

**SHAMROCK TOWNSHIP  
REGULAR BOARD MEETING  
Thursday, September 25, 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 Tim Turner; resident Rich Biernat; township attorney Troy Gilchrist; and architect John Geissler.

The minutes from the September 11, 2008 regular board meeting were approved on a motion by Charles Quale, seconded by Ron Smith.

Correspondence: Information on Diamond Mowers lease program for tractor/mowers and the ACAT meeting minutes and agenda were distributed. The Springsted newsletter, Aitkin County Historical Society newsletter, *The Noncom Scoop* newsletter, and information about CAT auction services were received and will be filed for reference.

**OLD BUSINESS:**

Building: John Geissler reviewed the punchlist. After discussion on the installation of the underground propane tanks, it was agreed that the tanks should be installed per specifications in the contract. The mechanical and electrical engineers have indicated that ~~two~~ an additional booster pump ~~are~~ is needed for the heating unit in the bathroom. They will pay for part of the additional fees. Things still needing to be completed are: close-out documents, 'as-built' drawings, warranties, repair of concrete stoop, propane tank installation, heat in bathroom, training on operation of boiler and other systems, resolution of bond claim with painter, bushings on communication conduits, adjustment to makeup air unit, and plug in for the air dryer for the air compressor. Troy Gilchrist and John will review the contract, a revised punchlist and letter from Troy will be sent to MG Carlson Construction. When subcontractors are working on the building a representative from MG Carlson needs to be on site as well. John had reviewed the township's contract with dsgw Architects and indicated that they have done work beyond the contract and are entitled to additional payment but at this time he is just interested in getting the project completed. The board approved the payment of \$655.99 to MG Carlson for balance due on the purchase of propane. Troy reviewed the purchase agreement and warranty information on the fire alarm system; they will be sent to Magnum Electric for signature.

197<sup>th</sup> Avenue: Troy reviewed the revised performance bond and rider. He will contact Henry Brucker (Gary Kirt's attorney) and request a copy of the contract with the construction company. The board expressed concern over the lateness in the year to be constructing a new road and if done yet this year, it may be difficult to determine if the road was sufficiently built until two freeze/thaw cycles have passed.

Township Road Design Standards: Guidelines were discussed with Troy. Troy will work on a resolution for acceptance of guidelines. Contractor/property owner damage to township roads was discussed. A notice of damages & request for repair should be sent; if not satisfactorily repaired, a bill should be sent; if not paid, the township could go to conciliation court.

202<sup>nd</sup> Place: A verbal request was received to close a section of 202<sup>nd</sup> Place near the Cajun Queen and Red Rock on October 11. A written request will be required. A resolution permitting the closing will be presented at the October 9<sup>th</sup> regular board meeting.

Road Report: Tim Turner reported 360 yards of gravel was spread, the yard waste site was cleaned, salt for salt/sand mix was ordered, regular road maintenance and tennis court maintenance was done. The lake associations will be asked to remind their members that plastic bags and other debris should not be left at the yard waste sites. Billy Staska has asked when a new ballfield will be built. Fifty-one appliances and a trailer load of tires were collected on clean-up day. Crow Wing recycling will be contacted to pick up the appliances and the scrap steel.

Parking lot/sidewalk: Motion by Ron Smith, seconded by Charles Quale, to accept the quote

from Rocon Paving to blacktop a 25'x25' parking area in front of the townhall at \$2.50/sq. foot; motion carried. Three quotes were received for installing a concrete sidewalk between the two buildings; this project will be addressed in the spring.

198<sup>th</sup> Place (public access in sec. 21): Waiting to hear from surveyor Terry Betley.

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

187<sup>th</sup> Avenue access (near Trudy Bunge): The engineering designs arrived today. Nancy Karjalahti will contact local contractors for quotes. A dock is in the access area and needs to be removed.

Clean-up Day (Sept. 20): Four dumpsters were filled. There were 149 people signed in with an additional 14 loads. Tim and Marvin Turner, Nancy Karjalahti, Ron Smith, and Charles Quale were assisted by members of the Big Sandy Lake Association.

Washed sand for road sanding is available from Sandy Lake Sand & Gravel at \$4/yard.

#### **NEW BUSINESS:**

A variance request from Mark Anderson to build an addition to a house on 508<sup>th</sup> Lane was reviewed. Ron Smith will attend the board of adjustment meeting on October 1 at 4 p.m. per Mark's request. The board voiced no objections to the plan. They would not be in favor of building that would reduce the turnaround area for road maintenance equipment.

A variance request from James Krebs to build an addition to a house on 508<sup>th</sup> Lane was reviewed. The board voiced no objections to the plan.

A variance request from James Ward to build an addition to a house on 498<sup>th</sup> Lane was reviewed. The board voiced no objections to the plan.

New federal guidelines for maintaining traffic sign retroreflectivity were discussed. This will require a plan for the inspection of sign retroreflectivity and the replacement of traffic signs as required.

The meeting adjourned at 9:50 p.m.

Candace Bartel  
Shamrock Township Clerk

Nancy Karjalahti  
Shamrock Township Board Chairperson

**MINUTES WERE APPROVED AS CORRECTED AT THE  
OCTOBER 9, 2008 REGULAR BOARD MEETING**