

**SHAMROCK TOWNSHIP  
REGULAR BOARD MEETING  
Thursday, February 10, 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, Deputy Clerk Candi Kral, road maintenance employee Marvin Turner, residents Rich Biernat, Jerry Pawlak, and Jim Carlson, Amber Lehman from the *Voyageur Press* and Lisa Kruse.

The minutes from the January 13, 2011 regular board meeting were unanimously approved on a motion by Nancy Karjalahti, seconded by Ron Smith. Ron Smith moved to approve the minutes from the January 26, 2011 Board of Audit/Budget meeting, seconded by Nancy Karjalahti; motion approved unanimously.

The treasurer reported the following fund balances for the period ending January 31, 2011: General Revenue Fund, \$38,383.70; Road & Bridge Fund, \$358,234.14, Fire Fund, \$56,485.57; Building Fund, \$93,151.55; Sewer Fund, \$4,648.39; Parks & Rec Fund, \$42,876.61; and the Lease/purchase Fund, \$61,032.37. The Road & Bridge CD's total \$229,453.43; 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 January 31 was \$439.81; other receipts totaled \$4.00; disbursements were \$20,146.95. Total cash and savings balance on hand as of January 31, 2011 was \$1,047,400.53. Liabilities are the building bond at \$575,000. Motion by Ron Smith, seconded by Nancy Karjalahti to approve the treasurer's report; motion carried unanimously. The treasurer reported that the January tax payment in the amount of \$14,697.01 from Aitkin County has been lost in the mail. The county has begun the process to reissue the check and make sure that the payment is deposited in the township's account at Grand Timber Bank. Motion by Ron Smith, seconded by Nancy Karjalahti, to approve payment of claims and payroll totaling \$116,203.17; motion carried unanimously.

Correspondence: The Lakes & Pines newsletter; USDA Rural Development January newsletter; Morton Buildings open house, 2-10 to 2-12; Towmaster "Get Ready for Winter" open house 7-12-11; Pipeline Supply spring show, 4-1-11; Aitkin Co. Historical Society project list, riverboat info & spring newsletter; MAT insurance claims submission changes; MAT highlights & reminders; Land Stewardship Project letter; and the Lake Country Power *Strictly Business* newsletter were received and will be filed for reference.

Jim Carlson and Lisa Kruse presented information on the Big Sandy Water Institute. This summer will be the program's tenth year. The program is run through community education at the McGregor school. They stated that they have seen a total of 4500 kids; this is a duplicated count/kid days number. They thanked the township for their support in past years and would like a donation from the township of \$3000. Some of their major funding will not be available this year. They emphasized the importance of getting kids involved in outdoor activities and being stewards of the environment. It was recommended that they present this information at the March 8 annual meeting.

**OLD BUSINESS:**

Road report: Marvin Turner reported the roads have been snowplowed three times, snow was removed from the intersections, blacktops scrapped, trimming low hanging trims, and equipment maintenance has been done. A sign inventory of the north central section of the township that includes the Traders Post area and Floe Road over to the Horseshoe Inn area was done. There are 63 signs in this section; some signs will be removed and not replaced. It was noted that Sheshebe and Bridge Road areas will have more signs.

Nancy Karjalahti talked with the property owner on Bridge Road regarding moving or removing of the boulder in the right-of-way. They have no problem with moving the boulder. A release will be obtained from the property owner and the boulder will be moved when weather conditions permit.

Ron Smith received a call regarding the snowplowing on the end of 512<sup>th</sup> Lane. Ron contacted the Jim Berg from Workman Township to address the problem and it was taken care of. (Shamrock and Workman have an agreement on the maintenance of this section of road; Workman is to do the snowplowing.)

There was discussion on if Brown's Point is in Shamrock Township. The area in discussion does not appear to be in Shamrock.

Maintenance Building: The floor grates were delivered by Duluth Steel. They were built to the specifications but were not galvanized.

Townhall remodeling: Nothing new to report.

