



Sylvan Township

12956 24th Avenue SW, Pillager, MN 56473

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

Regular Board of Supervisors Meeting

Thursday January 16th, 2025

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 Deputy Clerk Colleen Putnam. Clerk Ruggles had an excused absence. Those in attendance included Road Contractor, Ryan Bodell. The sign-in sheet is attached.

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

Public Input: There was no public input.

Clerk/Treasurers Report:

- **Meeting Minutes Joint PC/BOS Mtg** – Supervisor Schmit **moved to approve the Joint Meeting minutes from January 9, 2025 as amended**, seconded by Supervisor Card and the motion carried.
- **Meeting Minutes Reorganizational Mtg** – Supervisor Schmit **moved to approve the ReOrg Meeting minutes from the January 9, 2025**, seconded by Supervisor Card and the motion carried.

Old Business/Reports:

- **Bryan Drown, Road Project Engineer, Bolton & Menk** – was not present and no updates were provided.
- **Contractor's Report - Ryan Bodell – Bodell Landscape & Excavation** – stated the snow plowing went well. He asked if the 6 to 1 ratio on the salt/sand is what the Township normally uses as the sand is freezing in his trucks. He stated the least ratio would be 4 to 1. The Township would go through less salt/sand at that ratio. The Board stated it could be discussed later for next year.
- **Road Supervisors reported** –
 - There was discussion regarding a few residents on Hardy Lake Road plowing snow across the road but not blocking traffic.
 - Discussion on 13th Avenue being narrow with the snow but not much can be done right now with it.
 - Supervisor Bennett informed the Town Board he spoke with the attorneys regarding putting salt/sand on County Rd. 36. The Township does have immunity regarding liability issues. After discussion it was decided to leave it up to the road contractor Ryan Bodell when sand would be needed on Couty. Rd. 36.
 - Supervisor Schmit will be meeting with Bryan Drown, Township Engineer, on Thursday, January 23, 2025 at 10:00 am on 26th Avenue to speak with the resident to let the residents know what they can do.
 - There was discussion regarding the garbage cans being in the road right away for snow plowing and the residents plowing across the Township roads. It was decided



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if a supervisor notices garbage cans or snow plowing across the Township roads, they should notify the Clerks at the Town Hall and a letter could be sent out.

- **2025 Road Project** – (W. Sylvan) The Board looked at the large map on the back table to see if everything looks correct or if anyone has any concerns. They also discussed 26th Avenue.
- **Sylvan Cemetery** – Chair Booth stated Jeremy Jackson did an excellent job on the survey and mapping for the cemetery. He did a spreadsheet with all the names located in the cemetery. Chair Booth stated Jeremy suggested if anyone has a family member to be interred there, they should consult with Jeremy to make sure they are not digging where there is already a grave. There was discussion regarding speaking to Mr. Jon Anderson about selling a small strip to be part of the cemetery. Chair Booth stated he would talk to Mr. Anderson. There was discussion if the Township should charge for the plots to cover maintenance.
- **Solar – changed proposal** - The total system price went up from \$73,595.00 and now \$79,920.00. The Township received the \$50,000 grant from Sourcewell, tax credit for \$23,976.00 and have applied for a \$50,000 MPCA grant, we have not heard back on that one. If that is approved the Township should be able to do everything including the charging station. **Keith Card moved to table this until the Township hears back on the grant**, seconded by Greg Bennett and the motion carried. It will be kept on the agenda.

New Business:

- **Resolutions 2025-01 thru 2025-07: Interested Officers** –
- Supervisor Bennett **moved to approve Resolution 2025-01, interested officer for Greg Booth**, seconded by Supervisor Card and the motion carried with Greg Booth abstaining.
- Supervisor Johnson **moved to approve Resolution 2025-02, interested officer for Greg Bennett**, seconded by Supervisor Card and the motion carried with Greg Bennett abstaining.
- Supervisor Bennett **moved to approve Resolution 2025-03, interested officer for Keith Card**, seconded by Supervisor Schmit and the motion carried with Keith Card abstaining.
- Supervisor Bennett **moved to approve Resolution 2025-04, interested officer for Bob Johnson**, seconded by Supervisor Card and the motion carried with Bob Johnson abstaining.
- Supervisor Card **moved to approve Resolution 2025-05, interested officer for Arlene Schmit**, seconded by Supervisor Bennett and the motion carried with Arlene Schmit abstaining.
- Supervisor Bennett **moved to approve Resolution 2025-06, interested officer for Scott Hendrickson**, seconded by Supervisor Card and the motion carried.
- Supervisor Bennett **moved to approve Resolution 2025-07, interested officer for Dave Johnson**, seconded by Supervisor Card and the motion carried.
- **Resolution 2025-08 Accepting Dandelion Lane SW & Norway Drive SW for Maintenance by Sylvan Township** - Supervisor Bennett **moved to approve Resolution 2025-08, Accepting Dandelion Lane SW & Norway Drive SW for Maintenance by Sylvan Township**, seconded by Supervisor Card and the motion carried.
- **Newsletter Articles:** Are due February 10, 2025. This newsletter will be for the Annual meeting in March.
- **Local Board of Appeal and Equalization** – Cass County has set the LBAE meeting for Friday, April 11, 2025 at 10:00 am. Supervisor Bennett **moved to set the meeting as a Town Board meeting and to publish and post**, seconded by Supervisor Schmit and the motion carried.



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Other Township Business:

- **Correspondence** – was read.
- **Review Claims** – Supervisor Card **moved to approve payroll numbers AP25011601 and AP25011602 in the amount of \$2,781.98 claim numbers 025979 to 025981 and EFT claim numbers E25011601 to E25011603 in the amount of \$3,743.21 for a total of \$6,525.19** seconded by Supervisor Johnson and the motion carried for January 16, 2025, payroll and claims.
- **Other Business** – included the following.
 - Grant follow-ups - Discussed solar grant under old business.
 - Board Follow-ups - Supervisor Card asked that an item be added to his list to attend the Emergency Management meeting in Backus. Supervisor Bennett **moved to approve Supervisor Card attending the Cass County Cass Emergency Management meeting in Backus**, seconded by Supervisor Schmit and the motion carried.

Adjournment: Supervisor Schmit **moved to adjourn**, seconded by Supervisor Bennett and the motion carried with the meeting adjourning at 8:01 pm.

Minutes submitted by,

Colleen Putnam, Deputy Clerk

Greg Booth, Chair

These minutes were approved as amended on February 6, 2025 by Supervisor Bennett, seconded by Supervisor Schmit and the motion carried with Supervisors Bennett, Card, Johnson, Schmit and Booth.

Date: 02.06.2025