

**SHAMROCK TOWNSHIP  
REGULAR BOARD MEETING  
Thursday, July 8, 2010**

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 Marvin Turner, and residents Rich Biernat and Candi Kral.

The minutes from the June 23, 2010, regular board meeting were approved on a motion by Ron Smith, seconded by Nancy Karjalahti.

The treasurer reported the following fund balances for the period ending June 30, 2010: General Revenue Fund, \$33,074.81; Road & Bridge Fund, \$487,863.47; Fire Fund, \$41,654.45; Building Fund, \$110,958.02; Sewer Fund, \$4,590.78; Parks & Rec Fund, \$36,418.67; and the Lease/purchase Fund, \$41,194.94. The Road & Bridge CD's total \$227,015.37; Building final payment CD, \$75,328.13; Sewer Fund CD's \$81,487.78; Kirk Properties escrow CD \$4,636.07. Interest received June 30 was \$451.84; other receipts totaled \$289,564.14; disbursements were \$22,772.39. Total cash and savings balance on hand as of June 30, 2010 was \$1,144,222.49. Liabilities are the building bond at \$575,000. 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 \$57,001.84, motion carried unanimously. The treasurer reported interest was received on the Kirk Properties CD.

Correspondence: The following were received: a thank you letter from ANGELS for our recent donation, invitation to a Towmaster open house on July 14 in Litchfield, a *Government Solutions* Magazine from Ziegler, a copy of *Lake Country Journal* compliments of Anderson Brothers, information on outdoor sports lighting from Musco Lighting, and an invitation to attend MINNCOR Industries traveling showroom on July 13 in Duluth and a thank you was received from the local clown club for use of our building; they did not use our building.

**OLD BUSINESS:**

Election Assistance Grant/Building remodeling: Craig Nelson from Morton Builders, Grand Rapids, sent an amended construction proposal listing the opening for the air conditioner, and a window placement change. Ron Smith had talked with Craig Nelson on a change on the side door and fire department doors. Motion by Ron Smith, seconded by Nancy Karjalahti to approve the change order; motion carried.

Maintenance Building: A letter was received from Troy Gilchrist, township attorney, outlining recommended steps to complete the outstanding work, clarified the payment of subcontractors and architect issues. Ron Smith moved to have the attorney work on the first five items listed (completion of outstanding work); motion was not seconded. Nancy Karjalahti moved to have the township attorney move forward with the completion of the outstanding work, acknowledgement of the payment of subcontractors section, prior to any mediation with the architect, the attorney will send the architect a letter stating that to resolve the problem Mr. Ronald Smith will drive to Duluth and acquire all said documents for Shamrock Township maintenance building, seconded by Ron Smith; motion carried. The clerk received a construction status inquiry from Pate Bonding, Inc. In the past these have been sent to the architect for completion. The board directed the form be sent to the township attorney for completion.

Road report: Marvin Turner reported they have been grading and have mowed all the ditches once and widen some areas, the rental mower tractor went back today, dead trees were cut along 480<sup>th</sup> Lane, fixed the turn-around at the end of 480<sup>th</sup> Lane, the children at play sign on 505<sup>th</sup> Lane was taken down, and new blades were installed on the shoulder disk. Next week they will install a culvert and dig back the bank on Point North. The new mower tractor will probably be delivered in the next week or so. It was noted that there is an unauthorized sign attached to a township road sign on Maple Lane; it will be removed.

Matt Reid, SEH, will meet with Ron Smith on July 15 regarding the 188<sup>th</sup> Avenue project. Matt will attend the July 22 meeting to review the plans with the board.

Charles Quale received some feedback on the extra patrolling done by the sheriff's department on Sheshebe Point in regards to ATV use in that area.

484<sup>th</sup> Street: The agreements between the property owners and the township for the channel shaping project were reviewed and approved. The clerk was authorized to coordinate with Janet Smude, Aitkin County Soil and Water, to get the advertisement for bids placed and the get the project going.

Ball field: One quote was received for the preliminary leveling and shaping from Gobel Excavating & Aggregate, Inc., Moose Lake, for \$29,237.00. Motion by Nancy Karjalahti, seconded by Ron Smith, to reject the bid; motion carried. There was discussion on having the maintenance men check on renting a cat and whatever other equipment would be needed and have them do the work. Charles Quale will check with the Twins Foundation on their ball field development assistance program.

Cable System: Information has been received from Rick Anderson, New Century Communications, informing the board of his intent to sell the cable system to Ron Savage, Savage Communications. A letter was received from Mr. Savage regarding their agreement to purchase New Century, Inc. Both letters were sent to the township attorney for review. He sent an e-mail with information for the board regarding the sale. It will be reviewed at the next meeting.

Cleaning Service: Discussion was held on the need to continue with an outside cleaning service for portions of the two buildings; a list of suggested cleaning specifications was distributed for review. Putting a finish of some kind on the maintenance building breakroom floor was discussed. Motion by Nancy Karjalahti, seconded by Ron Smith, to discontinue the current outside cleaning service and have the work done in house for the present; motion carried. Service will be discontinued as of July 30 and the keys will need to be returned.

Clean-up Day Summary: The net cost of the spring clean-up day was \$5,359.78. Payment of \$1080.00 was received from Crow Wing Recycling for scrap metal.

## **NEW BUSINESS:**

Nancy Karjalahti moved to appoint the following election judges for the primary election on August 10: Jack Brula, Richard Cox, Judy Haussner, Louise Orttel, Barb Greifzu, Susan Pretzel, Jan Schluter, Kathy LaBerge, Candace Bartel, and Midge Wilson; Ellsa Sorenson, Richard Biernat and Lois Meacham as alternates, seconded by Ron Smith; motion carried. All election judges are required to attend training offered by the Aitkin County Auditor's Office prior to working at the polls.

The clerk and deputy clerk attend the MAT Short Course on July 1. Sessions attended included unemployment compensation and election training for clerks. It was noted that there is a new (ex officio) notary stamp now available for township clerks.

The clerk attended a PERA workshop in June. Corrections need to be made to the supervisors' social security and DCP withholdings. Information was distributed and the supervisors will contact the clerk with their individual decisions.

Meeting adjourned at 8:30 p.m.

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Candace Bartel  
Shamrock Township Clerk

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Charles Quale  
Shamrock Township Board Chairman

**MINUTES WERE APPROVED AT THE JULY 22, 2010  
REGULAR BOARD MEETING**