

July 31, 2018 Board Minutes

Royalton Township Regular Board Meeting Minutes

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31 July 2018

Approved

7:38 p.m., 31 July 2018, Chair Jeff Schlaeger called the Royalton Township regular board meeting to order with Supervisor Wayne Olson, Supervisor Marshall Pearson, Treasurer Wendy Tchida, and Clerk Duane Swanson present. Also present were Zoning Administrator John Kemen, Road Superintendent Dan Saumer, and Deputy Clerk Roberta Folkestad. The pledge of allegiance was recited.

Supervisor Olson moved, Chair Schlaeger seconded, to approve the agenda as presented with the addition of FEMA update, Lauren Anderson subdivision question, signage quote, and new flag. The motion carried unanimously.

Supervisor Pearson moved, Supervisor Olson seconded, to approve the minutes of the regular board meeting of 26 June 2018 as presented. The motion carried unanimously.

Supervisor Pearson moved, Supervisor Olson seconded, to approve the minutes of the emergency board meeting of 12 July 2018 as presented. The motion carried unanimously.

Treasurer Tchida gave her report, noting that the township has a current balance of \$308,915.12 in the treasury. Supervisor Olson moved, Chair Schlaeger seconded, to approve the report as presented. The motion carried unanimously.

Supervisor Pearson moved, Chair Schlaeger seconded, to approve payment of checks #8840 - 8888 totaling \$45,710.62, with check number 8869 being void. The motion carried unanimously with Chair Schlaeger, Supervisor Olson, and Supervisor Pearson voting "aye."

Public Forum was offered. No one spoke.

Planning Commission recommendations:

Chair Schlaeger updated the board on the working commission meeting discussion about Wayde Lerbs application for an interim use permit. Zoning Administrator Kemen recommended that a public hearing on this application be set for 6:00 p.m., Tuesday, 28 August 2018 in the town hall. Supervisor Olson moved, Supervisor Pearson seconded, to set the public hearing date as recommended. The motion carried unanimously.

Chair Orvis reported on the planning commission's discussion of the request of Michelle Oquist and Joe Belland to have the board accept the cartway on the east side of the Belland property as a town cartway. Additional work by the planning commission is needed and the board, by consensus, asked the commission to continue work on this issue.

The Ladez Pangerl Estate request to subdivide PID 29.0237.003 was tabled due to the lack of boring test results.

The commission tabled the township levy and equipment budget issue and the township cleanup day discussion.

Old Business:

Township Assessor Linda Wiener was present to address the board on her draft agreement with Daryl Moeller to provide assessor services to Royalton Township for the 2019 (pay 2020) year at a cost of \$7.00 per parcel. She noted that Mr. Moeller was fully certified and that his insurance certificate and tax forms W9 and 1099 Misc. would be provided to the township. Ms. Wiener and Mr. Moeller would submit separate invoices to the township. Ms. Wiener also distributed copies of the state statute that gives assessors the right to enter properties. If entrance is refused, the assessor can assess on the basis of assumed conditions and the property owner has little recourse to contest the appraisal. Supervisor Pearson moved, Supervisor Olson seconded, to approve the draft agreement as presented. The motion carried unanimously. The agreement was signed, conditional on the receipt of Mr. Moeller's documents.

Clerk Swanson noted the issues surrounding the Caron land split. By consensus, the board noted that any issues with the title company do not involve the township and are in the hands of the landowner.

Supervisor Olson noted that he had met with FEMA, who is doing a preliminary assessment of flood damages. The township spent \$10,500 in gravel plus culvert costs. Road superintendent Dan Saumer had taken photographs to document the damaged areas. More gravel will need to be applied and much more time spent on the roads. One culvert has been installed on Bears Ear (another is needed), one on Raspberry North, two on Cabin Drive, and three on Church Road. One culvert for Eagle Lane and another on Church Road will be installed shortly.

Supervisor Olson reported that language regarding the agreement with landowners adjacent to the Eagle Lane turnaround was finalized by counsel. The agreement has been signed by Dennis Nilsen and is ready for signature of Chair Schlaeger and David Latourelle.

The junk car issue at 4843 Brunswick Road was tabled for another month.

Supervisor Olson reported that letters regarding zoning violations had been sent by counsel to Kirtis and Melissa Wiener (9435 Apple Road) and to Nancy Dodd (1386 Sherwood) noting that the landowners have failed to comply with previous notifications and that if abatements are not accomplished by the 28 August 2018 board meeting, the board may immediately adopt a motion to the District Court for immediate enforcement of the orders.

