



SYLVAN TOWNSHIP

REGULAR BOARD OF SUPERVISORS MEETING MINUTES

MARCH 07, 2019

(Recorded for Transcription Purposes Only)

Call to Order/Pledge of Allegiance/Roll Call: Chair Booth called the meeting to order at 7:00 PM. The Pledge of Allegiance was said at the first meeting tonight.

Roll Call: Supervisors Greg Bennett, John Wulff, Arlene Schmit, Greg Booth, Yvette Adelman-Dullinger and Clerk/Treasurer, Faith Broberg. Sign In Sheet Attached.

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

Clerk/Treasurer's Report

Minutes Regular Board of Supervisors Mtg 2-21-2019 – Supervisor Schmit **moved to approve the minutes as presented**, seconded by Supervisor Wulff and the motion carried.

February 2019 Financials Balances – Supervisor Adelman-Dullinger **moved to approve the February 2019 Financial Balances**, seconded by Supervisor Schmit and the motion carried.

Public Input –

John Berg – Camp Jim Road Project – Mr. Berg is wondering what easements are needed and what easements do we have on the Camp Jim Road. He would still like to see the Camp Jim Road Project move forward.

Mike Soderburg – Camp Jim Road Project – his concern is a safety issue with the blind corner on the road. There is a lot of pedestrian traffic on the road due to the Camp. Mr. Soderburg had some pictures of the road for the Board to view.

Randy Hoghaug (not present) is against the paving of this road and gave Supervisor Bennett a definite “no”. He doesn’t want any trees removed.

The **Camp Jim Board** would be okay with a restrictive easement. The Township has a 33-foot easement. Anything outside of the 33 feet, the Township would need to obtain additional easements from the residents on that road.

There was discussion on “lines of site,” removal of trees, the Township paying for easements needed and where the power lines would run.

Supervisor Bennett will follow up on this project with the Township’s Road Engineer, Bryan Drown and with Tony Masurka, Camp Jim Director and Randy Hoghaug resident on this road.

Dave Johnson – Dave presented to the Town Board of Supervisors the score sheet from the Pre-Disaster Meeting that was held here at the Town Hall on February 26,

2019. From numbers 1 – 10 most of the scores were 9's and the meeting was well received.

History Series – “History in Your Backyard” which would be 8 sessions in one year. Dave explained the different “places” in the Township/Pillager Gap that hold historical value.

Dave would like to get the Board's take on this schedule—do you want him to go ahead or cutback.

There was discussion on doing a video tape of these sessions. There was talk about Sourcewell maybe funding these sessions – Supervisor Adelman-Dullinger will check out this possibility. Also mentioned was Public Television might be interested in taping these sessions.

Also discussed was charging for these events/donations/selling copies of the taped sessions/and the possibility of the High School videotaping these sessions.

Old Business/Reports –

Bryan Drown Road Projects Report – tabled.

Road Sign Quote from M-R – Supervisor Wulff presented a quote from M-R Signs for weight limit signs. There was discussion regarding whether to order the diamond grade signs or the high intensity signs. The weight limit signs are only installed on a temporary basis in the spring. It was decided to order 25 of the regular signs with a 5 ton weight limit at \$27.76/each.

Road Supervisor's Road Report – Supervisor Wulff reported that he thought the snow plowing this year has gone well. The plowing has started early so residents have been able to get out for work. The Road Supervisors have been getting good reports from the citizens. Crow Wing Circle SW has a frozen culvert north of Bigwater Drive SW and the only frozen culvert that Supervisor Wulff has seen in previous years is the concrete culvert north of the barn.

Road Maintenance Contract – Supervisor Bennett has been working on the Road Contract and making some changes. He hasn't added the requirement that a representative needs to be present at one of the two monthly meetings to the Contract but will do that. There was discussion on adding the work order numbers to the work logs.

Supervisor Wulff **moved to approve the publication of the Notice for Accepting Bids for the Road Maintenance Contract for May 1, 2019 – April 30, 2020 year**, seconded by Supervisor Bennett. During discussion it was decided to also have Bryan Drown, Sylvan's Road Projects Engineer, of Bolton & Menk, to advertise in one of the professional papers as he did two years ago. The question was called, and the motion carried.

