

Royalton Township Board Meeting Agenda

Email: royalton@royaltontownship.com -- Website: www.royaltontownship.com

25 February 2025, 7:30 p.m. - *Unapproved*

REGULAR BOARD MEETING

- ___ Chair calls meeting to order
- ___ Add to &/or approve the agenda – ***Motion to approve***
- ___ 28 January 2025 – Regular board meeting minutes – ***Motion to approve & sign***
- ___ January treasurer’s report – ***Motion to approve & initial***
- ___ Read & discuss checks 11451 through 11476 in the amount of \$9,057.00
- ___ Approval for establishing an account with Federated Coops to permit electronic payment – ***Motion to approve***

GUEST: Mike Wickeham will join the meeting to inquire about using the town hall to conduct DNR youth firearms training

PLANNING COMMISSION RECOMMENDATIONS

- ___ Land split request of Joe Pates, PID 290136003 (12014 Brunswick Road)
- ___ Ordinance updates
 - Campground ordinance
 - Short-term rental ordinance
 - Cannabis ordinance
 - State building code

OLD BUSINESS

- ___ Septic report
 - PID 295231000 (1995 Royal Heights Lane) – alleged dumping of raw sewage on property (in Shorelands) (Amy), Cease and desist order issued by county, 8 October; Auditor says bank has begun eviction proceedings
- ___ Zoning issues
 - 5214 Royal Woods Road (PID 295137000) – Arraignment on 11 September 2024; owner appeared in court, entered a not guilty plea; hearing scheduled for 19 February
 - 1995 Royal Heights Lane – (PID 295231000) – letters sent; no response from owner’s counsel; see above – no updates
 - 8011 Cabin Drive (PID 290043000) – letter sent, 10/4; review of counsel’s recommendations – no updates
- ___ Road report update
 - Draft call for gravel quotes in packet – ***Discuss and motion to approve***
- ___ Campus building issues
 - Garbage hauler update
 - Update on technology from Travis Kemen
 - Website domain change – waiting on Travis
 - Carpet cleaning (John/Dan) – update
- ___ Election update (Duane) – Elisa Mill will replace Janet Hawkinson as an election judge for 11 March
- ___ Review Minnesota Department of Administration’s cooperative purchasing venture program – ***Decision requested***
- ___ MAT Spring Short Course: 25 March in St. Cloud or 4 April in Duluth – (agenda in packet) ***Anyone planning to go?***

NEW BUSINESS

- ___ Discuss/Recommend 2026 levy to the 2025 annual meeting, unless you wish to finalize it during board of audit
- ___ Discuss renewal of agreement with Pine County assessor for assessing services, memo in packet – ***If approved, sign***
- ___ Braham Fire Department – see Ross Benzen’s letter in packet
- ___ Pine City Fire District – updates, see minutes in packet – no action needed

PUBLIC FORUM

- ___ Members of the public may speak on items not listed on the agenda: State name and please limit speaking to two minutes.

CORRESPONDENCE

- ___ Rush City fire department, annual report – copy in packet, please note detailed statistics that we lack from Braham and Pine City
- ___ Pine County Township Officers Association, meeting, 29 March 2025, Hinckley Community Center, 9:00 a.m.

FYI

- ___ Report of January building permits sent to US census bureau, 2/5
- ___ Minnesota State Auditor’s survey re: audits completed and returned, 2/10

Town Board will convene as board of audit at conclusion of regular meeting (see separate agenda)

- ___Public accuracy test of OmniBallot assistive voting device, Saturday, 8 March 2025, 9:00 a.m.
- ___Town hall office open for absentee voting, 8 March 2025, Saturday, 8 March 2025, 10:00 a.m. to 12:00 p.m. (noon).
- ___Town hall office open for absentee voting, 10 March 2025, Monday, 1:00 p.m.-5:00 p.m.
- ___Annual town election, Tuesday, 11 March 2025, polls open 12:00 p.m. (noon) to 8:00 p.m.
- ___Annual town meeting, Tuesday, 11 March 2025, 8:15 p.m.
- ___Board of canvass meeting, Tuesday, 11 March 2025, after conclusion of town meeting.

- ___Next Regular Town Board Meeting, 7:30 p.m., Tuesday, 25 March 2025.

ADJOURNMENT