Old photos/negatives: John Brula reported that the processing should be done by next week.

Copies of audio recordings of meetings: Opinions from the MAT attorney and the township attorney were discussed. The purpose of the recordings is to aid the clerk in writing the minutes; recordings are not the official meeting minutes. It was recommended by the attorneys to keep the recordings at least until the written meeting minutes have been approved. If recordings are available, copies should be provided upon request. Requests for copies should be made during or after the meeting has been recorded; no standing request will be allowed. The supervisors did not determine how long the recordings should be kept. They will discuss this with MAT attorneys at the short course training. The fee for making copies of the recordings was discussed but not set. The requestor must provide the medium to record on. The request for a copy of the December 2010 regular board meeting recording was approved; the fee will be determined at a later date.

Agreement to Provide Snowplowing Services on Non-township Maintained Roads: Ron Smith moved to approve the agreement to provide snowplowing on non-maintained roads, seconded by Nancy Karjalahti; motion carried. Ron Smith moved to approve the agreement with Minnewawa Estates (209<sup>th</sup> PL) residents to provide snowplowing as requested, seconded by Nancy Karjalahti; motion carried. Rich Biernat asked for clarification on if the agreement is terminated by a majority of the residents on the road can he agree to pay the fees and have the road plowed. The board stated they would address that issue if it occurred.

ACAT meeting: Charles Quale, Ron Smith, John Brula and Candace Bartel attended the quarterly meeting in January. Sheriff Scott Turner was the guest speaker. Shamrock Township's resolution regarding mandatory use of the AutoMark assisted voting machine at March township elections was read; a second reading will be made at the April ACAT meeting and then the county association will vote on it and it will be sent to MAT. Township zoning building permits for 2010 were received from Aitkin County Planning and Zoning. It was noted that the number is down from previous years.

## **NEW BUSINESS:**

Nancy Karjalahti moved to appoint the following to serve on the absentee ballot board for the March annual election: Candi Kral, Kathy LaBerge, Lois Meacham and the following to serve as

election judges at the March annual election: Richard Cox, Judy Haussner, Louise Orttel, Richard Biernat, and Kathy LaBerge as alternate, seconded by Ron Smith; motion carried.

Ron Smith moved by resolution (2011-2) to approve issuance of 3.2 percent malt liquor licenses to Cajun Queen, Minnewawa Sportsmen's Club and any existing or newly created business upon request, seconded by Nancy Karjalahti; resolution approved on the following vote: Quale, aye; Karjalahti, aye; Smith, aye.

The conditional use permit requested by Erwin Carl Rippie, Jr. for a commercial retail petroleum dispensing system was reviewed. No objections were voiced; no board action was required. Motion to approve the request was made by Ron Smith, seconded by Nancy Karjalahti; motion carried; the board recommends following the established county ordinances.

The Board of Appeal and Equalization will be held on Monday, May 16, beginning at 9 a.m. The assessment fee paid to the Aitkin County Assessor's office this year was \$22,978; next year the fee will be \$23,206.

The taxable market value and net tax capacity information was received from the county auditor. For the assessment year 2010 tax year, payable 2011, the total township's taxable market valuation is \$479,033,200 and the net tax capacity is \$4,853,442.

Aitkin County Day at the capitol will be Wednesday, February 23. Board members wishing to go should contact Sue Bingham for further information.

Ron Smith reminded the board that road and bridge projects for the coming years need to be defined to present to the annual meeting. Areas to be included would be culvert needs, ditch banks, and blacktopping projects. A plan of action needs to be drafted. This will be discussed further at the next meeting.

The urban short course and the ACAT meeting will be on April 21.

Spring clean-up day was discussed; no date was set. This will be decided at the next meeting.

Meeting adjourned at 8:34 p.m.

Candace Bartel  
Shamrock Township Clerk

Charles Quale  
Shamrock Township Board Chairman

**MINUTES WERE APPROVED AT THE REGULAR BOARD MEETING ON MARCH 3, 2011**