Royalton Township Planning Commission Meeting Minutes

6052 Royalton Road, Braham, MN 55006

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21 November 2023

Unapproved

7:00 p.m., 21 November 2023, Chair Leslie Orvis called the Royalton Township regular planning commission meeting to order with Members Jeff Schlaeger, Priscilla Schneider, Gary Valvoda, and Clerk Duane Swanson present. Septic Administrator Amy Thompson, Road Superintendent Dan Saumer, Deputy Clerk Andrea Anderson, Supervisors Marshall Pearson and John Graham, and members of the public also attended.

Clerk Swanson moved, Member Valvoda seconded, to approve the agenda as presented. The motion carried unanimously.

Member Valvoda moved, Member Schneider seconded, to approve the minutes of the 24 October 2023 regular commission meeting as presented. The motion carried unanimously.

Member Schneider moved, Member Valvoda seconded, to approve the minutes of the 14 November working commission meeting as presented. The motion carried unanimously.

Old Business:

Chair Orvis noted that the ordinance updates were still being worked on. Additional information will be sought on Pine County’s campground ordinance. Chair Orvis has ordered five “No Smoking” stickers for town hall and shed doors. A container for cigarette butts has been received and will be placed outside the town hall.

There has been no response to the letter to Daniel Smith of 110 Greeley Road regarding his conditional/interim use permit and sign. Chair Orvis moved, Member Valvoda seconded, to recommend to the board that a second letter be sent requesting the owners come to the next working planning commission meeting to discuss these issues and that the letter include the statement that, if no response is received, the issue will be sent to the attorney for resolution. The motion carried unanimously.

Clerk Swanson provided a brief update on the issue of the mobile home exchange on Royal River Road. Brett McDonough, one of the owners, will be at the board meeting to discuss the issue.

The working meeting will continue to review the issue of administrative citations.

New Business:

The commission reviewed the draft secondary road operator position description. Clerk Swanson noted that the additional duty of buildings and grounds work as assigned was added and that the terms “hourly salary” had been changed to “hourly wage.” Clerk Swanson moved, Member Valvoda seconded, to recommend to the board approval of the draft. The motion carried unanimously.

Chair Orvis noted that the commission has sufficient work to do that a December working meeting is needed. He set the next working meeting of the commission for 6:30 p.m., Tuesday, 5 December 2023.

FYI:

The next regular planning commission meeting will be at 7:00 p.m., Tuesday, 19 December 2023.

LO\_\_\_\_ JS\_\_\_\_ PS\_\_\_\_ DS\_\_\_\_ GV\_\_\_\_

At 7:22 p.m., Clerk Swanson moved, Member Valvoda seconded, to adjourn. The motion carried unanimously.

Respectfully submitted,

Duane P. Swanson, Clerk/Member

Leslie Orvis, Chair/Member

Jeff Schlaeger, Member

Priscilla Schneider, Member

Gary Valvoda, Member