

Royalton Township Regular Board Meeting Minutes
6052 Royalton Road, Braham, MN 55006
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14 December 2021
Approved

7:39 p.m., 14 December 2021, Chair Wayne Olson called the Royalton Township regular board meeting to order, with Supervisor Jeff Schlaeger, Supervisor Marshall Pearson, Treasurer Wendy Tchida, and Clerk Duane Swanson present. Zoning Administrator John Kemen, Road Superintendent Dan Saumer, Septic Administrator Amy Thompson, Deputy Clerk Priscilla Schneider, and Deputy Clerk-designate Andrea Anderson also attended, along with members of the planning commission and members of the public. The pledge of allegiance was recited.

Supervisor Pearson moved, Supervisor Schlaeger seconded, to approve the agenda as presented with four additions: Rush City Fire Department, job descriptions, site permit, and resolution. The motion carried unanimously.

Supervisor Pearson moved, Chair Olson seconded, to approve the minutes of the regular board meeting of 30 November 2021 as presented. The motion carried unanimously.

Treasurer Tchida gave her report, noting that the township has a balance of \$530,951.24 in the treasury. She reminded the board that \$63,274.42 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.

Treasurer Tchida reported on the status of the fund balances and the need to transfer monies from the general fund to cover negative balances. Based on her recommendation, Chair Olson moved, Supervisor Pearson seconded, to transfer \$10,000 from the general fund to the fire fund and \$50,000 from the general fund to the road and bridge fund. The motion carried unanimously.

Chair Olson moved, Supervisor Pearson seconded, to approve payment of checks #10239-10265 in the amount of \$7,266.79. The motion carried unanimously with Chair Olson, Supervisor Pearson, and Supervisor Schlaeger voting "aye".

Public Forum was offered. No one spoke.

Planning Commission recommendations:

The proposed amendment to the zoning ordinance increasing road frontage was reviewed; the working commission meeting will continue to study it. There was no activity on the permit checklist.

Chair Olson noted the recommendation of the planning commission regarding the minor subdivision request of Mac Perry for approval of the land split of PID 290068000 according to a certificate of survey by Bogart, Pederson & Associates, Inc., dated 13 December 2021. Mr. Perry distributed copies of the survey showing the parcel to be split into two segments of roughly 37 and 61 acres respectively, the segments being bisected by State Highway 107 and the railroad tracks. The certificate shows the PID number and the location of four soil boring sites on the eastern segment of the parcel. He also distributed copies of a soil boring report by Grasston Excavating and Landscaping, dated 2 December 2021, showing distances from the lot lines of the borings in the primary and alternate sites. Zoning Administrator Kemen and Septic Administrator Thompson approved the submissions. Discussion noted that the distances needed to be on the certificate of survey, as has been required in the past. Chair Olson moved, Supervisor

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Schlaeger seconded, to approve the minor subdivision request contingent on the receipt of geographic coordinates of the septic borings and to authorize the clerk to report said approval to the county after such receipt. The motion carried unanimously.

Old Business:

There was no septic status report.

Action on 3546 State Highway 70 will await execution of the law enforcement and prosecutorial services agreements with Pine County.

Regarding 4500 Buffalo Road, Septic Administrator Thompson reported that a sewer design has been done, holding tanks will be installed, and an escrow account will be established. John DeGray noted that work continues. No board action is needed at this time.

Septic Administrator Thompson updated the board regarding 5027 Brunswick Road. She explained the owner had met with the working commission and explained the upgrade to the site regarding the installation of a holding tank and the disposal of clear water. She noted that a permit should have been issued and asked the board to determine a fee for this upgrade. After discussion, Supervisor Schlaeger moved, Supervisor Pearson seconded, to require a permit and to use the “repair mound/septic system” fee of \$150.00 for this function. The motion carried unanimously. In accordance with the agreement made with the owner at the working meeting, the office will forward an application and fee amount to the owner.

