

February 27, 2018 Board Minutes

Royalton Township Regular Board Meeting Minutes

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27 February 2018 - Approved

7:35 p.m., 27 February 2018, Chair Marshall Pearson called the Royalton Township regular board meeting to order with Supervisor Wayne Olson, Supervisor Jeff Schlaeger, Treasurer Wendy Tchida, and Clerk Duane Swanson present. Also present were Deputy Clerk Roberta Folkestad, Zoning Administrator John Kemen, and Road Superintendent Dan Saumer. The pledge of allegiance was recited.

Supervisor Olson moved, Supervisor Schlaeger seconded, to approve the agenda as presented with the addition of workers' compensation and consideration of an additional bill. The motion carried unanimously.

Supervisor Olson moved, Supervisor Schlaeger seconded, to approve the minutes of the regular board meeting of 30 January 2018 as presented with a correction in the last paragraph on page 1 (changing "Member Schlaeger" to "Supervisor Schlaeger"). The motion carried unanimously.

Treasurer Tchida gave her report, noting that the township has a current balance of \$355,777.07 in the treasury. Supervisor Olson moved, Supervisor Schlaeger seconded, to approve the report as presented. The motion carried unanimously.

Supervisor Olson moved, Chair Pearson seconded, to approve payment of checks #8673 - 8700 totaling \$16,482.59. The motion carried unanimously with Chair Pearson, Supervisor Olson, and Supervisor Schlaeger voting "aye."

Public Forum was offered; no one spoke.

Planning Commission recommendations:

Supervisor Olson reported that both landowners adjacent to the Eagle Lane turnaround had been contacted and were supportive of upcoming changes. Chair Pearson directed the planning commission to consider the various design proposals and report back to the board.

Supervisor Olson moved, Supervisor Schlaeger seconded, to approve the draft language of a "junk" letter to be sent to all property owners and to direct the office to mail said letters well before the 23 April road inspection.

After discussion, Chair Pearson moved, Supervisor Schlaeger seconded, to approve the draft first notice letter regarding a failed septic system due to imminent health threat and to authorize that it be sent to the affected property owner.

Old Business:

Supervisor Olson and Zoning Administrator Kemen reported on the "junk" situation at 4843 Brunswick Road. Township legal counsel is moving forward on this issue.

The camera for the snowplow truck will not be considered at this time and the item will be removed from the agenda.

Supervisor Olson moved, Supervisor Schlaeger seconded, to set a public hearing for 24 April, 2018, to precede the planning commission and board meetings to consider the draft fence ordinance and the updated sewer ordinance. The motion also authorizes publication as consistent with law. The motion carried unanimously.

Clerk Swanson reported that no further activity had occurred on the distribution of fines to townships.

Chair Pearson updated the board on the proposed playground on the township campus. He distributed a recommendation calling for California King playground equipment with an arch swing, challenge ladder, cantilever picnic table, and two benches, with shipping, costing \$21,169.82; 28 border timbers (\$1427.00), Rivard wood mulch (6-8" deep, \$1919.95) and

concrete (\$300). An onsite supervisor for 7 hours would cost \$1,500. The estimated grand total for these features is \$26,316.77. Installation could hopefully be completed in May. Extended discussion followed, especially regarding the onsite supervisor. Board and audience responses recommended an onsite supervisor. Chair Pearson moved, Supervisor Olson seconded, to proceed with this project at a cost not to exceed \$30,000, including the onsite supervisor for 7 hours and to authorize 50% down payment on those elements that require a down payment. The motion carried unanimously with Chair Pearson, Supervisor Olson, and Supervisor Schlaeger voting "aye".

After much discussion from board and audience, Supervisor Olson moved, Chair Pearson seconded, to recommend a 2019 levy of \$219,000 to the annual meeting. Discussion centered around potential future costs. The motion carried 2-1, with Chair Pearson and Supervisor Olson voting "aye" and Supervisor Schlaeger voting "nay".

Board members were reminded to bring any annual meeting agenda items to the office's attention.

