

**SHAMROCK TOWNSHIP
REGULAR BOARD MEETING
Thursday May 14, 2015**

Board Chairman Ron Smith called the meeting to order at 1 p.m. and led the Pledge of Allegiance. Present were Supervisors Charles Quale and Allen Eld; Clerk Candace Kral; road maintenance employees Tim Turner and Marvin Turner; Jennifer Otten, LCP; Garry Hoffman, Hoffman Gravel and Excavating; Fred Kamrowski, Workman Township; and five Shamrock residents.

Motion by Allen Eld, seconded by Charles Quale, to approved the May 14, 2015 agenda.

The minutes from the April 9, 2015, regular board meeting were approved on a motion by Allen Eld, seconded by Charles Quale; motion carried unanimously.

The minutes from the April 27, 2015, Board of Appeal and Equalization were approved on a motion by Charles Quale, seconded by Allen Eld; motion carried unanimously.

The treasurer report the following fund balances for the period ending April 30, 2015: General Revenue Fund, \$121,215.37; Road & Bridge Fund \$269,826.03; Sewer Fund, 4,844.75; Road Repair (black topping), \$300,767.63; Fire Fund, 47,027.62; Building Repair Fund, \$113,137.53; Parks & Rec Fund, \$57,361.61; and the Lease/purchase -12,119.35; for a total in the checking accounts of \$902,061.19. The Road & Bridge CDs' total \$186,424.34; Building final payment CD, \$79,764.90; Sewer Fund CDs' \$90,132.05; Money market interest received in April 2015 was \$150.31. Receipts for the month were \$4,642.94. April disbursements were \$50,259.66. Motion made by Allen Eld, seconded by Charles Quale, to approve the treasurer's report; motion carried unanimously.

Motion made by Charles Quale, seconded by Allen Eld, to approve the May 2015 claims and payroll totaling \$117,084.41; motion carried unanimously.

Correspondence: Lakes & Pines Board & Employee Newsletter, March 2015; Lake Country Power 2014 Annual Report and Strictly Business, Summer 2015 issue; Riverwood Healthcare Center Healthy Living April 2015 issue; Minnesota LTAP Technology Exchange Sprig 2015 issue; Aitkin County Historical Society newsletter; Lowe's ProServices letter, stating that they are providing the township with government contract savings cards providing us with 5% discount at time of purchase; e-mail from Jeannie Oakley, cabin owner, stating that she lives on 210th place and wanting to know the process for upgrading a road from gravel to asphalt and how the cost is assessed; e-mail from Mark Pawelski, Lake Minnewawa Association, informing the township that they have begun their boat landing inspections that are staffed by Aikin County SWCD; e-mail from Kael Luberts, All Things Asphalt, requesting how the township advertises for asphalt jobs; Voice of the Angels, April-May 2015 issue;

Gene Swanson was inquiring about the status of a public access on 485th, whether or not it has been vacated and he stated concern of crossing on private property. He has spoken with the county recorder's office where nothing was found and was referred him to the town board to ask if the township has vacated it. The board informed him that the township has not vacated said access and provided him with a name and number of who to contact to find out if the public access has been survey and if so the dimensions.

OLD BUSINESS:

Jennifer Otten, LCP, presented the board with a proposal to vacate a portion of 484th Lane. She explained that the road is surveyed as an 80 foot road along Lake Country Power's substation. The vacation will be for the purpose of an underground substation. The actual road is on the south side of the plated road, they would like the township to vacate a portion on the north side of the plated road. The board informed her that she will need to contact the county to clarify the ownership of the parcel that is plated as road. Ron will talk to Mark Jacobs regarding surveying for determination of township road/right-of-way purposes.

Gary Hoffman reported that he is 2/3 finished with the gravel crush, concrete is crushed. He is hoping to be 100% finished next week, weather permitting. Neighbors are liking the clean-up and tree planting. The county has also said that the township is meeting the conditions of the conditional use permit that was granted. The township has been hauling in clay to be used for binder. The class 5 specs are rated close to 8%.

Workman Township is doing some roadside clean-up regarding trees along the road on 512th Lane. They are removing trees that are smaller than 4 inches. The board viewed trees that Workman Township has marked along the road during their Annual Road View on May 7. Trees have been marked along the road. They are requesting Shamrock Township give approval to remove the trees. The board discussed the road, road right-of-way and trees in question. The board provided Workman Township with a Release and Conveyance of Trees for Removal and Instructions for Disposal form for use to retrieve written permission from the property owners where the trees are to be cut. Motion made by Charles Quale, seconded by Allen Eld to give Workman Township permission to cut down the marked trees providing they obtain written permission from the property owners involved. Motion passed unanimously.

The board showed the residents in attendance our sample of the LandLock product we obtained about a year ago made up from the township's road materials. The township was not able to commit to purchasing the product due to the need to know the makeup of the product and Aitkin County and State of Minnesota approval of the product. The LandLock representative decided not to attend the meeting but will send brochures and information for the township.

Road report – Tim Turner reported that they have been grading, added reclaim blacktop on 472nd Lane; Planted trees at gravel pit, DNR gave 50–75 seedling trees for the gravel pit that need to be planted; removed stump on 512th Lane; clean-up day , we had five dumpsters and a sixth delivered the next week, 2 steel dumpsters and a tire pile; Calcium Chloride (CaCl) has been marked out; Tim suggested that the township treat the road by Hillcrest down to the access again this year, want to know what the board would like to CaCl on Floe Rd; would like to CaCl 473rd Street (Dump Rd); in other areas he is planning to use reclaim blacktop; Ponderosa blacktop patch will be done within the next 2 weeks; Indian Portage Access needs planks pulled and reset due to the ice heaves this past winter.

