

Royalton Township Regular Board Meeting Minutes
6052 Royalton Road, Braham, MN 55006
Email: royalton@royaltontownship.com -- Website: www.royaltontownshipmn.gov
28 July 2026
Approved

7:31 p.m., 28 July 2026, Chair John Graham called the Royalton Township regular board meeting to order, with Supervisors Pete Belland and Jeff Schlaeger, Deputy Treasurer Brenda Belland, and Clerk Duane Swanson present. Septic Administrator Amy Thompson, Administrative Assistant Teresa Luginbill, and Road Superintendent Dan Saumer also attended, along with members of the planning commission and the public. Chair Graham led the assembly in the pledge of allegiance.

General administrative detail

Supervisor Schlaeger moved, Chair Graham seconded, to approve the agenda as presented with the addition of lawsuit, hail damage, town hall security, and late-arriving bill. The motion carried unanimously.

Chair Graham moved, Supervisor Schlaeger seconded, to approve the minutes of the regular board meeting of 30 June 2026 as presented. The motion carried unanimously.

Deputy Treasurer Belland read her June report, noting that as of 30 June 2026, the township had a beginning bank balance of \$293,784.94 in the treasury. Deposits were \$141,715.95; disbursements were \$37,619.41, with an ending bank balance on 30 June 2026 of \$435,857.31. Outstanding checks were \$37,975.83 and a certificate of deposit in the amount of \$54,562.87 was in place, leaving a spendable balance of \$397,881.48. Supervisor Schlaeger moved, Chair Graham seconded, to approve the report. The motion carried unanimously.

Deputy Treasurer Belland reported that the certificate of deposit had matured on 25 July and automatically renewed for a period of 5 months. She reported that the current interest rate is 3.75% and that changes could be made to the certificate within ten days after renewal. After discussion about the current balance and potential expenses for the remainder of the year, Chair Graham moved, Supervisor Schlaeger seconded, to renew the certificate for a term of five months and to add \$50,000 to the certificate. The motion carried unanimously.

Chair Graham called for discussion of checks #11933-11964 in the amount of \$42,555.26, with checks 11948 and 11949 being void. Supervisor Schlaeger moved, Chair Graham seconded, to approve payment of the bills. The motion carried unanimously with Chair Graham, Supervisor Schlaeger, and Supervisor Belland voting "Aye. Clerk Swanson presented a late-arriving bill of \$24.69 from Amazon for mailing envelopes. Chair Graham moved, Supervisor Belland seconded, to approve payment of the bill. The motion carried unanimously with Chair Graham, Supervisor Schlaeger, and Supervisor Belland voting "Aye."

Planning Commission recommendations

Clerk Swanson updated members on pending issues: Regarding the Johnson/Orvis/Tchida land split (PID 290234000) (Royalton Road), the applicant's attorney had noted that differences appear to be only semantic in nature. Clerk Swanson had filed with the Pine County Recorder the approved interim permit request of Adam and Anne Jenkauski to operate a campsite at 5271 Royal River Road

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(PID 295110000). He reported that the office had received complaints of some issues in its operation; Anne Jenkauski has been trying to establish communication with neighbors about the planting of trees as required by the IUP; such communication has been unsuccessful and the Jenkauskis have decided that tree planting will be deferred until the fall when chances of transplant survival are greater. Clerk Swanson reported that Zoning Administrator Kemen reports no further activity on the variance request at 8738 Greeley Loop except that the applicant had been told that the existing cement pad could not be used as the base for a structure. Clerk Swanson also reported that Administrator Kemen had no further information on the interim use permit request at 11495 State Highway 107 (PID 290086000). Clerk Swanson reported that Zoning Administrator Kemen has had a conversation with a prospective buyer of 8825 Greeley Loop (PID 290355000) who is interested in establishing a glamping business on this parcel. Administrator Kemen advised the requestor to visit the property to ensure that it would meet his requirements for such a business. The board took no action on the updates.

The updated zoning ordinance will be reviewed at the next working meeting.