Acceptance of Changes Made to Road Maintenance Contract

Supervisor Adelman-Dullinger **moved to accept the changes to the contract presented by Supervisor Bennett**, seconded by Supervisor Wulff and the motion carried.

Planning (PC-) Report There wasn't a PC meeting.

Fire Report – Supervisor Adelman-Dullinger gave this report. She has the Fire Association's Annual Report for the Annual Town Meeting. The hose tester is ready to

go. East Gull Lake (EGL) has no interest in joining the Fire Association. They have one more year on their contract of \$47,000 per year. The Association has decided that 50% of the East Gull Lake contract for Fire Protection will go into the fund for SCBAS and radios and 50% will go into the Association's General Fund. The Fire Association is working on options that they will give to EGL for fire protection:

A Straight \$5,000 added each year over a 5 years period.

Or a 7% increase over 3 years.

Or as the Association's assessments increase so would EGL.

The goal is to get EGL up to \$70,000 a year.

Engine #2 will be re-advertised for sale.

The Association will be doing some recruitment for more firefighters about 4 to 5 recruits.

There were 24 runs in February. Year-to-date 48 runs.

There was discussion on if plowing had been done around the buried water tanks. They need to be accessible to the Fire Department.

New Business-

Debit Card Policy – Chair Booth put together a policy for the Township's Debit Card. A change was made to set a limit of any purchase over \$200/day has to be pre-approved by the Board of Supervisors. Supervisor Bennett **moved to approve the Debit Card Policy with the change that was made tonight**, seconded by Supervisor Wulff and the motion carried.

Cass County Highway Department – the Township received a letter from the Cass County Highway Department regarding 2019 Roadway Maintenance Materials. Sylvan Township has always ordered their Calcium Chloride through Cass County to take advantage of the lower cost. This year Cass is offering the Townships to purchase their winter deicing salt and sand, crack sealant, through Cass County. Supervisor Schmit took the forms to be filled out.

Other Township Business:

Correspondence –

Pipeline Meeting – March 13, 2019 Arrowwood Lodge 6:00 PM.

Camp Jim – Tony Masurka – thank you for the class on Pre-Disaster Planning.

Pine River State Bank – Appreciates our business and encouragement to keep our business local.

Sheriff's Incident Report for February

Kathy H. Beulah Township – Question on Culvert freeze up.

City of Pillager – Notice Regarding WHP Plan Approval and Implementation Intent.

Anderson Brothers Forum – April 23, 6:30 PM Nisswa American Legion. RSVP and post.

Review Claims – Supervisor Schmit **moved to approve the payroll check #'s 23297 to 23304 in the amount of \$3,381.44 and the Claims check #'s 23305 to #23317 in the amount of \$26,772.49 for a total of \$30,153.93**, seconded by Supervisor Adelman-Dullinger and the motion carried.

Supervisor Wulff gave a report on the request that the Township received to install a light at the intersection of W. Gull River Road and State Highway 210. The Power Company said if we use the existing pole the cost would be between \$500 – \$1,000 and the electricity would be about \$180/year.

If we put up a light pole (breakaway) the cost would be \$4500.00. We would need a permit from the State; no cost just the paperwork. We will bring this up at the annual meeting.

There was discussion on maybe getting new quotes for the Township Audit for next year.

Adjournment – Supervisor Bennett **moved to adjourn**, seconded by Supervisor Adelman-Dullinger and the motion carried with the meeting adjourning at 9:35 PM.

Minutes submitted by,

Faith C. Broberg, Clerk/Treasurer

Chair, Greg Booth

Supervisor Schmit moved to approve of the minutes **as amended**/as presented, seconded by Supervisor amended and the motion carried.

Amendments: Page 1 – Randy Hoghaug (note that he wasn't present at the meeting).
Page 2 – under Road Supervisor's Road Report --- after Crow Wing Circle SW,-- has a frozen culvert insert north of Bigwater Drive --- and in same sentence after Wulff has seen insert in previous years and after the word the insert concrete.

Date: