

Royalton Township Regular Board Meeting Minutes
6052 Royalton Road, Braham, MN 55006
Email: royalton@royaltontownship.com -- Website: www.royaltontownship.com
28 June 2022
Approved

7:32 p.m., 28 June 2022, 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, Septic Administrator Amy Thompson, and Deputy Clerk Andrea Anderson also attended, along with members of the planning commission and members of the public. The pledge of allegiance was recited.

Chair Olson moved, Supervisor Schlaeger seconded, to approve the agenda as presented. The motion carried unanimously.

Supervisor Pearson moved, Supervisor Schlaeger seconded, to approve the minutes of the regular board meeting of 31 May 2022 as presented. The motion carried unanimously.

Treasurer Tchida gave her report, noting that the township has a balance of \$469,673.95 in the treasury. The report noted that \$57,274.42 of the balance is COVID-19 aid that is restricted to certain uses, leaving a spendable balance of \$412,399.53. 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 #10424-10450 in the amount of \$20,893.79 with claim 11787 for \$8.00 being void. The motion carried unanimously with Chair Olson, Supervisor Pearson, and Supervisor Schlaeger voting "aye".

Public Forum was offered. Dale Heidelberger was present to relate his experiences with the town's current building official, noting that conflicting e-mails have been sent to his office and to the township, that scheduled meetings have been postponed or not kept, and that different individuals in the office have asked for conflicting information, in content and format. Contractor Bob Marx detailed his experiences in the city of Pine City with the building official, noting that he does not work in the city because of similar difficulties. Gordy Nordby related his experiences with the building official as he is planning construction of his new residence, stressing the changing requirements for plans and specifications. Supervisor Pearson thanked those who spoke for giving specifics that he will take up with the building official at a meeting soon to be set. He also requested that others give him specifics that can be addressed at the meeting. Chair Olson also thanked the speakers for their attendance and closed the public forum part of the meeting.

Planning Commission recommendations:

The board discussed the planning commission's request for direction on both the permit workflow diagram and the nonpermanent structures issue and directed the commission to continue to study both issues.

Chair Olson moved, Supervisor Schlaeger seconded, to approve the draft letter to Bill Saumer related to potentially landlocked parcels, as recommended by the commission. The motion carried unanimously.

Old Business:

Regarding septic issues, Clerk Swanson reported that a hearing has been set for 13 July 2022 regarding the need for a compliance inspection at 3546 State Highway 70; the county attorney will prosecute. Septic Administrator Thompson reported that the new septic at 4500 Buffalo Road is in process. Clerk

WO_____ MP_____ JS_____ WT_____ DS_____

Swanson reported on the status of the five compliance first letters authorized at the last meeting: One positive compliance report (5053 Royal River Road) has been received and filed. One application for a new system has been received and is in process (6847 Brunswick Road). One negative compliance report has been received and will result in a new system (7744 Royal Way). Two letters have not resulted in any response (8311 Brunswick Road and 10343 Wildflower Road). Chair Olson moved, Supervisor Schlaeger seconded, to send second letters to the two non-respondents and to authorize the standard letter to the respondent with the negative compliance report noting that the deficiencies need to be rectified within eighteen months. The motion carried unanimously.

Roger Teich was present to report on the progress on his three systems that had a deadline of 27 June 2022 for upgrading. He reported that one system was now complete and that the other two had been installed except for the required landscape coverings. Coverings were expected on those systems within the next two weeks. Septic Administrator Thompson verified that she had inspected and approved the complete system and that she had performed the required inspections on the other two, except for the final ones that will be done after the landscaping is finished. The board thanked Mr. Teich for his positive update and encouraged him to finish the landscaping as quickly as possible.

Regarding zoning issues: Clerk Swanson reported that the land ownership situation at 4201 State Highway 70 had apparently not been finalized with the county as ordered by the court. The board directed him to consult with township counsel about the need for getting a conditional use permit from the current occupant. No site permit had yet been received for PID 290274000, although an application had been forwarded. Zoning Administrator Kemen will follow up. Zoning Administrator Kemen reported on his conversation with the new owner of 1702 Royal Heights Lane, noting that one parcel had a manufactured home and the newly acquired adjacent parcel had a camper. The board directed that he continue to investigate and report at the July meeting. Regarding 1605 Royal Heights Lane, Clerk Swanson reported that he would be contacting Caleb Anderson of Pine County to see if the county's mandates to remove permanent additions to campers had been concluded. Chair Olson moved, Supervisor Pearson seconded, to send a second letter to the owner reiterating the township's requirements that campers cannot be used as permanent residences. The motion carried unanimously. Clerk Swanson asked if the board had reviewed the list of zoning issues identified during the road inspection. Chair Olson deferred that issue to the next meeting.

