

April 28, 2020 Reorganizational Meeting & Agenda

ROYALTON TOWNSHIP

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NOTICE OF MEETING

Notice is hereby given that the 2020 reorganizational meeting of the Royalton Town Board will be held at 6:00 p.m., Tuesday, 28 April 2020. The agenda will include election of officers, establishing meeting schedules, and setting of wage, fee, and permit schedules.

Due to the COVID 19 pandemic, THIS MEETING WILL BE HELD BY TELECONFERENCE. To access this meeting call 1-408-418-9388 and enter meeting number 626 989 119. Password is 1234.

Posted this 16th day of April 2020

Duane P. Swanson, Royalton Township Clerk

Royalton Township Reorganizational Board Meeting & Agenda
6052 Royalton Road, Braham, MN 55006

Email: royalton@royaltontownship.com – Website: www.royaltontownship.com
28 April 2020, 6:00 p.m. - Unapproved

Chair calls meeting to order

Chair notes that this meeting is being conducted by teleconference in accordance with the Governor's emergency

pandemic order and the town board's resolution authorizing teleconferencing

Approve/add to agenda – **Motion to approve**

Elect Chair for 2020/21 – the current chair normally conducts the remainder of this meeting

Elect Vice-chair for 2020/21

Set regular township board meetings - day & time –last Tuesday of the month @ 7:30 pm,

with Planning Commission @ 7:00 pm, except December

Set December meeting date (December 15 and 22 are possibilities)

Designate newspaper (Pine City *Pioneer*), posting location (Posting board & website), and bank

(Frandsen Bank & Trust of Pine City)

Set Annual Road Inspection for same date as board of appeal and equalization

Designate road supervisor for 2020

Consider and designate other supervisor responsibilities

Set wage and fee schedule: (2019 rates in parentheses)

Meeting pay for planning commission, zoning, and one road equipment operator @ board meeting (\$50 per meeting)

Primary equipment operator wage (\$22.00 per hour) (Dan)

Secondary operator wage (\$17.00 per hour) (Alex)

Standard township hourly wage (\$15.00 per hour), includes election judges

Supervisor emergency pay (\$35.00 for the first hour and standard township wage for all hours thereafter, with the date & reason appearing on the time sheet to be paid)

Supervisor meeting pay (\$100.00 per meeting)

Treasurer's meeting pay (\$125.00 per meeting)

Treasurer's annual salary (\$1664.00 per year with a maximum of eight (8) extra hours per month at the standard township wage)

Clerk's annual salary (\$0.00)

Clerk's meeting pay (\$125.00 per meeting with a maximum of 16 hours per month at standard wage)

Deputy clerk's annual salary (\$3,016.00 per year with a maximum of 16 extra hours per month at standard township wage)

All day training (\$135.00 plus mileage for board members)

Secondary meeting pay (\$50.00 plus mileage)

Mileage to follow the federal rate (0.575 for 2020)

Zoning administrator's first site visit (\$60.00)

Zoning pay (\$17.00 per hour)

Town hall rent (\$50.00 for resident plus \$200.00 deposit; \$100.00 nonresident, plus \$200.00 deposit & no charge for residential non-profit organizations)

Policy of no brush cutting without authorization of a supervisor

Policy of no parts or purchases over \$200.00 without a supervisor's approval

Charge for 8" x 11" photocopies (excluding permits) [**This is a new item on 2020 agenda**]

Permit fee schedule: (2019 rates in parentheses)

Farm accessory and additions to farm accessory permit (\$50.00)

Site permit (\$50.00)

Culvert/driveway permit (\$50.00)

Individuals wishing to purchase culvert from township (township cost plus \$50.00 surcharge)

Public utilities permit for work in rights-of-way (\$50.00)

Conditional and interim use permits (\$300.00)

Duplicate of any permit (\$30.00)

Septic permits (\$375.00)

Certification of existing septic/sewer system (\$250.00)

Repair mound/septic system permit (\$150.00)

Motion to adjourn

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