

Royalton Township Regular Board Meeting Minutes
6052 Royalton Road, Braham, MN 55006
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26 August 2025
Approved

8:15 p.m., 26 August 2025, Chair Jeff Schlaeger called the Royalton Township regular board meeting to order, with Supervisors John Graham and Pete Belland, Treasurer Jenessa Saumer, and Clerk Duane Swanson present. Septic Administrator Amy Thompson, Zoning Administrator John Kemen, and Road Superintendent Dan Saumer, along with members of the public also attended. The pledge of allegiance was omitted because it had been said at the preceding reconvened annual meeting.

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

Chair Schlaeger adjusted the agenda and invited Charles Smith, representing Triad, to address the assembly on the proposed Pine City area fire district. Mr. Smith noted that he has had 33 years in fire service. He is the consultant retained to study the feasibility of establishing a shared service fire district between the city of Pine City and surrounding jurisdictions. His objectives are to study relationships among key stakeholders and expectations of deliverables within a culture of transparency and respect. A steering committee, on which Chair Schlaeger is Royalton's representative, is Mr. Smith's primary contact. A Google drive will be established to share draft documents with stakeholders. Each jurisdiction will be asked to complete a SWOT (strengths, weaknesses, opportunities, and threats) analysis. Mr. Smith expects deliverables to be available in one to two months with a final report in January or February 2026. Audience members asked numerous questions about cost (paid mainly through a grant from the state fire marshal's office with minor funding from the local jurisdictions) and arrangements with the city of Rock Creek (currently having Rush City provide fire service) and surrounding jurisdictions. Chair Schlaeger noted that Pine City's governmental and nonprofit organizations receive fire services but are not considered in the valuations assessed local jurisdictions. Clerk Swanson noted that Royalton is somewhat unique in that it is served by three fire departments, each with varying formulae for determining charges. Chair Schlaeger thanked Mr. Smith for his presentation. Mr. Smith left the meeting.

Supervisor Graham moved, Chair Schlaeger seconded, to approve the minutes of the regular board meeting of 29 July 2025 as presented. The motion carried unanimously.

Treasurer Saumer read her report, noting that as of 1 July 2025, the township had a beginning balance of \$405,613.91 in the treasury. Deposits were \$12,188.82, disbursements were \$20,391.34, with an ending bank balance on 31 July 2025 of \$414,235.06. Outstanding checks were \$16,823.67 and a certificate of deposit in the amount of \$51,058.42 was in place, leaving a spendable balance of \$346,352.97. Supervisor Belland moved, Supervisor Graham seconded, to approve the report. The motion carried unanimously.

Chair Schlaeger called for discussion of checks #11613-11639 in the amount of \$89,320.05. Chair Schlaeger moved, Supervisor Belland 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 requested permission to pay the approximately \$600.00 kitchen window repair bill when it arrives. Chair Schlaeger moved, Supervisor Graham seconded, to approve payment of this bill. The motion carried unanimously with Chair Schlaeger and Supervisors Graham and Belland voting "Aye."

Planning Commission recommendations:

The camera security policy and the ordinance updates will continue to be analyzed at the next working meeting.

The board reviewed the draft findings of fact regarding Jake Fedder's interim use permit application. Supervisor Belland moved, Chair Schlaeger seconded, to set a public hearing on the application for 6:30 p.m., 30 September

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2025 in the town hall and to authorize the clerk to contact neighboring parcel owners as required by the town's zoning ordinance. The motion carried unanimously.

The board reviewed the draft letter to owners of 9451 Brunswick Avenue (PID 290157000) noting excess vehicles on the parcel. Chair Schlaeger moved, Supervisor Belland seconded, to approve the draft and authorize mailing of the letter. The motion carried unanimously

The board discussed the letter from residents of the Royal River community concerned about numerous building, septic, junk, and behavioral issues in the community. Supervisor Belland moved, Chair Schlaeger seconded, to authorize Clerk Swanson, Zoning Administrator Kemen, and Septic Administrator Thompson to draft and mail letters to parcel owners identified as potential violators of Royaltown's zoning ordinances. The motion carried with two (2) "aye" votes, zero (0) "nay" votes, and one (1) abstention, with Supervisor Graham abstaining.

