

**SHAMROCK TOWNSHIP  
REGULAR BOARD MEETING  
Tuesday, April 12, 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, residents Jerry Pawlak and Rich Biernat, Amber Lehman from the *Voyageur Press* and Ron Savage from SCI Broadband.

The minutes from the March 3, 2011 regular board meeting were unanimously approved on a motion by Nancy Karjalahti, seconded by Ron Smith. Minutes from the March 8, 2011 annual meeting were distributed for review.

The treasurer reported the following fund balances for the period ending March 31, 2011: General Revenue Fund, \$16,083.94; Road & Bridge Fund, \$261,046.58, Fire Fund, \$13,995.12; Building Fund, \$93,380.78; Sewer Fund, \$4,655.05; Parks & Rec Fund, \$43,453.28; and the Lease/purchase Fund, \$(6,014.02). 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 \$4,661.66. Money market interest received March 31 was \$281.74; other receipts totaled \$18,969.97; disbursements were \$57,495.69. Total cash and savings balance on hand as of March 31, 2011 was \$921,164.60. Liabilities are the building bond at \$520,000. Motion by Nancy Karjalahti, seconded by Ron Smith to approve the treasurer's report; motion carried unanimously. Motion by Ron Smith, seconded by Nancy Karjalahti, to approve payment of claims and payroll (totaling \$21,726.79); motion carried unanimously.

Correspondence: The following were received: ACAT meeting information, Aitkin Co. Safety Day information, Aitkin County Engineer's equipment fee schedule, Land Stewardship Project letter, Northwoods ATV Trail newsletter, Damage Prevention/Safety Seminar information, Anderson Brothers 2011 price list, Anderson Brothers annual forum invitation, *The Noncom Scoop* newsletter, Aitkin County Engineer's culvert order information, BSLA meeting agenda, Senator Saxhaug's newsletters and the Brock White *Spring Update*.

Ron Savage, SCI Broadband, shared company background and plans for expanded services in the township. Services offered include internet, telephone, television and data transport. The cable franchise agreement with the township requires the company to provide a \$20,000 performance bond. Ron asked for a twelve-month delay in providing the bond. Nancy Karjalahti moved to delay the performance bond requirement for twelve months, seconded by Ron Smith; motion carried. Ron will provide the clerk with phone numbers for cable maintenance and service.

**OLD BUSINESS:**

Road report: Tim Turner reported the roads have been plowed once since the last meeting, work has been done on the leaf sites, controls on the sweeper have been converted to hydraulic, some roads have been graded, soft spots and frost boils have been causing problems, bigger holes on the blacktops have been patched with cold mix and some blacktop sweeping has been done. The road maintenance men will go to four ten-hour work days effective May 1.

190<sup>th</sup> Place: The township received legal notice of application to vacate a portion of a platted road in the Big Sandy Lake Highlands Plat adjacent to Lot 37. This issue will be heard in district court in Aitkin on June 15, 2011 at 10:30 a.m. This relates to the estate of Raynard Peter Nyberg, Jr. The road in question is a dedicated to the public access to the lake off of 190<sup>th</sup> Place. A building on the property encroaches into the road. A 12-foot by 110-foot vacation is being requested. The board referred to two similar situations where partial road vacations have

been granted by the district court and has no problem with the current request if it is treated the same as the other two. Ron Smith moved to authorize the clerk to write a letter to the district court judge, with a copy to the attorney representing the estate, requesting that if the partial vacation is granted and the cabin, presently located on Lot 37 and the vacated portion of the road, has to be replaced or rebuilt, the vacated land would revert back to the public trust and be rededicated for the public purposes described in the plat, seconded by Nancy Karjalahti; motion carried.

Ravine Road: The after-the-fact variance requested by Roger Kapsner was denied by the Aitkin County Board of Adjustment. (Located off 493<sup>rd</sup> LN)

Calcium Chloride: Information was received from the county engineer stating the cost for the calcium chloride application for dust control/road stabilization has increased to \$180/400 feet. Ron Smith moved to cost share 50-50 with residents on township maintained roads for the application, seconded by Charles Quale; motion carried on the following vote – Smith, aye, Quale, aye, Karjalahti, no. Residents on non-township maintained roads will pay the full cost for application. The calcium chloride application should be discussed at the next annual meeting.

Long-range Road Plan: Ron Smith talked with Alan Jensen from the county engineer's office and they cannot do long-range planning for the township. Alan would be available on a personal basis to assist. There was discussion on various options to develop a plan. Charles Quale moved to allow up to \$2500 to have Matt Reid, SEH, do a preliminary road view of gravel roads with a daily car count of approximately 100 or more, all the blacktop roads and roads with known issues and make recommendations, seconded by Ron Smith; motion carried.

