



Sylvan Township

12956 24th Avenue SW, Pillager, MN 56473

phone: (218) 746-3652 / fax: (218) 746-3612 / e-mail: info@sylvantwp.com / Web-site: www.sylvantwp.com

Regular Board of Supervisors Meeting Thursday November 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, Keith Card and Clerk Jenna Ruggles. Supervisors Arlene Schmit and Bob Johnson had excused absences. Others in attendance included Road Contractor: Ryan Bodell and Road Engineer: Bryan Drown and residents: Patti Oestreich and Deb Schlichting. The sign-in sheet is attached.

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

Public Input: Ms. Oestreich and Ms. Schlichting were present to discuss the 33' paper road easement between their 2 parcels on West Sylvan Drive. Ms. Schlichting would like to put rip rap up on her shoreline and match it up to Ms. Oestreich's rip rap on their shoreline – this would include placing rip rap on the 33' paper road easement's shoreline. After discussion Supervisor Bennett **moved to approve the residents to add rip rap on the shoreline for the paper road easement (33')** as long as it meets Cass County's standards, seconded by Supervisor Card and the motion carried.

Clerk/Treasurers Report:

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

Old Business/Reports:

- **Bryan Drown, Road Project Engineer, Bolton & Menk** – did not have anything on roads.
- **Ryan Bodell, Road Contractor, Bodell Landscape & Excavation** – Said that they got out and did some grading on Pinto Pass, Acorn, 13th, 37th, Dandelion, and Beaver Dam roads. They also replaced a stop sign on Little Pine Rd and removed a freezer on Upper Sylvan and 125th.
- **Road Supervisors reported** –
 - **Supervisor Bennett** reported the following.
 - New driveway on 132nd (this would be the residents 3rd but it is coming off of Big Pine instead)
 - **LRIP grant** discussion included that the City of Pillager's Engineer (Bollig Engineering) wants to write the LRIP grant for the City and include our costs as one application. Clerk Ruggles spoke with County Engineer Anderson who said he thought the grant was going to be a joint application, which is what Clerk Ruggles thought as well. Supervisor Bennett said he would meet with the City, Bollig, and Clerk Ruggles to discuss and get more information on the situation and the Resolution and Letter of Support will be reviewed at the next meeting.
 - **MOU agreement** with the City of Pillager and Cass County for the MnDOT roundabout project was reviewed and Supervisor Bennett **moved to approve the MOU agreement with Cass County and the City of Pillager**, seconded by Supervisor Card and the motion carried.



12956 24th Avenue SW, Pillager, MN 56473

phone: (218) 746-3652 / fax: (218) 746-3612 / e-mail: info@sylvantwp.com / Web-site: www.sylvantwp.com

- **Scarcyville resident letter** was approved. Supervisor Bennet **moved to approve mailing the letter to the resident on Scarcyville with the junk in their yard and email to Cass County ESD and County Attorney's office**, seconded by Supervisor Card and the motion carried.
- **JPA for the Joint Community Trail with Baxter** was discussed and more information is still needed before approval. Supervisor Bennett has a meeting with Baxter next Monday and will provide updates at the next meeting.
- **PC Report** was provided by Supervisor Bennett letting the Board know that they discussed the Short-Term Rental renewal applications, Scotts' Letter of Interest, the Comp Plan and other Ordinances that are done except for minor numbering changes and a Public Hearing should be set for the Spring.
 - **Letter of Interest** was received from Scott Henderickson who wishes to stay on the PC and Road Committee for another term. Supervisor Bennett **moved to approve the recommendation from the PC that Scott Henderickson stay on the Planning Commission for another term**, seconded by Supervisor Card and the motion carried.
 - The following STRs were approved as follows:
 - **Sylvan Point LLC** – Supervisor Bennett **moved to approve the Short-Term Rental for Sylvan Point LLC for 2026**, seconded by Supervisor Card and the motion carried.
 - **Lower Sylvan Oasis** – Supervisor Bennett **moved to approve the Short-Term Rental for Lower Sylvan Oasis for 2026 contingent on a good water test result**, seconded by Supervisor Card and the motion carried.
 - **Big Water Cove** – Supervisor Bennett **moved to approve the Short-Term Rental for Big Water Cove for 2026**, seconded by Supervisor Card and the motion carried.
 - **Joshua Jeziorski** – Supervisor Bennett **moved to approve the Short-Term Rental for Joshua Jezorski for 2026**, seconded by Supervisor Card and the motion carried.
 - **Cory Peterson** – Supervisor Bennett **moved to approve the Short-Term Rental for Cory Peterson for 2026**, seconded by Supervisor Card and the motion carried.
 - **Eric and Audry Nierenhausen** – Supervisor Bennett **moved to approve the Short-Term Rental for Eric and Audrey Nierenhausen for 2026**, seconded by Supervisor Card and the motion carried.

New Business:

- **Resolution 2025-16** was discussed and approved. Supervisor Bennett **moved to approve Resolution 2025-16 Adopting Assessments for Dandelion/Norway road takeover project**, seconded by Supervisor Card and the motion carried.

Other Township Business:

- **Correspondence** – was read including a deposit from Sourcewell for the Town Hall upgrades project.



12956 24th Avenue SW, Pillager, MN 56473

phone: (218) 746-3652 / fax: (218) 746-3612 / e-mail: info@sylvantwp.com / Web-site: www.sylvantwp.com

- **Review Claims** – Supervisor Card **moved to approve claim numbers 030017 to 030022 and EFT claim numbers E25112001 to E25112007 in the amount of \$16,184.95 and the payroll numbers AP2511501 – AP2511503 in the amount of \$3,381.59 for a total of \$19,566.54** seconded by Supervisor Bennett and the motion carried.
- **Other Business** – included the following.
 - Grants: The funds for the Town Hall upgrade project came in.
 - Community Day: It was briefly discussed including looking for a date (to be determined later), that vendors will be limited (as we will be at the park), and that we will shorten the hours and supply lunch this next year.
 - Employee Handbook: It was provided for each Supervisor to review for the next meeting.
 - MN PFML Notice: Supervisor Bennett **moved to approve the PFML Notice to go out to all Township Staff/Employees**, seconded by Supervisor Card and the motion carried.
 - December Hours: Clerk Ruggles let the Board know that there will be limited hours at the end of December due to PTO and Holidays.

Adjournment: Supervisor Bennett **moved to adjourn**, seconded by Supervisor Card and the motion carried with the meeting adjourning at 8:43 pm.

Minutes submitted by,

Jenna Ruggles, Clerk

Greg Booth, Chair

These minutes were approved as presented on December 4, 2025 by Supervisor Card, seconded by Supervisor Bennett and the motion carried with Supervisors Bennett, Card, Johnson, Schmit and Booth.

Date: 12.04.2025