

## March 28, 2017 Board Minutes

Royalton Township Regular Board Meeting Minutes

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March 28, 2017

Approved

7:30 p.m., 28 March 2017, Chair Marshall Pearson called the Royalton Township board meeting to order with Supervisor Wayne Olson, Supervisor Jeff Schlaeger, Treasurer Wendy Tchida, and Clerk Duane Swanson present. Also present was Deputy Clerk Roberta Folkestad. The pledge of allegiance was recited.

Supervisor Olson moved, Supervisor Schlaeger seconded, to add to the agenda township training, noise policy, website hookup, and yard work, to delete Braham Fire contract from the agenda, and to approve the agenda. Motion carried unanimously.

Supervisor Olson moved, Supervisor Schlaeger seconded, to approve the minutes of the regular 28 February 2017 board meeting as presented. Motion carried unanimously.

Chair Pearson acknowledged receipt of the minutes of the annual meeting of 14 March 2017 as presented. [These minutes will be approved at the March 2018 annual meeting].

Supervisor Schlaeger moved, Chair Pearson seconded, to approve the minutes of the board of canvass meeting of 14 March 2017 as presented. Motion carried unanimously.

Supervisor Olson moved, Supervisor Schlaeger seconded, to approve the treasurer's report as read. The report showed a current balance of \$367,427.42. Motion carried unanimously.

Supervisor Olson moved, Supervisor Schlaeger seconded, to approve payment of check numbers 8266-8302 in the amount of \$13,121.72, with the exception that check number 8302 (Community Transfer of Rush City) be held until Supervisor Olson verifies that the work has

been completed and a satisfactory explanation of the larger than anticipated bill has been received. Motion carried unanimously.

Chair Pearson offered the public forum: John DeGray reported that he had inspected the culvert in Tom Martin's driveway and that it needed to be replaced. Chair Pearson moved, Supervisor Schlaeger seconded, to wait until the annual road check to verify this issue and then to have the township install a 15" 40' long culvert with aprons. Mr. DeGray indicated his endorsement of this motion and that he would communicate with Mr. Martin. Motion carried unanimously.

Robert Adamek addressed the board with his concerns over individuals alleged living in an unapproved building and the accumulation of junk and vehicles in several locations. He was told that these issues would be included in the annual road inspection.

Chair Pearson acknowledged receipt of the gravel specifications from the Planning Commission and that they would be addressed later in the meeting.

Old business:

Chair Pearson called for opening the gravel quotes. The clerk delivered the two quotes to the board. Keith Hass Construction's quote was \$10.20 per yard and Bjorklund Companies LLC's quote was \$9.83 per yard. The board then reviewed the Work Sheets for Sieve Analysis of Granular Material that accompanied the quotes. After discussion, Supervisor Schlaeger moved, Supervisor Olson seconded, to accept the Hass quote of \$10.20 per yard for 2,000 yards of Class 5 gravel, MN State Specification #3138. Board members noted that per the specification worksheets this class 5 gravel would likely have better bonding agency. As part of this motion, the gravel provider will work with Dan Saumer, primary equipment operator, in the delivery and application of the gravel. If Mr. Saumer is unavailable, contact will be with the secondary equipment operators. After further discussion, motion carried unanimously.

Sheila Landewas present to discuss with the board the situation at 3623 State Highway 70 PID #29.0241.000. Chair Pearson thanked her for coming and outlined the long history of issues with this property. Ms. Lande noted that she would like to see the property entirely cleaned up but that she had limited ability to make this happen. She noted that she would apply for a fencing permit. The board noted that a fence permit had to be received, that the pile of tires had to be

removed, and that other junk also needed to be removed. The board also noted that no one can live on this property as currently configured. Ms. Lande also noted that she realized that, if the board had to clean up the site, the costs would be assessed on the property taxes. Ms. Lande said that no one is living on the property, that she understood the need for a fence permit and for further removal of junk, and that cleanup would continue. By consensus, the board tabled this item until its April meeting.

Equipment operator Dan Saumer noted that he had arranged with Chengwatana Township to use their disk to "pull in" the road shoulders during this spring's road grading. The board requested that a notice that this would be done be posted on the township's website.

