



Sylvan Township

12956 24th Avenue SW, Pillager, MN 56473

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Regular Board of Supervisors Meeting Thursday October 3rd, 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, Bob Johnson, Keith Card, Arlene Schmit and Clerk Jenna Ruggles. Others in attendance included Road Engineer; Bryan Drown, Road Contractor; Ryan Bodell, Chad Knudson, Dale Crosby, and Jana Froemming. 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: Supervisor Bennett introduced Mr. Knudson's amendment to his current Business Permit for a 2-acre solar array behind his current businesses. Mr. Dave Johnson went out for the PC and did a site visit and provided a write-up to the Board. After discussion, Supervisor Bennett **moved to approve the amendment to Mr. Knudson's current business permit to include a 2-acre solar array behind his businesses**, seconded by Supervisor Card and the motion carried. Mr. Crosby & Ms. Froemming were present to discuss the Dandelion Rd project.

Clerk/Treasurers Report:

- **Meeting Minutes** – Supervisor Card **moved to approve the minutes from September 19th, 2024 as presented**, seconded by Supervisor Bennett and the motion carried.
- **Financials** – Supervisor Schmit **moved to approve the financial statements from September 2024**, seconded by Supervisor Bennett and the motion carried.

Old Business/Reports:

- **Bryan Drown, Road Project Engineer, Bolton & Menk** – was present to let the Board know that Bolton & Menk have started the surveying for the 2025 road project, and he is confident that it will be completed prior to the snow falling.
- **Road Supervisors reported** –
 - **Supervisor Schmit** reported the following.
 - 131st and 39th Avenues needed some poly patching – Anderson Brothers completed it this week
 - Final driveway inspection completed on Crow Wing River Dr approved
 - She thinks we should start Brushing and mowing ditches asap
 - Wants to add swing-away mailbox post on 125th for T. Rhett – where the plow has had issues in the past to avoid issues this year
 - **Supervisor Bennett** reported the following.
 - **Dandelion** – The resident meeting went well; all seem to be in consensus that if the numbers come in at the right amount, they will be wanting the Board to take the roads over. The project cost should be significantly lower than previously since the road standards have changed. The hill does not need to be changed prior to taking over according to the new standards. There is a section that will need



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poly patch on the paved area and the dirt area would need more class5 and the West end would need to be widened. Supervisor Bennett **moved to have Mr. Drown provide some estimates for the road**, seconded by Supervisor Johnson and the motion carried. Mr. Drown was able to provide information to the Board and the residents on where the work is needed and that he should have the estimates prior to the next meeting.

- **Pillager Dam Rd project** was discussed, and Supervisor Bennett **moved to approve a letter of recommendation for the Pillager Dam Road grant application and approval to pay half the application fees and cost share of the project if the grant goes through**, seconded by Supervisor Johnson and the motion carried.
- **Sylvan Lake Cemetery** update was provided by Chair Booth. He said he talked with Jeremy Jackson who would like to help do some locates to find where there are graves and where there are open sites. He mentioned bringing in Brian Hoffman from Hamline University to help and asked for the Board to provide somewhat of a budget for them to work with. Supervisor Schmit **moved to approve Mr. Jackson and Mr. Hoffman to move forward working to locate grave sites at the Sylvan Lake Cemetery at an expense up to \$2,000**, seconded by Supervisor Bennett and the motion carried. Clerk Ruggles will get documents to Jeremy Jackson when needed.

New Business:

- Supervisor Bennett **moved to approve continuing with the Brainerd Dispatch subscription for the next year (Nov. '24-Oct. '25) at the cost of \$213.75**, seconded by Supervisor Card and the motion carried.
- Supervisor Card **moved to approve paying both head election judges the head election judge salary of \$16 per hour for the general election**, seconded by Supervisor Bennett and the motion carried. There was some discussion on Sergeant At Arms for the general election and the decision was made that Clerk Ruggles would do a little more research on conflict resolutions for the election and bring it back to the Board if still needed. Also, we will utilize Cass County Sheriff's help they offered to keep a deputy in the Township on election day.

Other Township Business:

- **Correspondence** – was read including the Cass Co Sheriff's report for STRs, Cass Co permits list, a news article about the Joint Community Trl, a letter from Xcel Energy, and an email from Mr. Woodford at Cass Co ESD regarding the Board's recommendation for the subdivision on Acorn – they stated the did not require this turnaround as the road widths did not fit.
- **Review Claims** – Supervisor Bennett **moved to approve claim numbers 025922 to 025935 and EFT claim numbers E24100301 to E24100312 in the amount of \$14,294.48 and the payroll numbers AP24100201 – AP24100213 in the amount of \$4,348.67 for a total of \$18,643.15** seconded by Supervisor Johnson and the motion carried.
- **Other Business** – included the following.
 - There was discussion on Grants and Supervisor Bennett would like Clerk Ruggles to set up a meeting with Amy from Sourcewell to see if we can utilize some of the grants out there for our upcoming project the next few years.



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- Supervisor Bennett also discussed the upcoming Public Hearing and the SCO. Conversations included that spot zoning may not be the answer and that the Board does have the right to make amendments to the SCO and should have used a IUP for Mr. Lind instead of doing a public hearing to make a recommendation to Cass Co.

Adjournment: Supervisor Bennett **moved to adjourn**, seconded by Supervisor Johnson and the motion carried with the meeting adjourning at 8:38 pm.

Minutes submitted by,

Jenna Ruggles, Clerk

Greg Booth, Chair

These minutes were approved as amended on October 17, 2024 by Supervisor Schmit, seconded by Supervisor Johnson and the motion carried with Supervisors Bennett, Card, Johnson, Schmit and Booth.

Date: 10.17.2024