

Royalton Township Regular Board Meeting Minutes
6052 Royalton Road, Braham, MN 55006
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28 September 2021
Approved

7:30 p.m., 28 September 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, Septic Administrator Amy Thompson, and Deputy Clerk Priscilla Schneider also attended, along with members of the planning commission and members of the public. The pledge of allegiance was recited.

Supervisor Schlaeger moved, Supervisor Pearson seconded, to approve the agenda as presented with three additions: Zoom bill update, site permits, and staffing. The motion carried unanimously.

Supervisor Pearson moved, Supervisor Schlaeger seconded, to approve the minutes of the regular board meeting of 31 August 2021 as presented. The motion carried unanimously.

Treasurer Tchida gave her report, noting that the township has a balance of \$479,206.45 in the treasury. Chair Olson reminded the board that \$61,268.06 of the balance is COVID-19 aid that is restricted to certain uses and cannot be used for general fund items. Supervisor Pearson moved, Supervisor Schlaeger seconded, to approve the report. The motion carried unanimously.

Supervisor Pearson moved, Supervisor Schlaeger seconded, to approve payment of checks #10145-10174 in the amount of \$26,124.74. The motion carried unanimously with Chair Olson, Supervisor Pearson, and Supervisor Schlaeger voting "aye".

Public Forum was offered. Doug Stanger was present to express his concerns about the grading of Raspberry Road. He suggested that the road is being graded too often, especially during dry conditions, resulting in wash boarding. He also noted that wind rows were being left on the side of the road resulting in water draining onto his driveway. He submitted a photograph allegedly showing the wind rows. Chair Olson thanked Mr. Stanger for his attendance.

Roger Teich asked if Pine Bough Road could be chlorided next year. Chair Olson summarized the procedure, noting that the landowners would have to collect one-half of the costs before the board would consider such a project.

Planning Commission recommendations:

The amendment to the zoning ordinance increasing road frontage was postponed.

Member Schlaeger moved, Chair Olson seconded, to approve the following septic fee schedule updates: 1) Commercial systems Types IV-V and any other systems over 2,500 gallons per day would require a one-time fee of \$500, plus inspector's fees, if additional inspections are required, effective for new permits issued after adoption by the board. 2) Annual operating fee for large commercial systems for which quarterly, or other periodic, operating reports are required, \$50.00, effective upon adoption by the board for current and new systems. 3) Fees may be adjusted at the annual reorganizational meeting of the board. The motion carried unanimously.

Supervisor Schlaeger noted that the permit timeline is still being worked on by the commission.

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Supervisor Schlaeger moved, Chair Olson seconded, to approve the draft amendment to the agreement with Septic Inspector Amy Thompson, dated 18 February 2020, authorizing compensation for attendance at required meetings and establishing procedures therefore, as recommended by the planning commission. The motion carried unanimously.

Tony Swanson and Robert Swanson were present to request approval of their proposed land split for PID 290057000, as recommended by the planning commission. Zoning Administrator Kemen indicated his approval. Supervisor Pearson moved, Supervisor Schlaeger seconded, to approve the land split proposal, based on a Certificate of Survey by Kroschel Land Surveying, Inc., dated 11 May 2021, with the proviso that the remainder parcel would not be buildable because of the lack of soil borings and to authorize the clerk to transmit said approval to the Pine County Planning and Zoning office. The motion carried unanimously.

Board members reminded Roger Teich that the board needs system permit applications with design drawings approved by Septic Administrator Thompson before the land split (PID 290112000) would be considered and encouraged him to return to the October meeting with said documentation.

The board discussed at length potential requirements for a replacement plow truck. No decisions were made, but Road Superintendent Saumer and Planning Commission Member Gary Valvoda were encouraged to continue to search, including consensus approval for site visits as they deem appropriate.

Old Business:

The board considered the following septic issues: 1238 Sherwood Street system was finalized 1 September and will be removed from the agenda. The timeline set by counsel for 3546 State Highway 70 for filing of a point of sale compliance inspection has passed; Chair Olson moved, Supervisor Schlaeger seconded, to authorize counsel to begin enforcement proceedings. The motion carried unanimously. The timeline set by the board for the correction of the imminent health threat at 4500 Buffalo Road has expired. Chair Olson moved, Supervisor Pearson seconded, to refer the issue to counsel for recommendation and action. The motion carried unanimously. [After this action, John DeGray noted that he had had a discussion about this system and would be investigating in the next day or two. The board decided to hold off on any action until Mr. DeGray could report.] 5536 Pokegama Lake Road is apparently in the septic design phase and no action is necessary at this time.

