

Regular Board of Supervisors Meeting Minutes
Thursday January 16th, 2020
(Recorded for Transcription Purposes Only)

Call to Order/Pledge of Allegiance/Roll Call: Chair Booth called the meeting to order at 6:35 pm and the Pledge of allegiance was said. Those present were Supervisors Greg Booth, John Wulff, Arlene Schmit, Yvette Adelman-Dullinger, and Deputy Clerk Jenna Ruggles. Supervisor Greg Bennett had an excused delay, arriving around 7:00 pm. Sign in sheet attached.

Agenda: Supervisor Wulff **moved to approve the agenda as amended**, seconded by Supervisor Adelman-Dullinger and the motion carried.

Clerk/Treasurers Report:

- Minutes January 2nd, 2020 Regular Board Meeting and Reorganization Meeting – Supervisor Schmit **moved to approve the minutes as amended**, seconded by Supervisor Adelman-Dullinger and the motion carried.
- December 2019 Financial Balances – Supervisor Adelman-Dullinger **moved to approve the December 2019 Financials**, seconded by Supervisor Schmit and the motion carried.

Public Input: None

Old Business/Reports:

- **Roads (Bryan Drown, Road Project Engineer)** - was not present.
- **Road Supervisors Report** – Supervisor Wulff commented on the great job Holmvgig is doing removing the snow but would like to see them remove a bit more around the inside of the corners and sand the outside edges more. Also watch for the snowball/ice chunks that are ending up in the road. Supervisor Bennett reported that a letter was sent out to Zebrowski Acres and the responses were great, only one no vote and all the rest are in support of gravel. We set a meeting up for February 3rd at 6 pm for a meeting with 17th Avenue. A letter was sent to residents this week. We are still waiting on some final numbers from the Railroad. Also sending a letter out to Shady Hollow to go over the road and have an open forum discussion with the residents on February 10th at 6pm. Both batteries on the speed signs have run out and Supervisor Bennett will be pulling the batteries to recharge them this week. Holmvgig Excavating plowed out the 3 fire hydrants in the township this week as well. Compliments from Cass County likes our equipment and how our guys do the plowing; best they've seen, and resident let Willie know that he felt that he is doing a great job plowing. Supervisor Booth would like to not see the minimum maintenance roads plowed when there is only an inch or so. Supervisor Schmit would like to not see sand be placed down until we get into the 20s. Supervisor Wulff would like to continue to see sand on slick spots even if temperatures are low, Supervisor Bennett and Supervisor Booth agreed that traction is needed. Supervisor Bennett mentioned to do a ride-along with Brad Holmvgig next week.
- **Planning Commissions Report** – Dave was in attendance.
 - Bob Johnson thinking about putting up a pole building shop in the Sylvan Commercial Park to do storage of some type.
 - Sylvan Lake Park: In 2020 would like to do a DNR controlled burn, plant some seeds, and trees (possibly donated by Craguns). Talks of getting U of M or another college to come in and possibly do the archaeological dig in the area that was found or having them help with some of our points of interest in our trail system. Looking at making/getting signs for the points of interest spots; maybe having the High School help with this project.



Sylvan Township

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- PC Recommendation to the Board to change the focus of the park from the Kayak/Paddleboard Landing to more of a trail system (2900 feet of trails) with educational areas/points of interest in the park (possibly sponsored by U of M or other college). Supervisor Bennett **moved to approve the shift in planning from creating a kayak landing to creating more trails in the Sylvan Lake Park**, seconded by Supervisor Adelman-Dullinger and the motion carried.
- Veterans Trail Meetings: Looking for volunteer to attend one meeting a month from the board because they are on PC nights. Supervisor Bennett said he would look at his schedule and Supervisor Adelman-Dullinger will do February.
- **Sylvan Commercial Ordinance** – Discussions about correcting the page numbers in the ordinance and the public nuisances addition. Discussion on adding wording at the end of the first sentence in section 406: at least 35% permeable as noted in section 1103.
 - Supervisor Bennett **moved to approve the Ordinance as amended**, seconded by Supervisor Schmit and the motion carried.
 - There will be a resolution to adopt the ordinance at next meeting and then the ordinance will be sent to Cass County.
 - Fee Levels: Supervisor Bennett **moved to approve the change of permit fees**, seconded by Supervisor Adelman-Dullinger and the motion carried.
 - 1st level: Home Occupation (in house) – No Fee
 - 2nd level: Home Occupation (extra buildings, employees, no conditions, but possibly site visits) - \$50.00
 - 3rd level: Home Business (with conditions and site visits) – Fee remains the same.
- **Fire Associations Report** – In 2021 7% increase for Sylvan Township, 25% for East Gull Lake (fire & rescue only). December 2019 runs for Sylvan Township were 11 out of the total 22.
- **Pillager Parks Report** – Asking for an increase for the park budget of an extra \$500 starting next year (2021) at the budget meeting next week. Still pricing out signs and looking for alternatives.

New Business:

- **Pat Bundy/Land Department** – Cass County would like to put parcels in Sylvan Township up for sale in their June 13th, 2020 land sale. Supervisor Wulff **moved to approve Cass County to sell the parcels in their land sale**, seconded by Supervisor Bennett and the motion carried.

Other Township Business:

- **Correspondence** –
 - Chuck Christiansen, Director of the Public Utilities and Waterworks Management Institute, email about a leadership training. This does not apply to Sylvan Township as we do not have utilities or waterworks.
 - Couri & Ruppe P.L.L.P, Township Legal Seminar, going to be held in Aitkin on February 15th at the Glen-Kimberly Town Hall. Free, with box lunch. Yvette attended it already, recommended that others attend.
 - Kim Berns-Melhus, conservation fund, email regarding Kramer Lake Tract and she sent a contract to MN Power regarding the purchase of the land – she will keep us updated when she hears back from them.
 - MN LTAP gravel roads workshop in Brainerd April 28th.
 - Ehlers letter regarding bonds, keep for records.
 - Cass County Fair (Pine River) asking for money for youth program.
 - Census letter, BVT Form – Chair Booth will look it over and bring to next meeting if needed.



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- **Public Input** – Dave Johnson: 1. Think about the height of the signs we put up for road restrictions on, may be a hazard for snowmobilers. Maybe raise them higher or move them back. 2. Location for the History Series options, meeting next week to discuss.
- **Review Claims** – Supervisor Bennett **moved to approve claim numbers 23856 to 23869 in the amount of \$13,695.38 and the payroll numbers 23853 to 23855 in the amount of \$2,457.26 for a total of \$16,152.64**, seconded by Supervisor Schmit and the motion carried.
- **Other Business** – none to report

Adjournment: Supervisor Wulff **moved to adjourn**, seconded by Supervisor Schmit and the motion carried with the meeting adjourning at 8:42 pm.

Minutes submitted by,

Jenna Ruggles, Deputy Clerk

Greg Booth, Chair

Amendments: *In road report, specify Holmwig Excavating instead of Brad's group and add clarification on Zebrowski Acres vote in support of gravel.*

Date: 02.06.2020