

Royalton Township Regular Board Meeting Minutes
6052 Royalton Road, Braham, MN 55006
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26 April 2022
Approved

7:39 p.m., 26 April 2022, Chair Wayne Olson called the Royalton Township regular board meeting to order with Supervisor Jeff Schlaeger, Supervisor Marshall Pearson, Treasurer Wendy Tchida and Clerk Duane Swanson present. Road Superintendent Dan Saumer, Zoning Administrator John Kemen, Septic Administrator Amy Thompson, and Deputy Clerk Andrea Anderson also attended, along with members of the planning commission and members of the public. The pledge of allegiance was recited.

Supervisor Pearson moved, Chair Olson seconded, to approve the agenda as presented with the addition of three items: snowplow truck, permit prices, and chloriding of Raspberry Road. The motion carried unanimously.

Chair Olson moved, Supervisor Pearson seconded, to approve the minutes of the reorganizational board meeting of 29 March 2022. The motion carried unanimously.

Supervisor Pearson moved, Chair Olson seconded, to approve the minutes of the regular board meeting of 29 March 2022 as presented. The motion carried unanimously.

Supervisor Pearson moved, Chair Olson seconded, to approve the minutes of the local board of appeal and equalization meeting of 25 April 2022 as presented. The motion carried unanimously.

Chair Olson moved, Supervisor Schlaeger seconded, to approve the minutes of the 25 April 2022 road inspection as presented. The motion carried unanimously.

Treasurer Tchida gave her report, noting that the township has a balance of \$506,097.75 in the treasury. The report noted that \$63,274.42 of the balance is COVID-19 aid that is restricted to certain uses, leaving a spendable balance of \$442,823.33. Supervisor Pearson moved, Supervisor Schlaeger seconded, to approve the report. The motion carried unanimously.

Supervisor Pearson moved, Supervisor Schlaeger seconded, to approve payment of checks #10359-10389 in the amount of \$21,910.14. The motion carried unanimously with Chair Olson, Supervisor Pearson, and Supervisor Schlaeger voting "aye".

Chair Olson moved, Supervisor Schlaeger seconded, to update the bank signature card by removing former Deputy Clerk Priscilla Schneider and by adding Deputy Clerk Andrea Anderson. The following authorized names will remain on the signature card: Treasurer Wendy Tchida, Clerk Duane Swanson, Chair Wayne Olson, Supervisor Marshall Pearson, Supervisor Jeff Schlaeger, and Deputy Treasurer Roxanne Orvis. The motion carried unanimously.

Treasurer Tchida explained that six uncashed checks from 2018 have remained on the stop payment list at Frandsen Bank & Trust. If these checks were to remain on the stop payment list, additional charges would occur from the bank. Even though the checks have exceeded their expiration data for cashing, Frandsen Bank cannot guarantee that the check would not be cashed. After discussion, Chair Olson moved, Supervisor Schlaeger seconded, to remove the following checks from the stop payment list: All checks were made to Architectural Audio Integrators: check #8708, 27 March 2018, \$19.50; check #8756, 24 April 2018, \$39.00; check #8780, 29 May 2018, \$19.50; check #8811, 26 June 2018, \$19.50; check

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#8849, 25 July 2018, \$19.50; and check #8894, 28 August 2018, \$19.50. The motion carried unanimously.

Public Forum was offered. Les Orvis asked the board to consider the addition of a covered picnic table to the playground area. The Rock Creek Lions had expressed interest in possibly funding this project. The board, by consensus, approved this project and will await further detail.

Planning Commission recommendations:

There were no discussions on the permit workflow diagram or the job descriptions.

Chair Olson reported that the planning commission had recommended approval of Resolution 2022-3 supporting East Central Energy's broadband project in Pine County, which includes a contribution (if the grant is awarded) of \$1,000 from Royalton Township's allocation of American Rescue Plan Act funds. The motion carried unanimously. The resolution was signed, and the clerk will forward a copy to East Central Energy. Said resolution shall be part of these minutes.

Supervisor Schlaeger moved, Chair Olson seconded, to approve the site permit application draft of 26 April 2022, which includes standardizing permit fees, changing road frontage to match that in the ordinance, and adding a third page with a diagram of the property layout, as recommended by the planning commission. The motion carried unanimously.

Clerk Swanson reported that the planning commission had recommended, on a split vote, the adoption of Resolution 2022-4 to spend American Rescue Plan Act funds on lost revenue replacement category. Chair Olson moved, Supervisor Pearson seconded, to approve the resolution. The motion carried unanimously. Said resolution shall be part of these minutes.

Clerk Swanson explained the situation regarding two minor subdivision requests that had been approved with conditions by the board earlier. It appears the conditions have not been met and that time may be of the essence in resolving these issues before the 31 May 2022 board meeting. Chair Olson moved, Supervisor Schlaeger seconded, that this issue be referred to the planning commission for discussion at its next working meeting and for authorization to the clerk to send communications as necessary to the Pine County land office and to others. Planning Chair Orvis will contact realtors as appropriate. The motion carried unanimously.

No further data had been received on the Gardner minor subdivision proposal.

Old Business:

The issue of lack of a septic compliance report at 3546 State Highway 70 is now in the hands of the Pine County attorney's office for prosecution.

The board reviewed the status of the septic situation at 4500 Buffalo Road. John DeGray reported that the pump to the existing mound had been disconnected and that a contract existed to pump the holding tank as needed. Septic Administrator Thompson reported that the tank was pumped once on 6 February and that the pumper had returned to pump it again on 13 February and was told to not pump it. This situation may pose an immediate public health threat if the tank overflows. Mr. DeGray confirmed that an escrow account calls for the replacement of the system, which will be accomplished as soon as weather permits. After discussion, the board encouraged Mr. DeGray to place this issue at the top of his upcoming list.

