

**SHAMROCK TOWNSHIP
REGULAR BOARD MEETING
Tuesday, May 3, 2011**

Board Chairperson Nancy Karjalahti called the meeting to order at 7 p.m. and led the Pledge of Allegiance. Present were Supervisors Charles Quale and Ron Smith; Treasurer John Brula; Clerk Candace Bartel; road maintenance employee Tim Turner; residents from 508th LN; Bob Greifzu; Ron Clasen; Dan Westberg; and Amber Lehman from the *Voyageur Press*.

The minutes from the April 12, 2011 regular board meeting were unanimously approved on a motion by Charles Quale, seconded by Ron Smith.

The treasurer reported the following fund balances for the period ending April 30, 2011: General Revenue Fund, \$9,627.16; Road & Bridge Fund, \$246,425.57, Fire Fund, \$13,550.98; Building Fund, \$93,402.90; Sewer Fund, \$4,657.80; Parks & Rec Fund, \$43,478.93; 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 April 30 was \$255.38; disbursements were \$21,726.79. Total cash and savings balance on hand as of April 30, 2011 was \$899,693.19. Liabilities are the building bond at \$520,000. Motion by Ron Smith, seconded by Charles Quale to approve the treasurer's report; motion carried unanimously. Motion by Ron Smith, seconded by Charles Quale, to approve payment of claims and payroll (totaling \$23,750.88); motion carried unanimously.

Correspondence: The following was received: BSLA meeting agenda, LMA newsletter, BrockWhite open house, Lakes & Pines newsletter, Central Applicators, Inc. information, ARDC In-Kind Grant information, USDA Rural Development newsletter, and Tom Saxhaug's newsletter.

Ron Clasen, 218th PL, inquired on the status of the plans for addressing the water issues near his property. Engineers from Impact 6 and SEH have looked at this area. Nancy Karjalahti will contact Impact 6 again. The township received a fee schedule from Technical Service Area #3 (TSA/Impact 6).

Dan Westberg, 19620 486th Street, reported that he has purchased additional property and removed some buildings next to his property. A drainage plan was drawn by Impact 6 several years ago. Dan would like to proceed with the project. It was noted that there are no cost-share funds available from BSALWMP. A cost-share between the township and property owner are to be determined. The project would need to be put out for quotes. Trees have been or will need to be removed. The project can be moved over about 30 feet; it was questioned if a swale could be put in instead of a straight pipe. This would reduce the costs. If the project is moved, it may need to be re-engineered. A meeting to review the plans was set for Monday, May 23, at 4 p.m. at Westberg's. Nancy Karjalahti will contact Impact 6 on this issue also.

John Welle, Aitkin County Engineer, gave an update on the state's offer to turn over State Highway 232 to the county. MNDot has offered to pay the county \$8.9 million; this is the amount the county estimates will be needed to make road improvements. This is a 9.2 mile section of road from State Highway 65 to Palisade. This will be a county board decision. John feels this is the best/last offer that will come from MNDot. This would involve major road construction and would not start until 2014.

508th Lane: Brad Truelson and Ed Swanson requested information on the procedure to have 508th LN blacktopped. The procedure in the past has been that property owners on a road go together and pay for the project. The other option is to establish a subordinate service district and the project cost would be put on the property owner's property taxes. There was discussion on the road specifications needed before the blacktop could be put down. Information on the subordinate service district and the board's blacktopping policy was distributed. This will be discussed further at the next board meeting.

OLD BUSINESS:

Road report: Tim Turner reported the roads have been graded, the trailer has been repaired and inspected, new chains are needed, Tim attended the county safety training day, stumps were cut on 470th Street, the maintenance men helped with clean-up day, boat ramps at two public accesses have been repaired, there is a beaver dam on Mud Lake and permission was given to contact Larry Bunge to trap the beaver. The clean-up day scrap metal collection was down from last year, it will be picked up by Crow Wing Recycling. Tires will be picked up in the fall. There was discussion on just having the township site at the spring clean-up day; no decision was made. It was noted that the township gravel reserve is not too big and might not be enough for a blacktopping project plus the regular road needs.

