

Royalton Township Working Planning Commission Meeting Minutes  
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9 September 2025  
Approved

6:30 p.m., 9 September 2025, Chair Jeff Schlaeger convened the Royalton Township working planning commission meeting with Members Pete Belland, John Graham, Jenessa Saumer, and Duane Swanson present. Septic Administrator Amy Thompson and members of the public also attended.

Chair Schlaeger called for discussion about ordinance updates. Administrator Thompson noted that sec. 7, subp. 6 should be amended to include “all measurements shall be to the toe of the mound.” This statement needs to be added to any other district specifically identified in the ordinance. All mention of the specific boundaries of the previously considered A-R-C district needs to be eliminated. Clerk Swanson was asked to forward revisions to legal counsel for consideration and finalization.

Clerk Swanson distributed the latest draft of findings of fact for Jake Fedder’s interim use permit. He noted 43 letters to nearby landowners had been sent. No additional comments were suggested. This draft will be available at the public hearing on 30 September for public comment.

Clerk Swanson noted that the letter regarding parking on Country Drive had not been sent because the Royalton ordinance requires passage of a resolution that restricts parking on a portion of any town road. The commission recommended sending a “friendly” letter to the landowners requesting that parking on Country Drive cease.

Clerk Swanson distributed the latest version of a camera security policy, calling specific attention to legal counsel’s comments. The commission recommended that it apply only to video (and could be updated if audio were ever added) and that those having access to the video (technology coordinator, board chair, and clerk) were sufficient. Members asked Clerk Swanson to contact the town’s insurance carrier to ask if installing cameras would result in a decrease in premiums.

Clerk Swanson updated the commission on a replacement deputy clerk. Percy Schneider has offered to assist during the transition to a more permanent position. The commission thanked Mrs. Schneider; this will be officialized at the next board meeting. Clerk Swanson also reported that he talked with an individual who may be interested in a permanent position. Chair Schlaeger suggested that this position be a board-appointed position, rather than a clerk-appointed position. Clerk Swanson endorsed that suggestion.

Adam Jenkauski was present to answer questions about the perceived use of PID 295110000 (5271 Royal River Road) as a campground. Mr. Jenkauski, owner of an adjacent parcel, purchased this vacant parcel (containing only a recreational vehicle). He considers it is a single campsite and not a campground, but he has had a dozen or so campers who have used it during the summer. He showed a list of those campers to the commission, noted that pets are permitted, but that ATVs are not. Mr. Jenkauski noted that there is no well on this parcel and that campers have had to bring their own water with them. Administrator Thompson asked about the septic status and was told that Mr. Jenkauski’s adjacent parcel has a privy. Administrator Thompson confirmed that the privy site is in Royalton’s septic jurisdiction. A compliance inspection on the privy had not been done prior to the purchase of the adjacent lot, as is required by town ordinance (and state rules). In a previous conversation with Mr. Jenkauski, Zoning Administrator John Kemen had suggested that an interim

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

use permit was needed. The commission agreed that this was needed and asked Mr. Jenkauski to work with Administrator Kemen on this process and with Administrator Thompson on the septic certifications. Member Belland noted that, according to the ordinance, permit fees would be doubled because the parcel was already being used without a permit application. Chair Schlaeger thanked Mr. Jenkauski for his attendance and cooperation.

Clerk Swanson updated the board about zoning and septic issues at 1995 Royal Heights Lane. County Auditor Kelly Schroeder had visited the property, found that people were present on it and felt it was not safe to engage them. A neighbor confirmed regular activity both during daylight hours and especially at night. Auditor Schroeder will renew contact with the bank landowner in South Carolina and will keep the township informed of developments.

At 7:34 p.m., Chair Schlaeger concluded the meeting.

Respectfully submitted,

Duane P. Swanson, Clerk/Member

Pete Belland, Supervisor/Member

John Graham, Supervisor/Member

Jenessa Saumer, Treasurer/Member

Jeff Schlaeger, Chair/Member