



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

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## Regular Board of Supervisors Meeting

### Thursday April 18<sup>th</sup>, 2024

**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, Bob Johnson, Keith Card, Arlene Schmit, Greg Bennett, and Clerk Jenna Ruggles. Other in attendance included Ronald Duy; Todd Barnett; Heather Tidmore, MATIT; David Winkelman, Winkelman Solar Developers; Dean Birkeland, CarlsonSV; and Ryan Bodell, Bodell Landscape and Excavating. The sign-in sheet attached.

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

#### Public Input/Presenters:

- Ms. Tidmore from MATIT (Minnesota Association of Townships Insurance Trust) was present to provide the Board with the newest policy changes and to go over questions and coverages they had. After discussion the Board decided that they will have an adjuster come out to review the building and Township property.
- Mr. Birkeland from CarlsonSV provided the Board with the final draft audit and went through a few things on why and how those conclusions were made. After discussion Supervisor Card **moved to approve the Final Audit**, seconded by Supervisor Schmit and the motion carried.
- Mr. Winkelman provided the Board with 2 bids for getting solar panels on the Town Hall roof, he also explained which he recommends and why. Chair Booth explained that it is not currently in the budget this year or next and that he would look into some grant opportunities for it.
- Mr. Duy and Mr. Barnett were present to discuss Little Pine Trl during the roads section of the agenda.

#### Old Business/Reports:

- **Bryan Drown, Road Project Engineer, Bolton & Menk** – was not present and did not have anything to report.
- **Road Supervisors reported** –
  - **Supervisor Schmit** did not have anything to report.
  - **Supervisor Bennett** reported that there was a lot of trash flying out of Hengels and he had a couple residents call him on it, and he asked Clerk Ruggles to reach out to them in the morning
  - **Supervisor Johnson** reported the following.
    - The 2 road projects from last fall with Anderson Brothers are on the schedule to be completed in May
    - There was a new driveway on Barnett Rd that he did the first inspection on
    - There was a controlled burn that was permitted that he had called in after the last meeting as it was dark and looked as if it was out of control
- Supervisor Schmit **moved to go forward using Corbin Excavating and Dust Control for the 2024 Calcium Chloride**, seconded by Supervisor Card and the motion carried.



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- **Little Pine Trail** was discussed with the residents and survey maps and plats were reviewed. After some discussion Supervisor Bennett **moved to authorize Bolton Menk to locate the North pin and determine the distance of the road; as well as to discuss with Mr. Brad Person (Township Attorney) questions regarding this road**, seconded by Supervisor Johnson and the motion carried.
- Supervisor Bennett provided a report on the Planning Commission's meeting. He let the Board know that they had 3 individuals looking at new businesses in Sylvan Township. One was a Home Occupation, one needs to check with MNDot first, and the last was a business going into the 4 stalls complex in the commercial park. Supervisor Bennett **moved to approve the General Business Permit for Founder Arms Inc**, seconded by Supervisor Card and the motion carried. Supervisor Bennett also let the Board know that they discussed Bigwater Investments short-term rental and they're still looking at a couple things with that one.

**Clerk/Treasurers Report:** Was moved under Old Business and reports at the beginning of the meeting.

- **Meeting Minutes** – Supervisor Schmit **moved to approve the minutes from April 4<sup>th</sup>, 2024 as presented**, seconded by Supervisor Bennett and the motion carried.
- **Meeting Minutes** – Supervisor Schmit **moved to approve the Local Board of Appeal and Equalization meeting minutes from April 12<sup>th</sup>, 2024 as presented**, seconded by Supervisor Johnson and the motion carried with Supervisor Bennett abstaining.
- **Financials** – Supervisor Schmit **moved to approve the March 2024 as presented**, seconded by Supervisor Card and the motion carried.
- Clerk Ruggles let the Board know that she transferred \$50,000 from the Money Market General Fund into the Checking Account at Pine River State Bank last week.

#### **New Business:**

- None at this time.

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

- **Correspondence** – was read including a notice from Excel Energy about price increases, an invitation to the Legal Seminar, and a copy of the CD closing paperwork from MidMN Bank with funds deposited into the Money Market account at Pine River State Bank.
- **Review Claims** – Supervisor Card **moved to approve claim numbers 025758 to 025760 and EFT claim numbers E24041801 to E24041806 in the amount of \$25,370.54 and the payroll numbers AP24041701 – AP24041703 in the amount of \$3,382.65 for a total of \$28,753.19** seconded by Supervisor Schmit and the motion carried.
- **Other Business** – Chair Booth went through the list of follow ups for the Board and almost all were checked off as completed, with no new communications needed. The Board did discuss the Spring Short Course training and what they found interesting and beneficial to them.

**Adjournment:** Supervisor Card **moved to adjourn**, seconded by Supervisor Johnson and the motion carried with the meeting adjourning at 9:39 pm.



# Sylvan Township

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Minutes submitted by,

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

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

These minutes were approved as amended on May 2, 2024 by Supervisor Schmit, seconded by Supervisor Card and the motion carried with Supervisors Bennett, Card, Johnson, Schmit and Booth.

Date: 5/2/2024