Maintenance Building: The township attorney terminated the maintenance garage contract with MG Carlson Construction Company, Inc. per the township's direction. Following the attorney's advice, Nancy Karjalahti moved to authorize the town attorney to prepare and file on the town's behalf a petition to deposit the remaining building project funds with the district court pursuant to Rule 67.02 and to work with the town clerk as needed to prepare and file the petition, seconded by Ron Smith; motion carried. The clerk was directed to ask the township attorney if the township should file on the performance bond and clarify what additional expenses can be applied to it.

Townhall remodeling: Nothing new to report.

Old photos/negatives: The CD of photos has been received. John Brula printed some of the photos.

Township Election: Twenty-five people voted in the March 8 annual election. Charles Quale received 25 votes for supervisor and John Brula received 25 votes for treasurer. The cost to provide the AutoMark assistive voting machine was \$454.54 (\$18.18 per ballot cast). No one used the machine. The figures for 2010's election were refigured to include the wages for the additional election judge. The 2010 cost per ballot was \$13.56. The cost summary was shared with Kirk Peysar, Aitkin County Auditor and Gene Dufault, MN Association of Townships.

Clean-up Day: Jeff's Roll-Off will provide eight dumpsters at a cost of \$538 each. The date is Saturday, April 30, from 9 a.m. to 2 p.m. at the townhall site and the LMA garage on Goshawk Street (Co. Rd 6). Fees will be the same as last year.

19551 484<sup>th</sup> St. (Bob Nelson): It was noted that Jim Carlson stated at the annual meeting that the Nelson's have dropped this project (a water run-off issue).

Al Eld contacted Nancy Karjalahti regarding paperwork about the state's designation of a parking lot across from Timber Shores. He also requested a hill be taken down and used to fill in this area. No board action was taken.

## **REORGANIZATION:**

Motion was made by Charles Quale to appoint Nancy Karjalahti as board chairperson for the coming year and to appoint Ron Smith as vice-chairman, seconded by Ron Smith; motion carried unanimously.

The regular board meeting schedule for the coming year will be set at the next meeting. The next meeting was scheduled for Tuesday, May 3, at 7 p.m.

Charles Quale moved to designate the *Voyageur Press* as the official township newspaper for the publishing of legal notices, to keep the posting places for township notices the same as last year (the townhall, Sather's Store, Willey's Bait Shop and Whispering Pines), to designate by resolution the Grand Timber Bank as the township's legal depository and authorize Charles Quale, Ron Smith, Nancy Karjalahti, John Brula and Candace Bartel signature authority on the township's checking account, John Brula and Candace Bartel transfer authority on the money market and checking accounts, and authorization to John Brula and Candace Bartel to handle the certificates of deposit as directed by the township board, and to allow the board members to attend training courses during the year, seconded by Ron Smith; motion carried unanimously. The MAT officer list was completed and will be submitted.

**NEW BUSINESS:**

Board members attended the MAT spring short course. Topics presented at the short course were discussed.

2011 assessment information was received from the Aitkin County Assessor. This information will be used by the supervisors during the annual board of appeal and equalization. Property values in the township have been reduced.

The summer short course will be added to the May meeting agenda. Training for the board of appeal and equalization will be available at the summer short course.

Port-a-potty rates were reviewed. Ron Smith moved to have Darlow provide the port-a-potty for the summer, seconded by Charles Quale; motion carried. It will be in place for the clean-up day.

The organizations' requests for funding presented at the annual meeting and referred to the board for consideration were reviewed. Ron Smith moved to donate to the same organizations and same amounts as last year, seconded by Charles Quale; motion carried. (ANGELS, \$1500; Horseshoe Lake Assn., \$1000; LMA, \$1000; and Big Sandy Water Institute, \$2500)

The clerk attended the meeting with State Representative Carolyn McElfattrick on March 11 at the county court house. Representatives from the county land office, sheriff's office, area school districts and others shared concerns with her. The clerk addressed the required use of the AutoMark assistive voting machine at March township elections and the unfunded mandates requiring upgrades to the township radio system and sign replacement.

A spring construction meeting for the 188<sup>th</sup> Avenue project will be held on Monday, May 2, at 10 a.m. Matt Reid, SEH, Rocon, and township representatives will attend. The meeting will be posted.

Meeting adjourned at 9:25 p.m.

Candace Bartel  
Shamrock Township Clerk

Nancy Karjalahti  
Shamrock Township Board Chairperson

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