



Sylvan Township

12956 24th Avenue SW, Pillager, MN 56473

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Sylvan Township Board of Supervisors Meeting

Thursday October 19th, 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 Josh Jeziorski; Mark Gossman, County Land Commissioner; Bryan Drown, Road Engineer; Ryan Bodell, Road Contractor; and 10 members of the Baxter snow mobile club. 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:

- Baxter Snowmobile club presented an option to connect their Pillsbury State Forest trail to the Pillager trail – the proposed path goes down 33rd Avenue (Pillsbury State Forest Rd) on both sides. They stated some benefits to having them maintain a trail and not having snowmobilers use unmaintained ditches. Those benefits include how it is safer for the riders as well as cars as the snowmobiles will stay on the trail verses go into the road at times if the ditch is unpassable. As the club keeps the trail groomed and open. The snowmobiles on a maintained trail will have to follow speed limits set by the Township. It is also a good for revenue for the Pillager businesses as this would make the loop complete and riders like complete loops. After discussion the Board agreed that they would like to have a public resident meeting to get their input. All residents are invited, but Clerk Ruggles will send out invites to all property owners on 33rd Avenue/Pillsbury State Forest Road. Supervisor Bennett **moved to have a resident meeting regarding the Baxter Snowmobile Club's proposed trail on 33rd Ave on November 2nd 2023 at 6pm prior to the Board meeting**, seconded by Supervisor Card and the motion carried.
- Cass Co. Land Commissioner Gossman was present to ask the Township Board if they had any opposition for the family member of parcel 41-532-0414. After discussion, Supervisor Bennett **moved to let Cass County know that the Township Board has no objection to the repurchase of parcel 41-532-0414 by the deceased's family member**, seconded by Supervisor Schmit and the motion carried.

Clerk/Treasurers Report:

- **Meeting Minutes** – Supervisor Card **moved to approve the minutes from October 5th 2023 as presented**, seconded by Supervisor Johnson and the motion carried.
- **Financials** – Supervisor Bennett **moved to approve the September 2023 financial statements as presented**, seconded by Supervisor Johnson and the motion carried.
- **Budgets** – Third quarter budgets were provided for the Supervisors to review.

Old Business/Reports:

- **Bryan Drown, Road Project Engineer, Bolton & Menk** – was present and presented the Board with a preliminary copy of the Acorn Easement Plat #2. Supervisor Bennett **moved to accept the**



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Acorn Drive Easement Plat #2, seconded by Supervisor Card and the motion was amended by Supervisor Bennett to include **having Chair Booth and Clerk Ruggles to sign the document when it is completed**, seconded again by Supervisor Card and the motions carried. Mr. Drown also provided the Board with Pay Estimate #1 for the 2023 Road Project on the Bigwater area roads from Anderson Brothers. Supervisor Schmit **moved to accept and pay the Pay Estimate #1 from Anderson Brothers for the 2023 Road Project Bigwater area roads in the amount of \$130,941.20**, seconded by Supervisor Card and the motion carried. Mr. Drown also provided an estimate for the different costs associated with 13th Avenue for the 2024 road work projects. It was discussed that we should look at adding this road to one of the different road grants options, possibly look into bonding for next year, or skip this road next year after they see what the Road Committee says next meeting. Also, after the discussions it was decided that Clerk Ruggles will get a Grant Meeting scheduled.

- **Road Supervisors reported –**

- **Supervisor Schmit** reported the following.

- West Sylvan delineators need to be moved back off the road right-away – Clerk Ruggles will do a work order.
 - 5 Beavers were caught in Bigwater last month.
 - 33rd Avenue and 210 shouldering work is needed – Clerk Ruggles will do a work order.

- **Supervisor Johnson** reported the following.

- Driveway on W Gull River Rd done but waiting until Spring to seed and then finalize for refund.
 - Checking on driveway in Commercial Park again this week.
 - A resident on a non-township road was in and had concerns about a tree on neighbor's property, he provided some options for him before the PC Mtg last week.

- **Supervisor Card** reported that he noticed a missing RR sign on West Gull River Rd.

- **PC Meeting Report** was provided by Supervisor Johnson. He reported that they discussed Sylvan Park and how Chair Johnson is going to start a process for maintenance at the park for volunteers. They discussed Lind Masonry and how the application was received incomplete without payment. They thought that the Board should have the attorney send a letter to him. Supervisor Johnson also reported the variance results from Cass Co. He also reported that Carl Christianson is looking at splitting one of his commercial parcels to sell to Ramstad and that there was another person looking at doing a Short-Term Rental on Arbor Lane. Josh Jeziorski was present to discuss his STR; he just received his permit from the Board last month. After discussion Supervisor Bennett **moved to have Mr. Jeziorski's STR permit recently submitted in 2023 to extend for the 2024 permit year**, seconded by Supervisor Card and the motion carried.

New Business:

- **ROW Permit** was received from Telecom. Discussion included that they only have to send payment one time per year and application for each location.



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- The Board reviewed the changes made to the STR checklist and applications and approved Clerk Ruggles to put into process with changes.
- Supervisor Johnson & Clerk Ruggles briefly discussed the updates on the Hydroelectric projects.
- Mr. Cox's Easement was provided from the attorney and reviewed by the Board. There was discussion on what was thought to be the easement and what was drawn up. Supervisor Bennett will bring it back to the attorney for a different easement area to be drawn up.
- **135th Street** – Supervisor Bennett **moved to accept Resolution 2023-13 Accepting 135th Street SW as a Township Road for Maintenance Purposes**, seconded by Supervisor Card and the motion carried. Supervisor Card **moved to accept the Order Establishing 135th Street SW as a township road**, seconded by Supervisor Bennett and the motion carried. Clerk Ruggles presented the meeting minutes from May 18th 2023 for review and asked to add content. Supervisor Bennett **moved to revise the May 18th 2023 Board of Supervisors meeting minutes to include that the Board received a petition from the residents on 135th Street SW**, seconded by Supervisor Card and the motion carried.

Other Township Business:

- **Correspondence** – was read including the free employment law seminar coming up.
- **Review Claims** – Supervisor Bennett **moved to approve claim numbers 025621 to 025626 and EFT claim numbers E23101901 to E23101902 in the amount of \$170,638.52 and the payroll numbers AP23101601 – AP23101603 in the amount of \$3,051.57 for a total of \$173,690.09** seconded by Supervisor Card and the motion carried.
- **Other Business** – included the following.
 - End of the year Christmas Party and AWAIR Meeting were discussed, and the Board agreed to have them on Monday December 4th, 2023 starting at 5:30 with the AWAIR Meeting at 6:15, and the meal will be catered.

Adjournment: Supervisor Card **moved to adjourn**, seconded by Supervisor Bennett and the motion carried with the meeting adjourning at 8:52 pm.

Minutes submitted by,

Jenna Ruggles, Clerk

Greg Booth, Chair

These minutes were approved as amended on November 2nd 2023 by Supervisor Schmit, seconded by Supervisor Johnson and the motion carried with Supervisors Bennett, Card, Johnson, Schmit and Booth.

Date: 11.02.2023