



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 August 17th, 2023

Call to Order/Pledge of Allegiance/Roll Call: Chair Booth called the Board of Supervisors Meeting to order at 7:03 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 Shawn & Tonia Makarrall, Gary Guderion, Fred Kotten, Steven Hofner, Gail Brecht, Jennifer Rocheleau, Andrew Anderson, Linda Anderson, Don & Gwen Olson, Ryan Bodell (Road Contractor) were present, and Brian Knoll was on Zoom. 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: Shawn & Tonia Makarrall were in attendance to hear more about Acorn Drive. Supervisor Bennett provided an update that the attorney has all but one of the easement documents completed and a resident meeting is going to be scheduled soon to get them signed.

The rest of the residents were in attendance to discuss the resident complaints for a property located on the corner of Crow Drive and 13th Avenue. Gary Guderion led the conversation and provided copies of several complaints that the surrounding residents have submitted to Cass County. The surrounding residents of this parcel feel as if the parcel is becoming a dumping ground for junk and trailers. The people staying there have been seen dumping trash right outside the trailer and it blows into neighboring parcels. The surrounding residents feel the people at this parcel are in violation of several Cass County Ordinances and have environmental concerns related to contamination into the ground and nearby river.

Clerk/Treasurers Report:

- **Meeting Minutes** – Supervisor Bennett **moved to approve the meeting minutes from August 3, 2023 as amended**, seconded by Supervisor Schmit and the motion carried.
- **PH Meeting Minutes** – Supervisor Card **moved to approve the meeting minutes from July 20, 2023 as presented**, seconded by Supervisor Schmit and the motion carried with Supervisor Bennett abstaining.

Old Business/Reports:

- **Bryan Drown, Road Project Engineer, Bolton & Menk** – was not present but provided a report to Clerk Ruggles to let the Board know that Anderson Brothers has marked the pavement patch areas for the Bigwater road project and there is still no scheduled date for pavement at this point.
- **Road Items & Road Supervisor reports** –
 - **Road Supervisor Johnson** reported the following.
 - There are some trees that need to be brushed or removed on West Gull River Rd both ends on the side off of 36 and also on the 210 side. There are also some on Barnett Road. Dave Johnson has more details on the locations.



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

- **Road Supervisor Bennett** reported the following.
 - A Radar sign has gone up on Hardy Lake Rd and the next one will be placed on Little Pine Rd.
 - Pillager Dam Rd was discussed, Supervisors Schmit and Bennett met with Pillager's Mayor and Clerk. Some questions were discussed and brought back to Moore Engineering. The Board discussed these questions and answers and decided that they would first like to stop the road at the Y where the road ends and if Pillager doesn't agree they would like to go ahead with the easement into MN Power's parcel and own that section of road but would want The City of Pillager to agree to maintain every other year as is done on the rest of the road currently.
- **Road Supervisor Schmit** reported the following.
 - Pinto Pass and Golf Course Cir needs a Yield sign added and a second post needs to be removed.
 - 45th Avenue - May Township recommended that we establish ditches on the road, they are having their side done and have a quote of \$2,500 for their contractor to do our side of the road (section north of the tracks). Supervisor Schmit was able to have our contractor, Bodell provide a quote prior to the meeting; it was \$20,250 for both sections (south-\$5,750 & north-\$14,500 side of the tracks).
 - She is going to be meeting with Scott Mudget (Anderson Brothers) regarding Barnett Rd next week.
 - It is time to mow the ditches again – discussion about which side needed one pass and which needed 2 passes was had. There will be a work order completed to do 1 pass of mowing on the north side of 210 ditches and 2 passes of mowing on the south side of 210 ditches on Monday.
- Culvert estimates for 120th Street were reviewed and after discussion Supervisor Card **moved to accept the estimate from Bodell Landscape and Excavation**, seconded by Supervisor Schmit and the motion carried. This estimate was slightly higher, but included seeding of the area so the Board felt it was more cost effective.
- The estimate for the 135th Street residents was received, and the Board agreed it was time to have another resident meeting with the paperwork to be signed.
- Supervisor Bennett **moved to have Bodell Landscape and Excavation LLC provide a cost estimate for Acorn Drive project**, seconded by Supervisor Card and the motion carried.
- **Fire Report** – Supervisor Johnson reported that a few new recruits have started but are still in the process of testing. There is still talk about East Gull Lake getting a fire station there, but it will cost a lot and there is a need for more recruits. They have an active shooter training coming up. In July, Sylvan had 11 out of 25 runs. All trucks are currently up to date for testing.
- The Short-Term Rental application and checklist were amended to reflect the changes in the ordinance, Supervisor Bennett **moved to approve the new forms and to use them going forward**, seconded by Supervisor Schmit and the motion carried.



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

New Business:

- **Resolution 2023-10** to accept changes to the Short-Term Rental Ordinance was discussed. Supervisor Schmit **moved to accept Resolution 2023-10 accepting Short-Term Rental Ordinance changes as amended**, seconded by Supervisor Johnson and the motion carried.
- **Auditor proposals** were discussed, and it was decided that more information on costs was needed from the Carlson SV firm.
- **Election** update was provided to the Board from Cass County that we will no longer need to provide an annual Resolution designating a polling place going forward.

Other Township Business:

- **Correspondence** – was read including the Cass County building permit list, Clerk training opportunity, and a deposit for timber and land sales.
- **Review Claims** – Supervisor Bennett **moved to approve claim numbers 025569 to 025578 with check number 025574 being voided and EFT claim numbers E23081701 and E23081706 in the amount of \$36,404.50, the payroll numbers AP23081601 – AP23081603 in the amount of \$3,112.00 for a total of \$39,516.50** seconded by Supervisor Schmit and the motion carried.
- **Other Business** – included the following.
 - **Grant Opportunities**, there are no new grants that were discussed, but the road grant from the state is still in the works and there's a webinar coming up. Clerk Ruggles asked for an update on the Broadband grant and work. Supervisor Bennet and Chair Booth indicated that CTC said there is still potential for the West Gull River area to be completed this year.
 - **Follow up** regarding the junk and tires on 45th Ave was discussed, and the Board asked Clerk Ruggles to reach out to May Township to see if they would like to join forces and work on a clean-up project with Cass County.

Adjournment: Supervisor Card **moved to adjourn**, seconded by Supervisor Johnson and the motion carried with the meeting adjourning at 9:03 pm.

Minutes submitted by,

Jenna Ruggles, Clerk

Greg Booth, Chair

These minutes were approved as amended on September 7, 2023 by Supervisor Bennett, seconded by Supervisor Schmit and the motion carried with Supervisors Bennett, Card, Johnson, Schmit and Booth.

Date: 9.7.2023