Old Business:

Septic issues: By consensus, the board approved Clerk Swanson's draft of a letter to the owner of 10001 Brunswick Road (PID 290153002). The septic and garbage issues at 1995 Royal Heights Lane (PID 295231000) remain with Pine County.

Zoning issues: Regarding PID 290019001 (10696 Pine Bough Road), no updates have been received, although there may be an interested purchaser.

Supervisor Schlaeger has again reminded the owners of 9451 Brunswick Road (PID 290157000) that the excess vehicles need to be fenced or enclosed in a structure; some vehicles will be licensed, and some may be sold.

Road issues: Supervisor Belland reported that tree cutting permission had been received from the two property owners on Hummingbird Road and that ditching discussions are underway. He reported that culvert installation on Raspberry Road will likely be deferred until 2027. Discussions regarding damage to Apple Road by ATVs are ongoing.

Campus building issues: Clerk Swanson will contact Travis Kemen about a time line for updated email addresses for individual employees. Deputy Treasurer Belland reported that the township is waiting on ECE's timeline for installation of fiber. Clerk Swanson reported that a property adjuster had visited the township, talked with Supervisor Schlaeger and himself, and assessed potential damage to the town hall roof. A report will be forthcoming. Clerk Swanson reported on two visits by Wright Hennepin technicians in an attempt to restore functionality of the security system. A new circuit board had been installed and the wiring in the shed had been updated. The repairs seem to have been successful.

Consultant Charles Smith had been invited to the meeting but was not present. Supervisor Schlaeger reported on possible developments by neighboring townships regarding fire protection. By consensus, the board authorized him to discuss possible service arrangements with the Rush City city council.

There was no update on a new local legal counsel.

New Business

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The board reviewed MATIT insurance coverage noting that a new coverage year began 1 July. The picnic shelter should be added to the policy at a valuation of \$25,000; coverage on the town hall should likely be increased, possibly by \$200,000. Supervisor Belland will discuss with Building Official Dan Rydberg and Clerk Swanson will discuss with former supervisor Marshall Pearson.

The board noted that Supervisor Schlaeger's certification for the Local Board of Appeal and Equalization had expired; he will renew.

The board noted the Minnesota Association of Townships' district 7 meeting at 6:00 p.m., Thursday, 6 August. Clerk Swanson and Chair Graham expressed interest in attending.

Clerk Swanson reported that the township had been served with a writ of certiorari appealing the board's denial of the need for an environmental assessment worksheet (EAW) for the erba, Inc., expansion project. Supervisors reviewed the appeal document. Clerk Swanson noted that no discussions about this case should be had outside of a properly noticed closed meeting, preferably with legal counsel present and that any conversations should be through defense counsel. The township's insurance carrier, MATIT, has appointed Jessica Schwie of Kennedy & Graven as defense council on behalf of the township. Clerk Swanson also noted that there should be no contact with the plaintiffs about this matter. He will be meeting with Counsel Schwie to provide relevant documentation for the township's defense.

Public Forum

Public Forum was offered; no one spoke.

Correspondence

Clerk Swanson shared a thank you card from members of Emmanuel Reformed Church, who rented the town hall for services in May, June, and July.

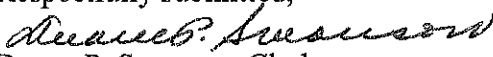
FYI

Chair Graham reported that the June report of building permits had been sent to the US census bureau, and that two township manuals had been ordered. Clerk Swanson reported that the 2027 levy certification form had been filed with Pine County.

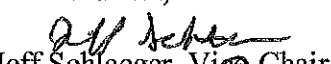
The next regular planning commission meeting will be at 7:00 p.m., Tuesday, 25 August 2026.
The next regular board meeting will be at 7:30 p.m., Tuesday, 25 August 2026.

At 8:34 p.m., Supervisor Belland moved, Supervisor Schlaeger seconded, to adjourn. The motion carried unanimously.

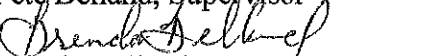
Respectfully submitted,


Duane P. Swanson, Clerk


John Graham, Chair


Jeff Schlaeger, Vice Chair


Pete Belland, Supervisor


Brenda Belland, Deputy Treasurer