

Royalton Township Regular Board Meeting Minutes
6052 Royalton Road, Braham, MN 55006
Email: royalton@royaltontownship.com -- Website: www.royaltontownship.com
24 June 2025
Approved

7:30 p.m., 24 June 2025, Chair Jeff Schlaeger called the Royalton Township regular board meeting to order, with Supervisors John Graham and Pete Belland and Clerk Duane Swanson present and Treasurer Jenessa Saumer absent. Septic Administrator Amy Thompson, Zoning Administrator John Kemen, Deputy Clerk Andrea Anderson, Building Official Caleb Christenson, and Road Superintendent Dan Saumer, along with members of the public also attended. The pledge of allegiance was recited.

Supervisor Graham moved, Chair Schlaeger seconded, to approve the agenda as presented, with the addition of Hummingbird Road. The motion carried unanimously.

Supervisor Graham moved, Supervisor Belland seconded, to approve the minutes of the regular board meeting of 27 May 2025 as presented. The motion carried unanimously.

Chair Schlaeger moved, Supervisor Graham seconded, to approve the minutes of the called board meeting of 17 June 2025. The motion carried unanimously.

There was no treasurer's report due to the absence of the treasurer. Clerk Swanson noted that members' packets contained a copy of the statement of receipts, disbursements and balances (Schedule 1) showing the financial condition of the town.

Chair Schlaeger called for discussion of checks #11548-11575 in the amount of \$37,652.52. 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 presented two late-arriving bills: Chair Schlaeger moved, Supervisor Graham seconded, to approve payment of the fuel bill from Beaudry Oil & Propane in the amount of \$2,203.24 and a bill from Joe Smetana for \$50 for supplies for the picnic shelter construction, the latter contingent on receiving a formal bill. The motion carried unanimously with Chair Schlaeger and Supervisors Graham and Belland voting "Aye."

Planning Commission recommendations:

By consensus, the board decided to delay discussion of the reconstitution of the planning commission until the July meeting. Clerk Swanson reported that ordinance updates will be discussed at the next working meeting.

The board considered the site permit application of Tom Martin/Joe Zappa for construction of an accessory building at PID 290114001 (7440 Cabin Drive). Joe Zappa noted that his company had decided that the structure would have bathrooms but no offices, similar to the second drawing in the application. The building would be used for the pick-up and delivery of agricultural products (hemp, cannabis), the drying, storing, and packaging of said products and the storage of equipment and supplies. Chair Schlaeger reported on his discussion with Pine County Auditor-Treasurer Kelly Schroeder who noted that this structure would be taxed as a commercial structure and not an agricultural one. Board members expressed concern over whether a site permit was sufficient for this building. Mr. Zappa called Auditor Schroeder who consented to speak with the board by telephone. Caleb Christenson, the town's building official, joined in the discussion with Auditor Schroeder. They both concluded that this structure was commercial under M.S. 273.13 and that it was subject to the state building code. Chair Schlaeger thanked Auditor Schroeder for her input and her conversation ceased. After further discussion, Supervisor Graham moved, Chair Schlaeger seconded, to issue a site permit for this structure with the stipulation that a building permit be received from the town's building official and that relevant inspections required by the state building code be conducted. The motion carried unanimously. Mr. Zappa indicated his agreement to the stipulations.

PB _____ JG _____ JMS _____ JS _____ DPS _____

The board considered the site permit application of Dale Heidelberger for an agricultural accessory structure (bleachers) at PID 290245001 (3923 State Highway 70). Mr. Heidelberger noted that the bleachers would be on a cement base and that a building permit would be received with inspections as required by the state building code. Supervisor Belland noted that he had visited the site. Supervisor Graham moved, Supervisor Belland seconded, to issue a site permit with a stipulation that a building permit be received from the town's building official and that relevant inspections required by the state building code be conducted. The motion carried unanimously.

Old Business:

Septic issues: Regarding PID 295231000 (1995 Royal Heights Lane), it appears that the owners are continuing to clean up the property. No action is required at this time.

Zoning issues: Regarding PID 295137000 (5214 Royal Woods Road), a jury trial is scheduled for 21 July in Pine County District Court; the owner and Zoning Administrator Kemen have been trying to reach each other, without success. No additional action has been taken regarding PID 290043000 (8011 Cabin Drive).

Road issues: The board reviewed a draft letter responding to Nessel's request to gravel 540th Street and suggested that a sentence be added that delivery of gravel is anticipated to be in August. With that addition, Supervisor Graham moved, Chair Schlaeger seconded, to approve the draft. The motion carried unanimously. The board reviewed resolution 2020-5 regarding use of calcium chloride on town roads. Kathy Edwardson questioned why all town roads were not being chlorided because the Maple Shores experience has been positive. Board members responded that this would require further study and financial analysis. Clerk Swanson distributed an update to Supervisor Belland's 2025 culvert and ditching recommendations noting that a 10th proposal, ditching on the west side of Bluebell Road, had been added. Supervisor Belland noted that some additional elevation studies may be required on Hummingbird Road and Bluebell Road. By consensus, the board authorized Supervisor Belland to issue calls for quotes on all listed projects.

Campus building issues: The need for a draft security policy to accompany security camera installations was forwarded to the working meeting of the planning commission. Travis Kemen continues to work on the website domain change. Chair Schlaeger reported that additional work on the picnic shelter structure has been done and the structure may be completed within a week. Supervisor Belland moved, Supervisor Graham seconded, to authorize the office to purchase, likely through Amazon Business, four (4) 8' foot metal picnic tables in green at an approximate cost of \$1,000 each. Monies for this purchase are from the Rock Creek Lions monetary donation for the picnic shelter. The motion carried unanimously. Supervisor Graham reported that he had been in touch with Marshall Pearson about rearranging the cabinetry in the supplies room. A time, hopefully within the next two weeks, will be arranged.

Chair Schlaeger noted that the young trees in the right-of-way at PID 295205 (9842 Riverbed Road) will be moved by the owners, and that care should be taken when brushing to not injure them. He also reported that older trees were in the right-of-way but that their removal would require additional actions because of their age.

The consultant hired to study the possible fire district has proposed meeting with each participating board. By consensus, Chair Schlaeger was tasked with meeting on Royalton's behalf.

New Business:

Supervisor Belland reported that damage to the roadbed on Hummingbird Road has been recurring, with various types of vehicles tearing up the road. The board reviewed a draft letter from Clerk Swanson to be sent to all landowners abutting the road. Chair Schlaeger moved, Supervisor Belland seconded, to approve the draft and also to post a revised version pertaining to all township roads on the website. The motion carried unanimously.

PB_____ JG_____ JMS_____ JS_____ DPS_____

Public Forum:

Public forum was offered; no one spoke.

Correspondence:

Chair Schlaeger noted the updated contact list of town officials in members' packets.

FYI:

The next working planning commission meeting will be at 6:30 p.m., Tuesday, 15 July 2025.

The next regular planning commission will be at 7:00 p.m., Tuesday, 29 July 2025.

The next regular meeting of the town board will be at 7:30 p.m., Tuesday, 29 July 2025.

At 8:30 p.m., Supervisor Graham moved, Supervisor Belland 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