

March 26, 2019 Board Minutes

Royalton Township Regular Board Meeting Minutes

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26 March 2019

Approved

7:31 p.m., 26 March 2019, Chair Wayne Olson called the Royalton Township regular board meeting to order with Supervisor Marshall Pearson, Supervisor Jeff Schlaeger, Treasurer Wendy Tchida, and Clerk Duane Swanson present. Also present were Zoning Administrator John Kemen, Road Superintendent Dan Saumer and Deputy Clerk Priscilla Schneider. The pledge of allegiance was recited.

Supervisor Pearson moved, Supervisor Schlaeger seconded, to approve the agenda as presented with the addition of backup driver, party for Roberta Folkestad, and surplus property items. The motion carried unanimously.

Supervisor Schlaeger moved, Supervisor Pearson seconded, to approve the minutes of the regular board meeting of 26 February 2019 as presented. The motion carried unanimously.

Supervisor Pearson moved, Supervisor Schlaeger seconded, to approve the minutes of the Board of Canvass meeting of 12 March 2019 as presented. The motion carried unanimously.

Chair Olson acknowledged receipt of minutes of the 2019 annual meeting as presented. The unapproved minutes had been signed by Clerk Swanson and Moderator Wayde Lerbs. They will be formally approved at the 2020 annual meeting.

Treasurer Tchida gave her report, noting that the township has a current balance of \$335,298.66 in the treasury. Supervisor Schlaeger moved, Supervisor Pearson seconded, to approve the report as presented. The motion carried unanimously.

Supervisor Schlaeger moved, Supervisor Pearson seconded, to approve payment of checks #9130-9168 in the amount of \$13,650.87, with check #9152 being void. The motion carried unanimously with Chair Olson, Supervisor Pearson, and Supervisor Schlaeger voting "Aye".

Public Forum was offered. Deputy Clerk Schneider noted that individuals were present to support the chloriding of Maple Shores Drive; Chair Olson added this item to new business.

Planning Commission recommendations:

No activity has been done on the policy book or on the major equipment inventory spreadsheet due to the absence of a working meeting in March. Other planning commission recommendations will be addressed during agenda items below.

Old Business:

Clerk Swanson presented the board with sealed gravel quotes and test results from three firms; all firms had representatives present at the meeting. After opening the quotes, the board

determined that all submissions met the insurance requirements, test results and gravel specifications as stated in the call for quotes. Quotes per cubic yard for 4,500 to 6,500 cubic yards of Class 5 gravel as specified were: Bjorklund Companies, \$11.65; Rydberg & Sons, \$11.87; Keith Hass Construction, \$11.22. After discussion, Supervisor Schlaeger moved, Chair Olson seconded, to accept the low quote of Keith Hass Construction of \$11.22 per cubic yard for 4,500 to 6,500 cubic yards to be delivered between 15 June and 15 August. The motion carried unanimously, with Chair Olson, Supervisor Pearson, and Supervisor Schlaeger voting "Aye."

There was no update on the situation at 1386 Sherwood Street; that issue will be addressed during the 2019 road inspection. One uncertified letter from the township, a second certified letter from the township and a certified letter from the township's legal counsel have been sent to the owners of 9435 Apple Road, each including a bill. The township's certified letter was returned as undeliverable. No payment had been received as of this meeting. Supervisor Schlaeger moved, Chair Olson seconded, to move forward with the legal process to collect this bill. The motion carried unanimously.

There was no update on tree/brush removal at the Eagle Lane turnaround or on the FEMA reimbursement for storm damage. Les and Roxanne Orvis are working on getting estimates for the cleaning of the town hall carpeting.

The board reviewed the letter from Marshall Lind in response to the town's concerns about the building permit files and procedures. Chair Olson directed the office to respond in writing noting that the Planning Commission had recommended, and the board had approved, the transfer of the physical closed permit files to town custody according to the agreement with the Braham Milaca Joint Inspector Board and to respond to Mr. Lind's additional comments. Zoning Administrator Kemen noted his support for this action.

Chair Olson noted that the gas tank on the plow truck had been repaired but that the grader was not operable due to a hydraulic leak; repairs have been scheduled.

New Business:

The board reviewed the contract and related information from the Rush City Fire Department. No action was needed at this time.

Clerk Swanson noted that the township had received information on, and will receive a ballot for, the ECE board of directors' election. He requested direction on whether or not the township should vote. By consensus, the board directed the office not to vote in the ECE election.

Clerk Swanson reported receipt of a draft contract and request for funds from Family Pathways. By consensus, the board directed the office to take no action on this request, in accordance with the town's policy of not donating to private organizations.

Supervisor Schlaeger, Deputy Clerk Schneider, and Clerk Swanson reported on the Planning Commission's recommendation that the town accept Pine County's offer of a subscription to Beacon for a one-time fee of \$100. This subscription will aid the office, and potentially the supervisors, in carrying out the zoning and permitting duties of the township. Access permissions are available for board members, planning commission members, and office staff. Supervisor Schlaeger moved, Chair Olson seconded, to approve the Planning Commission's recommendation. The motion carried unanimously.

Mr. Alex Anderson was present and gave an introduction to himself and his qualifications to be the backup operator for the township. The work does not require a CDL license, but the township will require a health card, which Mr. Anderson possesses. Supervisor Schlaeger moved, Chair Olson seconded, to authorize the employment of Alex Anderson as secondary operator at the current rate of \$17.00 per hour and authorized him to work with Road Superintendent Saumer to become familiar with the equipment, duties, and roads. The motion carried unanimously, with Chair Olson, Supervisor Pearson, and Supervisor Schlaeger voting "Aye."

Chair Olson moved, Supervisor Schlaeger seconded, to authorize the expenditure of \$50 toward a retirement party honoring former clerk Roberta Folkestad. A tentative date of 4 May has been set. Private donations will be accepted towards this event, with Treasurer Tchida designated to receive donations. Patrice Pearson will assist with food (donations also requested). Les Orvis volunteered to get a plaque in her honor.

Chair Olson noted that, with the purchase of new filing cabinets, the township has at least two lateral file cabinets and two small lockable safes that it no longer needs. By consensus, the board authorized Road Superintendent Saumer to deliver these items to Heidelberg's auction on 4 May.

The board then discussed the possible chloriding of Maple Shores, noting that this has been done for the past two years as a test. The test seems to have been successful. Residents spoke in support of continuing this procedure, asking if it could be done by the town, by the residents acting independently, and for what cost. The previous years' tests had shown a savings in the costs to the township due to less grading being necessary. Chair Olson directed the Planning Commission to study the issues and report back at the next board meeting.

FYI:

Chair Olson reported that an application and fee schedule has been sent Telcom for work done in the town's rights-of-way, that a letter has been sent to the Braham Milaca Joint Inspector Board regarding procedures, that a quorum of supervisors and the clerk will be attending Minnesota Association of Townships spring training in Duluth on 5 April (the event has been posted to the public); that the next board meeting will be 7:30 p.m., Tuesday, 30 April 2019; and that the Board of Equalization and Appeal is scheduled for 22 April 2019 at 9:00 a.m. in the town hall; the annual road inspection will follow (Road Superintendent Saumer will prepare a route noting issues requiring consideration).

At 8:19 p.m., Supervisor Pearson moved, Supervisor Schlaeger seconded, to adjourn. The motion carried unanimously.

Respectfully submitted,

Duane P. Swanson, Clerk

Wayne Olson, Chair/Supervisor

Marshall Pearson, Vice Chair/Supervisor

Jeff Schlaeger, Supervisor