Sylvan Township
September 1st, 2026

The regular board meeting for Sylvan Township was called to order by Clerk Terry Pritchard at 6:07 p.m. on September 1st, 2026 at the Sylvan Township Hall.

Members Present: Angela Moore, Supervisor; Terry Pritchard, Clerk; Sheila Robinson-Trustee; Angela Reagan, Treasurer; Jeff Reagan, Trustee

Guests: Ted Wojcik and Shane Helmer

Approval of Previous Minutes
The minutes of the August 3, 2026, regular board meeting were presented by Clerk Terry Pritchard. Angie Reagan moved to approve the minutes as presented, supported by Jeff Reagan. Motion carried.

Old Business
Hall Renovation Update
Terry Pritchard will email Scott Kleinsorge of DK Design to move forward with bidding on the hall renovation project with the previously discussed alterations.

Streetlight at River Road and M-66
Angie Reagan reported that she is awaiting a call back from Great Lakes Energy with questions concerning the application for streetlight placement.

New Business
Propane Contract
Terry Pritchard presented the annual contract for propane from Coyne Propane for $1.799 per gallon. Angie Reagan moved to approve the contract for propane. The motion was supported by Terry Pritchard. Motion carried.

Equalization Agreement
Terry Pritchard provided the board with copies of an agreement from the Osceola County Equalization Department that includes maintenance for local units and tax bill preparation. Angie Reagan moved to approve the agreement. The motion was supported by Terry Pritchard. Motion carried. Terry Pritchard will forward a signed copy of the agreement to the county equalization department.

Assessing Office Policies and Procedures
The board briefly discussed the Assessing Office Policies and Procedures packet presented to the board by Assessor Chris Elder. Terry Pritchard moved to approve the policies and procedures. The motion was supported by Angie Reagan. Motion carried.

Public Comment
None.

Fire Department Report
Fire Chief Shane Helmer was present to discuss the millage language and explained the reasoning for asking for the full 2 mills. The department has some large purchases and increasing costs. The fire board will look at numbers and will discuss at what point they may lower the millage collected since the ballot language says up to 2 mills.
Shane indicated the dumpster expenses from the spring flood were covered by the county and they would seek reimbursement from FEMA.

Treasurer's Report and Approval of Bills
Terry Pritchard moved to accept the Treasurer's Report, supported by Jeff Reagan. Motion carried.
Terry Pritchard moved to approve payment of the bills, supported by Jeff Reagan. Motion carried.
Checks #4287 through #4308, totaling $10,628.60, were reviewed and approved for payment.

Adjournment
Jeff Reagan moved to adjourn the meeting, supported by Angie Reagan. Motion carried. The meeting adjourned at 7:36 p.m.

Respectfully Submitted,

Terry L. Pritchard
Sylvan Township Clerk