

# September 29, 2020 Board Minutes

Royalton Township Regular Board Meeting Minutes

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29 September 2020

Approved

7:30 p.m., 29 September 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 in the meeting room and Supervisor Marshall Pearson attending via remote electronic means. Road Superintendent Dan Saumer, Zoning Administrator John Kemen, Septic Inspector Amy Thompson, Assistant Road Superintendent Alex Anderson, and Deputy Clerk Priscilla Schneider also attended, along with Planning Commission Chair Les Orvis and members of the public. Social distancing was observed and masks were worn. The pledge of allegiance was recited.

Supervisor Schlaeger moved, Chair Olson seconded, to approve the agenda as presented with the addition of road/culvert update and the Jeff Pangerl land exchange proposal. The motion carried unanimously.

Supervisor Pearson moved, Supervisor Schlaeger seconded, to approve the minutes of the regular board meeting of 25 August 2020 as presented. The motion carried unanimously.

Treasurer Tchida gave her report, noting that the township has a balance of \$380,303.36 in the treasury. Supervisor Schlaeger moved, Chair Olson seconded, to approve the report. The motion carried unanimously.

Chair Olson moved, Supervisor Pearson seconded, to approve payment of checks #9737-9765 in the amount of \$7,135.35. The motion carried unanimously with Chair Olson, Supervisor Pearson and Supervisor Schlaeger voting "aye".

Public Forum was offered. No one spoke.

## Planning Commission recommendations:

Chair Olson announced that the proposed extinguishment of the town's interest in a portion of Riverbed Road, the solar energy ordinance, and the draft of a revised variance application would continue to be studied at the next working planning commission meeting. There were no updates to the policy book or the levy/equipment budgets.

## Old Business:

Clerk Swanson reported the following septic issue updates: Regarding 4569 Hummingbird Road, in response to counsel's letter of 2 September, owners had left a message for Septic Inspector Thompson; when Inspector Thompson returned a call, the message box was full;

counsel will follow-up with a second letter. Regarding 5389 Hummingbird Road, no response had been received to the town's letter of 26 August. Chair Olson moved, Supervisor Schlaeger seconded, to authorize counsel to review and send a letter to owners demanding compliance with the ordinance. The motion carried unanimously. Clerk Swanson reported that the 18 month deadline for resolution of the non-compliant septic system at 1238 Sherwood was approaching in November. Chair Olson moved, Supervisor Schlaeger seconded, to send a "friendly" reminder letter to owners. The motion carried unanimously.

The following zoning issue updates were received: Regarding 5300 Royal River Road, drive-bys indicated that the garbage had been removed as promised by descendants of the owners. By consensus, this issue will be removed from the agenda. 1390 Sherwood Street was tabled until October. 4843 Brunswick Road was discussed at length with the conclusion that sufficient cleanup had occurred to bring the property into compliance. Chair Olson moved, Supervisor Pearson seconded, to remove this issue from the agenda.

Regarding 1255 Royal Heights Lane, Clerk Swanson distributed recent photographs of the property showing even more garbage and disarray of buildings. Septic Inspector Thompson had visited the property and was told that contract for deed holder Dan Erhart had received the property back as of 20 September and was in the process of cleaning it up. Clean-up has to occur before the septic system could be inspected properly. Action was tabled until the October meeting.

In other zoning issues, 1605 Royal Heights Lane needs another letter regarding living in campers. Action on 10696 Pine Bough Road remains in counsel's hands. By consensus, it was decided to remove 4985 Hummingbird Road from the agenda because Road Superintendent Saumer had removed the logs from the ditch, as directed by the board.

Regarding 764 Greeley Road (plastic structures), Zoning Administrator Kemen reported that the owner had discussed the issue with him and was told that the structures were unstable and a hazard. Clerk Swanson noted that a reroofing permit for the dwelling had been received by Marshall Lind, but no payment as yet had been made. Chair Olson moved, Supervisor Schlaeger seconded, to send a second letter noting that ordinance violations with the plastic structures still exist. The motion carried unanimously.

