

Royaltown Township Regular Board Meeting Minutes
6052 Royaltown Road, Braham, MN 55006
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25 March 2025
Approved

7:31 p.m., 25 March 2025, Chair Jeff Schlaeger called the Royaltown Township regular board meeting to order, with Supervisors John Graham and 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 Belland seconded, to approve the agenda as presented, with the addition of Hummingbird Road and John Kemen's minor subdivision request. The motion carried unanimously.

Supervisor Graham moved, Chair Schlaeger seconded, to approve the minutes of the regular board meeting of 25 February 2025 as presented. The motion carried unanimously.

Supervisor Belland moved, Chair Schlaeger seconded, to acknowledge receipt of the minutes of the annual meeting of 11 March 2025 as presented. The motion carried unanimously.

Supervisor Belland moved, Supervisor Graham seconded, to approve the minutes of the board of canvass meeting of 11 March 2025 as presented. The motion carried unanimously.

Treasurer Saumer read her report, noting that as of 1 February 2025, the township had a beginning balance of \$331,905.49 in the treasury. Deposits were \$32,279.49, disbursements were \$9,057.00, with an ending bank balance on 28 February 2025 of \$362,468.91. Outstanding checks were \$7,340.93 and a certificate of deposit in the amount of \$50,000 was in place, leaving a spendable balance of \$305,127.98. Chair Schlaeger moved, Supervisor Belland seconded, to approve the report. The motion carried unanimously.

Chair Schlaeger called for discussion of checks #11477-11501 in the amount of \$4,735.17. Chair Schlaeger moved, Supervisor Graham seconded, to approve payment of the checks as presented. The motion carried unanimously with Chair Schlaeger and Supervisors Graham and Belland voting "Aye." Clerk Swanson requested approval to pay the late arriving \$731.51 bill of Federated Coops; Chair Schlaeger moved, Supervisor Belland seconded, to approve. The motion carried unanimously with Chair Schlaeger and Supervisors Graham and Belland voting "Aye."

Planning Commission recommendations:

No updates were needed on the campground and short-term rental ordinances. Planning Commission Chair Jessica Johnson reported on the commission's recommendations regarding redrafting of the town's zoning ordinance to include sections on cannabis regulations. Chair Schlaeger moved, Supervisor Graham seconded, to approve the recommendations, subject to potential modifications after consults with legal counsel and further deliberations of the planning commission, to set a working planning commission meeting for 6:30 p.m., 8 April 2025 to which all supervisors and a representative from legal counsel would be requested to be present, and to authorize legal counsel to be present for meetings on 29 April 2025. The motion carried unanimously. Chair Schlaeger moved, Supervisor Graham seconded, to set a public hearing for 6:00 p.m., Tuesday, 29 April 2025, to consider ordinance updates. The motion carried unanimously. These motions include authorization for the planning commission to work with legal counsel to draft and handle any notifications necessary to landowners and the public related to the proposed ordinance.

Chair Schlaeger announced that he had identified an individual who was interested in taking the test to become a licensed building inspector. By consensus, official action on this issue was tabled, with the understanding that a fee schedule would have to be created and adopted and that this issue should not linger.

PB _____ JG _____ JMS _____ JS _____ DPS _____

Upon recommendation of the planning commission, Supervisor Graham moved, Chair Schlaeger seconded, to approve the minor subdivision request of John Kemen for PID 290371000 into two parcels according to a certificate of survey by Hancock Surveying dated 22 March 2025 and to authorize the clerk to forward approval of said request to Pine County. The motion carried unanimously.

Zoning Administrator Kemen and Septic Administrator Thompson updated the board on a building permit request for construction of a new residence on PID 290215001 (Hummingbird Road). Administrator Kemen had met with the contractor at the site, notified him that construction could not begin until both a site permit and a septic permit had been issued, and notified him that the driveway culvert installed last fall need to be reset to permit adequate flowage. The administrators recommended that a letter be sent to the general contractor outlining the issues and concerns. Chair Schlaeger moved, Supervisor Graham seconded, to approve the recommendation of the administrators. The motion carried unanimously. Both administrators will work with the office to draft said letter.

Old Business:

Septic issues: Clerk Swanson updated the board on the situation regarding PID 295231000 (1995 Royal Heights Lane), noting that the property is currently listed for sale, that the occupant has been evicted, and that the property remains full of junk. He read a statement from a neighbor thanking the board for its concern and noting that the area is now quiet. Chair Schlaeger moved, Supervisor Graham seconded, to authorize the clerk to discuss with local legal counsel about this situation and follow his recommendations about possible continuing contact with the Bank of Mellon about the town's concerns. The motion carried unanimously.

