

Royalton Township Regular Board Meeting Minutes
6052 Royalton Road, Braham, MN 55006
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24 October 2023
Approved

7:30 p.m., 24 October 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, 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 Pearson moved, Supervisor Graham seconded, to approve the agenda as presented, with the addition of the November meeting date. The motion carried unanimously.

Supervisor Schlaeger moved, Chair Pearson seconded, to approve the minutes of the regular board meeting of 26 September 2023 as presented. The motion carried unanimously.

Treasurer Saumer read her September report, noting that as of 30 September 2023, the township had a balance of \$531,312.47 in the treasury. After including income and outstanding checks, the balance was reduced to \$525,577.09. 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 \$421,347.25. Supervisor Graham moved, Supervisor Schlaeger seconded, to approve the report. The motion carried unanimously.

Treasurer Saumer noted that the difficulties gaining access to the Minnesota Management and Budget account for the township have been resolved.

Chair Pearson called for discussion of checks #10939-10968 in the amount of \$19,618.53. Supervisor Schlaeger moved, Supervisor Graham seconded, seconded, to approve payment of the bills. The motion carried unanimously with Chair Pearson, Supervisor Schlaeger, and Supervisor Graham voting “Aye.”

Public Forum was offered. No one spoke.

Planning Commission recommendations:

Chair Pearson called for discussion on the affidavit proposed by Kevin McFerran regarding road T13 in section 7, as identified in the town’s resolution of 1987 identifying the town’s roads. Board members had heard the discussion at the planning commission meeting. Mr. McFerran reiterated his concern that this road provided access to parcels to the south and east and restated that it was not his intention for the board to upgrade or maintain the road. Deputy Clerk Andrea Anderson projected the relevant parcels from the Beacon website showing the location of the road. Upon the recommendation of the planning commission, Supervisor Schlaeger moved, Chair Pearson seconded, to forward this issue to legal counsel for recommendation before signing an affidavit. The motion carried unanimously.

Chair Pearson then altered the agenda in order to discuss the secondary road operator position. Mr. Stephen Belland was present to introduce himself and express his interest in the position. He provided the board with a current resumé. The board noted that there was no guarantee of any particular number of hours, that work was most likely to be needed during emergencies and when the road superintendent was away, and that there was an expectation that the person in this position arrange with Road Superintendent Saumer to operate the grader for four to five hours to become familiar with the machine. Clerk Swanson provided Mr. Belland with a draft position description. Mr. Belland stated that he had a currently valid CDL. Clerk Swanson explained that a public advertisement had not yet appeared in the newspaper or been posted on the website so there was no reason

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why an appointment could not be made. Supervisor Graham moved, Chair Pearson seconded, to appoint Stephen Belland as secondary road operator. The motion carried unanimously. Mr. Belland then left the meeting.

The supervisors reviewed the complaint about dogs running loose on Buffalo and Pokegama Lake roads, noting that this was a violation of the town ordinances as well as Minnesota Statutes. Septic Administrator Thompson noted that one of these dogs had attempted to attack her during a routine septic inspection on the property. Upon the offer of Supervisor Graham to meet with the dogs' owners, the board authorized him to do so.

Chair Pearson moved, Supervisor Graham seconded, to authorize the purchase of one cigarette butt container to be placed outside the town hall at a cost of about \$40.00. The motion carried unanimously.

Noting the planning commission's discussion and recommendation regarding the dust issue on Frost Drive, the board, by consensus, decided it was not necessary to involve legal counsel at this time and to remove the item from future agendas.

Old Business:

Septic issues: Septic Administrator Thompson noted that a compliance inspection had been done on the system at 4050 State Highway 70 (PID 290262001), that it was deemed noncompliant for several small issues, and that repairs were being made. The board noted that a letter related to annual monitoring of the system at 4870 Woodland (PID 290247000) had been sent and that this issue would be removed from the agenda.

