

August 16, 2016 Working Planning Comm Minutes

Royalton Township Working Planning Commission Meeting

6052 Royalton Road, Braham, MN 55006

320-396-2982 - Email: royalton@genesiswireless.us - Website: www.royaltontownship.org

August 16, 2016

Unapproved

The Royalton Township Planning Commission convened in working session at 6:35 p.m., 16 August 2016, with Members Jeff Schlaeger, Duane Swanson, and Gary Valvoda present.

Tree trimming and brush cutting were discussed. The commission reviewed the township manual's section on this topic.

Per instructions from the board, the commission again reviewed the job description of the road grader/patrol operator, especially in relation to drafting a possible one for a secondary maintenance person. Members of the commission expressed satisfaction that the description for the road grader/patrol operator position was sound and comprehensive. After substantial discussion, by consensus, the commission questioned if such a formal position description for a secondary position was needed. Are we in danger of over-managing what should be a series of routine tasks to keep the buildings and equipment in repair? The commission feels that responsibilities like light bulb replacement, identification of basic plumbing repairs, etc., can easily be folded into the road grader/patrol operator position as needed. Time commitment for such duties is likely to be small and to have a special job description seems redundant.

As part of this discussion, however, the commission did discuss several issues related to maintenance concerns, resources available, and the need for timeliness in resolving concerns. This is particularly acute in light of recent and potential upcoming personnel changes. What kind of supplies do we have on hand not only for the hall but also for the shed, and who is responsible for ensuring that what is needed is purchased? Is the township's inventory of tools adequate? Who is responsible for making recommendations and decisions about accumulations of outdated parts, etc? Dan Saumer has done a wonderful job cleaning the shed; his work has brought these concerns into greater focus. Following up on previous board discussions, members endorsed the creation of a list of "emergency" people to call in case of specific issues. This list should contain the contact information for those involved in the building of the new hall (well, sewer, security system, sound system, ECE) as well as two or more plumbers, electricians, etc., who might be contacted in an emergency. This list should be prominently available both in the town office and the hall, along with the contact information for town staff, board members, and sheriff.

In addition, the commission discussed the need for back-up individuals for the road grader operator in case of emergencies, vacations, etc. It urged the board to consider issuing an advertisement for such individuals. The commission also discussed the possible use of volunteers for these duties.

Regarding dust control on Maple Shores Drive, it was noted that a layer of gravel had been added which seems to have reduced the dust. Potential cost-sharing of control measures for next year was discussed; however, no 'new' information on alternative control measures was available at this time.

At 7:55p.m., the working meeting concluded.

Respectfully submitted,

Duane P. Swanson, Secretary pro-tempore

Chair Leslie Orvis

Member Gary Valvoda

Member Jeff Schlaeger