



# Sylvan Township

12956 24<sup>th</sup> Avenue SW, Pillager, MN 56473

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## Regular Board of Supervisors Meeting Thursday April 3<sup>rd</sup>, 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, Bob Johnson, Arlene Schmit, Keith Card and Clerk Jenna Ruggles. Supervisor Greg Bennett had an excused absence. Those in attendance included Luke Klisch, Road Engineer: Bryan Drown, and Road Contractor: Ryan Bodell. The sign-in sheet attached.

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

**Public Input:** Mr. Klisch was present to discuss his parcel on Harrison and Co. Rd. 18 with the Board. Discussions included that there were residents and Board members who have seen loaded trucks at the parcel. Mr. Klisch stated that he only brings the truck there if he has an issue when he has a load on to fix the issue - otherwise he parks it there over the weekends and when not in use. After the discussion the Board suggested he attend the next PC meeting.

### Clerk/Treasurers Report:

- **Meeting Minutes** – Supervisor Johnson **moved to approve the minutes from March 20<sup>th</sup>, 2025 as amended**, seconded by Supervisor Card and the motion carried.
- **Financials** – Supervisor Card **moved to approve the financial statements from March 2025**, seconded by Supervisor Schmit and the motion carried.

### Old Business/Reports:

- **Bryan Drown, Road Project Engineer, Bolton & Menk** – reminded the Board that the 2025 Road Project bid opening is next Tues. at 10am. He also reported that he went out to Sylvan Lake and Lower Sylvan to review the road and drainage issues with Ryan Bodell; they do not see any additional water running into the residential parcel from the roads. Each road is slopped correctly and minimizes the flow of water onto that parcel in question.
- **Ryan Bodell, Road Contractor, Bodell Landscape & Excavation** – let the Board know that he has worked on some brushing and signs over the last 2 weeks. We need more steel posts, the Board decided on 15 8' ones.
- **Road Supervisors reported** –
  - **Supervisor Schmit** reported the following.
    - 2 driveways were reviewed
  - **Supervisor Johnson** reported the following.
    - 2 driveways were reviewed
    - Resident complaint regarding horse poop in the road on Happy Go Lucky was reviewed
    - Happy Go Lucky resident with fish house and vehicles in the road right of way was reviewed and a letter was sent
  - **Road Contractor Bids** were discussed and correspondence from the Township Attorney was read indicating that the Township Board has the right to take a higher bid if there are



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other reasons why the higher bid is more acceptable, items such as proximity, quality of service, etc. After discussion Supervisor Schmit **moved to accept the bid from Bodell Landscape and Excavation for the 2025-2026 road contractor**, seconded by Supervisor Card and the motion carried.

- **Road Salt '25/'26** was discussed, and it was decided that Bodell will mix and keep the salt/sand here at the Town Hall – and he will mix it at a higher ratio than in previous years. Supervisor Schmit **moved to allow for Sylvan Township to get 75 tons of Salt**, seconded by Supervisor Card and the motion carried.

#### **New Business:**

- The Board reviewed the final audit report and made sure the changes were made. Supervisor Card **moved to approve the Final Audit Report as provided by CarlsonSV**, seconded by Supervisor Johnson and the motion carried.

#### **Other Township Business:**

- **Correspondence** – was read including the Cass Co Sheriff's report on STR, a Sourcewell letter regarding an Advisory Committee, Anderson Brothers pricing list, CWP brushing letter, and a weed service advertisement.
- **Review Claims** – Supervisor Schmit **moved to approve claim numbers 026005 to 026011 and EFT claim numbers E25040301 to E25040310 in the amount of \$18,902.47 and the payroll numbers AP25040301 – AP25040313 in the amount of \$5,758.10 for a total of \$24,660.57 and with check numbers 025999-026004 being voided** seconded by Supervisor Card and the motion carried.
- **Other Business** – included the following.
  - Supervisor Schmit **moved to approve the use of the Town Hall on Friday, May 2<sup>nd</sup>, 2025 to the Gull Lake Cemetery Association for their Annual Meeting at 7pm**, seconded by Supervisor Card and the motion carried. Discussion included that if Clerk Ruggles could not attend and open/lock up that Chair Booth thought he could.

**Adjournment:** Supervisor Card **moved to adjourn**, seconded by Supervisor Schmit and the motion carried with the meeting adjourning at 8:28 pm.

Minutes submitted by,

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Jenna Ruggles, Clerk

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Greg Booth, Chair

These minutes were approved as amended on April 17, 2025 by Supervisor Schmit, seconded by Supervisor Bennett and the motion carried with Supervisors Bennett, Schmit and Booth.

Date: 4.17.2025