John DeGray noted that he had not yet contacted Century Link about the culvert on Timber Drive.

Supervisor Pearson noted that the playground is complete except for minor grading. The total cost was \$30,276.03, slightly over the \$30,000 estimate. Supervisor Olson moved, Chair Schlaeger seconded, to approve the overage. The motion carried unanimously.

Supervisor Olson noted that his studies on monitoring services were nearly complete.

Tim Carlson was present to discuss drainage issues on Raspberry Road South. Chair Schlaeger had received a drawing noting that a private individual had installed a small culvert on private property that diverted water. Various options were discussed. By consensus, the board decided that a letter be sent to property owner Vince Frye requesting that the culvert be removed and that supervisors inspect and make recommendations to the next meeting. Mr. Carlson then asked what the board was going to do about having ditched through his access to property on Raspberry Road South. He questioned why ditching occurred on the east side of the road. The board responded that three steps had been involved: 1) ditching on the west side of the road to drain water properly; 2) then to address water that still crossed the road and 3) ditching on the east side. Road Superintendent Saumer noted that the ditching allowed him to grade properly the road and that conditions have been improved substantially with the ditching. The board's policy, as stated in writing to Mr. Carlson's counsel, is that the first culvert would be the responsibility of the landowner. No further action was taken and the discussion was terminated.

New Business:

Ronald Pearce was present to discuss his request for culvert updates at 5112 Raspberry Road, noting that the culvert at the end of the driveway was not functioning properly and was likely too small. Supervisor Olson moved, Chair Schlaeger seconded, to replace the culvert at town expense, as per policy. The motion carried unanimously. By consensus, the board authorized sending a letter of thanks to Bill Coleman for his service as road superintendent assistant and requesting that he formally extend his resignation. Mr. Coleman has been unable to work for some time because of family commitments.

The board noted the office request that all emails with township legal counsel be forwarded to the office for filing.

Clerk Swanson noted that the March-June checks to the security monitoring company have not been cashed. We are still getting invoices however. Supervisor Olson will investigate.

The township's exterior flag is showing wear. Supervisor Pearson moved, Chair Schlaeger seconded, to authorize Gary Valvoda to investigate purchase of a new flag and to authorize up to \$150 for that purpose. The motion carried with Chair Schlaeger, Supervisor Olson, and Supervisor Pearson voting "aye".

Road Superintendent Saumer submitted a quotation from M&R Sign for five new "dead end" road signs with posts and hardware, for two road work ahead roll out signs, and related mounting equipment at a cost of \$977.30. Supervisor Olson moved, Chair Schlaeger seconded, to approve this request. The motion carried unanimously with Chair Schlaeger, Supervisor Olson, and Supervisor Pearson voting 'aye'.

Septic Inspector Amy Thompson was present to update the board on issues connected to the Lauren and Nancy Anderson minor subdivision that was approved in 2006. At that time the subdivision was approved, but one vacant parcel did not have soil borings submitted on it. At that time, it was clearly stated that it was unknown whether this parcel could support an approved septic system. It was clearly stated that, if a sewer permit were applied for, the soils must prove a standard depth of 12 inches before mottling is noted. No action was taken at this time. Inspector Thompson noted this situation exemplifies the need for soil borings on all parcels before minor subdivisions are approved.

FYI

A letter to Nessel Township acknowledging Royalton's responsibility for 540th Street for the current year was sent. A public accuracy test of the election equipment will be held on 11 August at 9:00 a.m. Primary election will be held from 7:00 a.m.- 8:00 p.m., 14 August. An open house at the Pine City fire department is scheduled for 15 August. Braham Superintendent Ken Gagner will address the board 28 August on the Braham School levy request. Clerk Swanson and Gary Valvoda completed head judge training with Cathy Clemmer; Treasurer Tchida completed training online. Clerk Swanson attended election training at the MAT summer short course in Duluth.

The next town board meeting will be at 7:30 p.m., Tuesday, 28 August 2018. The reconvened annual meeting will be held as part of the regular August meeting.

At 8:33 p.m., Supervisor Pearson moved, Supervisor Olson seconded, to adjourn. The motion carried unanimously.

Respectfully submitted:

Duane P. Swanson, Clerk

Jeff Schlaeger, Chair/Supervisor

Wayne Olson, Vice-Chair/Supervisor

Marshall Pearson, Supervisor