

**SHAMROCK TOWNSHIP
REGULAR BOARD MEETING
Thursday, September 22, 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; property owners Jerry Pawlak, John Clasen, and Scott Omlid; Ron Kern from Kern Excavating.

The minutes from the September 8, 2011 special board meeting were unanimously approved on a motion by Charles Quale, seconded by Ron Smith. The minutes from the September 8, 2011 regular board meeting were unanimously approved on a motion by Ron Smith, seconded by Charles Quale.

Correspondence: Information was received from the Minnesota Department of Health on water protection grants available and an invitation was received to the SEH Octoberfest on October 6 at their Brainerd office.

Issues not on the agenda:

John Clasen requested information on partial road vacation of 195th PL. He owns property on both sides of the road. The road vacation procedure was discussed and John was given the road vacation guidelines and estimated costs involved. There was concern voiced about access for other property owners. John also expressed concern about ATV's damaging the road; it was suggested he contact the sheriff's office or the conservation officer.

Rod Kern presented a utility permit application requesting permission to bore a sewer line under 496th LN. Motion by Charles Quale, seconded by Ron Smith, to approve the permit application with the installer to follow the Aitkin County guidelines and install a tracer wire; motion carried. Ron Smith will do an inspection of the work when it's completed. The guidelines for utilities on township road right-of-ways need to be reviewed.

The building permit variance from Scott Omlid at 20593 508th LN was reviewed. Scott was present to explain the variance request. He is requesting a right-of-way setback from the township road of 16 feet plus other variances to build a garage. Motion by Charles Quale, seconded by Ron Smith, to recommend that the county rules and regulations be followed on the requests not related to the road setback, the board does not have a problem with the requested setback from the township road; motion carried.

OLD BUSINESS:

Road report: Tim Turner reported they have graded and graveled roads, the culverts on 170th PL and 200th Ave. were replaced, some blacktop patching was done, black dirt was spread on the ball field, and equipment maintenance was done. There is a drainage issue on 498th LN due to runoff from a driveway; the property owner will be contacted to help remedy the problem. A request was received to remove tree on 197th Ave., the power company will be contacted as it is close to the power lines. The large rock at Boehlke's on Long Point Place has been removed from the right-of-way.

The 188th Avenue survey should be completed by the October 13th board meeting. A complaint was received regarding the garbage bags along the edge of 188th Avenue. The issue was discussed, no action taken.

The public access by Cajun Queen (Lakeview Lane): Nancy Karjalahti left a message for Steve Hughes regarding issues on the access but has not heard back from him. Concerns about this access were discussed at the recent BSALWMP meeting.

The drainage issue on 202nd PL across the road from 50742: Ron Smith will contact the property owner.

Property owners on 189th PL were contacted regarding the procedure to request township acceptance and maintenance on the road. Information will be sent.

Matt Reid, SEH, would like to arrange a brown bag lunch/product presentation with the Tensar representative the last week in November. The board selected Tuesday, November 29.

Long-Range Comprehensive Road Plan: Plan will be presented at the annual meeting. The board will review and make a recommendation for work based on the plan.

The Big Sandy Lodge deferral/abatement: Information was sent to the township attorney. We are waiting to hear back from him.

Ball field: The black dirt has been spread. Rock pickers are needed to help clean up the rocks.

Townhall remodeling: Nothing new to report.

Clean-up Day (September 24): The supervisors and the maintenance men plan to work.

NEW BUSINESS:

Contracts and requirements for projects were discussed. Clarification is needed on when a contract is needed and who should generate the contract.

Information was received from Sign Logic about road sign inventory software. It was suggested that additional information such as culvert location, utility lines, etc. would be very helpful. John Brula will contact the company for further information.

The possibility of having a supervisor work as back-up road maintenance employee was discussed. The clerk will check on the guidelines for this.

Meeting adjourned at 9 p.m.

Candace Bartel
Shamrock Township Clerk

Nancy Karjalahti
Shamrock Township Board Chairperson

MINUTES WERE APPROVED AT THE REGULAR BOARD MEETING ON OCTOBER 13, 2011