Chair Pearson thanked Deputy Clerk Folkestad for her purchase of a new flag pole and base. Deputy Clerk Folkestad noted that the stand needed to be heavier than planned so the cost exceeded the allotted \$150 by \$7.37. Board noted payment had already been approved.

New Business:

Supervisor Olson reported on the reliability of our security monitoring system being paid by our service firm. He may have new quotes available next month.

Road Superintendent Saumer reported that he had picked up approximately 65 tires from Hazelnut and Raspberry South. The Pine County sheriff had alerted the township of this problem on Hazelnut Road. Removal of these and other "junk" (television sets, appliances, etc.) along town roads is becoming a significant budget item. Supervisor Schlaeger moved, Supervisor Olson seconded, to place a notice on the township's website and in the Advertiser offering a \$200 reward for the arrest and conviction of parties responsible for dumping tires on Hazelnut and Raspberry during the President's Day weekend. The motion carried unanimously with Chair Pearson, Supervisor Olson, and Supervisor Schlaeger voting "aye".

Supervisor Olson moved, Supervisor Schlaeger seconded, to call for quotes for 4500 yards of Class 5 gravel, Minnesota state specification #3138 to be delivered and spread on designated town roads between June 15th and August 15th with the proviso that the township schedule must be accommodated with at least four days' notice. The motion further calls for submission of a certified copy of state specification of Class 5 gravel from within the last twelve months in a separate envelope by 6:30 p.m., Tuesday, 27 March 2018. All quotes must include a current certification of liability insurance of \$1,500,000 with indemnity coverage on insurance policy and must be received by 6:30 p.m., Tuesday, 27 March 2018. The motion carried unanimously.

Chair Pearson noted that the Minnesota Association of Townships spring short courses will be held in St. Cloud on Tuesday, 27 March 2018 and in Duluth on 6 April 2018. Supervisor Olson moved, Supervisor Schlaeger seconded, to authorize attendance for all supervisors and staff who wish to attend at a registration fee of \$50.00 per person. The motion carried unanimously with Chair Pearson, Supervisor Olson, and Supervisor Schlaeger voting "aye". A notice will be posted that a quorum of supervisors may be in attendance.

By consensus, the board approved the donation of the old Christmas tree to a thrift store.

Clerk Swanson introduced a bill received since the bills were prepared for the meeting. Pine County Auditor-Treasurer submitted a bill for \$294.91 for programming, ballot styling and coding, ballot printing, and freight in connection with the 13 March 2018 town election. Supervisor Schlaeger moved, Supervisor Olson seconded, to approve payment and issue a check as soon as possible. The motion carried unanimously with Chair Pearson, Supervisor Olson, and Supervisor Schlaeger voting "aye".

Clerk Swanson and Deputy Clerk Folkestad reminded supervisors that workers compensation insurance requires that the supervisors get a \$1,500,000 liability guarantee from each major contractor doing work for the township. Without this documentation, our premiums will increase substantially.

By consensus, the board authorized the office to write thank you letters to residents who cut trees and brush from their own roadside ditches.

At 8:50 p.m., the supervisors convened as the Board of Audit. Clerk Swanson and Treasurer Tchida were also present. The supervisors compared the receipt/check register with the clerk's record and the treasurer's record. All records were found to be correct. The board of audit completed its work at 9:05 p.m.

FYI

Chair Pearson noted that a meeting of the Pine County Township Association will be held in Hinckley at 9:00 a.m., Saturday, 24 March 2018; that fully signed town line road agreements with both Nessel and Pokegama townships had been received and filed; and that the Board of Equalization will be held at 9:00 a.m., Monday, 23 April 2018. The next regular town board meeting will be 7:30 p.m., Tuesday, 27 March 2018.

At 9:08 p.m., Supervisor Olson moved, Supervisor Schlaeger seconded, to adjourn. The motion carried unanimously.

Respectfully submitted:

Duane P. Swanson, Clerk

Marshall Pearson, Chair

Wayne Olson, Supervisor

Jeff Schlaeger, Supervisor