The township is working on ditching along Floe Road from County Road 40 and it would not be feasible to treat that part of the road with CaCl. Motion made by Charles Quale, seconded by Allen Eld, to apply calcium chloride to Floe Road from County Road 14 to the Floe Edition; motion passed unanimously.

Calcium chloride treatment to be applied in Wild Oaks Addition was discussed. Nancy Jacobson stated to the board that even though she lives in Wild Oaks Addition and the association voted to have the roads treated this year, she and a few neighbors do not want CaCl applied on the road in front of their property. They are to the left side of the "T" on 488th Lane. The board saw that those were the only owners on that portion of the cul-de-sac with little to no other traffic, affecting no one else. The township will then let the association know of the footage difference for refund or redirection of footage usage. Motion made by Allen Eld, seconded by Charles Quale to agree to withhold application of calcium

chloride treatment starting at Jacobson's property to the end of the cul-de-sac on the left side of the "T" on 488th Lane in the Wild Oaks Edition with the condition that the township receives written confirmation from each owner affected by the non-application stating that they do not want or care if that portion of the road is treated; motion passed unanimously.

202nd Project – Bob Beaver reported in a memo to the township that he spoke to Anderson Brothers this week and was told they will have the base paving completed within the next two weeks on the patch locations. The final reclaiming and paving will be in late August or early September. The easements that were sent to residents are coming back to the Township. The clerk reported that the township has received a few signed easements.

498th Lane Street Project - The bidding documents are complete and the project is out for bids. The bid opening is scheduled for June 9, 2015 at 10:00 am. SEH will have bid results and a recommendation to award at the June board meeting. The Ad for Bids is attached for reference. There are two easements that have been sent to property owners and he has talked with them on the phone. Both parties have stated they will sign the easements.

Road Vacation/Altercation - Snowmobile Crossing – public hearing set for June 4, 2015, 2:00 p.m. at the Town Hall. The township received the approval letter from the DNR.

The township received the price list for culverts from Aitkin County Highway Department. The township needs to order by June 10, 2015 if any are going to be purchased.

Annual Road View – the annual road view will be continued on June 2, 2015, 9:00 a.m. beginning at the town hall.

Tennis Courts – DNR Grant - The board was presented with an email from Kristen McCullen of MAT stating that the tennis courts are covered for liability. She also stated that the insurance company relies on the supervisors/township to decide the safety/risks of the courts and whether or not they should be opened for use. Ron Smith mentioned that he has received a call from a property owner that uses the courts often and were hoping to have the courts opened. The maintenance department will try to seal the crack in the middle of the courts. Motion made by Charles Quale, seconded by Allen Eld, to open the tennis court on the County Road 14 side after the cracks have been sealed satisfactorily and a re-inspection has been performed by the board; Motion passed unanimously.

We have not heard anything back from the DNR. The award notification date on the grant submittal information is June 2015.

A tree that is cut up on 187th Avenue is still on the side of the road. The cut up tree causes a hazard when two cars try to pass by at the same time. Allen Eld spoke with the property owner and was informed that the tree will be cleaned up when the weather warms up. Motion made by Charles Quale, seconded by Allen Eld, that the township send a letter stating that the tree is causing a hazard along the road and needs to be moved off of the road right-of-way by June 8 or the township will have a contractor remove the tree and billed to them.

Clasen Road Vacation – nothing new to report, we should have the Judge's verdict early July.

Catholic Youth Camp – a meeting has been scheduled for May 21, 1:00 p.m. at the town hall. Natalie King has been informed and invited to the meeting, also scheduled to attend are Brian Napstad, County Commissioner; Mark Jacobs, Land and Parks; Bob Moore, DNR. The clerk will also send an email notification of the meeting to Ben Franske, President Catholic Youth Camp. The local residents/property owners have bits and pieces of different information. The board explained the history and the issues that the township has been presented with over the years, past and present. The public is led to believe that the park and all public accesses are the property of the camp. Nory and Peggy Hunze questioned the board on their intentions for the public access around and within the CYC. The board would like to

survey the public assess and do a property swap with the CYC to put all the public areas together and out of the camp areas to simplify public use and keep all camp areas private. After this step is completed the board will then examine their options and decide what will be most beneficial to the public.

New Town Board Payroll Form – the board was presented with a form for monthly payroll to show the change in pay for meetings and events.

ANGELS Donation Usage Request – the board was presented information of history and goals of next 10 years and plans of donated monies from township also in a statement requesting to use money towards installing an “eyebrow” over the front windows due to the east sun. The board stated that they prefer to see the township’s donated monies used towards the services provided to the public rather than building improvements

FCC License – The township radio license was renewed with the new expiration date of June 29, 2025

NEW BUSINESS:

Susan Pepera – is applying for an Adult Foster Care License from the county, the township signed the application stating its approval.

Salt Shed – the salt shed is still doing okay – the treasurer stated that some of the money in the building fund was set aside for a new salt shed when needed.

Candace Kral, John Brula, and Allen Eld are signed up for the Summer Short Course to be held at Black Bear Casino in Carlton on June 25.

The board reviewed the striping of pit and stump removal and clearing portion of the invoice from Gary Hoffman. They stated that Gary has done a very nice job of clearing and cleaning the area up. Also he is a very good contractor to work with and is very conscientious.

Meeting adjourned 3:27 p.m.

Candace Kral
Clerk

Ron Smith
Board Chairman

MINUTES WERE APPROVED AT THE JUNE 11, 2015 REGULAR BOARD MEETING