



Sylvan Township

12956 24th Avenue SW, Pillager, MN 56473

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

Regular Board of Supervisors Meeting Thursday March 19th, 2026 at 7:00 pm

Call to Order/Pledge of Allegiance: Chair Booth called the Board of Supervisors Meeting to order at 7:00 pm and the Pledge of Allegiance was said.

Roll Call:

| Supervisors | Present (Late) | Not Present | | Clerk | Present (Late) | Not Present |
|---------------|----------------|-------------|--|---------------|----------------|-------------|
| Greg Booth | X | | | Jenna Ruggles | X | |
| Bob Johnson | X | | | | | |
| Keith Card | X | | | | | |
| Greg Bennett | X | | | | | |
| Arlene Schmit | X | | | | | |

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

Resident(s): Al Petrusson

The sign-in sheet is attached.

Agenda Approval: As Presented As Amended

| Supervisors | Introduced | Seconded |
|---------------|------------|----------|
| Greg Booth | | |
| Bob Johnson | | |
| Keith Card | | X |
| Greg Bennett | | |
| Arlene Schmit | X | |

Public Input: None

Clerk/Treasurers Report:

- **Meeting Minutes Approval:** As Presented As Amended Dated: 03.05.2026 BOS Meeting Minutes

| Supervisors | Introduced | Seconded |
|---------------|------------|----------|
| Greg Booth | | |
| Bob Johnson | | |
| Keith Card | | X |
| Greg Bennett | | |
| Arlene Schmit | X | |

- **Audit Management Letter Approval:**

| Supervisors | Introduced | Seconded | Supervisors | Introduced | Seconded |
|-------------|------------|----------|---------------|------------|----------|
| Greg Booth | | | Greg Bennett | X | |
| Bob Johnson | | X | Arlene Schmit | | |
| Keith Card | | | | | |



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Roads:

- **Bryan Drown, Road Project Engineer, Bolton & Menk** – was not present and did not have a report for the Board.
- **Ryan Bodell, Road Contractor, Bodell Landscape & Excavation** – let the Board know that he cleared some snow and the stop sign for 132nd (Hwy 36 intersection) is down until we can drive it into the ground again. North side road restrictions are on.
- **Road Supervisors reported** –
 - **Supervisor Schmit** didn't have anything to report.
 - **Supervisor Johnson** reported that he had a request from a resident at the Annual meeting for us to have the plow driver watch the shoulders more this spring.
 - **Supervisor Bennett** didn't have anything to report.
 - **2026/2027 Salt Order** was discussed to order 60 Tons of Treated Salt this season.

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

- **Street Signs** were discussed and it was decided that they would split the township up in sections and go out to place stickers on the signs that do not have them and take inventory of what signs are placed where in the Township.
- **Driveway Permit** list was reviewed, and Supervisor Johnson will be contacting one of the residents on the list as the driveway is not completed per standards, others will be reviewed again when the residents call.

Reports:

- **PC Report** was provided by Supervisor Bennett and highlights included that they had their Re-Org meeting and Dave Skogen is Chair and Scott Hendrickson is Vice-Chair. They will be splitting up the businesses and work as it comes in as Dave doesn't have as much time as the last Chair to do the majority of the work. Currently Commissioner Kettlewell will be reaching out to JB Western and Vice-Chair Hendrickson will be reaching out to LJ's Auto. Commissioner Kettlewell also completed the Welcome letter to send out to new Sylvan residents.
- **Generator Power Systems Contract** was reviewed, and it was accepted to continue with their maintenance contract.

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



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New Business:

Contracts for Services were reviewed and approved at the same amounts as last year.

| <u>Supervisors</u> | <u>Introduced</u> | <u>Seconded</u> | | | |
|--------------------|-------------------|-----------------|--|----------------------|----------|
| Greg Booth | | | | Faith in Action | \$250.00 |
| Bob Johnson | | X | | First Call 2-1-1 | \$150.00 |
| Keith Card | | | | Support within Reach | \$150.00 |
| Greg Bennett | X | | | | |
| Arlene Schmit | | | | | |

Donations from the Annual Meeting were discussed and approved.

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

The Budget and the Donations from the Annual Meeting was less than what the residents voted on – the Board is allowed to change the donation to fit the budget, however they agreed with the residents increases and reallocated funds from other areas to allow for the higher donations.

Cass County EDC Membership was approved for \$500, same as last year.

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

- **Data Request** for Public Funds was received, Clerk Ruggles contacted the requester and asked if the reports from CTAS would accommodate the request or if they needed more detailed line items and they said the reports would be sufficient. The Board would like to ask the MAT Attorneys more about this on Monday at the training before we send them any reports.
- **Cass Co ESD** changes and complaints or issues the Board has with some residential parcels were discussed. It was decided that we would invite County Commission Gaalswyk to the next Board meeting.

Other Township Business:

- **Correspondence** – was read including a resident question, CPR date confirmation, Skywarn Class invite, Emergency Management training invite.
- **Claims/Payroll Approval:** As Presented As Amended and the motion carried.
 Claims Numbers: (030036 – 030040 = \$12,150.00) 030035 & E26031901 – E26031906 = \$4,322.99
 Payroll Numbers: AP26031901 – AP26031902 = \$2,742.20
 Total: \$19,215.19 (Chart on next page for motion)



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|--------------------|-------------------|-----------------|
| Greg Booth | | |
| Bob Johnson | | |
| Keith Card | | |
| Greg Bennett | X | |
| Arlene Schmit | | X |

- **Other Business** – Grants: Sourcewell provided a letter regarding funding for the Township parks, trails, and such.

Adjournment at: 8:14 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: As Presented As Amended on Date: 4/2/2026

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