

Royalton Township Regular Board Meeting Minutes
6052 Royalton Road, Braham, MN 55006
Email: royalton@royaltontownship.com -- Website: www.royaltontownship.com
23 February 2021
Approved

7:30 p.m., 23 February 2021, 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. Road Superintendent Dan Saumer, Zoning Administrator John Kemen, and Deputy Clerk Priscilla Schneider also attended, along with Planning Commission Chair Leslie Orvis and members of the public. Social distancing was observed, and masks were worn. The pledge of allegiance was recited.

Supervisor Schlaeger moved, Supervisor Pearson seconded, to approve the agenda as presented with two additions: reorganizational meeting and replacement of tablet for town hall audio system. The motion carried unanimously.

Supervisor Schlaeger moved, Chair Olson seconded, to approve the minutes of the regular board meeting of 26 January 2021 as presented. The motion carried unanimously.

Treasurer Tchida gave her report, noting that the township has a balance of \$409,567.44 in the treasury. She noted that receipts from the county included a special assessment payment for PID 29.0134.000. Supervisor Pearson moved, Supervisor Schlaeger seconded, to approve the report. The motion carried unanimously.

Chair Olson moved, Supervisor Schlaeger seconded, to approve payment of checks #9918-9944 in the amount of \$14,230.09. The motion carried unanimously with Chair Olson, Supervisor Pearson, and Supervisor Schlaeger voting "aye".

Public Forum was offered. No one spoke.

Planning Commission recommendations:

Chair Olson reviewed the discussion at the public hearing held prior to this meeting and the planning commission's recommendation to adopt the proposed ordinance relating to zoning solar energy systems. Chair Olson moved, Supervisor Schlaeger seconded, to adopt Ordinance 2021-01 "An Ordinance Regarding Zoning Solar Energy Systems" and to authorize the clerk to file a copy with Pine County. The motion carried unanimously.

Chair Olson moved, Supervisor Schlaeger seconded, to adopt Resolution 2021-1, "Resolution Adopting a Policy for Consideration of Minor Subdivisions of Existing Land Parcels." The motion carried unanimously. Said resolution shall be part of these minutes.

Clerk Swanson updated the board on developments relating to the proposed land split by Jeff Pangerl. Based on information supplied from the township files, Mr. Pangerl's legal counsel asked Pine County to review the filing of a land split proposal by the Ladez Pangerl Estate in 2018. The 2018 split had been recorded inaccurately at the county. No additional paperwork is required and a new property identification number for the second parcel has been issued.

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Clerk Swanson noted the response from the Carlton Soil Improvement Program containing chemical analyses of the lime/wood ash proposed to be applied to two Royalton Township parcels.

Old Business:

Supervisor Pearson reported that he and Clerk Swanson had met with both Kevin Hofstad and Chelsie Troth as authorized at the last meeting and that Royalton would continue with Ledin and Hofstad as its legal counsel, at least until the end of its current contract in August 2021.

There were no updates to the septic report.

Regarding 764 Greeley Road, one plastic structure has been removed. By consensus, this issue was tabled until the next meeting.

Regarding 4843 Brunswick Road, legal counsel has provided drafts of the necessary documents to seek recovery of legal costs incurred to enforce the zoning ordinance. Clerk Swanson explained the next steps and presented Resolution 2021-2 "Resolution for Hearing on Proposed Assessment". The assessment roll, as authorized by the 26 January 2021 board meeting, amounts to \$5,295.77. After discussion, Supervisor Schlaeger moved, Supervisor Pearson seconded, to adopt the resolution, to set a hearing for 6:00 p.m., 30 March 2021, in the town hall to consider the proposed assessment, to authorize the clerk to publish and post notice of the hearing and to mail notice to the landowners, and to set the same interest rate and repayment term as previously authorized (8% for five years). The motion carried unanimously. Said resolution shall be part of these minutes.

Road Superintendent Dan Saumer reported that tree cutting on the west side of Raspberry Road south has begun and is approximately half completed.

Servicing of the grader is on schedule.

Chair Olson has ordered new defibrillator pads. He will dispose of the existing ones and recycle the battery as necessary.

Chair Olson moved, Supervisor Schlaeger seconded, to call for quotes for the application of between 3,000 and 5,000 cubic yards of gravel to be applied to town roads between June 1 and August 15, with the same specifications as in 2020. The motion carried unanimously. The notice, including specifications, shall be part of these minutes.

The board reviewed the proposed agenda for the 2021 annual meeting. Supervisor Schlaeger moved, Chair Olson seconded, to authorize the clerk to post the notice of a ZOOM link on the website and posting board and to recommend the following levy to the annual meeting: \$104,000 general fund, \$70,000 road and bridge fund, \$20,000 fire fund, and \$25,000 equipment replacement fund for a total levy of \$219,000. The motion carried unanimously. Clerk Swanson reported on the election timeline.

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New Business:

There were no new zoning issues.

By consensus, the board directed Road Superintendent Saumer to purchase two new fire extinguishers, one for the office and one for the tractor.

By consensus, the board decided to leave the Minnesota Benefit Association limits unchanged.

Clerk Swanson reported that donation requests had been received from the Seven County Senior Federation and from New Pathways, Inc. Chair Olson read from the Minnesota Association of Townships' *Insider* magazine the requirements for towns to give such donations. Lacking authority from the annual meeting to make such donations, the board directed Clerk Swanson to reply that Royalton's policy is to not make public donations but to encourage individual residents to consider them. The board further directed Clerk Swanson to reply similarly to future donation requests and not to add them to the board agenda.

Supervisor Schlaeger moved, Chair Olson seconded, to set the reorganizational meeting for 6:30 p.m., 30 March 2021, in the town hall. The motion carried unanimously.

Supervisor Pearson moved, Chair Olson seconded, to authorize replacement of the tablet running the town audio system, if necessary. The motion carried unanimously.

Correspondence:

The board noted the solicitation for vegetation management by Central Applicators, Inc., and determined to make no changes to its current practice.

FYI:

The board acknowledged the minutes of the Pine City Fire Committee and the proposed assessments for the next several years.

The board noted the upcoming meeting of the Pine County Township Officer's Association meeting on 27 March 2021 and took no action.

The next town board meeting will be 7:30 p.m., 30 March 2021. Preceding it will be a public hearing at 6:00 p.m., the reorganizational meeting at 6:30 p.m., and the planning commission meeting at 7:00 p.m.

Board of Audit:

At 8:00 p.m., regular board business concluded and the Board of Audit began. The board compared the clerk's register of receipts and disbursements, the treasurer's register of receipts and disbursements, the treasurer's receipt book, and the treasurer's check register.

Approximately every tenth receipt was compared and approximately every thirtieth disbursement was compared. Treasurer Tchida and Deputy Clerk Schneider assisted in answering questions. In all instances, the clerk's and treasurer's records matched. The clerk's and treasurer's bank statements are balanced monthly and are found to match. Similarly, the clerk and treasurer have

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the same balances for each fund. Chair Olson moved, Supervisor Schlaeger seconded, to declare that the clerk's and treasurer's accounting books represent an accurate depiction of the town's finances. The motion carried unanimously.

At 8:20 p.m., Supervisor Schlaeger moved, Chair Olson 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