

**SHAMROCK TOWNSHIP
REGULAR BOARD MEETING
Thursday, September 11, 2008, 7 p.m.**

Board Chairperson Nancy Karjalahti called the meeting to order at 7 p.m. and led the Pledge of Allegiance. Present were Supervisors Ron Smith and Charles Quale, Treasurer John Brula, Clerk Candace Bartel, and road maintenance employee Marvin Turner; resident Rich Biernat; Mike Heaser and Chris Struwve from the *Voyageur Press*.

The minutes from the August 28, 2008 regular board meeting were approved as amended on a motion by Charles Quale, seconded by Ron Smith.

The treasurer reported the following fund balances for the period ending August 31, 2008: General Revenue Fund, \$13,286.02; Road & Bridge Fund, \$459,233.09; Fire Fund, \$46,843.97; Building Fund, \$183,983.96; Sewer Fund, \$26,541.98; Parks & Rec Fund, \$18,923.19; and the Lease/purchase Fund, \$0.00. The Road & Bridge CD's total \$113,507.12; Sewer Fund CD \$53,040.71; Kirt Properties escrow CD \$5470.50. Interest received August 31 was \$1351.16, other receipts totaled \$1000; disbursements were \$49,649.23. Total cash and savings balance on hand as of August 31 was \$920,830.54. Liabilities are the backhoe lease at \$34,649.20 and the building bond at \$625,000. Motion by Ron Smith, seconded by Charles Quale to approve the treasurer's report; motion carried. Motion by Charles Quale, seconded by Ron Smith to approve payment of claims and payroll in the amount of \$178,454.93; motion carried.

Correspondence: The Big Sandy Lake Association meeting minutes and agenda were distributed; information on the MAT District 11 meeting was distributed; information from the Minnesota Department of Health on wells and borings was distributed; the Mille Lacs Energy Cooperative newsletter was received and will be filed for reference.

OLD BUSINESS:

Building: Ron Smith reported that John Geissler inspected the maintenance building earlier in the day. After discussion on the work still to be completed, Ron Smith moved to request that John Geissler and Troy Gilchrist attend the next board meeting (Sept. 25); if they are not available, a special board meeting will be scheduled to address building issues; seconded by Charles Quale; motion carried. The propane tanks issue, security system warranty, and bathroom heating system were tabled to the next meeting.

A quote for blacktopping a parking area in front of the old building and a walkway between the two buildings was reviewed. Marvin Turner will get quotes from area contractors for doing the walkway in concrete. This will be discussed at the next meeting.

Road Report: Marvin Turner reported 480 yards of gravel and 100 yards of pit run were spread, a berm, black dirt, grass seed and straw were added to the public access on 493rd Lane (Ekelund Sawmill Road), regular road grading and shaping for the walkway between the buildings was done. The possible need for a road reclaimer and a mower were discussed. This will be discussed in the spring.

197th Avenue: The township attorney is reviewing the updates to the performance bond. He will request a copy of the construction contract from Gary Kirt's attorney.

198th Place (public access in sec. 21): Nancy Karjalahti attended the recent BSLWAMP meeting and reported that they will pay \$750 towards the fee to have the area remarked and a copy of the survey provided by the surveyor.

486th Street (Westberg property); 484th Street (Nelson property): Waiting to hear from Steve Hughes, Aitkin County Soil & Water, for his proposal for these areas.

187th Avenue access (near Trudy Bunge): The engineering designs will be here next week.

Nancy Karjalahti was given permission to get quotes from area contractors.

Property Insurance: After reviewing a revised valuation on the new building Charles Quale moved by resolution to approve replacement cost coverage property insurance on both buildings, replacement cost on the new building is \$704,025 and on the old building, \$224,164; seconded by Ron Smith; approved by the following vote: Quale, aye; Smith aye; Karjalahti, aye. Charles Quale moved by resolution to increase the property and casualty insurance deductible to \$1000, seconded by Ron Smith; approved by the following vote: Quale, aye; Smith aye; Karjalahti, aye.

Volunteer Service Agreement: Clarification was presented on the agreement. Its prime purpose is to inform volunteers that they are not covered by the township's worker's compensation policy.

Clean-up Day: Five dumpsters have been ordered. Tire fees will be the same as last time. The tire truck will be delivered on Friday (9-19) and picked up on Monday (9-22). Batteries will be accepted. Marvin and Tim Turner will work on the clean-up day.

Townline Road Agreements: The clerk reported the townline road agreements with Workman Township have been approved by the Workman Town Board.

Primary Election Report: 164 people voted, the results are posted on the townhall bulletin board.

Building Cleaning: Motion by Charles Quale, seconded by Ron Smith, to have Pelto-Lund, Co. clean the break room, bathroom and hall in the new maintenance building twice a month and the meeting room, office and bathroom in the townhall (old building) once a month just before the first board meeting of the month; motion carried. The cleaning service will be reviewed in six months. Ron Smith will look into floor mats for the buildings.

Township Road Design Standards: Revisions to the guidelines were discussed. They will be discussed with the township attorney at the next meeting.

NEW BUSINESS:

The annual township road mileage certification request was received from the county engineer. Motion by Charles Quale, seconded by Ron Smith, to certify the 2008 mileage as 51.553 miles; motion carried.

The port-a-potty will be removed after the clean-up day.

John Brula will check on getting additional lighting for the voting booths.

Nancy Karjalahti reported the township's letter to the Army Corps of Engineers pertaining to the ROPE study should be resubmitted. It needs to be submitted during the public comment period.

At 9:05 p.m. the meeting was closed to address a personnel matter.

The meeting adjourned at 9:20 p.m.

Candace Bartel
Shamrock Township Clerk

Nancy Karjalahti
Shamrock Township Board Chairperson

Minutes were approved at the September 25, 2008 regular board meeting.