

Royalton Township Regular Board Meeting Minutes  
6052 Royalton Road, Braham, MN 55006  
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30 July 2024  
Approved

7:30 p.m., 30 July 2024, Chair Jeff Schlaeger called the Royalton Township regular board meeting to order, with Supervisor John Graham, Supervisor Pete Belland, Treasurer Jenessa Saumer, and Clerk Duane Swanson present. Septic Administrator Amy Thompson, Road Superintendent Dan Saumer, and Secondary Road Operator Steve Belland also attended, along with members of the planning commission and members of the public. The pledge of allegiance was recited.

Supervisor Belland moved, Supervisor Graham seconded, to approve the agenda as presented, with the addition of Kyle Bowman request, planning commission packets, Doug Swanson's mailbox, and correspondence. The motion carried unanimously.

Chair Schlaeger moved, Supervisor Graham seconded, to approve the minutes of the regular board meeting of 25 June 2024 as presented. The motion carried unanimously.

Chair Schlaeger moved, Supervisor Graham seconded, to acknowledge receipt of the minutes of the special town meeting of 8 July 2024. The motion carried unanimously. These minutes will be approved at the 2025 annual meeting.

Treasurer Saumer read her report, noting that as of 1 June 2024, the township had a beginning balance of \$339,496.15 in the treasury. Deposits were \$339,699.86; disbursements were \$333,167.72, leaving an ending balance on 30 June of \$370,133.96. Outstanding checks were \$24,105.67 and a certificate of deposit in the amount of \$50,000 was taken out, leaving a spendable balance of \$296,028.29. Supervisor Graham moved, Chair Schlaeger seconded, to approve the report. The motion carried unanimously.

Chair Schlaeger called for discussion of checks #11213-11246 in the amount of \$53,077.01. Chair Schlaeger moved, Supervisor Belland seconded, to approve payment of the bills. The motion carried unanimously with Chair Schlaeger, Supervisor Graham, and Supervisor Belland voting "Aye." [Checks #11211-11212 covered bills approved at the June meeting with checks to be written after the meeting.]

Clerk Swanson presented a late-arriving bill of \$1,050.00 from Oslin Lumber for trusses for the playground upgrade. Supervisor Graham moved, Chair Schlaeger seconded, to approve payment. The motion carried unanimously with Chair Schlaeger, Supervisor Graham, and Supervisor Belland voting "Aye."

Planning Commission recommendations:

Planning Commission Chair Leslie Orvis reported that the commission had no recommendations at this time.

Old Business:

Septic issues: Clerk Swanson reported that legal counsel had sent certified letters to the contract for deed holders and was having the occupant and the owner of PID 290124003 (10343 Wildflower Road) personally served with notices about the non-compliance of the septic system on the property. He reported that one of the contract for deed holders had contacted Septic Administrator Amy Thompson assuring her that the deficiencies would be corrected in a timely manner. Septic Administrator Thompson reported that continuing positive discussions are being held regarding the non-compliant septic system at PID 295148000 (7744 Royal Way).

Zoning issues: Pine County Attorney Reese Frederickson has communicated that the zoning concerns at 5214 Royal Woods Road (PID 295137000) are scheduled to be heard at an arraignment hearing at 1:00 p.m. on 11 September.

Theresa Fox-Stenberg was present to update the board on issues surrounding PID 295137000 (Royal Heights Lane) noting that gravel has been removed from the town road and placed on her property and that the occupant is storing "junk" in the easement. After discussion, Chair Schlaeger moved, Supervisor Graham seconded, to refer this issue to legal counsel for recommendation and action. The motion carried unanimously.

PB \_\_\_\_\_ JG \_\_\_\_\_ JMS \_\_\_\_\_ JS \_\_\_\_\_ DPS \_\_\_\_\_

Road issues: Supervisor Belland presented five quotations for the township's three ditching/culvert installation/related work projects approved by the board. After discussion, Supervisor Graham moved, Chair Schlaeger seconded, to accept the quote of \$7,275 from Rydberg & Sons, Inc. for these three projects on Royal Heights Lane, Hummingbird Road, and Country Drive. The motion carried unanimously. Supervisor Belland will coordinate with the contractor and town personnel.

Supervisor Belland presented five quotes for the playground excavation project. After discussion, Chair Schlaeger moved, Supervisor Graham seconded, to award the project to Ramberg Excavating at a cost of \$5,930. The motion carried unanimously.

Supervisor Belland explained that after Kyle Bowman had applied chloride to his portion of Cabin Drive, the township inadvertently graded the chlorided portion. Mr. Bowman submitted documentation of his expenses. After discussion, Chair Schlaeger moved, Supervisor Belland seconded, to reimburse Mr. Bowman \$250.00 of his expenses. The motion carried unanimously.

