SYLVAN TOWNSHIP

REGULAR PLANNING COMMISSION MEETING MINUTES
June 11, 2026 7:00 PM

(Recorded for Transcription Purposes Only)

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL: Chair Dave Skogen called the meeting to order at 7:00 PM and the Pledge of Allegiance was said. Roll Call: Vickie Kettlewell, Terry Quick, Scott Hendrickson, Chair Dave Skogen, Jason Lind, new Planning Commission member, Greg Bennett, Board Liaison and Deputy Clerk, Colleen Putnam. The sign-in sheet is attached.

Agenda: Scott Hendrickson moved **to approve the agenda**, seconded by Terry Quick and the motion carried.

Public Input:
None

Minutes: May 14, 2026 PC Meeting amend/approve: Vickie Kettlewell **moved to approve the minutes as presented,** seconded by Scott Hendrickson and the motion carried.

Correspondence Received:
Cass County Permit Log – May 2026: There were four permits issued for the month of May 2026, with 3 being septic systems and the other being a building permit for a shed and a shipping container.

Correspondence Sent:
None

Reports:

Greg Bennett, Town Board Liaison: Items discussed at previous 2 Board meetings:

1. There was a public hearing for the Ordinance changes which passed.
2. There was a public hearing for Hot Rod Ridge's CUP for the new location on County Rd. 18. There were some residents who were concerned about the noise and traffic. Jesse stated he would put in a noise reduction system to help with the noise and hours of operation would be M-F 7:00 AM - 10:00 PM and S-S 7:00 AM – 5:30 PM. and contingent on Cass County zoning.
3. Discussion on roads. Ryan has been out mowing and doing some ditching.
4. Joint Community Trail: Bids were sent out to five (5) engineering companies with the bids being due today (6/11/26). The City of Baxter will be going through the bids over the weekend and will be making a decision on Monday, June 15, 2026. Greg will not be able to attend the bid opening.

5. Passed a resolution for the Gull River Cemetery to use the Town Hall for their annual meeting every year and a back-up location for their Memorial Day event.
6. Sylvan Cemetery – there is a gentleman who is mowing the back part of the cemetery even though Sylvan has someone to mow it. Greg Booth spoke with him and the gentleman stated he has relatives buried there so he wants to continue mowing it. The Board was fine with it.
7. There were a few residents present regarding the one zoning change on Wilderness Drive and possibility of more. They also did not feel there needed to be signs put up advertising the 2 current businesses there.
8. Round-about Project: Working on a memorandum of Understanding with the City of Pillager and Cass County regarding who will be responsible for what maintenance.

Previous Board Minutes: You received in your packets, please read them over for your information.

Old Business:

Sylvan Park: There have been two (2) burns completed. Trees have been planted. Dave Johnson does have some concerns regarding not getting any volunteers to help at the park. The PC members are to come up with some names. There is a possibility of having the Community Day event at the park next year.

New Business:

Data Centers: Dave Skogen asked that this be added to the agenda as there is a lot in the news regarding them. He is wondering if this is something the Township should be concerned about. Greg Bennett stated it does not fit Sylvan Township's Comp Plan. There was discussion whether there should be a moratorium written regarding this or add it to our Ordinance that it would not be allowed.

Annual Reviews:

None

Announcements: Read

Adjournment: Scott Hendrickson **moved to adjourn,** seconded by Terry Quick and the motion carried with the meeting being adjourned at 7:40 PM.

Minutes submitted by:

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Colleen Putnam, Deputy Clerk

PC member Vickie Kettlewell approved the minutes, seconded by Jason Lind and the motion carried.

Date: 7-9-26