

February 18, 2020 Board Minutes

Royalton Township Regular Board Meeting Minutes

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18 February 2020

Approved

7:30 p.m., 18 February 2020, Chair Wayne Olson called the Royalton Township regular board meeting to order with Supervisor Marshall Pearson, Supervisor Jeff Schlaeger, Treasurer Wendy Tchida, and Clerk Duane Swanson present. Also present were Road Superintendent Dan Saumer, Deputy Clerk Priscilla Schneider, and Septic Inspector Amy Thompson. The pledge of allegiance was recited.

Supervisor Pearson moved, Supervisor Schlaeger seconded, to approve the agenda as presented with the addition of 1605 Royal Heights Lane and noise. The motion carried unanimously.

Supervisor Pearson moved, Supervisor Schlaeger seconded, to approve the minutes of the regular board meeting of 28 January 2020 as presented. The motion carried unanimously.

Treasurer Tchida gave her report, noting that the township has a current balance of \$368,401.25 in the treasury. Supervisor Schlaeger moved, Supervisor Pearson seconded, to approve the report as presented. The motion carried unanimously.

Supervisor Pearson moved, Supervisor Schlaeger seconded, to approve payment of checks #9483-9507 in the amount of \$3,925.81. The motion carried unanimously with Chair Olson, Supervisor Pearson, and Supervisor Schlaeger voting "Aye".

Public Forum was offered. Bob Adamek was present to request updates on various properties on Royal Heights Lane. Chair Olson reported that the situation at 1255 was currently with legal counsel, that 1605 Royal Heights Lane is on the agenda for this day, and that Zoning Administrator Kemen and he had reviewed the use of recreational vehicles on the south side of the road (no address located). The latter had no immediate issues and would be reviewed at the annual road inspection. Mr. Adamek then asked who was paying for the grader to be pulled from the ditch; Chair Olson noted that he had pulled the grader out.

Planning Commission recommendations:

The planning commission continues to review the solar energy ordinance.

There were no updates on the policy book and township levy/equipment inventory.

Clerk Swanson noted that he had been in contact with county officials about the revised legal description on the Pangerl/Nordby land subdivision proposal and that no further approval by the township was necessary.

Clerk Swanson noted that the working planning commission had reviewed the interim use permit application of Kevin McFerran with Mr. McFerran, that Zoning Administrator John Kemen had set a public hearing for 31 March 2020 at 5:30 p.m., and that the working commission would be continuing to review the findings of fact.

Clerk Swanson introduced the agreement with AT Septic Inspections & Design noting that the planning commission recommended approval. Septic Inspector Thompson was present and indicated her approval of this draft. Chair Olson moved, Supervisor Schlaeger seconded, to approve and sign the agreement as presented. The motion carried unanimously.

Old Business:

Clerk Swanson reported that the three letters authorized at the January meeting requiring point of sale inspections had been sent. One compliance inspection (from the Red Oak Road property) had been received; the Clint Road property owners had contacted Septic Inspector Amy Thompson; the third (Royal River property) has a deadline of 5 March for reporting to the township. No action had been taken on 9003 Wildflower Road.

Chair Olson read the log of activities relating to 4843 Brunswick Road, noting that it goes back to 2015. He noted that legal counsel had drafted a proposed stipulation and consent order. Mr. John Heesch, representing the owners, addressed the board suggesting the following plan forward: After the frost is out, he would welcome the board to visit the entire property and note which violations need correction; such violations would then be corrected within 60 days, with a board review at the end of 30 days. Chair Olson noted Mr. Heesch's proposal as the board discussed the issues surrounding a proposed clean-up, noting that 5 unlicensed vehicles were allowed on the property. Chair Olson moved, Supervisor Schlaeger seconded, to ask that the property be brought into compliance by 27 April 2020 (in time for the annual road inspection); that counsel move forward with the stipulation and consent order; that court approval of this stipulation be sought (at a cost of about \$300 civil filing fee); and that the issue of recovering legal fees by assessment be tabled until the 31 March 2020 meeting. The motion carried unanimously.

Regarding the situation at 1255 Royal Heights Lane, Chair Olson moved, Supervisor Schlaeger seconded, to request that counsel proceed with a letter to owners and holders of the contract for deed noting that the open end pipe sewer is an imminent health threat that must be corrected within 15 days and to pursue discussions with counsel about long term remedies for sewage handling, for abating blight, and for review of the living conditions. The motion carried unanimously.

Zoning Administrator Kemen had not investigated further the situation at 5536 Pokegama Lake Road. Chair Olson tabled this issue.

Chair Olson delayed discussion about Frost Drive until the annual road inspection.