Clerk Swanson updated the board on activities regarding 4201 State Highway 70, that a letter had been sent to the occupant, and that an email from the owner was in members’ packets. No response had been received, and no one appeared at the meeting.

In road updates, Clerk Swanson reported that he is awaiting a response from Pokegama Township about Mystic Dove mileage for certification. No response was received to the letter about the vehicle in the right of way off Hazelnut Road, and no one appeared at the meeting. Road Superintendent Saumer had no report on tree cutting. The board noted the memo regarding Carol Gaard’s concerns over snowplowing on Raspberry Road.

New Business:

There were no new zoning issues.

Chair Olson noted that the township building official had resigned. After discussion, Chair Olson moved, Supervisor Schlaeger seconded, to empower Supervisor Pearson to contact Braham officials to verify that the city was hiring a new inspector to fulfill their contract with Royalton for building inspection services and, if not, to confirm an interim contractor for a period of ninety days. The motion passed unanimously.

Chair Olson moved, Supervisor Schlaeger seconded, to approve resolution 2021-10 appointing an absentee ballot board and election judges for the 8 March 2022 town election. The motion carried unanimously. Said resolution shall be part of these minutes.

After discussion, Chair Olson moved, Supervisor Schlaeger seconded, to set Deputy Clerk-designate Andrea Anderson’s compensation as the same as the outgoing deputy clerk, to authorize pay at the standard hourly wage for training time of the new deputy, and to revisit a compensation package at the 2022 reorganizational meeting. The motion carried unanimously.

Chair Olson noted that the planning commission had recommended additional draft language be inserted

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into the two agreements with Roger Teich for septic systems at 11367 Wildflower Road and 8623 Woodland Road. The draft language was: "If this parcel is occupied before the septic installation required by this agreement is completed, a temporary system of holding tank(s) with a working alarm must be installed per Chapter 7080 of Minnesota Rules. The temporary installation must be inspected and approved by the township septic inspector and must reference a pumping contract with a licensed pumping company with regular submission of pumping receipts to the township to ensure that the contract has been fulfilled. The temporary holding pumping requirements will cease upon completion of the new septic system required by this agreement or by 27 June 2022, whichever is earlier." Supervisor Schlaeger moved, Supervisor Pearson seconded, to send the draft language to legal counsel for review and insertion in the agreements. The motion carried unanimously.

Road Superintendent Saumer reported that he had met with Rush City Fire Chief Bobby Carlson and had received a number of new batteries for distribution to residents for fire, smoke detection, carbon monoxide, and similar alarms that the department received from a grant. He encouraged individuals to take them and, also, a calendar courtesy of the Rush City Fire Department.

The board asked if a site permit had been received from Dale Heidelberger. John Kemen will get one.

Supervisor Schlaeger noted that when ditching was done on Acorn Drive, a landowner had requested that the diggings be placed on his field. Now, he was concerned about how it would be spread. Supervisor Schlaeger noted that it had already been spread so the issue was moot.

Chair Olson read Resolution 2021-11 thanking Priscilla P. Schneider for her years of service as deputy clerk. Chair Olson moved, Supervisor Pearson seconded, to approve the resolution. The motion carried unanimously, and the board members signed the resolution.

Correspondence:

There was no correspondence.

FYI:

Chair Olson noted that filings for town office (one supervisor and one clerk) would be open from 28 December 2021 to 11 January 2022 at 5:00 p.m., that approval of the Plasek land split had been forwarded to Pine County, that approval of the Brandon Teich land split and septic agreement had been sent to Pine County, that agreements for prosecutorial and law enforcement services had been sent to Pine County for signatures, and that the report of outstanding indebtedness had been filed with the Pine County Auditor-Treasurer.

The next town board meeting will be 7:30 p.m., Tuesday, 25 January 2022.

At 8:35 p.m., Supervisor Pearson moved, Chair Olson 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