No new information on 5027 Brunswick Road and 11227 Homer Road had been received.

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Deputy Clerk Andrea Anderson reported that, since the start of this meeting, the town had received confirmation that the judge had issued her decision regarding the ownership of 4201 State Highway 70 and that ownership be vested in Cary P. Lene, the current occupant of the property. Mr. Lene had previously been sent a letter by the township noting that an interim use permit was required to operate a repair business on that property. No response was received. Chair Olson moved, Supervisor Schlaeger seconded, to authorize town counsel to send a letter to the current occupant and to the former owner requiring compliance with the ordinance's business regulation provisions and with the concealment of inoperable vehicles on the property. The motion carried unanimously.

Chair Olson asked Zoning Administrator Kemen to get a site permit for the property upgrades at PID 290274000. Administrator Kemen noted that he would seek a permit.

The town hall sound system upgrades are still pending.

Clerk Swanson reported that he is awaiting a response from Nessel on the road certification question. He also noted that a spreadsheet from the previous road inspection was in members' packets. Chair Olson asked board members to review the spreadsheet for possible actions/decisions at the May board meeting.

Supervisor Schlaeger updated the board on his attendance at a meeting regarding the establishment of a fire district, noting that significant budgetary questions remain about the operation of the Pine City Fire Department and that a meeting on 4 May with the city council is on the docket.

Based on study during the road inspection, the board concurred that Maple Shores Drive should be graveled this year. Graveling would result in a stronger base with better gravel and raise the level of the road a bit higher than it is. Priscilla Schneider, representing residents along the drive, asked if the residents found a lower price for applying chloride, would the board approve. By consensus, the board approved. Graveling of Maple Shores will be coordinated with the chloride applicator.

Doug Stanger was present to request permission to chloride a portion of Raspberry Road south in front of his property and possibly somewhat further north. After reviewing the town's chloride policy, the board, by consensus, approved the request noting that the cost-sharing provisions would apply. Mr. Stanger acknowledged receipt of a copy of the chloride policy.

Supervisor Pearson shared two updated quotes from Local Waterproofing & Concrete. The first, for \$4834, would be to resolve the water issues at the entrance to the town hall; the second, for \$7680, would construct a five-foot wide sidewalk from the north emergency exit of the town hall around the west side of the building. Supervisor Pearson reported that the latter project would also require that the irrigation system be modified and that additional grading and seeding would be needed. These additional costs may run to \$2,000. The latter project would also require maintenance of the sidewalk during the winter. After substantial discussion, including a divided poll of the audience, Supervisor Schlaeger moved, Chair Olson seconded, to approve both quotes and to authorize Supervisor Pearson to continue with the projects within the prices above. Supervisor Pearson noted that he hoped construction could begin in May. Because the contractor requires a down payment at the start of the project, Chair Olson moved, Supervisor Schlaeger seconded, to authorize the office to cut a check to Local Waterproofing and Concrete for \$6,000. The motion carried unanimously, with Chair Olson, Supervisor Pearson, and Supervisor Schlaeger voting "aye."

New Business:

Regarding 1605 Royal Heights Lane, Clerk Swanson explained that Pine County Zoning Manager Caleb Anderson had issued a directive to the owners to remove the unpermitted additions to the campers. He distributed the draft of a letter to the owners noting that Royalton ordinances do not permit two travel

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trailers to be on one parcel and that septic issues may need to be addressed. The board reviewed the draft and added stronger enforcement language. Chair Olson moved, Supervisor Pearson seconded, to send the revised letter, with copies to Caleb Anderson, Zoning Administrator Kemen, and Septic Administrator Thompson. The motion carried unanimously.

Clerk Swanson reported that Septic Administrator Thompson had received a list of 21 properties that had recently sold and for which septic compliance inspections were required. Preliminary analysis shows that 3 of the properties were in Shorelands so responsibility resides with Pine County (which has been contacted). Many, but not all, of the remaining properties appear to have had compliance inspections on file. After further review by the office, this issue will be on the board's May agenda.

Chair Olson moved, Supervisor Schlaeger seconded, to approve and sign the contract with the city of Rush City to provide fire and emergency services to approximately nine per cent of the township. The motion carried unanimously.

Road Superintendent Saumer reported that he has been investigating costs and availability of snowplow trucks. New orders will not be filled until at least late 2023 and are without guaranteed prices. Used trucks are very difficult to find. After discussion, the board directed him to continue investigating.

Correspondence:

The board noted a request from Central Right of Way Services (Brook Park) for mowing, clearing, etc., a notice of price increase from Tom Lundeen for tree cutting, announcement of open houses for public input into the planning process of the Snake River Watershed District, and the upcoming Pine City council meeting that includes discussion of fire protection.

FYI:

Chair Olson noted that a statement of town officers had been submitted to the Minnesota Association of Townships, that a statement of town officers had been forwarded to the Pine County Auditor-Treasurer, that approval of the Eklund minor subdivision request had been sent to Pine County, and that the annual report on ARPA funds had been submitted to the U.S. Treasury Department. A MAT-sponsored town law review seminar will be held in Otsego, 25 May 2022.

The next regular town board meeting will be 7:30 p.m., Tuesday, 31 May 2022.

At 8:53 p.m., Supervisor Schlaeger moved, Supervisor Pearson seconded, to adjourn. The motion carried unanimously.

Respectfully submitted,

Duane P. Swanson, Clerk

Wayne Olson, Chair/Supervisor

Jeff Schlaeger, Vice Chair/Supervisor

Marshall Pearson, Supervisor

Wendy Tchida, Treasurer