



Sylvan Township

12956 24th Avenue SW, Pillager, MN 56473

phone: (218) 746-3652 / fax: (218) 746-3612 / e-mail: info@sylvantwp.com

REORGANIZATIONAL MEETING

Agenda – January 09, 2025 at 6pm

PC was invited as the Regular Mtg was a Joint Mtg

*Recorded for Transcription Purposes Only

1. **Call To Order** Pledge of Allegiance & Attendance was said at opening of Joint Mtg

1.1. **Move to amend/approve agenda**

2. **Nominations:** *Clerk takes nominations for Chairperson – after election, Chair takes over mtg*

- **Chairperson** – _____
- **Vice-Chair** – _____
- **Co-Road Supervisors** – _____
- **Planning Commission Liaison** – _____
- **Pillager Lake Park Supervisor** – _____
- **PAFRA (Fire) Liaison** – _____
- **Weed Supervisor** – _____
- **AWAIR Supervisor** – _____
- **Cass County Emergency Mgmt** – _____
- **CRVST Representative** – _____

Committees:

- Personnel** - _____
- Broadband** - _____
- Grant Writing** - _____
- Special Projects** - _____
- Maintenance** - _____

- **Appointment of Clerk** – _____
- **Clerk Appoints Deputy Clerk** – _____

3. **Identify:**

- **Official Posting Places** – (Casey’s, Pillager PO, Corner Store, Town Hall entryway/outboard, & Website)
- **Official Legal Paper** – (Brainerd Dispatch: not E-delivery edition)
- **Official Depositories** – (Pine River State Bank & MidMinnesota Credit Union)
- **Credit/Debit Card holders** – (Jenna Ruggles / Colleen Putnam)



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4. Set/Authorize Misc.:

- **Authorize Clerk to toss Junk Mail:** Now - approved | Yes | No
- **Set Compensations for:**
 - **Board Mtgs & Re-Convened Mtgs:** Now - \$90 | _____
 - **Board Hourly pay:** Now - \$20 | _____
 - **Tina Hourly Pay & Frequency:** Now - Bi-Weekly at \$25/hr (\$90 mtg) | _____
 - **Planning Commission Mtgs:** Now - Chair \$85 | _____ & Commissioners \$80 | _____
 - **PC Hourly pay:** Now - \$20 | _____
 - **Road Committee Hourly pay:** Now - \$20 (only AWAIR mtg \$80) | _____
 - **Mileage Reimbursement Rate:** Now \$0.67 - (~~\$0.70~~ IRS Rate '25) | _____
 - **Life Insurance Benefit** (Board, PC, Clerks): Now - \$10K | _____
 - **Board/PC Education, Site Visits, & Mileage:** Now - approved | _____
 - **Gopher Bounty:** Now - \$5 | _____ (*per pair of front feet caught in Township*)
 - **Beaver Bounty:** Now - \$60 | _____ (*per tail caught in Twp when authorized by Board*)
 - **Beaver Bounty Contracted:** \$ Per Contractor (*current: Mark Mortensen \$75*) YES | NO

5. Review/Delegate:

- **Financial Policies:** make amends/approve & re-sign as amended or every 5 years (2030)
- **Delegate - Authorize:** Clerk/Treasurer or Deputy Clerk/Treasurer the authority to make electronic funds transfers to vendors on Exhibit A

Adjournment ReOrg

@_____ & continue to Joint Mtg