

Regular Board of Supervisors Meeting Minutes *Thursday, October 15th, 2020*

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, John Wulff, Arlene Schmit, Yvette Adelman-Dullinger, and Deputy Clerk Jenna Ruggles. Supervisor Greg Bennett arrived at 7:15. No residents were present and no sign-in sheet due to COVID-19.

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

Clerk/Treasurers Report:

- **October 1st, 2020 Meeting Minutes** – Supervisor Schmit **moved to approve the minutes as corrected**, seconded by Supervisor Adelman-Dullinger and the motion carried.
- **September Financials** were reviewed and Supervisor Schmit **moved to approve them as presented**, seconded by Supervisor Wulff and the motion carried.

Public Input: There was none at this time.

Old Business/Reports:

Roads (Bryan Drown, Road Project Engineer, Bolton & Menk) – was not present, but communicated that 17th Avenue has been paved and is close to being finished.

- **Road Supervisors reported:**
 - **Supervisor Wulff** provided a written report that is attached. Discussions were about the pvc that was put in the culverts at Beaver Dam Road and Crow Wing Circle and how the holes on Little Red Sand Road have not been fixed. Supervisor Wulff included the minutes from the July 16th 2020 meeting showing these holes have been an ongoing issue.
 - **Supervisor Bennett** reported that Holmvg Excavating has been out and they were doing some patch work on Spring Road.
 - **Shared Road with Pillager 37th** – Supervisor Schmit provided an updated shared road agreement that the Board agreed to sign and that Supervisor Schmit will present it to the Pillager City Council at their next meeting (November 10th, 2020).
 - **Pillager Dam Road** – Supervisor Wulff **moved to correct the original motion from the 10/01/2020 minutes and the motion previously made to approve the 10/01/2020 minutes as corrected; regarding the Pillager Dam Road grant to indicate that Sylvan Township would help out with the grant application fees, not the cost of fixing the road**, seconded by Supervisor Adelman-Dullinger and the motion carried.
 - Supervisor Schmit brought up the timesheets for Holmvg Excavating again and asked if we heard anything more from Holmvg Excavating about them sending out a representative to our meetings. Discussion to have a breakdown of how much time and cost is associated with each service they are providing to us. It was mentioned that we haven't received an invoice in over a month as well from Holmvg Excavating; Supervisor Bennett will reach out to them.
 - Supervisor Wulff indicated that the pipe that Supervisor Schmit reported sticking out of the ditch on Zebroski Acres is actually a sprinkler head and a hose for a sprinkler system.

- **Driveway Permits** report was provided which brought up discussions on Marion Robinson's driveway and how he is requesting Supervisor Schmit meet with him again tomorrow. Supervisor Wulff questioned Beach's driveway on 33rd and if he was asked to do a culvert, Supervisor Bennett indicated that the ground was too level and that the culvert would not help so he is not doing one. Supervisor Schmit indicated that there is a possible driveway going in on Crow Wing Circle that needs a permit, she will look into it. Winkelman needs to still do some work on his driveway before reimbursement.
- Getting a street light at an intersection of Highway 210 & West Gull River Road was discussed, this was petitioned for in January of 2019 and pricing was obtained. The residents are inquiring again about it, so the Board decided to add it to the agenda for the next annual meeting in 2021.
- **Zebroski Acres Lane** update that there were 4 residents that came and paid in full. Our next steps are to get the remaining resident's assessments up to Cass County next week to come out with their property taxes.
- **Fire Report** was provided and discussed.
- **PC Report** was provided and discussed.
 - **Short-Term Rentals** were discussed and how the PC is reviewing the ordinance, we want to make it consistent with Cass County's Business Ordinance for items such as setbacks. As well as how to handle businesses that were existing prior to the Ordinance.
 - Discussions about Spillman's Camping along the river and how Supervisor Booth spoke with him. Mr. Spillman stated that he has been doing this since 1980 and he has a Camp Ripley Conservation Easement; he has had friends and family come camp there over the years. The Board will keep an eye on this for next year as it has expanded over the last couple years. He is also advertising on Facebook, complaints from a couple neighbors.
 - **Recommendation:** Supervisor Bennett **moved to send out the letters to the 3 businesses recommended by the Planning Commission asking them to fill out a business permit**, seconded by Supervisor and the motion carried. Discussion on needing some signs that state Business Permits Required; Supervisor Wulff will order some.
- **VRBO:** Supervisor Bennett let the Board know that he has heard there are several other Short-Term Rentals/VRBOs in Sylvan Township that we are not enforcing the Ordinance for. Supervisor Bennett said that he would work with Deputy Clerk Ruggles to get a list of what is out there for further discussion.
- **Beimert SCO** motion was corrected during the October 1st, 2020 minutes review and no more discussion was needed.

New Business:

- **Resolution 2020-16 –Designating Election Polling Place for 2021** – Supervisor Schmit **moved to introduce Resolution 2020-16 Designation Election Polling Place**, seconded by Supervisor Bennett and the motion carried.
- **Board of Canvas Date** – was discussed and decided that we would add it to the agenda for the November 19th, 2020 Board of Supervisors meeting.

Other Township Business:

- **Correspondence** – was provided
 - Building Permits list from Cass County was read.

- **Minnesota Association of Townships** sent out an email indicating that the Senate passed House File 1; this should bring a larger amount of money to each township from the Local Road Improvement Program for upgrading roads to 10-ton in the township.
- Reminder - Online training for The Board of Appeal and Equalization is open now.
- Minnesota Association of Townships also send out their monthly newsletter letting us know that the Spring Short Course training is on schedule for March 22, 2021 at Breezy Point.
- Region Five sent out quarterly newsletter.
- **Review Claims** – Supervisor Adelman-Dullinger **moved to approve claim numbers 24337 to 24343 and EFT claim numbers 201015-1 and 201015-4 in the amount of \$17,992.99, second set of EFT numbers 201015-5 to 20105-7 in the amount of \$3,098.22 and the payroll numbers 24333 to 24336 in the amount of \$2,785.14 for a total of \$23,876.35 with check number 24324 being voided** seconded by Supervisor Wulff and the motion carried.
- **Other Business** – Supervisor Wulff reported that the front electronic door has power and is working, based on comments from the clerks he will have Gull Lake Glass employee stop back to check on the settings.

Adjournment: Supervisor Bennett **moved to adjourn**, seconded by Supervisor Wulff and the motion carried with the meeting adjourning at 8:45 pm.

Minutes submitted by,

Jenna Ruggles, Deputy Clerk

Greg Booth, Chair

These minutes were approved as amended on November 5, 2020 by Supervisor Schmit, seconded by Supervisor Wulff and the motion carried.

Amendments: Changed road name in Supervisor Wulff's report, changed Other Business "electrician" to read "Gull Lake Glass employee".

Date: November, 5th 2020