

March 28, 2017 Reorganizational Minutes

Royalton Township Board of Supervisors Reorganizational Meeting Minutes
6052 Royalton Road, Braham, MN 55006

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March 28, 2017

Approved

6:04 p.m., 28 March 2017, Chair Wayne Olson called the meeting to order with Supervisor Marshall Pearson, Supervisor Jeff Schlaeger, Treasurer Wendy Tchida, and Clerk Duane Swanson present. Deputy Clerk Roberta Folkestad was also present.

Supervisor Olson moved, Supervisor Schlaeger seconded, to elect Supervisor Pearson chair for the 2017/2018 year. Motion carried unanimously. Supervisor Olson remained in the chair for the duration of this meeting.

Chair Olson moved, Supervisor Schlaeger seconded, to set the regular board meetings for the last Tuesday of each month at 7:30 p.m. in the Royalton Town Hall, with the regular monthly planning commission meetings to be held on the same day at 7:00 p.m. in the town hall. Motion carried unanimously. The Clerk will post this schedule as required by law.

Supervisor Schlaeger moved, Chair Olson seconded, to set the regular December board meeting for 12 December at 7:30 p.m. in the town hall, with the regular planning commission meeting to be held on the same day at 7:00 p.m. and to post this schedule change. Motion carried unanimously.

Chair Olson moved, Supervisor Schlaeger seconded, to designate the Pine City *Pioneer* as the town's official newspaper, to designate posting sites as the bulletin board on the outside of the town hall and on the township's website ([www.royalton township.com](http://www.royaltontownship.com)), and to designate Frandsen Bank and Trust of Pine City as the official depository for town funds. Motion carried unanimously.

The County Assessor has set Royalton's Board of Equalization meeting for 9:00 a.m., Monday, 24 April 2017 in the town hall. Chair Olson moved, Supervisor Schlaeger seconded, to conduct the annual road inspection immediately following the Board of Equalization meeting. Motion carried unanimously. Because a majority of supervisors will be attending these meetings, the clerk shall issue public notice of them.

Supervisor Pearson moved, Supervisor Schlaeger seconded, to appoint Chair Olson as road supervisor for the 2017/2018 year. Motion carried unanimously.

Chair Olson moved, Supervisor Schlaeger seconded, to have meeting pay remain at \$45.00 per meeting for planning commission members, zoning administrator, and one road equipment operator at board meetings. Motion carried unanimously.

Supervisor Schlaeger moved, Chair Olson seconded, to increase the primary equipment operator's hourly wage from \$19.75 to \$20.00. Motion carried unanimously.

Motion by Chair Olson, seconded by Supervisor Schlaeger, to set the secondary equipment operator's hourly wage at \$17.00 for all secondary operators. Motion carried unanimously. Secondary operator's pay had ranged from \$16.00 to \$18.50.

Supervisor Schlaeger moved, Supervisor Pearson seconded, to have the standard township wage remain at \$14.00 per hour. Motion carried unanimously.

Supervisor Pearson moved, Supervisor Schlaeger seconded, to have emergency pay remain at \$35.00 per hour, with the date and reason for the emergency appearing on the time sheet. Motion carried unanimously.

Supervisor Schlaeger moved, Chair Olson seconded, to have supervisor's meeting pay remain at \$100.00 per meeting. Motion carried unanimously.

Chair Olson moved, Supervisor Pearson seconded, to increase the treasurer's per meeting pay from \$100 to \$110. Motion carried unanimously.

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After discussion, Chair Olson moved, Supervisor Pearson seconded, to increase the treasurer's annual salary from \$1435.00 to \$1510.00, with a maximum of eight (8) extra hours per month at the standard township wage. Motion carried unanimously.

Supervisor Schlaeger moved, Chair Olson seconded, to increase the clerk's per meeting pay from \$105.00 to \$110. Motion carried unanimously.

After discussion, Chair Olson moved, Supervisor Pearson seconded, to reduce the clerk's annual salary from \$2,565.00 to zero with a maximum of 16 hours per month at the standard township wage and to establish an annual salary of \$2,700 for the deputy clerk with a maximum of 16 hours per month at the standard township wage. Motion carried unanimously. Clerk Swanson reported that he had appointed Roberta Folkestad as deputy clerk and that they would work closely together during this year of transition.

Chair Olson moved, Supervisor Pearson seconded, to have all day training pay remain at \$135.00 plus mileage. Motion carried unanimously.

Chair Olson moved, Supervisor Schlaeger seconded, to have secondary meeting pay remain at \$50.00 plus mileage. Motion carried unanimously.

Supervisor Schlaeger moved, Chair Olson seconded, to have mileage reimbursement follow the federal government rate (currently \$0.535 per mile). Motion carried unanimously.

Chair Olson moved, Supervisor Schlaeger seconded, to have the zoning administrator's first site pay remain at \$50.00. Motion carried unanimously.

Supervisor Schlaeger moved, Chair Olson seconded, to have the zoning hourly wage remain at \$16.50. Motion carried unanimously.

Chair Olson moved, Supervisor Schlaeger seconded, to have the following fee schedules and policies remain in effect for the 2017/2018 year:

-Town hall rent: \$50.00 for resident plus \$200.00 refundable deposit; \$100.00 nonresident, plus \$200.00 refundable deposit and no charge for residential non-profit organizations.

-No brush cutting without authorization by a supervisor.

-No parts or purchases over \$200.00 without a supervisor's approval.

-Permit fee schedule:

- \$75.00 Farm accessory and additions to farm accessory permits.

- \$75.00 Site permits.

- \$75.00 Culvert/driveway permits.

- \$300.00 Conditional use and interim use permits.

- \$20.00 Duplicate of any permits.

- \$375.00 Septic permits.

- \$250.00 Certification of existing sewer septic systems.

- \$150.00 Repair of mound/septic systems.

Motion carried unanimously.

At 6:29 p.m., Supervisor Schlaeger moved, Chair Olson seconded, to adjourn. Motion carried unanimously.

Respectfully submitted:

Duane P. Swanson, Clerk

Marshall Pearson Chair

Wayne Olson Supervisor

Jeff Schlaeger Supervisor