

**SHAMROCK TOWNSHIP  
REGULAR BOARD MEETING  
Thursday, July 14, 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 Marvin Turner; residents/property owners Sue Westberg, Jerry Pawlak, Rich Biernat, Jeanette Ordonez and her father, Amber Lehman from the *Voyageur Press* and Matt Reid from Short Elliott Hendrickson Inc. (SEH).

The minutes from the June 14, 2011 regular board meeting were unanimously approved on a motion by Charles Quale, seconded by Nancy Karjalahti.

The treasurer reported the following fund balances for the period ending June 30, 2011: General Revenue Fund, \$50,938.48; Road & Bridge Fund, \$399,880.33, Fire Fund, \$31,833.91; Building Fund, \$94,480.58; Sewer Fund, \$4,674.21; Parks & Rec Fund, \$46,430.84; and the Lease/purchase Fund, \$36,171.17. The Road & Bridge CD's total \$332,582.21; Building final payment CD, \$76,632.15; Sewer Fund CD's \$83,472.63; Kirt Properties escrow CD \$4,668.98. Money market interest received June 30 was \$265.68; other receipts were \$297,713.89, and disbursements were \$23,550.85. Total cash and savings balance on hand as of June 30, 2011 was \$1,161,765.49. 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 Charles Quale, seconded by Ron Smith to approve payment of claims and payroll totaling \$78,128.21; motion carried unanimously. A copy of the June property tax receipt from Aitkin County was distributed.

Correspondence: The following was received: Rep. McElfrick's newsletters, Lake Country Power Capital Credit Allocation information, USDA Rural Development newsletters, Lake Minnewawa Association (LMA) thank you for our donation, LMA note regarding weed harvesting suspension, Riverwood Healthcare Center expansion information meeting

188<sup>th</sup> Avenue Project: Matt Reid, SEH road engineer on the 188<sup>th</sup> Avenue project, was present to review the project. Overall, the project turned out real good. It was noted that there is a one year warranty on the project. Formal paperwork closing out the project was signed.

Long-Range Comprehensive Road Plan: The SEH proposal for evaluating existing road conditions, recommendations for improvements, preliminary engineer's opinions of probable cost, and prioritization based on need for the improvements and associated costs was discussed. Clarification was made on what is covered by and the scope of the proposal. Matt will review the engineered plans for the erosion control on 483<sup>rd</sup> Street before any work is done and look at the first half mile off 188<sup>th</sup> Avenue. Matt will provide a report that will include rating criteria and recommendations and associated costs for road improvements. Drainage issues will be addressed on another level. Motion by Charles Quale to accept the SEH long-range comprehensive road plan, seconded by Ron Smith; motion carried.

Kenneth Avenue: (the intersection of 202<sup>nd</sup> PL and 498<sup>th</sup> LN) Jeanette Ordonez, property owner at 49794 202<sup>nd</sup> PL, requested information on vacating the section of Kenneth Avenue that goes from 202<sup>nd</sup> PL to Big Sandy. A survey was presented showing the location of the road and the location of their lift, which is partially in the road and a shed that is on the road. It also shows their shoreline as 75.01 feet and they have been paying taxes on 100 feet of shoreline. After discussion, guidelines for road vacation were given to Ms. Ordonez. This section of road does not appear to be on the dedicated to the public access list and it could be a considered a

correction lot. Another possible use for part of this road is future placement of a pumping station for a sewer system.

#### **OLD BUSINESS:**

Road report: Marvin Turner reported normal road grading and maintenance, only one day of gravel hauling, mowed all the road ditches once, several days were spent cleaning up storm damaged trees, spraying for weeds was done in several areas, the ball field infield was laid out, we will need to order a lot of ag lime for the ball field, a culvert on south 170<sup>th</sup> Place may need to be replaced, and a new chainsaw has been ordered, the old one will be checked to see if it can be repaired.

483<sup>rd</sup> Street: The plans for erosion control will be reviewed by Matt Reid, SEH. Property owners will be notified of the project once Matt's report is reviewed.

