



Sylvan Township

12956 24th Avenue SW, Pillager, MN 56473

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Regular Board of Supervisors Meeting

Thursday June 20th, 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, Greg Bennett, Keith Card, Arlene Schmit and Clerk Jenna Ruggles. Supervisor Bob Johnson had an excused absence. Those in attendance included Road Contractor; Ryan Bodell and residents Brittany Rogge, Rick Rogge, Lyle Jenkins, Kevin Lundy, Jim Shaw, Whitney Thune, Shandolynn Fry, and PC Chair; Dave Johnson. The sign-in sheet is attached.

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

Public Input:

- Brittany Rogge was here to provide the Township Board with her Short-Term Rental application and to ask them to consider it without her waiting a month or longer to go through the Planning Commission and back to the Board. After review of her application and some discussions it was determined that Supervisor Bennett and PC Chair Dave Johnson would do a site visit after the 2 items were completed and then she could be added to the agenda on July 2nd for review.
- Lyle Jenkins, Kevin Lundy, and Jim Shaw were present to ask the Township Board to take over Deerview Trail as a township road. They provided the Board with a petition and Supervisor Bennett **moved to get an Engineer's estimate(s) for the needed work to be done on Deerview Trail to bring it up to Township standards**, seconded by Supervisor Card and the motion carried.
- Whitney Thune was present to ask the Board not to grant a Short-Term Rental Permit for Ms. Rogge as she owns the house next door. She presented concerns for having a rental at that location; including the one lane private road, her residence being so close to the purposed rental and her having small children. Ms. Fry also asked a couple questions regarding how to report issues if/when they arise with the rental if permitted.
- Dave Johnson, PC Chair, was present to provide the Board with an update on Sylvan Park. There was a whole truck box full of weeds picked, with more to go and another date set for Monday evening if anyone wants to join. The mowing at the park hasn't been completed on the trails yet, Clerk Ruggles let him know that Blue Ox expressed interest in mowing and would be getting back to her soon. Supervisor Bennett said he could try to get in there over the weekend.

Clerk/Treasurers Report:

- **Meeting Minutes** – Supervisor Schmit **moved to approve the minutes from June 6th, 2024 as amended**, seconded by Supervisor Card and the motion carried.
- **CD's** – Supervisor Bennett **moved to transfer \$150,000 into a 7-month special CD at MidMN Federal Credit Union**, seconded by Supervisor Card and the motion carried.



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Old Business/Reports:

- **Bryan Drown, Road Project Engineer, Bolton & Menk** – was not present but provided the final pay request from Anderson Brothers for the Board to review with an explanation of the increased final cost. Supervisor Schmit **moved to accept and pay the Contractor's Pay Request from Anderson Brothers in the amount of \$139,991.38**, seconded by Supervisor Bennett and the motion carried.
- **Road Supervisors reported** –
 - **Supervisor Schmit** reported the following.
 - We have a lot of beavers & issues so far on Beaver Dam Rd, 43rd Ave, and 37th Ave.
 - Seeding on Barnett Rd has been completed.
 - Grading work was done today on Acorn, 37th Ave, & 13th Ave.
 - She would like to see Bigwater Dr added to the 5-year plan.
 - Pillager Dam Rd was also approved by the City of Pillager and will be completed by Ideal Construction as an add-on to the City's project.
 - She would like to see us start on West Sylvan Drive as there are several holes and bad areas that need to be attended to prior to the next year bond and project. Supervisor Schmit **moved to get quotes from Anderson Brothers and Bodell Landscape and Excavation to start work on the bad areas with holes for West Sylvan Drive**, seconded by Supervisor Bennett and the motion carried.
 - **Supervisor Johnson** provided Clerk Ruggles with the following report.
 - He had a rope strung across Outlot A that he took down
 - He also had some brushing on Oakridge Rd which a work order was created for
 - **Supervisor Bennett** reported that he has placed 2 of the 3 radar signs on the roads and he may have to buy new batteries for the final sign, he is still working on it.
- **2025 Road Project Bond – Resolution 2024-11** was presented and discussed. This bond is a Certificate of Indebtedness and the maximum amount without having more hoops to jump through would be \$1.2 million. Discussions led to the Board agreeing to remove 33rd Avenue from the list of roads as they want to stay close to the \$1.2 million. Supervisor Bennett **moved to approve Resolution 2024-11 declaring intent for the Township to be reimbursed for expenditures on the road project obtained prior to the Township receiving the Bond/Certificate of Indebtedness for the road project**, seconded by Supervisor Schmit and the motion carried.
- **Servo Trail** shared with the City of Pillager was discussed and Supervisor Bennett **moved to accept the Quote from Bodell in the amount of \$7,280 to add gravel to the road pending the City of Pillager's approval**, seconded by Supervisor Card and the motion carried.

New Business:

- Chair Booth provided a 'Town Board Rules for Public Comment' document for the Board to review and bring thoughts back to next meeting.

Other Township Business:

- **Correspondence** – was read including the property tax installment and a salt training class.



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- **Review Claims** – Supervisor Bennett moved to approve claim numbers 025802 to 025806 and EFT claim numbers E24062001 to E24062004 in the amount of \$37,582.36 and the payroll numbers AP24061701 – AP24061703 in the amount of \$2,896.93 for a total of \$40,479.29 seconded by Supervisor Card and the motion carried.
- **Other Business** – included the following.
 - None at this time.

Adjournment: Supervisor Schmit moved to adjourn, seconded by Supervisor Card and the motion carried with the meeting adjourning at 9:05 pm.

Minutes submitted by,

Jenna Ruggles, Clerk

Greg Booth, Chair

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

Date: 07.02.2024