Clerk Swanson reported that he had forwarded the assessing resolution approved at the January meeting to all five county commissioners, to County Administrator David Minke, and to the Pine County Association of Townships. No responses had been received.

Supervisor Pearson noted that there was no update on the carpet situation.

Chair Olson reminded board members of the MAT annual spring short course at Duluth, 3 April 2020. Attendance can be finalized at the 31 March meeting.

Clerk Swanson reported that plans were proceeding well for both the 3 March presidential nomination primary and for the 10 March town election.

New Business:

Supervisor Schlaeger moved, Chair Olson seconded, to approve three-day motor grader training opportunities for Road Superintendent Saumer and Assistant Road Superintendent Alex Anderson in May in Chisago County. Applications have been submitted and are awaiting approval; each successful application would cost \$250.00. The motion carried unanimously.

After discussion, Chair Olson moved, Supervisor Schlaeger seconded, to request quotes for 6,000 to 8,000 yards of Modified Class 5 gravel minus 1" on rock, MN State Specification #3138, with the following modifications: sieve size #4 gradation requirement 50-70% and sieve size #200 gradation requirement 7-10% to be delivered and spread on designated township roads between June and August. Additional requirements are contained in the notice that accompanies these minutes. Quotes will be opened at the 31 March 2020 meeting. The motion carried unanimously.

After discussion, Chair Olson moved, Supervisor Schlaeger seconded, to leave the Minnesota Benefit Association life insurance proposal for board members as currently in force. The motion carried unanimously.

By consensus, the board decided to leave the moderator at the annual meeting as a volunteer, unpaid position.

Clerk Swanson noted that the Pine City Fire Department has restarted quarterly meetings and would welcome a representative from Royalton Township. No action was taken.

Supervisor Pearson moved, Chair Olson seconded, to recommend to the annual meeting the following levy for 2021: General Fund at \$129,000; Road & Bridge Fund at \$70,000, and Fire Fund at \$20,000 for a total levy of \$219,000. The total levy has remained unchanged since 2010. The motion carried unanimously.

The township has received a sample agreement from the Seven County Senior Federation in Mora requesting funds. By consensus, the board reaffirmed its policy of not contributing to private organizations.

Chair Olson moved, Supervisor Schlaeger seconded, to approve purchase of two copies of the 2020 Pine County plat book at \$25 per volume. The motion carried unanimously with Chair Olson, Supervisor Pearson, and Supervisor Schlaeger voting "Aye".

Chair Olson moved, Supervisor Schlaeger seconded, to send a letter to owners at 1605 Royal Heights Lane where residents seem to be living in recreational vehicles in violation of the town's zoning ordinance, to include relevant portions of the ordinance, and to request a response by 31 March 2020. The motion carried unanimously.

Chair Olson moved, Supervisor Schlaeger seconded, to send a letter to owners at 10696 Pine Bough Road where residents seem to be living in recreational vehicles in violation of the town's zoning ordinance, to include relevant portions of the ordinance, and to request a response by 31 March 2020. The motion carried unanimously.

Terri Janssen was present to request board action regarding the noise situation at 8570 Brunswick Road. The relatively-new owners, according to Ms. Janssen, have been running four-wheelers and snowmobiles and have been shooting in the middle of the night. Sheriff deputies have visited several times. Supervisor Schlaeger moved, Chair Olson seconded, to send a letter to the owners, including copies of relevant noise ordinance, and request that they appear before the board at the 31 March 2020 meeting.

FYI:

Chair Olson noted that authorization had been sent and confirmation received adding the clerk to the list of those that can correspond with counsel; that a public hearing on the Kevin McFarren interim use permit application will be held at 5:30 p.m., 31 March 2020; that the reorganizational meeting will be held at 6:00 p.m., 31 March 2020; and that the next board meeting will be at 7:30 p.m., 31 March 2020.

At 8:30 p.m., regular board business concluded and the Board of Audit began. The board compared the clerk's registers of receipts and disbursements, the treasurer's registers of receipts and disbursements, and the treasurer's receipt book and the treasurer's check register. Approximately every tenth receipt was compared; approximately every thirtieth disbursement was compared. In all instances, clerk's and treasurer's records matched. In addition, the clerk's and treasurer's bank statements are balanced monthly and found to be correct. Similarly, the clerk and treasurer have the same balances for each fund. Thus, the board concluded that the clerk's and treasurer's accounting books represent an accurate depiction of the town's finances.

At 8:44 p.m., Supervisor Pearson moved, Supervisor Schlaeger seconded, to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,

Duane P. Swanson, Clerk

Wayne Olson, Chair/Supervisor

Marshall Pearson, Vice Chair/Supervisor

Jeff Schlaeger, Supervisor