

Royalton Township Working Planning Commission Meeting Minutes
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10 November 2025
Approved

6:30 p.m., 10 November 2025, Chair Jeff Schlaeger convened the Royalton Township working planning commission meeting with Members Pete Belland and John Graham and Clerk Duane Swanson present and Treasurer Jenessa Saumer absent. Zoning Administrator John Kemen and members of the public also attended.

Members reviewed the existing snow and ice policy and recommended the following changes:

- I. 3: Remove “Road superintendent” and insert “road supervisor in consultation with the road superintendent.”
- Insert a new Roman numeral between III and IV: “Roads shall be plowed in the following priority order: Beginning in the northern part of the township for the first plowing and continuing to the southern part of the township; with the second plowing beginning in the southern part of the township and continuing to the north. Thereafter, plowing shall alternate in this manner throughout the plowing season.
- V: Remove “Road superintendent” and insert “road supervisor in consultation with the road superintendent.”
- XI: Update statutory citations.
- XII. A.: Remove “road superintendent” and insert “board of supervisors.”
- XII. Remove sentence on cost and insert “Each case will be reviewed by the board of supervisors in an effort to approve just compensation.”
- End: Update adoption date, signatures, and date drafted by planning commission.

Clerk Swanson will prepare a final copy for board review at its December meeting.

Commission members reviewed and signed their individual notifications about the Minnesota paid leave program.

Chris DeGray and Bobby DeGray were present to introduce a conditional use application for an excavating and landscaping firm at 11064 Harvest Road (PID 290040000). This would involve moving some equipment and supplies from 9431 Harvest Road. They noted that there would be no pit mining, although stockpiling of materials, including gravel and rock, would be done. The application calls for upwards of 20 employees; no extra lighting is planned; and the business office will be in the existing residence for now. Zoning Administrator Kemen noted that a public hearing would have to be held with announcement to neighbors. The commission tasked Zoning Administrator Kemen and Clerk Swanson with reviewing the application and drafting findings of fact. John DeGray explained that he would continue with his company (and his conditional use permit) at his residence for some time but that Grasston Excavating and Landscaping LLC would be moving to 11064 Harvest Road.

Clerk Swanson distributed a draft of an agricultural building permit exemption certificate for the commission’s consideration. This document has been recommended by Building Inspector Dan Rydberg. Chair Schlaeger tasked members with reviewing the draft for recommendations at the next meeting.

Clerk Swanson reported that a letter had been sent to 10696 Pine Bough Road (PID 290019001) regarding the excessive storage of mattresses and other junk on the property.

PB _____ JG _____ JMS _____ JS _____ DPS _____

Clerk Swanson reported that Ordinance 2025-002 had summary publication in the 6 November edition of the Pine City Pioneer, that letters detailing the ordinance had been sent to all landowners abutting Country Drive, and that “No Parking” signs had been erected on the road. The ordinance will become effective when a copy is deposited in the Pine County Law Library.

Clerk Swanson reported that a notice of employment for an administrative clerk had been published in the 6 November 2025 edition of the Pine City Pioneer, noting an 18 November deadline for applications. Two formal applications have been received, and two inquiries have been fielded. Chair Schlaeger authorized office staff to review applications and meet with applicants.

The board reviewed a proposed nuisance ordinance as drafted by legal counsel. Chair Schlaeger tasked members to review its contents and be ready to discuss it at the next meeting. Clerk Swanson will ask legal counsel if a public hearing is required for adoption of the zoning ordinance. Patrice DeGray opined that the board should not adopt a new ordinance until it had fully enforced the existing ones.

Clerk Swanson presented a revised zoning ordinance submitted by legal counsel, reflecting the board’s recommendations at its September meeting. Chair Schlaeger tasked members to review it carefully, especially for changes that may have been inadvertently included.

Denise Weis noted the extremely bright lights emanating from the cannabis factory. Clerk Swanson was asked to discuss with Pine County Administrator Kelly Schroeder whether remodeling of the greenhouses was a county or a town responsibility and what does “remodeling” consist of. John DeGray questioned the spreading of septic contents on the existing fields.

At 8:15 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