



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

phone: (218) 746-3652 / e-mail: [info@sylvantownshipmn.gov](mailto:info@sylvantownshipmn.gov) / Web-site: [www.sylvantownshipmn.gov](http://www.sylvantownshipmn.gov)

**Regular Board of Supervisors Meeting**  
**Thursday February 19, 2026 at 7pm**

**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 included:

<u>Supervisors</u>	<u>Present (Late)</u>	<u>Not Present</u>	<u>Clerk</u>	<u>Present (Late)</u>	<u>Not Present</u>
Greg Booth	X		Jenna Ruggles	X	
Bob Johnson	X				
Keith Card	X				
Greg Bennett	X				
Arlene Schmit	X				

**Others in attendance included:**

<u>On Agenda</u>	<u>Name/Company</u>	<u>Present</u>	<u>Not Present</u>
Road Contractor	Ryan Bodell (Bodell Landscaping & Excavating)	X	
Road Engineer	Bryan Drown (Bolton & Menk)		X
PC Chair	(Sylvan Township)		X

**Resident(s):** Lloyd Lapka  
 The sign-in sheet is attached.

**Agenda Approved:** Presented  as Amended

<u>Supervisors</u>	<u>Introduced</u>	<u>Seconded</u>
Greg Booth		
Bob Johnson		X
Keith Card	X	
Greg Bennett		
Arlene Schmit		

**Board of Audit:**

- **Reviews** were completed on the following... Receipts Register, County Funds Received, Disbursements Register, Schedule 1 and Schedule 8.
- **Pulled** 3 disbursements and 2 receipts from last year and reviewed in detail with records and transactions while creating the Board of Audit Report for the residents' Annual Meeting packets.
- **Other Audit concerns** were discussed and included having minutes or written approval for interfund transfers being made by the Clerk.

**Public Input:** Mr. Lapka was present to ask the Board about the possible rezoning of his parcel of land. It was explained that there will be no effect on his taxes if he doesn't change the way he is using his land.

**Clerk/Treasurers Report:**

**Meeting Minutes Approved:** as Presented  as Amended  For: **02.05.2026 BOS Mtg** with all in favor of the motion.

<u>Supervisors</u>	<u>Introduced</u>	<u>Seconded</u>	<u>Supervisors</u>	<u>Introduced</u>	<u>Seconded</u>
Greg Booth			Greg Bennett		X
Bob Johnson			Arlene Schmit	X	
Keith Card					



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**Meeting Minutes Approved:** as Presented  as Amended  For: 02.05.2026 Working Budget Mtg with all in favor of the motion.

<u>Supervisors</u>	<u>Introduced</u>	<u>Seconded</u>
Greg Booth		
Bob Johnson		
Keith Card		
Greg Bennett	X	
Arlene Schmit		X

**Roads:**

- **Bryan Drown, Road Project Engineer, Bolton & Menk** – was not present and did not have a report.
- **Ryan Bodell, Road Contractor, Bodell Landscape & Excavation** – was present and let the Township Board know that he had been out yesterday plowing and today doing a light salt/sanding because of the freezing rain expected today. The crew had a small incident on 25<sup>th</sup> and Wilderness where the plow blade cut the pavement – but it was fixed up right away with some cold mix. Bodell Landscape and Excavation Contract was presented to the Board for review and renewal. Only amendment made was to include the new excavator mower at a cost of \$225 per hour. After discussion a motion was made to **continue with Bodell Landscape and Excavation’s contract**, and all Supervisors were in favor.

<u>Supervisors</u>	<u>Introduced</u>	<u>Seconded</u>
Greg Booth		
Bob Johnson		
Keith Card		
Greg Bennett		X
Arlene Schmit	X	

- **Road Supervisors** did not have any highlights to report this round.
- **Annual Road Review** was discussed, and a motion was made for **Road Review Meeting on 04.11.2026 at 8am** all Supervisors were in favor.