Road Superintendent Saumer reported that all road signs ordered had been received; all had been installed except the one on Eagle Lane, which is pending.

Clerk Swanson noted that members' packets contained an updated road report and requested that additions or corrections be forwarded to him.

No further updates on Road T-13 were available.

Regarding building issues: The town is waiting for dirt work to begin on the playground upgrade. By consensus, Supervisor Graham was authorized to get quotes on resealing the township's manhole septic tanks. Road Superintendent Saumer has again fixed the soap dispenser in the women's bathroom.

The supervisors reviewed the MATIT insurance schedules and did not recommend any changes.

Supervisor Graham reported that no further information had been received from Braham Fire Chief Ross Benzen.

#### New Business:

Chair Schlaeger moved, Supervisor Graham seconded, to authorize Supervisors Graham and Belland, Treasurer Saumer, and Clerk Swanson to attend the MAT District 7 meeting at Anoka-Ramsey Community College (Cambridge campus), at 6:00 p.m., 20 August 2024. The motion carried unanimously.

Clerk Swanson noted that training for the Local Board of Appeal and Equalization is open; Supervisors Graham and Belland require certification.

Supervisor Belland recommended installation of a camera system covering the town hall meeting room, the entryway and the parking lot. He also recommended recording the town meetings as a way to assist in the writing of minutes. It was noted that recording meetings requires a policy stating how long recordings would be retained and for what purposes. In conjunction with the camera and recording systems, Supervisor Belland noted that many keys to the buildings exist and that records may not reveal everyone who has keys. The board discussed the advisability of switching locks on the office and records storeroom and limiting access to office staff and board chair. During the discussion, Supervisor Graham noted that the planning commission needs access to the photocopier. Chair Schlaeger moved, Supervisor Graham seconded, to authorize the clerk to contact Travis Kemen to request recommendations with prices on all three issues and to include the possibility of digital locks in place of rekeying existing locks. The motion carried unanimously.

Supervisor Belland noted that he had received numerous phone calls advocating the need for changes in the operating procedures of the township, especially as it relates to the planning commission. Supervisor Belland moved, Chair Schlaeger seconded, to ask Planning Commission Chair Les Orvis to step down and to begin the appointment process for another member. The motion carried 2-1 with Chair Schlaeger and Supervisor Belland voting "Aye" and Supervisor Graham voting "Nay."

PB \_\_\_\_\_ JG \_\_\_\_\_ JMS \_\_\_\_\_ JS \_\_\_\_\_ DPS \_\_\_\_\_

Supervisor Belland noted that Doug Swanson's mailbox had been damaged during grading and that his mail was getting wet. Mr. Swanson's mailbox post was embedded in cement, which is against postal regulations. Supervisor Belland moved, Supervisor Graham seconded, to authorize Road Superintendent Saumer to order five mailbox posts, including one for Mr. Swanson. The motion carried unanimously.

Supervisor Graham noted planning commission member packets were lacking some documentation. Clerk Swanson apologized if that were the case and would review procedures.

Chair Schlaeger noted that members' packets contained copies of the citizens' petition presented at the special town meeting encouraging adoption of a cannabis moratorium. The petition contained 77 names of Royalton electors. Numerous audience members spoke in favor of and in opposition to the proposed moratorium. Chair Schlaeger moved, Supervisor Graham seconded, to let the county handle proposed regulations. Discussion brought forth that the intent of this motion was to include that no moratorium would be issued by the town. The motion carried unanimously.

Clerk Swanson reported on the upcoming primary election, noting that residents of the Pine City School District will have an opportunity to vote on a bond referendum proposal at this election, that it will be on the reverse side of the primary election ballot, and that election judges will ensure that only Pine City School District residents receive the ballot with the referendum question. The public accuracy test of the voting equipment will be at 9:00 a.m., Saturday, 10 August 2024 in the town hall office.

Correspondence:

Clerk Swanson noted that ECE has openings for members on its Member Resource Council and that information sheets on Subsurface, Inc. culvert inspections were available in members' packets.

FYI:

Chair Schlaeger noted that the June report of new residential buildings has been submitted to the US census bureau and that signed addendum #1 to the Pine City fire contract had been submitted to the city.

The next regular meeting of the town board will be at 7:30 p.m., Tuesday, 27 August 2024; it will be preceded by the reconvened annual meeting whose sole purpose will be to set the levy.

At 8:36 p.m., Supervisor Graham moved, Chair Schlaeger seconded, to adjourn. The motion carried unanimously.

Respectfully submitted,

Duane P. Swanson, Clerk

Jeff Schlaeger, Chair/Supervisor

John Graham, Vice Chair/Supervisor

Pete Belland, Supervisor

Jenessa M. Saumer, Treasurer