Regarding 4201 State Highway 70, Chair Olson read an e-mail from Karla Trammel, the owner of record, reporting that her court date for reclaiming the property has been pushed back to 24 January 2022. The board recommended that the office continue in contact with her and that it was not necessary for her to come to the next meeting. The board then discussed if being proactive might assist in getting the property cleared when the ownership issue is finally decided. Supervisor Pearson moved, Supervisor Schlaeger seconded, to have a letter ready to send to the owner of record giving the owner 30 days from the date of court decision to have the property cleared. The motion carried unanimously. Clerk Swanson reported that an email had been sent to the Minnesota Pollution Control Agency regarding the potential disposal of oil, etc., at the property, but that no response had been received.

There was nothing new to report on 1702 Royal Heights Lane. Chair Olson requested that the members review the situation and drive by.

Clerk Swanson reported that the two parcels at 2294 540th Street have been combined on Beacon and that issue will be removed from the agenda.

Chair Olson is trying to contact owners of 3623 State Highway 70 to discuss the property. Clerk Swanson reported that Assessor John Keefe will be visiting this property as part of his quintile assessment in 2021.

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Clerk Swanson reported that the office is awaiting a call from the insurance survey company about visiting the town's structures.

As part of the road update, Clerk Swanson distributed an updated report of work accomplished and work still needing to be done, as determined from the road inspection in April. He distributed a draft of a letter to owners of 3160 540th Street demanding that they cease and desist in pulling gravel from the road into their driveway. Chair Olson moved, Supervisor Pearson seconded, to approve the draft and authorize its mailing. The motion carried unanimously.

Clerk Swanson reported that he had submitted the annual road certification mileage, but that County Engineer Mark LeBrun had questioned whether or not the joint town line roads were claimed each year. For years, this has been the case. He wanted some clarification about how the cooperating townships handled this reporting. By consensus, the board authorized the office to contact Nessel and Pokegama townships to verify what they were doing.

New Business:

Road Superintendent Saumer reported on two quotes that he had received for carbide blade inserts for the grader. KRIS Engineering, Inc. submitted a quote of \$2,019.36 and H&L Mesabi submitted a quote of \$2,305.50. Chair Olson moved, Supervisor Pearson seconded, to accept the quote from KRIS Engineering and to authorize Road Superintendent Saumer to handle the purchase. The motion carried unanimously.

There were no new zoning issues. In other issues, Chair Olson read an invitation from Pine County Administrator David Minke about the establishment of a study committee to consider the formation of a development authority under county jurisdiction. Chair Olson updated the board on the option to renew the Zoom subscription for another year. Because it had been used rarely during the last year, the board, by consensus, authorized Chair Olson to cancel the subscription. Chair Olson noted that the township does not have a site permit from Dale Heidelberg's restaurant. Zoning Administrator Kemen said he would seek one.

Deputy Clerk Schneider reported that she is working on a job description. The board had an extended discussion on this issue, concentrating on the number of hours required, the pay range, potential benefits (PERA), and flexibility. Chair Olson tasked the planning commission with reviewing this issue ahead of the next board meeting.

Supervisor Schlaeger questioned if the ditch on the east side of Pine Bough Road would be cleaned yet this year. John DeGray noted that he hoped that it would fit into their schedule.

Correspondence:

Clerk Swanson read an email from Alan and Jenni Thyng thanking the board for its work upgrading 540th Street and an announcement of the Pine County Township Officers Association meeting on 23 October.

FYI:

Chair Olson announced that the building inspector agreement had been fully executed, payment for Nessel's share of the 540th Street upgrade has been received, the signed Pine City Fire Department contract had been returned to the city, Bill Saumer's land split approval had been e-mailed to Pine County, the notice of designation of Steve Thorp as Royalton's building official had been filed with the Minnesota Department of Labor and Industry, Dale Heidelberg's conditional use permit had been filed with Pine County, and the annual road certification mileage had been returned to Pine County. In addition, Chair

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Olson thanked Gary Valvoda and Dan Saumer for repairing the town hall sign at State Highway 70 and Royalton Road.

The next town board meeting will be 7:30 p.m., Tuesday, 26 October 2021.

At 8:30 p.m., Supervisor Pearson moved, Supervisor Schlaeger seconded, to adjourn. The motion carried unanimously.

Respectfully submitted,

Duane P. Swanson, Clerk

Wayne Olson, Chair/Supervisor

Jeff Schlaeger, Vice Chair/Supervisor

Marshall Pearson, Supervisor

Wendy Tchida, Treasurer