There had been no action on the town hall sound system upgrades.

The board noted that a private party had applied calcium chloride to part of Cabin Drive. By consensus, the board directed the office to send a letter to the property owner thanking them for informing the township and including the township policy statement on calcium chloride.

Clerk Swanson noted the revised recommendations from the Minnesota Association of Townships regarding brushing and tree removal in township rights-of-way. Chair Olson indicated he would be studying the issue, especially as it relates to Clover Lane.

Supervisor Pearson reported that the landscaping issues concerning the new sidewalk would be completed soon, hopefully within a week. The town hall pillars that sustained damage during the reconstruction will be repaired, and the handicapped access requirements will be reviewed.

Supervisor Schlaeger had not been able to attend the most recent fire district meeting. The board noted that the first half payment for 2023 fire services from Pine City had been paid. After discussion, Chair Olson moved, Supervisor Schlaeger seconded, to approve and sign the 2023 proposed contract with Pine City for fire services. The motion carried unanimously.

WO____ MP____ JS____ WT____ DS____

Percy Schneider addressed the board noting that calcium chloride had not yet been applied to Maple Shores Drive and that the firm did not anticipate being able to do it until late July or August. By consensus, the board authorized the owners to apply it themselves if that is their wish and to utilize materials that may be cheaper than the price previously quoted.

Supervisor Schlaeger moved, Supervisor Pearson seconded, to approve and sign County Assessor Lorri Houtsma's proposal to provide assessing services to Royalton Township for the years 2023, 2024, and 2025 at a cost of \$8.00, \$7.00, and \$6.00 per parcel, respectively. The motion carried unanimously.

Clerk Swanson distributed a proposed affidavit requested by ECE to accompany the township's resolution of support of ECE's broadband initiative grant request. ECE officials had noted that this affidavit was required by the state as part of ECE's grant request. The board considered each "Whereas", authorized the office to consult with ECE for clarification about the possible costs to which the township would be subject if signed, and concluded to wait until the next meeting to act on the affidavit.

New Business:

Chair Olson moved, Supervisor Schlaeger seconded, to approve Resolution 2022-6 appointing judges for the 9 August 2022 primary election. The motion carried unanimously. Said resolution shall be part of these minutes. Clerk Swanson reported that Gary Valvoda, Percy Schneider, and he had completed head judge election training, which included training on the new assistive voting system and new tabulating machine that will be in use for the election. The public will have an opportunity to view the new equipment at the Public Accuracy Test on 6 August 2022.

Chair Olson noted that the township had received its official population estimates, as of 1 April 2021, from the State Demographer's office, showing the population of the town at 1061 in 435 households.

Zoning Administrator Kemen noted that he has been in discussion with Building Official Andy Schreder, property owner Nancy Brady, and a renter on Alfalfa Lane about the installation of a manufactured home in Riverside Seniors Community. He will continue to study this issue and report at the next meeting.

Supervisor Pearson noted the extensive usage of paper and the cost of operating the copy machine. Could savings be made by providing documents to the board and planning commission by e-mail and using the television screen at the meetings? After discussion, including audience participation, the board decided to continue with the production of paper copies for the time being.

Clerk Swanson reported on the hacking of the township's website and on the rapid response of Kent Bombard to successfully address the issue. No information was compromised, and a more secure password has been implemented.

Clerk Swanson noted that the 30 May storm had damaged the antenna delivering internet to the town hall. Genesis Wireless corrected the damage and internet capability was restored. He also noted that the Pine County Sheriff's office would be conducting a damage assessment meeting on 29 June 2022 for government agencies that sustained damage. By consensus, the board agreed not to participate. In response to a question about repair of the town hall sign, Supervisor Pearson noted that Dan Saumer had been instructed to repair and replace the sign.

Correspondence:

A letter was sent to 3614 Raspberry Road regarding putting rocks on and dragging the road.

FYI:

The federal mileage reimbursement rate will increase to \$0.62.5 effective 1 July 2022.

WO_____ MP_____ JS_____ WT_____ DS_____

The next regular town board meeting will be 7:30 p.m., Tuesday, 26 July 2022.

At 8:46 p.m., Supervisor Schlaeger moved, Supervisor Pearson 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