

**SHAMROCK TOWNSHIP  
REGULAR BOARD MEETING  
Thursday, March 3, 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 Tim Turner, and Amber Lehman from the *Voyageur Press*.

The minutes from the February 10, 2011 regular board meeting were unanimously approved on a motion by Nancy Karjalahti, seconded by Ron Smith.

The treasurer reported the following fund balances for the period ending February 28, 2011: General Revenue Fund, \$12,055.50; Road & Bridge Fund, \$264,101.47, Fire Fund, \$56,091.36; Building Fund, \$93,193.10; Sewer Fund, \$4,650.46; Parks & Rec Fund, \$42,895.73; and the Lease/purchase Fund, \$(8,142.91). The Road & Bridge CD's total \$330,611.15; Building final payment CD, \$76,321.14; Sewer Fund CD's \$82,969.92; Kirt Properties escrow CD \$4,654.35. Money market interest received February 28 was \$292.06; other receipts totaled \$25,943.49; disbursements were \$216,302.17. Total cash and savings balance on hand as of February 28, 2011 was \$959,401.27. Liabilities are the building bond at \$520,000. Motion by Ron Smith, seconded by Nancy Karjalahti to approve the treasurer's report; motion carried unanimously. Motion by Nancy Karjalahti, seconded by Ron Smith, to approve payment of claims and payroll totaling \$57,495.69; motion carried unanimously.

Correspondence: MDH well reports – tests for nitrates and bacteria were within normal ranges, Springsted newsletter, Jackpine Web Design information, LTAP road maintenance programs, LTAP Technology Exchange newsletter, Swing Safe mailbox support info, COMO Oil & Propane service information were received and will be filed for reference. Ron Smith shared an article he wrote for the Big Sandy Lake Association newsletter on township snowplowing.

**OLD BUSINESS:**

Road report: Tim Turner reported the roads have been snowplowed twice this past month, lots of time was spent sanding and blading, ice blades were used on most roads, another load of salt was ordered, and trees were removed and work was done on the high banks on Bridge Road and 218<sup>th</sup> PL. It was noted that the road construction area on 188<sup>th</sup> Avenue will be muddy this spring.

Ron Smith presented a draft of a township long range plan. Included in the plan is the sign replacement plan, gravel crush, equipment replacement, road up keep, township site improvement, and off site areas. This was discussed further at the end of the meeting.

The annual bridge inspection report was received from the county engineer's office. They inspected the Long Point Place (Bridge Road), Bridge No. 01525, and the large culvert on 520<sup>th</sup> Lane (Traders Post), Bridge No. 01J34. Both meet the legal load requirements.

Ron Smith was contacted by Matt Reid, SEH, about possible upcoming road projects. Ron mentioned the possible replacement of the 520<sup>th</sup> Lane culvert. (This was prior to reviewing the annual bridge inspection report.)

Maintenance Building: The board reviewed correspondence from township attorney, Troy Gilchrist, regarding the status of the project. Ron Smith moved to authorize Troy Gilchrist to

terminate the township's contract with M.G. Carlson, seconded by Nancy Karjalahti; motion carried unanimously.

Townhall remodeling: Charles Quale left another message with Davey Johnson (Serenity Design & Build) and has had no response. A quote was received from Morton Builders for opening an existing wall and installing a wall between the meeting room and the fire department bay. No action was taken on the quote.

Old photos/negatives: John Brula reported that the processing is complete and the CD is supposed to be in the mail.

Fire Department Report/Substation Agreement: The annual report from the McGregor Fire Department was reviewed; the fee next year will be \$47,017.04. Twenty-five people are listed on the active roster for 2011. The department responded to 76 calls from October 2009 to September 2010; 20 calls were in Shamrock Township. The substation agreement was presented for renewal. The fire department requested an increase of up to \$3000 for initial training and new turnout gear for each new firefighter from the township. Motion by Ron Smith, seconded by Nancy Karjalahti, to approve the substation agreement; motion carried. The agreement will expire in March 2012.

### **NEW BUSINESS:**

An after-the-fact variance request from Roger Kapsner, 20515 493<sup>rd</sup> Lane, was reviewed. No action was taken as the board of adjustment hearing was held on March 2, 2011.

The chairman and the clerk had both been contacted by Steve Steinle, attorney for Pam Gilbert, relating to the possible partial vacation of a dedicated to the public access on Big Sandy next to 51393 190<sup>th</sup> PL. This was addressed at the August 28, 2008 board meeting and the board recommended taking the request to district court. Two similar situations were referenced and the board saw no objection if this is treated as those were, as easements as opposed to vacations.

The March 8<sup>th</sup> annual meeting agenda was reviewed. The annual report from the fire department and the date for the clean-up day will be added.

The clerk announced that the incumbents are running unopposed in the annual election. Nancy Karjalahti moved to pay the members of the absentee ballot board a minimum of one hour, at election judge rate, for their time each time they are required to meet, seconded by Ron Smith; motion carried.

A free laptop computer is available through Frontier with a three-year price guarantee agreement on the phone and Internet bills. John Brula checked on the offer and noted the monthly rate that was quoted would be \$5 less than the current bill and there would be a \$39.99 shipping fee on the laptop. Motion by Nancy Karjalahti, seconded by Ron Smith, to accept the offer if everything looks good once the contract is reviewed; motion carried.

Spring clean-up day was set for Saturday, April 30, from 9 a.m. to 2 p.m. at the town hall site and the Lake Minnewawa Association garage.

Dates for the Minnesota Association of Townships (MAT) short courses were reviewed. The MAT Urban Short Course will be in Otsego on Thursday, April 21. All board members plan to attend. The Aitkin County Association of Townships (ACAT) will meet on April 21 at 7:30 at the

McGregor Community Center. Dates for future board meetings were discussed and will be set at the April 12 meeting. The possibility of going to one meeting during the summer months was discussed.

The Long Range Plan presented earlier in the meeting was discussed further. A revised draft will be presented at the annual meeting.

Meeting adjourned at 8:55 p.m.

Candace Bartel  
Shamrock Township Clerk

Charles Quale  
Shamrock Township Board Chairman

**MINUTES WERE APPROVED AT THE APRIL 12, 2011 REGULAR BOARD MEETING**