

Royalton Township Regular Board Meeting Minutes  
6052 Royalton Road, Braham, MN 55006  
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27 January 2026  
Approved

7:30 p.m., 27 January 2026, Chair Jeff Schlaeger called the Royalton Township regular board meeting to order, with Supervisor Pete Belland, Treasurer Jenessa Saumer, and Clerk Duane Swanson present. Zoning Administrator John Kemen, Septic Administrator Amy Thompson, Road Superintendent Dan Saumer, Acting Deputy Clerk Priscilla Schneider and Administrative Assistant Mollie Davis also attended, along with members of the public. Supervisor John Graham was absent. The pledge of allegiance was recited.

Chair Schlaeger moved, Supervisor Belland seconded, to approve the agenda with the addition of Royal Heights Lane sign and correspondence. The motion carried unanimously.

Supervisor Belland moved, Chair Schlaeger seconded, to approve the minutes of the public hearing of 16 December 2025. The motion carried unanimously.

Chair Schlaeger moved, Supervisor Belland seconded, to approve the minutes of the regular board meeting of 16 December 2025 as presented. The motion carried unanimously.

Treasurer Jenessa Saumer read her December report, noting that as of 1 December 2025, the township had a beginning balance of \$350,264.94 in the treasury. Deposits were \$5,537.39; disbursements were \$9,603.58, with an ending balance on 31 December 2025 of \$346,198.75. Outstanding checks were \$520.26 and a certificate of deposit in the amount of \$51,996.27 was in place, leaving a spendable balance of \$295,660.59. Chair Schlaeger moved, Supervisor Belland seconded, to approve the report. The motion carried unanimously. Treasurer Saumer submitted a revised November treasurer's report noting that two amounts had been transposed.

Chair Schlaeger called for discussion of checks #11760-11783 in the amount of \$5,232.79. Chair Schlaeger moved, Supervisor Belland seconded, to approve payment of the bills. The motion carried unanimously with Chair Schlaeger and Supervisor Belland voting "Aye." Clerk Swanson presented a late-arriving bill from Federated Co-ops, Inc. in the amount of \$1,010.88 for propane. Supervisor Belland moved, Chair Schlaeger seconded, to approve payment of the bill. The motion carried unanimously with Chair Schlaeger and Supervisor Belland voting "Aye."

Planning Commission recommendations:

Chair Schlaeger noted the planning commission's recommendation to approve Ordinance 2026-01 prohibiting the occurrence and maintenance of public nuisances. Legal counsel had approved wording of the proposed ordinance. Chair Schlaeger moved, Supervisor Belland seconded, to approve the ordinance. The motion carried unanimously. Clerk Swanson presented the public notice of summary publication of the ordinance in lieu of publishing the entire ordinance. Supervisor Belland moved, Chair Schlaeger seconded, to approve the summary notice as presented. The motion carried unanimously.

Clerk Swanson reported that he had received a Word version of the proposed zoning ordinance and that he had begun to enter changes recommended by the board. Chair Schlaeger instructed Administrator Kemen and Clerk Swanson to review changes for presentation to the planning commission and board.

The board reviewed the interim use permit application of Rodney Hoover for to operate a tractor/machinery repair shop at 9187 Apple Road (PID 290277004). Chair Schlaeger instructed Administrator Kemen and Clerk Swanson to contact the applicant with a checklist of items that would be reviewed at the next working commission meeting.

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Old Business:

Septic issues: No updates.

Zoning issues: Regarding PID 290019001 (10696 Pine Bough Road), Clerk Swanson reported that the owner had been served with legal papers requiring clean-up to be accomplished by 31 January 2026 or that a plan for said clean-up had been approved by Administrator Kemen. All other zoning issues lacked updates.

Road issues: The board acknowledged, with thanks, the newly prepared inventory of road signs completed by Road Superintendent Saumer. Clerk Swanson reported receiving information that the “Building Permits Required” sign at the beginning of Royal Heights Lane had been removed. Road Superintendent Saumer was instructed to investigate, procure a new sign (if necessary), and mount it. Superintendent Saumer noted that numerous similar signs were in poor condition.

Campus building issues: Clerk Swanson presented an estimate from Designs for Learning to provide, install, and configure five exterior and three interior security cameras for the campus at a cost of \$7,688.96. The board had previously approved in principle the five external cameras. Travis Kemen strongly recommended that one interior camera be placed in the town hall vestibule, even if the other interior cameras were rejected. After discussion, Chair Schlaeger moved, Supervisor Belland seconded, to approve the purchase and installation of five exterior cameras and one interior camera in the town hall vestibule and to reject the installation of the remaining two interior cameras. Removal of the two cameras will result in a small reduction in the quote. The motion carried unanimously with Chair Schlaeger and Supervisor Belland voting “Aye.” Supervisor Belland requested that when the website domain change is accomplished that individual town hall email addresses for officials be included. Chair Schlaeger noted that the “thank you” sign for the picnic shelter has been ordered.

The fire district study continues, with a revised schedule for submission of the reports of the study.

Clerk Swanson distributed a sample ballot for the 10 March town election.

New Business:

Clerk Swanson distributed the draft of a letter from legal counsel to Pine County officials regarding concerns over enforcement of the Pine County cannabis zoning ordinance and the Erba/Trawa hoop house operation. Chair Schlaeger moved, Supervisor Belland seconded, to approve the draft and authorize counsel to send it. The motion carried unanimously.

Supervisors discussed the date for the March meetings, noting potential conflicts of interest with the date of 31 March. Supervisor Belland moved, Chair Schlaeger seconded, to change the dates of the planning commission regular meeting and the regular board meeting to 24 March at 7:00 p.m. and 7:30 p.m., respectively, and to instruct the office to initiate the publishing and posting requirements therefore. The motion carried unanimously.

Public Forum:

Public forum was offered; no one spoke.

Correspondence:

There was no correspondence beyond the new business item above.

FYI:

Chair Schlaeger reported that the December report of new housing had been submitted to the US census bureau, that the 2025 site and building permits had been delivered to the Pine County assessor, that the 2025 subsurface sewage treatment report had been submitted to the Minnesota pollution control agency (thanks, Administrator

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Thompson), and that the 2025 workers compensation audit report had been submitted to MATIT.

The next regular planning commission meeting will be at 7:00 p.m., Tuesday, 24 February 2026.

The next regular board meeting will be at 7:30 p.m., Tuesday, 24 February 2026.

Included within the 24 February board meeting will be the annual board of audit review of the 2025 town accounts.

At 8:01 p.m., Supervisor Belland moved, Chair Schlaeger seconded, to adjourn. The motion carried unanimously.

Respectfully submitted,

Duane P. Swanson, Clerk

Jeff Schlaeger, Chair

John Graham, Vice-Chair

Pete Belland, Supervisor

Jenessa M. Saumer, Treasurer