486<sup>th</sup> Street: Sue Westberg (property owner at 19620) was present. The drainage issue discussed last month was revisited. Charles Quale was asked to read MN§160.201 sub.1 relating to drainage. Nancy Karjalahti read information on permitting of projects. She also expressed concern about drainage/runoff from calcium chloride treated township roads into the lakes. The need for filtering of water before it enters the lake was discussed. It was again stated that when the culvert was replaced it was the same size and location as the old one. The possibility of putting a rain garden or a settling pond in the road right-of-way was discussed. The neighbor on the backlot has told Mrs. Westberg that he would agree to allow a settling pond on his property. Nancy Karjalahti talked with Janet Smude, Aitkin Co. Soil and Water; there may be money from that office to put a rain garden in the road right-of-way along the lakeside edge of that section of road. There was question on how much road right-of-way is available. Mrs. Westberg stated that when you dig down 18 inches in her yard you hit water. After further discussion, it was again suggested that Mrs. Westberg contact Aitkin Co. Planning & Zoning and Aitkin Co. Soil and Water for assistance.

218<sup>th</sup> PL: Plans have been received for drainage control near the Ron Clasen property (48171 218<sup>th</sup> PL). Need to discuss the plans with the property owner before proceeding.

508<sup>th</sup> LN: Nothing new to report on possible blacktopping project. A property owner voiced concern about the intersection with Long Point Place and the width of the road across the swamp.

190<sup>th</sup> Place: The court hearing on the requested partial vacation on June 29 was attended by Nancy Karjalahti and Candace Bartel. The township's letter requesting the vacated portion revert back to the public if the building needs repair or replacement was not considered by the court; it should have been submitted as an objection and a filing fee paid to be considered.

Ball field: The infield was worked on. Approval was given to order the ag lime when needed. Fencing was discussed. Chuck Quale and Marvin Turner will check on fencing.

Maintenance Building: The petition to deposit to the district court for the distribution the balance due to the general contractor, less the township's expenses, on the maintenance building was submitted by the township attorney. We have not received a decision yet. If it is approved the township will be required to give notice of the court order to all respondents listed in the petition by serving personally or by registered mail.

Townhall remodeling: Nothing new to report.

Tax-forfeited land classification: This was tabled to the next meeting.

Town line road agreements: The four town line road agreements with Workman Township were approved for renewal on a motion by Charles Quale, seconded by Ron Smith. The agreements will be reviewed again in 2014.

BSLA Annual Meeting: Ron Smith attended the meeting. Emphasis was placed on control of invasive species, especially those attaching to boats and going from lake to lake. Big Sandy has achieved STAR lake status. They have several new board members. Ron suggested to the members that they spray the noxious weeds on their property.

MAT Short Course: John Brula, Candi Kral and Candace Bartel attended. It was reported that the federal sign replacement requirements may be amended.

Employee Work Agreement: This will be reviewed at the next meeting.

**NEW BUSINESS:**

Information on the Aitkin County Association of Townships (ACAT) meeting was distributed. The meeting will be July 21 at the Waukenabo Town Hall.

The township 2010 census figures were distributed. Total population is 1,272; total housing units, 2316; occupied housing units, 646; vacant housing units, 1,670; and persons per household, 1.97.

The IRS business mileage rate is 55.5 cents per mile effective July 1, 2011.

Al Eld requested the use of the metal detector for use at an area cemetery. Ron Smith moved to require a sign-in/sign-out sheet allowing a 72 hour checkout time, seconded by Charles Quale; motion carried.

Lake Country Power capital credits were discussed. The way the policy for distribution is written, the township will never receive any distribution. It was suggested that the township write a letter requesting consideration of a change to the by-laws to allow churches, townships, etc. distribution after 25 years or so.

Meeting adjourned at 9:50 p.m.

Candace Bartel  
Shamrock Township Clerk

Nancy Karjalahti  
Shamrock Township Board Chairperson

**MINUTES WERE APPROVED AT THE REGULAR BOARD MEETING ON JULY 28, 2011.**