Deputy Clerk Schneider reported that a good meeting was held virtually with Kent Bombard. She and Clerk Swanson reviewed each page of the current website with Mr. Bombard and resolved many concerns. Clerk Swanson requested board direction regarding the building permit page. By consensus, the board decided to include Zoning Administrator Kemen as responsible for site permits, Building Inspector Marshall Lind for building permits, and Septic Inspector Amy Thompson for septic permits.

Road Superintendent Dan Saumer reported that he had traveled the roads identified for tree removal with Tom Lundeen, who began removal this day.

New Business:

Chair Olson moved, Supervisor Schlaeger seconded, to approve Resolution 2020-6, Resolution Appointing Election Judges for the 3 November 2020 General Election. The motion carried unanimously. Chair Olson thanked those who were willing to be judges, especially at this tumultuous time.

Clerk Swanson noted that in members' agenda packets were a table showing letters sent by Building Inspector Marshall Lind to properties ostensibly not having building permits, with subsequent actions, and a draft of a letter from the board to property owners. Supervisor Schlaeger moved, Chair Olson seconded, to approve the draft. The motion carried unanimously. Clerk Swanson noted that before any letters were sent, current status of any permits would be verified with Inspector Lind.

By consensus, the board authorized Clerk Swanson to review complaints made about properties in the Royal River Run development and report to the board.

Clerk Swanson reported that two new voting booths had been purchased and received and that two new sit down voting stations are planned for the November election. He distributed sample ballots that will be used in the November election, noting that separate ballots exist for each of the three school districts in the township.

Discussion was held on the operation of the security system. A report of power outage had been received within the week but nothing unusual could be found. Clerk Swanson reported that new cables had been laid between the shed and the town hall as authorized earlier, that the installer had verified that the emergency room door from hall meeting room was indeed alarmed, and that sirens existed in both the hall and the shed. Chair Olson will investigate who is on the emergency call list.

By consensus, the board authorized the disposal of the old telephones and authorized Deputy Clerk Schneider to remove the old printer. She had returned the unused cartridges for a credit on cartridges for the new printer.

Clerk Swanson noted that the town hall has a 3 x 5 Minnesota state flag that has never been used. After discussion, it was decided not to use it because it is not a presentation flag and would not be appropriate to hang in the hall with the current presentation American flag.

The board then considered the request of Jeff Pangerl to exchange land parcels between PIDs 290127001 and 290237005 according to a survey, dated 29 July 2020, showing the boundaries of the new parcels. Essentially, 1.16 acres are exchanged between PIDs 290237001 and 290237005. Both parcels remain at 10 acres and are legal parcels per the town's ordinance, with the required road frontages. Mr. Pangerl had noted to the planning commission that the current owners of PID 290237001 are in agreement with the land exchange. Zoning Administrator Kemen expressed his endorsement of the land exchange. Supervisor Schlaeger moved, Chair Olson seconded, to approve the land exchange and to report said affirmation to the county. The motion carried unanimously.

Clerk Swanson distributed a spreadsheet showing the status of road and culvert actions that were authorized during the 2020 road inspection. Road Superintendent Saumer reported that additional ditch cleanouts and culvert installations have been scheduled by both John DeGray and Dick Doenz. Mr. DeGray was present to report on the scheduling. Chair Olson opined that many of these projects were holdovers from 2019 and every attempt needs to be made to accomplish them this fall. Road Superintendent Saumer reported that he still has the 911 road sign in the maintenance shed from when the building was constructed. By consensus, the board authorized its placement to the west of the town hall sign.

FYI:

Chair Olson reported that the town road mileage certification form and map had been completed and returned to Pine County Public Works, that state town aid certified for 2021 amounts to \$2892, that the William Cort interim use permit had been filed with the Pine County Recorder, and that the 2021 contract for legal services had been signed and returned to Ledin, Hofstad & Troth. He thanked Gary Valvoda and Percy Schneider for purchasing and installing street numbers and name on the town mail box.

The next town board meeting is 7:30 p.m., Tuesday, 27 October 2020, at the town hall.

At 8:15 p.m., Supervisor Schlaeger moved, Supervisor Pearson 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

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