

Royalton Township Regular Board Meeting Minutes
6052 Royalton Road, Braham, MN 55006
Email: royalton@royaltontownship.com -- Website: www.royaltontownship.com
28 March 2023
Approved

7:36 p.m., 28 March 2023, Chair Marshall Pearson called the Royalton Township regular board meeting to order with Supervisor Jeff Schlaeger, Supervisor John Graham, Treasurer Jenessa Saumer, and Clerk Duane Swanson present. Septic Administrator Amy Thompson, Road Superintendent Dan Saumer, Deputy Clerk Andrea Anderson, and Zoning Administrator John Kemen also attended, along with members of the planning commission and members of the public. The pledge of allegiance was recited.

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

Chair Pearson moved, Supervisor Schlaeger seconded, to approve the minutes of the regular board meeting of 28 February 2023 as presented. The motion carried unanimously.

Supervisor Schlaeger moved, Supervisor Graham seconded, to receive the draft minutes of the annual meeting of 14 March 2023. The motion carried unanimously. The minutes will be formally approved at the 2024 annual meeting.

Chair Pearson moved, Supervisor Schlaeger seconded, to approve the minutes of the board of canvass meeting of 14 March 2023 as presented. The motion carried unanimously.

Treasurer Saumer read her report, noting that as of 28 February 2023, the township has a balance of \$568,932.23 in the treasury. The report noted that \$104,229.84 of that balance is ARPA/COVID-19 aid that is restricted to certain uses, leaving a spendable balance of \$464,702.69. Clerk Swanson and Treasurer Jenessa Saumer reported that all new and returning officers had signed the bank signature card: Treasurer Jenessa Saumer, Supervisors Marshall Pearson, Jeff Schlaeger, and John Graham, Clerk Duane Swanson, and Deputy Clerk Andrea Anderson (replacing Supervisor Wayne Olson, Treasurer Wendy Tchida, and Deputy Treasurer Roxanne Orvis). Supervisor Schlaeger moved, Chair Pearson seconded, to approve the report. The motion carried unanimously.

Supervisor Schlaeger moved, Supervisor Graham seconded, to approve payment of checks #10717-10753 with checks 10736 and 10750 being void, in the amount of \$29,676.00. The motion carried unanimously with Chair Pearson, Supervisor Graham, and Supervisor Schlaeger voting "Aye".

Public Forum was offered. Planning Commission Chair Leslie Orvis noted the Pine County zoning workshop scheduled for 20 April and encouraged all to attend. He also suggested that, with a new treasurer, the board should consider having an audit of clerk's and treasurer's books at a three- or six-month interval. Clerk Swanson noted that beginning this month, per board action, all three board members will be signing both the clerk's and treasurer's cash control statements each month, verifying that the accounts balance. Chair Pearson moved, Supervisor Schlaeger seconded, to continue with the yearly audit conducted by the Board of Audit. The motion carried unanimously.

Planning Commission recommendations:

The board noted that the nonpermanent structures issue was continuing to be researched.

Based on discussion and recommendation of the Planning Commission, Supervisor Schlaeger moved, Supervisor Pearson seconded, to support conditionally the request of Deanne Klein for a minor subdivision of PID 290298000 in accordance with the certificate of survey by Hancock Surveying dated 27 March 2023; support is contingent on the receipt by Zoning Administrator Kemen or Clerk Swanson of a survey correcting the following deficiencies: the total acreage stated amounts to substantially more than 60 acres, the linkage between the proposed parcels is wrong, and the survey lacks distances between the proposed lot lines and the existing septic system (requirements include a distance of at least 30 feet from the toe of the mound) and noting that the 47-acre parcel to be created is declared not buildable at the present time. Upon receipt of an amended survey fulfilling those requirements, the clerk is authorized to submit approval to Pine County. The motion carried unanimously.

JG _____ MP _____ JMS _____ JS _____ DS _____

Old Business:

There were no new septic issues.

Bruce Brune and Breanna Johnson were present to discuss the letter they received from the township regarding excessive number of vehicles on their property at 7876 Bluebell (PID 295103000). They stated that they currently have six vehicles and requested information about a fencing permit. They were told to talk with Zoning Administrator Kemen about such a permit. Deputy Clerk Anderson provided them with a copy of the ordinance. Chair Pearson thanked them for coming to the meeting.