Zoning issues: No updates were available regarding PID 295137000 (5214 Royal Woods Road) and PID 290043000 (8011 Cabin Drive).

Road issues: Clerk Swanson distributed the three sealed quotes for 2025 gravel that had been submitted by the 7:00 p.m. deadline. Each supervisor opened one set of quotes. All quotes were complete with testing results and insurance documents. Rydberg & Sons Inc. quoted \$13.83 per cubic yard; Knife River quoted \$18.20 per cubic yard; Bjorklund Companies LLC quoted \$14.23 per cubic yard. Chair Schlaeger moved, Supervisor Graham seconded, to award the quote to Rydberg & Sons for \$13.83 per cubic yard, they being the lowest quoter. The motion carried unanimously.

Chair Schlaeger noted the updated culvert/sign inventory of materials currently on hand and the detailed inventory of each existing sign that had been prepared by Road Superintendent Dan Saumer. Chair Schlaeger thanked Superintendent Saumer for his diligence in preparing these documents.

Campus building issues: Treasurer Saumer reported that the annual Waste Management bill of \$469.00 had been received and that Talon's annual quote for the same service is \$282.23. Supervisor Graham moved, Chair Schlaeger seconded, to write a letter to Waste Management noting that the bill would not be paid. The motion carried unanimously.

No updates were available on campus security/cameras or the website domain change. Road Superintendent Saumer updated the board on his continuing efforts to glue down floor tiles. It is a long process, but progress is noticeable.

Clerk Swanson noted that Chair Schlaeger and Treasurer Saumer had completed and filed campaign finance reports and that certificates of and oaths of office had been issued and filed. Chair Schlaeger thanked the election judges for their diligence.

Chair Schlaeger moved, Supervisor Graham seconded, to authorize attendance of three supervisors and the clerk at the Minnesota Association of Townships short course in Duluth on 5 April 2025 and to post said notice of attendance. The motion carried unanimously.

PB_____ JG_____ JMS_____ JS_____ DPS_____

New Business:

Chair Schlaeger noted the receipt of Pine County's hazardous mitigation plan update.

Chair Schlaeger moved, Supervisor Graham seconded, to authorize attendance of Supervisor Belland, Road Superintendent Saumer, and Secondary Road Operator Stephen Belland at the MN LTAP roadway maintenance training and demo day at Cloquet, 29 May 2025. The motion carried unanimously.

Chair Schlaeger moved, Supervisor Belland seconded, to approve Resolution 2025-2 accepting donation of two ingenuity Smart Clean Toddler Booster seats from Joe and Chris Zappa, dba erba. The motion carried unanimously.

Supervisor Graham moved, Supervisor Belland seconded, to accept the proposal of Rasmussen Services LLC for lawn mowing (@ \$80.00 per time) and weed spraying (@75 as needed) for the 2025 season. The motion carried unanimously.

Public Forum:

Denise Weis recommended a special session of the board, if needed, to discuss the cannabis provisions of the ordinance. Peter McMahon (2227 Homer) stressed his desire for transparency as he plans to operate indoor cannabis growing only should he receive approval from the Office of Cannabis Management. He brings expertise in agricultural technology to the community. Joe Zappa reminded the board of his many months of discussion with the planning commission and board and noted surprise and disappointment with the current draft ordinance as it relates to cannabis. He questioned when the word of the town could be counted upon. Patrice DeGray noted that ongoing changes in direction of the Office of Cannabis Management since it was originally formed.

Correspondence:

Chair Schlaeger noted that ECE would be clearing rights-of-way in the township, that Carr's Tree Service (Ottertail, MN) had offered its services to the township, and that a new equipment rental price list from Rydberg & Sons had been received.

FYI:

Chair Schlaeger noted the publicity for the town hall mural in the Pine City *Pioneer*, that the town's agreement for assessing services with Pine County had been signed and returned to the assessor's office, that the February building permit report had been sent to the US census bureau, and that approval of the minor subdivision request of Joseph Pates had been sent to Pine County.

Chair Schlaeger noted the upcoming local board of appeal and equalization meeting on 28 April 2025, the supervisor's road inspection following the LBAE meeting, the upcoming working planning commission meeting on 8 April and the public hearing preceding the planning commission and board meetings on 29 April.

At 8:25 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