Chair Pearson had compiled an estimate of costs for the construction of a new pole shed for township equipment to be located to the east of the current maintenance building. The proposal called for 40 x 64 steel building with electrical hookup, unheated, with concrete floor, overhead door and two service doors. A concrete fenced area of approximately 25' would be constructed between the new and existing buildings. The proposal would call for re-routing underground electrical connections (ECE has issued cost projections). The estimated cost for this proposal would be \$79,116.16, including \$3,000 for a construction supervisor. Much discussion followed. It was noted that no bidding would be necessary because the cost is under \$100,000. Local people/firms would be doing the work; required permits would be pulled. Deputy Clerk Roberta Folkestad was asked to contact the township's insurance carrier to ascertain that the distance between the buildings would not inhibit the new building being insured. The board recognized that the fencing issue might be revisited and that any permit fees are not included in the cost estimates. At this point, security to the new building is not anticipated. After further discussion,

Supervisor Olson moved, Supervisor Schlaeger seconded, to accept the proposal with a 29-gauge steel upgrade for a building with underground electrical connection and to authorize Marshall Pearson to act as construction supervisor at a total cost not to exceed \$80,000. Motion carried unanimously.

The clerk noted that ECE's proposal options for electrical connection to the new building are on file with the town.

Chair Pearson discussed options for creating a fireproof space for the town's permanent records instead of spending \$3,600 on a fire proof file cabinet. Clerk Swanson noted that storage in an

unheated building was not an option because the records would degrade in those conditions. After discussion, by consensus, the board tabled this discussion.

The table cart issue also was tabled, by consensus.

New business:

Supervisor Schlaeger moved, Chair Pearson seconded, to approve and sign the updated life insurance request for elected officials as required by the Minnesota Benefit Association at a cost of \$805.00. Motion carried unanimously.

Clerk Swanson presented a request for funding from the Seven County Senior Federation in order to provide educational and other services for the elderly. The board noted that the township does not make donations.

The board discussed the possibility of purchasing a cigarette butt holder for outside the town hall. There were questions of how significant this problem is and of other ways to address it. By consensus, the board decided to monitor the situation and take no action at this time.

Clerk Swanson presented a request from the United States Census Bureau for an employee survey. Treasurer Tchida has completed such surveys in the past. Supervisor Schlaeger moved, Supervisor Pearson seconded, to authorize the treasurer to complete the survey. The motion carried with Supervisors Schlaeger and Pearson voting "Aye" and Supervisor Olson voting "Nay".

Supervisor Olson moved, Supervisor Schlaeger seconded, to approve selling a drop blade, an air compressor, and two metal blades at Heidelberger's Auction. These items are not needed by the township. Equipment operator Dan Saumer will arrange.

The board signed the Minnesota Association of Township's form listing the current officers of the town.

Chair Pearson reported that he had received a complaint from a township resident about excessive noise (loud vehicles) during daytime hours. It was suggested that the township's noise policy be shared with the resident, also noting that enforcement of such matters is problematic.

The board noted that the township's website had been down and was continuing to work slowly. Chair Pearson asked Deputy Clerk Folkestad to call CenturyLink to ascertain if that firm is a viable option for Internet services.

Chair Pearson requested that the board consider lawn services for the coming season. He had received two quotes (\$60.00 and \$75.00 per mowing/trimming). After discussion, Supervisor Schlaeger moved, Supervisor Olson seconded, to have Dan Saumer begin these duties and to review costs after June 30. Motion carried unanimously.

Chair Pearson requested that the deputy clerk send a thank you to Ray Purdy for all his work with the township.

Supervisor Olson moved, Supervisor Schlaeger seconded, that a check be cut for town officers to attend the Minnesota Association of Townships' Spring Short Course training in Carlton on 7 April 2017, and that a notice be posted that a quorum of supervisors may be present at this meeting. Motion carried unanimously.

At 9:06 p.m., Supervisor Schlaeger moved, Chair Pearson seconded, to adjourn. Motion carried unanimously.

Respectfully submitted:

Duane P. Swanson, Clerk

Marshall Pearson, Chair

Wayne Olson, Supervisor

Jeff Schlaeger, Supervisor