

July 28, 2020 Board Minutes

Royalton Township Regular Board Meeting Minutes

6052 Royalton Road, Braham, MN 55006

Email: royalton@royaltontownship.com -- Website: www.royaltontownship.com

28 July 2020

Approved

7:30 p.m., 28 July 2020, Chair Wayne Olson called the Royalton Township regular board meeting to order, with Supervisor Jeff Schlaeger, Treasurer Wendy Tchida, and Clerk Duane Swanson present and Supervisor Marshall Pearson absent. Zoning Administrator John Kemen, Road Superintendent Dan Saumer, and Deputy Clerk Priscilla Schneider also attended, along with members of the planning commission and the public. The pledge of allegiance was recited.

Chair Olson moved, Supervisor Schlaeger seconded, to approve the agenda as presented with the addition of Jan Neville, 9547 Bears Ear Road, security system, Homer Road culvert and driveway, Snake River Watershed District, and Pine City Township draft comprehensive plan. The motion carried unanimously.

Supervisor Schlaeger moved, Chair Olson seconded, to approve the minutes of the regular board meeting of 30 June 2020 as presented. The motion carried unanimously.

Treasurer Tchida gave her report, noting that the township has a balance of \$425,712.31 in the treasury. Supervisor Schlaeger moved, Chair Olson seconded, to approve the report. The motion carried unanimously.

Chair Olson moved, Supervisor Schlaeger seconded, to approve payment of checks #9655-9687 in the amount of \$56,025.54. The motion carried unanimously with Chair Olson and Supervisor Schlaeger voting "aye".

Public Forum was offered. Les Orvis noted that Royalton Road had been graded twice in one week by Pine County and that it was very dusty. He requested the board ask the county to chlorinate the road as has been done in the past.

Mr. Doug Stanger was present to discuss three issues: 1) Raspberry Road is being double graded and should be triple graded to maintain its shape. 2) He has removed his fence in the road right of way but maintained that the township was selectively enforcing this policy. 3) He would like to continue to maintain the ditch and is willing to reduce the height of the shrubbery to six feet. Chair Olson noted that the township would continue to maintain the right of way and that selective enforcement is not happening. Mr. Stanger agreed to remove the willows and reduce the height of the existing shrubbery.

Planning Commission recommendations:

No activity had occurred on the Saumer land subdivision proposal. By consensus, it was decided to remove this issue from the agenda.

No updates had been received on the proposed Gross/McFerrin land subdivision/easement, 9453 Riverbed Road, solar energy ordinance, policy book, and levy and equipment budgets.

Les Orvis noted the commission's recommendation to approve the variance request of Mark and Colleen Jurek for a garage at 15191 Brunswick Road that is ten feet less from the north property line than permitted by the ordinance and to approve the draft findings of fact presented by Clerk Swanson. Supervisor Schlaeger moved, Chair Olson seconded, to approve the variance request, to file the findings of fact with the Pine County Recorder, and to note approval of the request to Building Inspector Marshall Lind. The motion carried unanimously.

Les Orvis and Chair Olson reported on the draft additions to the town hall rental agreement. Chair Olson moved, Supervisor Schlaeger seconded, to approve changing the 21 day requirement for return of the damage deposit to "until action at the next regularly-scheduled board meeting", to approve the draft language submitted by Clerk Swanson on the procedures for handling issues relating to the rental, and to incorporate these amendments into a new rental policy. The motion carried unanimously.

Old Business:

Clerk Swanson reported that septic compliance issues for 9003 Wildflower Road and 5536 Pokegama Lake Road had been placed on 18-month replacement/repair schedules as required by the compliance inspections and will be removed from the agenda.

Clerk Swanson reported that owners at 4569 Hummingbird Road had not responded to a letter requesting as-builts and final inspection despite repeated requests by Septic Inspector Amy Thompson and a letter from the township. Chair Olson moved, Supervisor Schlaeger seconded, to request legal counsel to send a letter requesting a response within twenty days (August 21). The motion carried unanimously.

In other zoning issues, the board, by consensus, tabled action on 1390 Sherwood; noted that counsel had sent a stipulation and consent order regarding 4843 Brunswick Road; and noted that no update was available on 1255 Royal Heights Lane.

Regarding 1605 Royal Heights Lane, no response had been received to the board's second letter. Chair Olson moved, Supervisor Schlaeger seconded, to send a third letter requesting action before the August meeting. The motion carried unanimously.

Regarding 10696 Pine Bough Road, no response had been received to the board's third letter. Chair Olson moved, Supervisor Schlaeger seconded, to send a fourth letter requesting action before the August meeting. The motion carried unanimously.

The board, by consensus, instructed Road Superintendent Dan Saumer to remove the logs from township right of way at 4985 Hummingbird Road.

The excess vehicles at 10278 Bear Claw Road had been removed; this issue will be removed from the agenda.