<u>Supervisors</u>	<u>Introduced</u>	<u>Seconded</u>
Greg Booth		
Bob Johnson		
Keith Card		X
Greg Bennett		
Arlene Schmit	X	

**Reports:**

- **PC (Planning Commission) Report** was provided and included that they had 6 residents that came in who were curious regarding the possible changeover of some residential land to commercial zoning. Once they heard that it would not affect their taxes, they were all okay with the possibility. They also reviewed and discussed the amended Short-Term Rental Ordinance and only had 2 changes. Commissioner Quick provided some insight that he is looking at moving out of the Township soon and that they will need to look for 2 Commissioners now – not just one. The



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PC did not complete their re-organizational meeting at this time with Commissioner Henderickson out sick.

Clerk Ruggles had some leftover questions that she followed up on from past PC Chair Johnson – she reported to the Board that Mr. Johnson would like to see if the new Prescribed Burn Commission could do the burn at Sylvan Park (which was relayed to Chair Booth in advance), and it sounds like the Township would have to become a member of the Commission. Clerk Ruggles reported that she called Cass County Environmental Services regarding the Rezoning project to see if we could do it as a whole and if they would do the public hearing or the Township would. Jeff Woodford provided answers that the County would do the Public Hearing and we could do the project as a whole and not as individual parcels. Last item was to have someone check on Hengels newly acquired parcels and if they plan on excavating on them – whether they would need a new permit or not and to review the laws/rules regarding being close to shoreland; Supervisor Bennett said he would talk to Heather.

**Old Business:**

- **Newsletter** was discussed and Clerk Ruggles will send it out to all for final approval.
- **CPR Certification** was tabled until the next meeting.
- **STR Ordinance** was reviewed and everyone was good with the new layout and amends; it will be presented at the Public Hearing.
- **Transmission Line project** was discussed and at this time the Board does not want to make a statement.

**New Business:**

- Chair Booth added to the agenda and discussed with the Supervisors NDA’s and Data Centers. The Township Board is in agreement that a Non-Disclosure Agreement is not something that a Township should consider, as they are elected by the people and represent all the residents. Discussion led to questions on whether the Township should have a resolution regarding NDA’s and it was thought that someone would bring it up at the Spring Short Course training next month for the MAT attorneys to answer.

**Other Township Business:**

- **Correspondence** – was read including emails from Sourcewell with the funding that was approved and the draft notice for the PC opening and Cass County’s Permit Log.

**Claims Approved:** Presented  as Amended  Date: **02.19.2026**

**Claims Numbers:** E26021901 – E26021904 >> \$1,476.15

**Payroll Numbers:** AP26021601 – AP26021602 >> \$2,721.54

**Total: \$4,197.69**

<u>Supervisors</u>	<u>Introduced</u>	<u>Seconded</u>
Greg Booth		
Bob Johnson		
Keith Card		X
Greg Bennett	X	
Arlene Schmit		

- **Other Business** – included the following.



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- The Board's follow-up list was reviewed.
- **HR/Personnel update:** The Township Board went into a "Closed Session" at 7:23pm to discuss the annual reviews of the Clerk and Deputy Clerk. The Meeting was reconvened at 7:27pm where motions were made to approve a salary increase of 4% (\$1.00) for Deputy Clerk Putnam & 4% (\$1.04) for Clerk Ruggles retroactive to January 1<sup>st</sup>, 2026 and the motions carried with all in favor.

<u>Supervisors</u>	<u>Introduced</u>	<u>Seconded</u>
Greg Booth		
Bob Johnson		
Keith Card		X
Greg Bennett	X	
Arlene Schmit		

<u>Supervisors</u>	<u>Introduced</u>	<u>Seconded</u>
Greg Booth		
Bob Johnson		X
Keith Card		
Greg Bennett	X	
Arlene Schmit		

**Adjournment at: 7:30 PM**

<u>Supervisors</u>	<u>Introduced</u>	<u>Seconded</u>
Greg Booth		
Bob Johnson		
Keith Card		X
Greg Bennett		
Arlene Schmit	X	

Minutes submitted by,

\_\_\_\_\_  
Jenna Ruggles, Clerk

\_\_\_\_\_  
Greg Booth, Chair

These Meeting Minutes Approved: Presented  as Amended  on Date: 3/5/26

<u>Supervisors</u>	<u>Introduced</u>	<u>Seconded</u>	<u>Abstained</u>
Greg Booth			
Bob Johnson			
Keith Card	X		
Greg Bennett			
Arlene Schmit		X	