



Sylvan Township

12956 24th Avenue SW, Pillager, MN 56473

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Regular Board of Supervisors Meeting

Thursday March 20th, 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, Arlene Schmit, Keith Card and Clerk Jenna Ruggles. Others in attendance included Road Contractor: Ryan Bodell. The sign-in sheet attached.

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

Public Input: None at this time.

Clerk/Treasurers Report:

- **Meeting Minutes** – Supervisor Schmit **moved to approve the minutes from March 6th, 2025 as amended**, seconded by Supervisor Card and the motion carried.

Old Business/Reports:

- **Bryan Drown, Road Project Engineer, Bolton & Menk** – provided a written report indicating that the Baxter Community Trail meeting was canceled and that Bolton & Menk completed a revised exhibit on the trail for Sylvan and it will be approximately 500' shorter than the original layout. He also included to have Ryan Bodell contact him when he is ready to start on Dandelion/Norway road project. He included that he was at a few road project bid openings last week and the cost of bituminous was at \$63 & \$74 per ton – our 2025 road project estimate included the cost at \$90, so we will have some room to possibly add a road.
- **Ryan Bodell, Road Contractor, Bodell Landscape & Excavation** – let the Board know that road restriction signs are up and that he has marked about 6 locations that need new posts put in after the thaw.
- **Road Supervisors reported** –
 - **Supervisor Schmit** reported the following.
 - Resident on Sylvan Lane was again asking about the flooding and runoff. After some discussion it was decided to have Road Engineer, Bryan Drown, go out to the site with Road Contractor, Ryan Bodell, to review and report back to the Board.
 - **Supervisor Johnson** reported the following.
 - Brought up the email that went out to the Supervisors from a concerned resident on Harrison regarding the corner lot. She believes they are running a business and is not happy with it. After discussion from the Board, they asked Clerk Ruggles to send a letter to the resident again and to contact Cass County Road Engineer regarding follow-up from the previous email sent to them from the Board.
- **Road Contractor Bid** was reviewed and discussed. The 2 bids received were so close in costs that the Board would like to have extra time to review and contact the references before deciding. The Board expressed how happy they have been with the current contractor's work and that they have had so many compliments from residents. Supervisor Bennett **moved to table the bid decision and to do more research and reference checks**, seconded by Supervisor Card and



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the motion carried. The Board thanked both bidders and let them know they will have an answer at their next meeting.

- **ROW (Road Right of Way) permit** for MN Power was reviewed and discussed. Supervisor Schmit **moved to approve the ROW Permit for MN Power**, seconded by Supervisor Bennett and the motion carried.
- **Planning Commission Report** was provided by Supervisor Bennett and included that the PC is reviewing Cass Co's STR Ordinance and ours. They are planning on combining them for future residents who apply for a permit and to send out the new Cass Co. Ordinance to the current permit holders. They briefly discussed dog ordinance possibilities and will visit that again. They had 2 residents in for General Business Permits and they made recommendations for both. Supervisor Bennet **moved to approve a General Business Permit for Pillager Auto Repair**, seconded by Supervisor Schmit and the motion carried. Supervisor Bennett then **moved to approve a General Business Permit for Semi Pro Diesel LLC**, seconded by Supervisor Schmit and the motion was revised to include that **the permit will be approved pending the Septic Survey being completed** and the motion carried.
- **CRVST update** was reported by Supervisor Card, he let the Board know that he attended the meeting, and it was a grim experience. The funding for the trail is just not there.

New Business:

- **MATIT property appraisal report** was received and reviewed by the Board.
- **Camp Ripley survey** from the annual meeting community brief was completed by the Board with high praise and will be mailed back to them tomorrow.

Other Township Business:

- **Correspondence** – was read including an email letting us know that the results for the Solar Project Grant should be coming early April and a invitation from Ruppe/Couri for the legal seminar.
- **Review Claims** – Supervisor Schmit **moved to approve claim numbers 025992 to 025998 and EFT claim numbers E25032001 to E25032005 in the amount of \$39,152.57 and the payroll numbers AP25031701 – AP25031702 in the amount of \$2,580.91 for a total of \$41,733.48** seconded by Supervisor Bennett and the motion carried.
- **Other Business** – included the following.
 - HR Internship was briefly discussed, and it was asked that Clerk Ruggles see if there is a spot to post the opening on Socials.

Chairman Booth went into a Closed Meeting at 7:30 pm to discuss statutes and reopened it at 7:38 pm.

Adjournment: Supervisor Bennett **moved to adjourn**, seconded by Supervisor Johnson and the motion carried with the meeting adjourning at 8:31 pm.



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Minutes submitted by,

Jenna Ruggles, Clerk

Greg Booth, Chair

These minutes were approved as amended on April 3, 2025, by Supervisor Johnson, seconded by Supervisor Card and the motion carried with Supervisors Card, Johnson, Schmit and Booth.

Date: 04.03.2025