

Royalton Township Called Board Meeting Minutes  
6052 Royalton Road, Braham, MN 55006  
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17 June 2025  
Approved

6:33 p.m., 17 June 2025, Chair Jeff Schlaeger gavelled the Royalton Township specially-called board meeting to order, with Supervisors John Graham and Pete Belland, Treasurer Jenessa Saumer, and Clerk Duane Swanson present. Septic Administrator Amy Thompson and Zoning Administrator John Kemen along with members of the public also attended. This meeting replaced the working meeting of the planning commission because the board had disbanded the planning commission at its last meeting. The pledge of allegiance was recited. Chair Schleger began the meeting by stating the ground rules for the meeting: If anyone spoke out of turn or made charges against board members or others, they would be declared out of order. If the disruption continued, the meeting would be paused, and the sheriff would be called to remove any offenders.

Supervisor Belland moved, Chair Schlaeger seconded, to approve the agenda as presented, with the addition of Dale Heidelberger's site permit application. The motion carried unanimously.

Old Business:

Supervisor Graham moved, Supervisor Belland seconded, to approve Resolution 2025-5 temporarily declaring the town board to be the planning commission until the board reconstitutes a planning commission. The motion carried unanimously. Said resolution shall be part of these minutes.

The board discussed the future of the planning commission, its organization, operation, and membership. Clerk Swanson distributed a memorandum noting various options for the above. By consensus, the board decided to postpone any decisions until the regular July meeting.

The board discussed the non-cannabis-related updates to the proposed ordinance that had been defeated when the entire update was defeated. These included short-term rentals, campgrounds, and definitional updates. Chair Schlaeger noted that the short-term ordinance update should be reviewed to consider the status of elevators in proposed rentals. Clerk Swanson noted that other aspects of the ordinances not considered in the updates, especially modifications to the septic and zoning requirements had been recommended by the zoning and septic administrators. The board directed Clerk Swanson to review potential changes and report back to the board.

Zoning Administrator Kemen reported that he had been called by the owners of PID 295295000 (9842 Riverbed Road) about the letter requesting that they remove the small trees planted in the road right of way. They requested additional time to move the trees (fall transplanting would be better for the trees) and asked if others along the road had received similar letters. Brush cutting will be done this summer. The board will visit the area to review the status of other trees.

The board considered the site permit application from Tom Martin and Joe Zappa for construction of an agricultural accessory building on PID 290114001 (7440 Cabin Drive). Mr. Zappa noted that two different plans exist and that a final determination has not been made, pending decisions at the state level. He noted that if a drying room is included, it will be fully contained within the building and that no exhaust will be emitted outside the building. He also noted that a kitchen, locker rooms, etc., likely will not be included. Mr. Zappa also referenced the definitions of "agricultural" buildings as related to cannabis activities. The board expressed concern over the lack of certainty in the proposed structure's plans and encouraged more discussion. The board authorized Chair Schlaeger to contact County Auditor-Treasurer Kelly Schroeder requesting clarification on the agricultural/commercial nature of the building in light of the county's cannabis responsibilities.

PB\_\_\_\_ JG\_\_\_\_ JMS\_\_\_\_ JS\_\_\_\_ DPS\_\_\_\_

The board considered the site permit application from Dale Heidelberger for construction of an agricultural accessory structure at PID 290245001 (3923 State Highway 70). The structure would be additional permanent bleachers but would not be started until after this year's rodeo. Mr. Heidelberger acknowledged that a building permit would be needed for this structure in addition to the site permit. Board members expressed a desire to visit the site to review the application.

Supervisor Belland updated the board on proposed road projects. He distributed a report on nine proposed projects relating to ditching and/or culvert installations on Majestic Road West, Hummingbird Road, Buffalo Road, Church Road, Homer Road, and Raspberry Road North. Supervisor Graham suggested that ditching along the west side of Bluebell Road, along with installation of a crossroad culvert, be added to the list. Zoning Administrator Kemen asked about the hydraulics in the proposal for Hummingbird Road. All of these projects had been noted on the road inspection this year. No decisions about individual projects were made.

Supervisor Belland noted Nessel Township's request to gravel 540<sup>th</sup> this year, with Royalton paying one-half the cost. Nessel estimates about 1,390 yards at a cost of \$21,240.00. Because Nessel's per yard cost for gravel is considerably more than Royalton's, Supervisor Graham offered to work with Nessel's road maintenance contractor to determine if Royalton should buy the gravel and Nessel reimburse Royalton for half the cost.

Supervisor Belland asked the board to consider bringing certain roads up to standard, gravel-wise, and then chloriding them to reduce maintenance costs. He suggested Pine Bough Road as a candidate because it needs gravel and is heavily traveled. Another option would be Apple Road. Percy Schneider asked if residents would be charged as was done for Maple Shores.

The board noted the Land & Cabins culvert sale flyer. Chair Schlaeger moved, Supervisor Belland seconded, to order seven (7) 15" x 40' culverts with bands and ends. The motion carried unanimously.

New Business:

Chair Schlaeger reviewed the issues surrounding Royalton's adoption of the state building code by ordinance in 2010. Although the board had, by motion, indicated its desire in September to unadopt the code, no further action was taken to change the ordinance, which would have required a public hearing. Town legal counsel reviewed the documentation and declared that the state building code was still in effect. Counsel recommended adoption of an ordinance specifically reiterating that fact. After discussion, Supervisor Belland moved, Chair Schlaeger seconded, to adopt Ordinance 2025-1 reaffirming Royalton Township Ordinance 008-2010, "An Ordinance Adopting the Minnesota State Building Code," and to authorize the clerk to publish Ordinance 2025-1 as required by law. The motion carried unanimously.

The board reviewed the proposed agreement with DPR Builders for building inspection services, as offered by Caleb Christenson and Dan Rydberg. Supervisor Graham moved, Supervisor Belland seconded, to approve the agreement, effective immediately, with DPR Builders and to sign the agreement and the Notice of Designation or Vacancy of Certified Building Official (Caleb Christenson) and the Municipal Delegation Agreement Application. The motion carried unanimously.

Clerk Swanson reported that the current building official, Rum River Construction Consultants, had been notified of the township's intent to terminate its contract with them. He reported that they would continue to finish projects begun under their contract as requested by the township.

Supervisor Graham moved, Supervisor Belland seconded, to approve Resolution 2025-6 thanking Gary Valvoda for his service on the planning commission. The motion carried unanimously, and Mr. Valvoda was given a round of applause. Said resolution shall be part of these minutes.

PB\_\_\_\_\_ JG\_\_\_\_\_ JMS\_\_\_\_\_ JS\_\_\_\_\_ DPS\_\_\_\_\_

Supervisor Belland moved, Supervisor Graham seconded, to approve Resolution 2025-7 thanking Douglas Stanger for his service on the planning commission. The motion carried unanimously. Said resolution shall be part of these minutes.

Supervisor Graham moved, Chair Schlaeger seconded, to approve Resolution 2025-8 thanking Gordon Nordby for his service on the planning commission. The motion carried unanimously. Said resolution shall be part of these minutes.

Correspondence:

The board noted that the state demographer's population estimate for the township, as of 1 April 2024, was 1088 individuals in 450 households.

FYI:

Chair Shlaeger noted that the May report of new housing units had been submitted to the US census bureau.

The next regular meeting of the town board as the planning commission will be 7:00 p.m., Tuesday, 24 June 2025.

The next regular meeting of the town board will be 7:30 p.m., Tuesday, 24 June 2025.

At 7:40 p.m., Supervisor Graham 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