and there is a resident who thought it would be nice for Sylvan to submit a letter and discuss the historical Chippewa Agency Site and how we would like to keep it protected. Comments need to be in by end of July. All Board members were in favor of Chair Booth writing something up.
- **MNDOT** upgrade to Hwy 210 was discussed, there was a preliminary meeting with The City of Pillager, Supervisor Bennett, and Clerk Ruggles to discuss putting in a round-a-bout on Hwy 210 and 37<sup>th</sup> Avenue in Sylvan Township. The proposed time frame would be 2027 with the City of Pillager and Sylvan Township splitting three to four hundred thousand dollars for the project. The next step is to have our Board write a Letter of Support for the project to move forward. Supervisor Bennett and Chairman Booth will work on that for the first meeting in August.

**Adjournment:** Supervisor Schmit **moved to adjourn**, seconded by Supervisor Bennett and the motion carried with the meeting adjourning at 9:00 pm.

Minutes submitted by,

\_\_\_\_\_  
Jenna Ruggles, Clerk

\_\_\_\_\_  
Greg Booth, Chair

These minutes were approved as amended on July 20, 2023 by Supervisor Schmit, seconded by Supervisor Card and the motion carried with Supervisors Bennett, Card, Johnson, Schmit and Booth.

Date: 7.20.2023