

**SHAMROCK TOWNSHIP
REGULAR BOARD MEETING
Thursday, January 13, 2011**

Board Chairman Charles Quale called the meeting to order at 7 p.m. and led the Pledge of Allegiance. Present were Supervisors Nancy Karjalahti and Ron Smith, Treasurer John Brula, Clerk Candace Bartel, road maintenance employee Marvin Turner, resident Rich Biernat, and Amber Lehman from the *Voyageur Press*.

The minutes from the December 9, 2010 regular board meeting were unanimously approved on a motion by Ron Smith, seconded by Nancy Karjalahti.

The treasurer reported the following fund balances for the period ending December 31, 2010: General Revenue Fund, \$43,204.96; Road & Bridge Fund, \$373,168.29, Fire Fund, \$56,514.42; Building Fund, \$93,125.19; Sewer Fund, \$4,645.36; Parks & Rec Fund, \$42,864.65; and the Lease/purchase Fund, \$60,992.60. The Road & Bridge CD's total \$229,453.43 unanimously Building final payment CD, \$75,988.69; Sewer Fund CD's \$82,491.73; Kirt Properties escrow CD \$4,654.35. Money market interest received December 31 was \$451.60; other receipts totaled \$2,750.52; disbursements were \$34,872.86. Total cash and savings balance on hand as of December 31, 2010 was \$1,067,103.67. Liabilities are the building bond at \$575,000. Motion by Nancy Karjalahti, seconded by Ron Smith to approve the treasurer's report; motion carried unanimously. Motion by Nancy Karjalahti, seconded by Ron Smith, to approve payment of claims and payroll with the exception of the ACAT bill which was set aside to be reviewed later in the meeting (totaling \$19,160.61); motion carried unanimously.

Correspondence: The Big Sandy Lake Association agenda and minutes, PERA information, the 2011 IRS standard mileage rates (business rate is \$.51 per mile), Aitkin Co. Historical Annual meeting information, information on the MN Assn. of Townships Legislative and Research committee meeting, and a survey from Lakes & Pines were received and will be filed for reference. Nancy Karjalahti volunteered to complete the Lakes & Pines survey.

OLD BUSINESS:

Road report: Marvin Turner reported the roads have been snowplowed, snow removed from the intersections, some low-hanging branches have been trimmed, the salt order was delivered and salt/sand mixed, the motor in the electric heater in the old shop was replaced by Freeman Electric, and the pickup will need tires soon. Approval was given to order new tires for the pickup. It was noted that one snowplowing involves 240 to 250 miles of travel (per truck).

484th Street: Nothing new to report.

472nd Street, 218th Place, 483rd Street: Nancy Karjalahti met with Impact 6 Engineer, Nicole Sternquist, on December 14th, to look at drainage concerns on these roads. Nicole will wait until spring to work on the possible drainage solutions.

189th Place: Written permission was received from Gary Volkman for the township trucks to use his driveway as a turnaround. Ron Isakson provided a copy of the private easement he granted to property owners along 189th Place. According to Tom Veenker, Aitkin County Land Surveyor, the developer of Rustic Hideaway is responsible to record the road along with the plat and dedicate it to the public. Nancy Karjalahti has requested the county zoning office notify the township when the plat is submitted for county approval.

Maintenance Building: Ron Smith met with representatives from Duluth Steel on January 11 and measured the floor grates. New grates will be built and delivered. Pate Bonding, Inc. sent a construction status inquiry; it will be sent to Troy Gilchrist, township attorney, for completion. An attorney representing Mensing Construction e-mailed the clerk regarding Mensing filing on the M.G. Carlson Construction's payment bond; this was forwarded to Troy Gilchrist and Charles Quale. The attorney's office contacted the clerk by phone and was referred to John Geissler, dsgw Architects, for information relating to the approval of payments made to M.G. Carlson Construction. There is nothing for the township attorney to do on this issue at this time.

Townhall remodeling: Ron Smith discussed possible remodeling of the townhall with Craig Nelson, Morton Builders, on January 11. Craig will get back to us with suggestions for moving the wall to enlarge the meeting room area. We are still waiting to hear from Davey Johnson (Serenity Design & Build).

Old photos/negatives: John Brula received additional information from Cricket Digital on cleaning and scanning the old negatives. Nancy Karjalahti moved to approve having the negatives cleaned, touched-up, and scanned at \$12 per negative for a total of \$264, second by Ron Smith; motion carried.

Agreement to Provide Snowplowing Services on Non-township Maintained Roads: Revisions were made to section 3 in the agreement. Ron Smith moved to accept the amendments to section 3, seconded by Nancy Karjalahti; motion carried.

Resolution to Extend Social Security Coverage to Supervisors Enrolled in PERA's DCP: Ron Smith moved by resolution to extend social security coverage to supervisors enrolled in PERA's DCP, seconded by Nancy Karjalahti; approved on the following vote: Quale, yes; Karjalahti, yes; Smith, yes. (Resolution 2011-1) The resolution will be sent to PERA to begin the referendum procedure.

The clerk reported that the social security withholding for employees' portion went down to two percent effective January 1, 2011.

Ron Smith reported concern about items in the road right-of-ways being covered by snow and not seen by the equipment operators. A large boulder on Long Point Place (Bridge Road) was recently hit by the grader; no damage was done to the grader, the driver was somewhat shaken. Ron will mention this at the Big Sandy Lake Association meeting. Nancy Karjalahti volunteered to talk with the property owner about moving the boulder from the right-of-way.

NEW BUSINESS:

The board received a request for a copy of the audio recording of the December 2010 meeting. The recommendation from the MAT attorney was read. Nancy Karjalahti moved to have the township clerk provide an electronic copy as the data is created upon request but not as a standing request, the requestor must provide the disk or jump drive to record on, seconded by Ron Smith; after further discussion, the motion was withdrawn. A charge for the electronic copy of the recording was discussed; no decision was made. Further discussion was tabled; clarification will be requested from the township attorney. This may be discussed with MAT attorneys at the annual urban short course.

The board received a request from a township resident to use the townhall once a month for an evening jam session. After discussion, the consensus was that at this time, there is not enough room and the clerk's office would need to be secured when the building was used. It was suggested they check other options in the area.

A Quick Reference Guide to the Minnesota Open Meeting Law for Town and City Officials was received from Troy Gilchrist, township attorney. He also sent notice that there will be an increase in his hourly rate and the paralegal hourly rate effective January 1, 2011.

The Aitkin County Association of Townships (ACAT) quarterly meeting will be held Thursday, January 20, at 7:30 p.m. at the Aitkin VFW. Meeting minutes and the treasurer's report from the October meeting and the meeting notice were distributed. The annual bill for county and state dues plus the additional, one-time request for \$25 to help with the 2011 national convention expenses (Minnesota is the host state) and a one-time request for \$12.50 to send a second county representative to the national convention was reviewed. Motion by Ron Smith, seconded by Nancy Karjalahti, to approve the ACAT bill for \$986.34 (\$271.10 county dues, \$677.74 state dues, \$25 additional for national convention, \$12.50 for second county representative); motion carried unanimously. (Approval of this claim makes the total for the claims approved as \$20,146.95).

It was noted that the substation agreement with the McGregor Fire Department will expire in March.

The clerk requested that the 2010 W-2's be checked for errors. Withholding changes can be made by completing a new 2011 W-4 at any time.

Meeting adjourned at 9:02 p.m.

Candace Bartel
Shamrock Township Clerk

Charles Quale
Shamrock Township Board Chairman

MINUTES WERE APPROVED AT THE FEBRUARY 10, 2011 REGULAR BOARD MEETING.