188th Avenue: A spring pre-construction meeting was held on May 2. Present were Nancy Karjalahti, Ron Smith, Tim Turner, Marvin Turner, Candace Bartel, Matt Reid and Greg Kimman from SEH and Brian Roth, Rocon Construction (via telephone). The south end is low and will need to be brought up to specs. It was noted that material from this section was used to fill in the muskrat holes on the north section and some bad material in this section had to be removed so additional material will be needed. SEH will determine the amount of additional class 5 and pit run required. The section by the parking area will be sloped. The riprap slope on the north section by the lake looks good. Shouldering will be done when the blacktop is put down. It is estimated that there is three to five days of work to be done. Matt Reid recommended finishing the project before Memorial Day if possible. This will depend on weather conditions and the lifting of road restrictions.

190th Place: The clerk provided information to the district court regarding the request to vacate a portion of a platted road adjacent to Lot 37, Big Sandy Lake Highlands (Peter Nyberg, Jr. Estate). The hearing will be on June 15, 2011 at 10:30 a.m. Someone from the board should plan to attend.

Calcium Chloride: The board reviewed the sections of road that the township has treated for road stabilization in the past. It was decided to do the same as last year.

Long-range Road Plan: The list of roads viewed by Matt Reid, SEH and Ron Smith were reviewed. The road list will be the basis for a five-year comprehensive road plan. The list needs to be prioritized by Matt. He will be contacted for further information. Matt had presented the possibility of having a presentation for the township board and employees on road stabilizing products; time and date to be determined.

Maintenance Building: Sarah Sonsalla, attorney with Kennedy & Graven, is preparing the petition to the court to finalize the building project. She has requested information on items/meetings that can be charged against the retainage. The clerk will provide the requested information.

Townhall remodeling: Charles Quale had talked with Davey Johnson (Serenity Design & Build). Some options were discussed. They will meet again to discuss the project further.

Meeting schedule: The following regular board meeting schedule was approved on a motion by Charles Quale, seconded by Ron Smith: June 14, 7 p.m.; July 14, 7 p.m.; July 28, 7 p.m.; August 11, 7 p.m.; August 25, 7 p.m.; Sept. 8, 7 p.m.; Oct. 13, 7 p.m.; Nov. 10, 7 p.m.; Dec. 8, 7 p.m.; Jan. 12, 2012, 7 p.m.; Feb. 9, 7 p.m.; March 8, 7 p.m.; March 13, 8:15 p.m., ANNUAL MEETING; April 12, 7 p.m.

Radio system: A letter was received from the FCC reminding the board of the January 1, 2013 deadline for compliance with the narrowband requirements.

Clean-up Day: Collection was down from previous years. It was a cold rainy day. (See discussion in the road report.)

Social Security referendum: The clerk submitted the required certification of the referendum to PERA on May 2.

Meeting recordings: The question of providing meeting recordings to people was discussed with an attorney who presented information on the open meeting law at the MAT Urban Short Course on April 21. The board determined that the purpose of the recordings is to aid the clerk in writing the board meeting minutes. They will be retained until the written minutes are approved. Copies of the recordings will not be made available to the general public. This does not apply to closed meetings that are required by statute to be recorded and retained. A resolution will be presented at the next meeting. It was noted that if people want recordings, they should bring their own recorders to the meetings.

ACAT: The township's resolution that was approved at the April ACAT meeting will be presented to the MAT Legislative and Research Committee by Carole Holton and Anita Anderson (ACAT representatives on the committee).

Ball field: Roth Construction will start working on the ball field soon.

NEW BUSINESS:

The MAT summer short course will be at Black Bear Casino on June 30. Pre-registration is due by June 13.

Ron Smith moved to allow electronic funds transfer for bill paying of PERA, the Minnesota state income taxes and the Lake Country Power bill, seconded by Charles Quale; motion carried unanimously.

Charles Quale moved to allow up to \$500 to purchase a posting board for the townhall, seconded by Ron Smith; motion carried unanimously.

Trudy Bunge notified the board that water is running in to her garage from the public access drive next to 187th Avenue. The road maintenance men will check on it.

Meeting adjourned at 9:45 p.m.

Candace Bartel
Shamrock Township Clerk

Nancy Karjalahti
Shamrock Township Board Chairperson

MINUTES WERE APPROVED AT THE JUNE 14, 2011 REGULAR BOARD MEETING.