There were no new zoning updates on 5214 Royal Woods Road, nothing new for the road report, or updates about the proposed South Pine County Fire District.

V.J. Polkus, representing the Zeigler Cat Company gave a presentation on the firm's quotation for a new Caterpillar Model 140 Joystick Control Motor Grader at a cost of \$447,690.00 with an estimated trade-in allowance of \$132,5000, resulting in a balance of \$315,190.00. Mr. Polkus noted the safety measures and ease of operation of this model, stating that there was a delivery time of one to one-and-a half years from date of order. After questions, Chair Pearson thanked Mr. Polkus for his presentation. There will be a presentation at next month's meeting from a competing firm.

New Business:

Clerk Swanson noted that three companies had submitted sealed gravel quotes for 2023 by the published deadlines. He distributed one set to each supervisor who opened each. All submissions were found to contain the required insurance information and sieve analysis data. The following quotes were received: Rydberg & Sons, \$14.84 per cubic yard; Hass Construction, \$14.00 per cubic yard; Bjorklund Companies, \$14.12 per cubic yard. After discussion, Supervisor Schlaeger moved, Chair Pearson seconded, to award the quote for 5,000 to 7,000 cubic yards of Modified Class 5 gravel meeting the specifications of Royaltown Township as published in the Notice for Gravel Quotes to Keith Hass Construction. The motion carried unanimously.

Supervisor Schlaeger moved, Chair Pearson seconded, to approve the attendance of Supervisor Graham and Clerk Swanson at the Minnesota Association of Townships spring short course at McGregor on 6 April 2023. The motion carried unanimously.

Clerk Swanson noted that board members' packets contained a fact sheet on moving township elections from March to November. No action was necessary.

The board discussed the situation relating to the declining condition of Frost Drive. Tom Madison was present to discuss the state of the road and the photographs that he had earlier submitted to the township. He was told that the road would be graveled this year and that the road inspection would review the possible need for culvert(s) and allowances for green space.

Clerk Swanson updated the board on the situation regarding Carol Gaard's mailbox on Raspberry Road, allegedly damaged by the township plow truck. After considerable discussion, Supervisor Schlaeger moved, Supervisor Graham seconded, to supply and install the post and to attach a mail box provided by Ms. Gaard. Road Superintendent Saumer was authorized to procure a swing-away post meeting federal standards. Clerk Swanson will inform Ms. Gaard of this decision. The motion carried unanimously.

The board acknowledged the receipt from the Pine County Land Department of the tax-forfeit of PID 29019800 on Sherwood Street. Chair Pearson moved, Supervisor Schlaeger seconded, to approve the sale by the county. The motion carried unanimously.

Clerk Swanson presented Resolutions 2023-1 and 2023-2 thanking Wendy L. Tchida for her years of service as township treasurer and Wayne E. Olson for his years as township supervisor. Supervisor Schlaeger moved, Chair Pearson seconded, to approve the resolutions. The motion carried unanimously. Said resolutions shall be part of these minutes.

JG _____ MP _____ JMS _____ JS _____ DS _____

Correspondence:

The board acknowledged receipt of explanation of service from the Rush City Fire Department.

FYI:

Chair Pearson announced the new trash and recycling pickup schedule from Waste Management, Inc., and that the Board of Appeal and Equalization will be held at 9:00 a.m., 24 April 2023 at the town hall, to be followed by the annual road inspection.

Clerk Swanson noted that the Minnesota Benefit Association new officer form has been submitted enrolling the new officers in the MBA's life insurance program.

The next regular meeting of the town board will be at 7:30 p.m., Tuesday, 25 April 2023.

At 8:47 p.m., Supervisor Schlaeger moved, Supervisor Graham seconded, to adjourn. The motion carried unanimously.

Respectfully submitted,

Duane P. Swanson, Clerk

Marshall Pearson, Chair/Supervisor

Jeff Schlaeger, Vice Chair/Supervisor

John Graham, Supervisor

Jenessa M. Saumer, Treasurer