



Sylvan Township

12956 24th Avenue SW, Pillager, MN 56473

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Regular Board of Supervisors Meeting

Thursday May 16th, 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 Bob Johnson, Keith Card, Arlene Schmit, Greg Booth, and Clerk Jenna Ruggles. Supervisor Greg Bennett arrived at 7:30pm. Those in attendance included Ronald Duy, Todd Barnett, Caleb & Stacy Lindberg, Bryan Drown (Road Engineer), and Ryan Bodell (Road Contractor). The sign-in sheet attached.

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

Public Input: There was none at this time, all residents were here for agenda items.

Clerk/Treasurers Report:

- **Meeting Minutes** – Supervisor Schmit **moved to approve the minutes from May 2nd, 2024 as presented**, seconded by Supervisor Card and the motion carried with Chair Booth abstaining from the vote.
- **Financials** – Supervisor Card **moved to approve the Financial Statements for April 2024**, seconded by Supervisor Schmit and the motion carried.

Old Business/Reports:

- **Bryan Drown, Road Project Engineer, Bolton & Menk** – was present and provided the 2024 road project contracts which were signed by the Chair and Clerk.
- **Annual Road Review** minutes were discussed briefly and the work orders that were needed. It was decided that Supervisors Schmit and Johnson would get together to come up with a list of roads that need to be added for the 2025 Road Bond project and then, Supervisor Bennett will review this and the budget and come up with a Bond amount and number of years for the bond. Then Clerk Ruggles will finish the resolution and bring it to a following meeting.
- **Road Supervisors reported** –
 - **Supervisor Schmit** reported the following.
 - That she had gone over the road review and put in some work orders for the items listed.
 - She also reported on a couple driveways on the report.
 - She attended the City of Pillager's Council meeting and they would like to see if we would want to pave Servo Trail and Pillager Dam Road. They provided estimates for each. Supervisor Schmit **moved to have Anderson Brothers provide us with an estimate for paving of Servo Trail and Pillager Dam Road**, seconded by Supervisor Card and the motion carried.
 - **Supervisor Johnson** reported the following.
 - Discussed the Radar signs and how and when we should put them up. Supervisor Bennett explained a bit about them and that he would have time after next week to get them out.



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- **Little Pine Trail** was discussed, and an estimate to get the road cleaned up and the turnaround made was provided by Bodell. Supervisor Schmit **moved to have Bodell Landscape and Excavating get Anderson Brothers to provide an estimate for paving Little Pine Trail SW to add to Bodell's current estimate to provide services of tearing up the old pavement and creating a turnaround on Little Pine Trail SW**, seconded by Supervisor Card and the motion carried.
- **210 Round-About** was briefly discussed and it was mentioned that there will be a MNDot meeting on Wed. May 22nd from 5-7 at the Pillager Community Center and that the Supervisors should try to attend and learn more about the project.
- **Planning Commission Report** was provided letting the Board know that they were finalizing some wording in the Comp Plan, discussed that Sylvan Park trees were being planted, and that Lindbergs were present for a Business Permit. Supervisor Bennett **moved to approve the Home Occupation Business Permit for Anchorpoint Marine & ATV**, seconded by Supervisor Johnson and the motion was amended by Supervisor Bennett to include **the approval is contingent on Lindbergs checking with Cass County on their Land Use Ordinance being the location is near Hardy Lake**, seconded again by Supervisor Johnson and both motions carried.
- **Joint Community Trail** was update was provided by Mr. Holman through email letting the Board know that the City of Baxter did vote to move forward with amending the grant proposal to include the extra section of trail that Sylvan discussed at their last meeting, connecting the Sylvan and Baxter trails.
- **Pillager Fire Report** was provided and included that the printer at the Pillager Fire Hall was replaced, the Office Remodel is close to being completed, Engine 1 is ready to sell and priced at \$100,000, they will be present and help out at the National Clay Shooting tournament being held in MN, and at the Pillager Fair. Sylvan had 12 runs in April.
- **Camp Ripley Veterans State Trail meeting report** was provided that they have inquired on a couple more grants and they are going to host a business event to try to raise some funds.

New Business:

- The Community Outreach Day flyer was reviewed and approved to move forward with getting some estimates on publishing.
- CPR Re-Certification for the Township Board, PC, and staff was discussed and agreed upon having the Township pay the \$45 for those who wish to get certified.
- Corner Store Liquor License renewal was presented, and Supervisor Bennett **moved to approve the Liquor License for Corner Store Liquor**, seconded by Supervisor Card and the motion carried.

Other Township Business:

- **Correspondence** – was read including an email regarding a complaint about Pit Trail dust and a response from Anderson Brothers & CTC's invitation to their Annual Meeting and Taste of Technology dates.
- **Review Claims** – Supervisor Bennett **moved to approve claim numbers 025776 to 025781 and EFT claim numbers E24051601 to E24051608 in the amount of \$24,316.03 and the payroll**



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numbers AP24051701 – AP24051703 in the amount of \$3,068.42 for a total of \$27,384.45 with check number 025782 being voided, seconded by Supervisor Card and the motion carried.

- **Other Business** – none at this time.

Adjournment: Supervisor Schmit **moved to adjourn**, seconded by Supervisor Johnson and the motion carried with the meeting adjourning at 8:45 pm.

Minutes submitted by,

Jenna Ruggles, Clerk

Greg Booth, Chair

These minutes were approved as presented on June 6, 2024 by Supervisor Card, seconded by Supervisor Johnson and the motion carried with Supervisors Bennett, Card, Johnson, Schmit and Booth.

Date: 06.06.2024