

Royalton Township Regular Planning Commission Meeting Minutes
6052 Royalton Road, Braham, MN 55006
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30 September 2025
Approved

7:00 p.m., 30 September 2025, Chair Jeff Schlaeger called the Royalton Township regular planning commission meeting to order with Members Pete Belland, John Graham, Treasurer Jenessa Saumer, and Clerk Duane Swanson present. Septic Administrator Amy Thompson, Road Superintendent Dan Saumer, Acting Deputy Clerk Priscilla Schneider, and members of the public also attended.

Member Graham moved, Member Belland seconded, to approve the agenda as presented. The motion carried unanimously.

Chair Schlaeger moved, Member Graham seconded, to approve the minutes of the 26 August 2025 regular commission meeting as distributed. The motion carried unanimously.

Member Graham moved, Member Belland seconded, to approve the minutes of the working meeting of 9 September 2025 as distributed. The motion carried unanimously.

Old Business:

The planning commission recommended approval of the interim use permit application of Jake L. Fedder to operate a used vehicle sales shop at 10001 Brunswick Road, Pine City (PID 290153002), in accordance with the draft findings of fact and decision presented at the commission meeting but with the inclusion of two additional restrictions:

#8. Requires the installation of a water meter and alarm for the septic system.

#9. Requires a valid monitoring and disposal contract executed between the owner and a licensed maintenance business that guarantees the removal of the holding tank contents in a timely manner. A copy of the contract shall be submitted to the township along with yearly invoices verifying that the tank has been pumped.

Clerk Swanson moved, Member Belland seconded, to recommend approval to the board with the additional restrictions. The motion carried unanimously.

Clerk Swanson reported on his meeting with Zoning Administrator John Kemen to review changes recommended to the town's zoning ordinance. They had evaluated the differences between the draft recommended by Counsel Mark Allseits and the current ordinance. This comparison resulted in numerous changes that will need board consideration/approval. The commission decided to postpone evaluation of these changes until a working meeting of the commission on 7 October 2025. Clerk Swanson was asked to provide copies of the full ordinance with changes to the commission prior to this meeting.

Clerk Swanson updated the commission on changes recommended by legal counsel to the draft security camera policy. Recommendations included elimination of "audio" from Clause III; approval of the named officers for operation of the system in Clause V; deletion of point F in the original draft of Clause VII because it was duplicative of point B; seeking approval of the state's records disposition panel for deletion of video recordings after thirty (30) days per point B in Clause VII; and additional discussion/decision about access to footage in Clause VIII (counsel does not

PB ____ JG ____ JMS ____ JS ____ DPS ____

recommend approval by the board or a committee because of the time involved to satisfy the public notification of such meetings). The commission, by consensus, approved counsel's recommendations and will study further the access issue.

Clerk Swanson reported that an email had been received from Steve Belko regarding the excess unlicensed vehicles stored on his property at 9451 Brunswick Road (PID 290157000). He is planning to construct an addition to a storage shed, but the timing is not yet firm. In the meantime, he proposes to erect a fence to enclose the vehicles. The commission recommended to the board a reply that thanked Mr. Belko for his response and noted that he must receive a fence permit from the township.

Regarding camping at 5271 Royal River Road (PID 29521000), Clerk Swanson shared with the commission an email listing site rules and arrival instructions of the campsite. Clerk Swanson moved, Chair Schlaeger seconded, to recommend to the board that a letter be forwarded to the owners reminding them that the town ordinance (and state law) requires that a septic compliance inspection be made when a property is purchased. The motion carried unanimously. Member Belland distributed a list of state regulations and requirements for the operation of a campground and asked members to familiarize themselves with these requirements. Clerk Swanson reported that the office has not received any additional information from Royal River residents except that relating to the campground.

Clerk Swanson reported he had met with another individual about the office assistant position and that a third person had requested information. After discussion, Clerk Swanson moved, Member Belland seconded, to recommend to the board that this position be appointed by the board and not appointed by the clerk. The motion carried unanimously.

New Business:

There was no new business.

The date of the next working meeting will be 6:30 p.m., 7 October 2025.

FYI:

The next regular planning commission meeting will be at 7:00 p.m., Tuesday, 28 October 2025.

At 7:21 p.m., Chair Schlaeger moved, Member Graham seconded, to adjourn. The motion carried unanimously.

Respectfully submitted,

Duane P. Swanson, Clerk/Member

Pete Belland, Supervisor/Member

John Graham, Supervisor/Member

Jenessa Saumer, Treasurer/Member

Jeff Schlaeger, Chair/Member