Mr. James Mager was present to ask what the board wanted him to do regarding the excess vehicle letters he had received. He noted that all vehicles currently visible are licensed. Chair Olson requested that he send photographs of the licenses to the town hall and thanked him for coming to the meeting. Upon receipt, this issue will be removed from the agenda.

Supervisor Schlaeger moved, Chair Olson seconded, to have counsel send letters to 4673 Canary Road and 4670 Canary Road regarding excess vehicles. The motion carried unanimously. [See reconsideration of this motion below.]

The issue of excess vehicles at 5639 Red Oak Road was, by consensus, tabled until the August meeting.

Owners of 764 Greeley Road had been in contact with Zoning Administrator Kemen regarding plastic structures and were encouraged to attend the July board meeting. Chair Olson moved, Supervisor Schlaeger seconded, to send another letter inviting owners to the August meeting. The motion carried unanimously.

Deputy Clerk Schneider reported that the firm from which the township acquired its fire-proof filing cabinets did not currently have any available. The board instructed Les Orvis and Clerk Swanson to visit the firm and purchase two bistro tables and chairs for use by election judges.

Chair Olson noted that he had conversations with Kent Bombard about the website upgrade and that the issue is moving forward.

The engineering consult regarding Raspberry Road South has been completed and will be revisited at the 2021 road inspection.

Clerk Swanson reported that letters to 17 property owners regarding tree cutting on Clover Lane, Timber Drive, Raspberry Road South, Bear Claw Drive, and Royalton Road North had been sent, with the majority returned. Road Superintendent Saumer will continue to work with Tom Lundeen on tree removal.

New Business:

The board noted the request of Pine County Auditor-Treasurer Kelly Schroeder that Pine County townships request funds available to the township through the CARES Act. If the township does not use the funds, they would be returned to the county, which has plans to use them for business assistance, food assistance, and health assistance programs. After discussion about the time spent on bureaucratic paperwork relating to this program and the positive value of the county programs, Chair Olson moved, Supervisor Schlaeger seconded, to apply for the funds, totaling some over \$28,000. The motion carried unanimously.

Board members received individual ballots for the Minnesota Association of Townships District 7 board election and will return them as they wish.

The town hall air circulation system does provide for fresh air intake. The question arose over the recommendation of health officials to have fresh air intake during the upcoming elections.

Clerk Swanson reported that Building Inspector Marshall Lind has sent letters to several properties regarding unpermitted buildings. Some positive results have been realized. The board may need to follow up on Inspector Lind's initial letter if no response is received.

Clerk Swanson noted that election judge training had been received, that there will be extensive disinfecting protocols, room layout changes, and social distancing. Wearing masks will be required per Governor Tim Walz's executive order, which allows for certain exceptions. Royalton will follow Pine County's guidelines for those refusing to wear masks. Pine County will be providing sanitizers, masks, face shields, plexiglass barriers, additional pens, and other supplies. The town is purchasing additional materials. Chair Olson thanked the election judges for their diligence.

The board instructed the office to send a bill to Janice Neville for 18 yards of gravel at \$10.97 per yard.

Chair Olson moved, Supervisor Schlaeger seconded, to send a letter to owners of 9547 Bears Ear Road noting that the township's brush cutting program may endanger the pine trees recently planted in the township right of way. The letter will request that the trees be replanted at least 33 1/2 feet from the center line of Bears Ear. The motion carried unanimously.

Chair Olson reported that another fault in the security system occurred on a recent Saturday night. He is in communication with the company to replace the failing parts.

Substantial discussion occurred regarding a driveway and culvert on Homer Road that appear to exist partially on a neighbor's property. Mr. Alex Anderson was present to explain that part of the driveway to his neighbor's property is actually on his land. Chair Olson moved, Supervisor Schlaeger seconded, to send a letter to the owner of PID #290267001 requiring that the driveway be moved from the property line, in accordance with Royalton's zoning ordinance (page 50, section 9, part B.1). This removal will require a new driveway permit application from the owner; the culvert will be supplied by the township. The motion carried unanimously.

Chair Olson called attention to the planning process of the Snake River Watershed District, encouraging residents to respond to its survey. He noted that this process will likely supersede the authority of individual counties.

Clerk Swanson noted the receipt of the draft comprehensive plan of Pine City Township. Members wishing a copy should request one.

Patrice DeGray asked the board to reconsider its earlier motion regarding excess vehicles on two Canary Road properties. She has received photographs of current licensure of the vehicles. Chair Olson moved, Supervisor Schlaeger seconded, to table any decisions relating to these properties until the August meeting, pending receipt of the photographs. The motion carried unanimously.

FYI:

Chair Olson reported that the Kevin McFerrin IUP has been filed with Pine County, that a new bulletin board has been mounted in the office for DOLI/OSHA-required notices, and that a mask notice has been posted on the town hall door.

The next town board meeting is 7:30 p.m., Tuesday, 25 August 2020 at the town hall.

At 8:34 p.m., Supervisor Schlaeger moved, Chair Olson 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

#