Zoning issues: There had been no activity relating to zoning concerns at 5214 Royal Wood Road (PID 295137000) or 110 Greeley Road. Clerk Swanson distributed a draft letter relating to unpermitted repairs at 7876 Bluebell Road (PID 295103000). Chair Pearson moved, Supervisor Schlaeger seconded, to approve the draft. The motion carried unanimously.

Road report: The issue of mailboxes on Bear Claw Drive is still waiting for resolution from the St. Paul office of the postal system. Supervisor Graham noted that tree trimming by private parties had occurred along the roads in the Royal River developments (not on the township roads) so that the school bus could travel on them.

There were no updates on the establishment of a fire district.

Road Superintendent Saumer and Supervisor Graham reported that the new grader has been completed but is awaiting addition of the attachments. That firm is delayed one to one and a half months, delaying delivery to the township until early January 2024. Supervisor Graham and Clerk Swanson drafted a sales agreement with Barth Construction for the purchase of the existing grader for \$190,000. A check has been received but will not be cashed until the purchase agreement is signed. The new owners are okay with the anticipated delay. Supervisor Schlaeger moved, Supervisor Graham seconded, to approve the sales agreement. The motion carried unanimously.

Chair Pearson noted that the sprinkler system has been blown out in preparation for winter. Clerk Swanson noted that the first bill from Rasmussen Lawn Service has been received and paid.

Chair Pearson noted that he had repaired the broken stone on the front pillar, that cabinetry had been installed in the records room, and that weather stripping had been added between the front doors. Road Superintendent Saumer will finish the seal coating of the septic tank.

Chair Pearson updated the board on the potential sale of the township gravel pit. He continues to negotiate with survey firms to establish boundary corners. Robin and Tim Boeke submitted a bid of \$14,700 for the 4.56-acre parcel. The township condition that a grader turnaround (not a cul-de-sac) would be included in the survey as reserved for the township's use was acceptable to them. Supervisor Graham moved, Supervisor Schlaeger seconded, to accept the bid of Mr. and Mrs. Boeke and to authorize Chair Pearson and Clerk Swanson to meet

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with legal counsel to draft the necessary sales paperwork. The motion carried unanimously. Clerk Swanson updated the board on discussions with FEMA Representative John Menendez, who had met with Road Superintendent Saumer and Clerk Swanson to finalize the paperwork. Mr. Menendez was pleased with the quality of information submitted and was hopeful that monies would be awarded.

New Business:

The board reviewed the proposed contract with the city of Braham for fire services to a major part of the township. It noted that the contract included additional charges that would be placed in a separate capital fund for eventual equipment replacement. Contract assessment for 2024 would be more than double that of 2023. After discussion, Supervisor Schlaeger moved, Chair Pearson seconded, to approve the contract. The motion carried unanimously.

Chair Pearson noted that the 2024 board of appeal and equalization was scheduled for 9:00 a.m., Monday, 29 April 2024, at the town hall. Supervisor Graham needs to complete online certification for the board.

The board discussed the possible change of date for the November planning commission and board meetings. After discussion, Chair Pearson moved, Supervisor Graham seconded, to change the meeting dates to 7:00 p.m. (planning commission) and 7:30 p.m. (board) on Tuesday, 21 November 2023, and to authorize the clerk to publish and post these changes. The motion carried unanimously.

Correspondence: There was no correspondence.

FYI:

Chair Pearson announced that the agreement with the Pine County auditor regarding election funds had been signed and forwarded to the county, that the resolution verifying the Braham fire service area had been signed and sent to the city, that septic compliance letters had been sent to 18 inspectors reminding them of their legal responsibility to file compliance reports with the township, and that the certification of road mileage had been delivered to the Pine County Public Works Office.

The next regular meeting of the town board will be at 7:30 p.m., Tuesday, 21 November 2023.

At 8:38 p.m., Supervisor Schlaeger moved, Chair Pearson seconded, to adjourn the meeting. 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