

Royalton Township Regular Board Meeting Minutes
6052 Royalton Road, Braham, MN 55006
Email: royalton@royaltontownship.com -- Website: www.royaltontownship.com
28 January 2025
Approved

7:30 p.m., 28 January 2025, 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, Zoning Administrator John Kemen, Deputy Clerk Andrea Anderson, and Road Superintendent Dan Saumer, along with members of the planning commission and the public attended. The pledge of allegiance was recited.

Chair Schlaeger moved, Supervisor Graham seconded, to approve the agenda as presented, with the addition of garbage service and cannabis legal work. The motion carried unanimously. Clerk Swanson reviewed when preliminary agendas are shared with the board and when more final agendas are posted to the website.

Supervisor Graham moved, Chair Schlaeger seconded, to approve the minutes of the regular board meeting of 17 December 2024 as presented. The motion carried unanimously.

Treasurer Saumer read her report, noting that as of 1 December 2024, the township had a beginning balance of \$330,335.62 in the treasury. Deposits were \$45,152.64, disbursements were \$41,793.94, leaving an ending bank balance on 31 December of \$335,849.75. Outstanding checks were \$2,155.43 and a certificate of deposit in the amount of \$50,000 was in place, leaving a spendable balance of \$281,538.89. Per action at the December board meeting, \$35,000 had been transferred from the general fund to the road and bridge fund.

Chair Schlaeger called for discussion of checks #11422-11450 in the amount of \$8,820.61 with checks 11442, 11443, and 11444 being void. Chair Schlaeger moved, Supervisor Graham seconded, to approve payment of the claims as presented. The motion carried unanimously with Chair Schlaeger, Supervisor Graham, and Supervisor Belland voting "Aye."

Planning Commission recommendations:

There had been no developments on the proposed land split for Joseph Pates (PID 290136003-12014 Brunswick Road). The proposed ordinance updates on campgrounds, short-term rentals, and state building code remain on the commission's agenda, with opinions of legal counsel to be considered. Planning Chair Jessica Johnson reported that the commission had studied the legal opinions on a proposed cannabis ordinance recommended by counsel, that she is scheduled to have a telephone meeting with Attorney Kevin Hofstad on 29 January, and that the commission would like to hold a public hearing as soon as feasible after meeting with counsel. Chair Schlaeger moved, Supervisor Graham seconded, to authorize Chair Schlaeger to engage the legal services of Couri & Ruppe as special counsel to work with the town's local attorney on the wording of this ordinance. The motion carried unanimously. If counsels agree to a wording of the proposed ordinance, Zoning Administrator Kemen will establish a public hearing date for the proposed ordinance.

Old Business:

Septic issues: Chair Schlaeger noted the 2024 final septic report and the report on point-of-sale septic inspections in members' packets. No updates were available on the alleged dumping of sewage at PID 295231000 (1995 Royal Heights Lane), although Road Superintendent Saumer noted that the property remained a mess.

Zoning issues: No updates were available on the zoning concerns at PID 295137000 Royal Woods Road and at PID 295231000 (1995 Royal Heights Lane). The alleged zoning violations at PID 290043000 (8011 Cabin Drive) remain with the planning commission.

Road issues: Chair Schlaeger noted the 2024 final road report in members' packets. Clerk Swanson asked that any changes to the 2025 gravel specifications be forwarded to him by the February meeting, at which the call for quotes will be approved.

Campus building issues: There were no updates on technology issues from Travis Kemen or on the website domain

PB _____ JG _____ JMS _____ JS _____ DPS _____

change. Supervisor Graham reported that the carpet cleaning had gone well but that numerous tiles had lifted after the cleaning. He began to add adhesive to the tiles, a process that Road Superintendent Saumer has continued and is progressing well.

Clerk Swanson noted the elections posting in members' packets, reminding members of the absentee voting process.

New Business:

Supervisor Graham moved, Supervisor Belland seconded, to approve Resolution 2025-1 appointing election judges and absentee ballot board for the 11 March 2025 township election. The motion carried unanimously. Said resolution shall be a part of these minutes.

Board members were asked to review the information on the Minnesota Department of Administration's cooperative purchasing venture program prior to the next meeting.

Board members discussed garbage service at the town hall. Treasurer Saumer reported that Talon would provide weekly garbage and monthly recycling for \$33.34 per month. Chair Schlaeger moved, Supervisor Graham seconded, to change garbage haulers from Waste Management to Talon when the yearly bill comes due. The motion carried unanimously. Treasurer Saumer will coordinate the change.

Public Forum:

Patrice DeGray asked about the accessibility of the town's zoning ordinance, why it was being amended in a piecemeal fashion, and if the amendments would be shared with the public. [Clerk Swanson, after the meeting, demonstrated to Mrs. DeGray where the current ordinance could be found on the town's website.]

Correspondence:

Chair Schlaeger noted that effective 1 January 2025 the federal mileage re-imbusement rate increased to \$0.70 per mile, that Genesis had been sold to Gigfire (although internet service would remain the same), and letters soliciting business had been received from Central Right-of-Way Services and Minnesota Paving & Materials.

FYI:

Chair Schlaeger reported that: the town had registered an account with the Office of Cannabis Management; an Accela account with the Office of Cannabis Management had been established; the December report of building permits issued had been filed with the US census bureau; the 2024 building permits had been delivered to the Pine County assessor; the boundary and annexation survey report had been sent to the US census bureau; the 2024 annual SSTS report had been submitted to the Minnesota Pollution Control Agency (thanks to Administrator Thompson); the 2024 annual workers compensation report had been submitted to the Minnesota Association of Township Insurance Trust (thanks to Treasurer Saumer); and all three supervisors were now certified as members of the Local Board of Appeal and Equalization.

The next regular meeting of the town board will be at 7:30 p.m., Tuesday, 25 February 2025, at which meeting the board will also be convened as the board of audit.

At 8:01 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