

Royalton Township Working Planning Commission Meeting Minutes  
6052 Royalton Road, Braham, MN 55006  
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19 March 2024  
Approved

6:32 p.m., 19 March 2024, Chair Leslie Orvis convened the Royalton Township working planning commission meeting with Members Priscilla Schneider, Jeff Schlaeger, and Duane Swanson present in the meeting room and Member Gary Valvoda present via visual and audible electronic means. Zoning Administrator John Kemen, Septic Administrator Amy Thompson, and Supervisor-elect Pete Belland also attended.

Zoning Administrator Kemen presented his draft of an ordinance permitting the town to issue administrative citations and accompanying fees when building, zoning, and septic issues conflict with the established zoning ordinances. This draft represents a merger of wording from similar ordinances of the cities of Rock Creek and Sandstone. Administrator Kemen opined that this draft delineates who oversees the program, that an initial “friendly” warning letter describes the alleged violation, and that a second letter outlines the specifics of the violation and contains the fees associated with non-compliance. Member Schneider read the draft line by line and members suggested additions, deletions, and clarifications. Recommended additions included the insertion of administrative penalty fees into the draft and a specific section noting that fines compound “in the background” even while the issue works its way through the administrative contestation process. Zoning Administrator Kemen and Clerk Swanson were directed to merge these additions into a revised draft that would be ready for discussion at the next regular planning meeting. At that time, the draft would go to the board for input and decisions on how to proceed.

Zoning Administrator Kemen then addressed the commission regarding his concerns about the financial status of the town, noting specifically that the fire fund costs will increase dramatically this year, a fund over which the board has no real control. Therefore, budgetary items in the general and road and bridge funds are the only places where costs can be controlled. He noted that the Minnesota Association of Townships recommends at least a reserve in the budget for emergencies and that Royalton is at that reserve level at the present time.

A general discussion followed about budgetary recommendations, including the costs associated with brushing and tree removal and with graveling. By consensus, the commission appeared to agree that the old plow truck should be sold before it had to undergo another MnDOT inspection. A possible beginning price was suggested to be \$8,000.

At 7:56 p.m., Chair Orvis concluded the meeting.

Respectfully submitted,

Duane P. Swanson, Clerk/Member

Leslie Orvis, Chair/Member

Jeff Schlaeger, Member

Priscilla Schneider, Member

Gary Valvoda, Member