Supervisor Graham moved, Chair Schlaeger seconded, to authorize Clerk Swanson and Zoning Administrator Kemen to draft and mail a letter to the owners of 11183 Country Drive (PID 290136002) demanding that the parking of vehicles on Country Drive cease because they represent an impediment to the free flow of traffic on the road. The motion carried unanimously.

Zoning Administrator Kemen and Septic Administrator Thompson updated the board on the issues surrounding the siting of the septic system at 5436 Woodland Road (PID 290244004). Brian Stuckey was present to question how the ordinance related to the siting of the system on the parcel and how the setbacks were determined. By consensus, the board decided that the design and siting must have the approval of both the septic administrator and zoning administrator, that the design as currently stated does not conform to the ordinance setbacks, and that the design could be moved administratively with the consent of the septic administrator.

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), the county has dropped all charges due to the installation of a new septic system. The site and building issues remain and need to be settled by the township. No additional action has been taken regarding PID 290043000 (8011 Cabin Drive).

Road issues: Clerk Swanson reported that a bill for \$10,331.01 had been sent to Nessel Township for its one-half share of the 1,494 cubic yards of gravel delivered to 540th street. Supervisor Belland reported that no definitive response had been received about chloriding Apple Road or Pine Bough Road and that discussions would continue.

Supervisor Belland, as road supervisor, reported that four firms had submitted quotes for the ten culvert projects that had been requested: Rydberg & Sons, Inc. \$62,200; Dale Becklin Trucking, \$21,125 (this quote included an 11th project on Country Drive, but excluded staking, seeding, restoration, and erosion control); Mell Construction, Inc., \$20,885; Grasston Excavating & Landscaping, \$25,750. After discussion of the comparability of each quote, Supervisor Graham moved, Chair Schlaeger seconded, to award the culvert projects to Mell Construction, Inc. The motion carried unanimously.

Campus building issues: The camera security policy update was earlier in this meeting. Travis Kemen continues to work on the website domain change. Chair Schlaeger reported that the picnic tables for the playground shelter had arrived and been put together; discussion now is centered around how they are to be anchored down. The wall in the supplies room still needs minor repair and painting. Clerk Swanson reported that the kitchen window has been repaired by Scherer Bros. Lumber Company. By consensus, Clerk Swanson was authorized to ask Rasmussen Lawncare to cease mowing the septic mound on 1 September 2025.

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New Business:

Clerk Swanson presented the resignation letter of Deputy Clerk Andrea Anderson, effective 1 September 2025. The board acknowledged receipt of the resignation. Supervisor Graham distributed a draft of a position description for an administrative assistant position that he and Clerk Swanson had prepared in July 2024. Supervisor Graham noted that it would be better if the board established this position and appointed someone. Although the appointment of a deputy by the clerk has worked well for nearly twenty years, the position technically works only when the clerk is not present. A permanent board-appointed position would rectify that issue; Clerk Swanson agreed. Chair Schlaeger instructed the board to review the draft and be prepared to discuss it at the next working planning commission meeting. Clerk Swanson then presented Resolution 2025-9 thanking Andrea L. Anderson for her service as deputy clerk. Chair Schlaeger moved, Supervisor Graham seconded, to approve the resolution. The motion carried unanimously. Said resolution shall be part of these minutes.

Road Superintendent Saumer presented two quotes for curved carbide blades for the grader: KRIS Engineering, Inc., \$2,488.80; H&L Mesabi Company, \$2,988.44. Chair Schlaeger moved, Supervisor Belland seconded, to authorized Superintendent Saumer to purchase a set of blades from KRIS Engineering, Inc. The motion carried unanimously.

Public Forum:

Public forum was offered. No one spoke.

Correspondence:

Chair Schlaeger noted the upcoming MAT legislative & research committee meeting in Mankato on 12 September 2025; the well water screening clinic at Rock Creek City Hall on 26 September 2025; and the solicitation for business by Double W Tree Service.

FYI:

Chair Schlaeger reported that the July report of new residence building permits had been submitted to the US census bureau and that Paul Beseman's septic variance had been filed with Pine County.

The next working planning commission meeting will be at 6:30 p.m., 9 September 2025.
A public hearing on the Jake Fedder interim use permit will be held at 6:30 p.m., 30 September 2025.
The next regular planning commission meeting will be at 7:00 p.m., Tuesday, 30 September 2025
The next regular board meeting will be at 7:30 p.m., 30 September 2025.

At 9:15 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