

**SHAMROCK TOWNSHIP
REGULAR BOARD MEETING
Thursday, October 9, 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, and Chris Struwve from the *Voyageur Press*

The minutes from the September 25, 2008 regular board meeting were approved as corrected on a motion by Charles Quale, seconded by Ron Smith.

The treasurer reported the following fund balances for the period ending September 30, 2008: General Revenue Fund, \$8,309.87; Road & Bridge Fund, \$297,249.90; Fire Fund, \$46,712.11; Building Fund, \$184,175.02; Sewer Fund, \$26,586.49; Parks & Rec Fund, \$9,392.18; 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 \$5,502.20. Interest received September 30 was \$1255.79, other receipts totaled \$812.50; disbursements were \$178,454.93. Total cash and savings balance on hand as of September 30 was \$744,475.60. 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 \$29,235.96; motion carried

Correspondence: Mark Anderson sent a note of thanks for the board's support of his building project on 508th Lane; a notice was received from Big Sandy Sports stating they will no longer extend credit on their accounts; the Mille Lacs Energy Cooperative newsletter was received; the Pipeline Community Awareness Emergency Response newsletter was received; the 70-Mile Trail Update lists the next committee meeting as December 1 at Long Lake Conservation Center (<http://www.70miletrail.net>); information was received from ACS regarding data imaging services for documents; the Big Sandy Lake Association agenda and meeting minutes were received; all will be filed for reference.

OLD BUSINESS:

Building: The board reviewed the draft letter composed by township attorney, Troy Gilchrist, to be sent to M.G. Carlson Construction Co. regarding the status of the building project; it was agreed that the letter is okay to send. A status report on the building project was requested from Pate Bonding, Inc.; there has been no change since the last report was filed. A copy of a letter from Rapids Plumbing to Lakes Gas was reviewed. Steve Zimmer, Rapids Plumbing, had called earlier in the day and stated that the propane tank issue will be addressed next week. Gartner will check the operation of the electric boiler next week. The need for floor mats for both buildings was discussed: John Brula will look for these at Sam's Club. Accidental damage was done to one of the garage doors in the maintenance building and an estimate for panel replacement has been received; the estimate will be submitted to the insurance company.

Road Report: Marvin Turner reported 190 yards of gravel was spread; 150 yards of salt/sand was mixed; trees and brush were cut along 476th Street per request of the school bus driver; regular road maintenance was done; and the appliances from clean-up day have been picked up. Rocon Paving was contacted to blacktop the parking area; a 25-foot x 25-foot section has been marked. The DNR Forestry will turn the leaf sites on October 17.

197th Avenue (Gary Kirt project): Troy Gilchrist has still not received a copy of the contract with the local contractor. Matt Reid, SEH engineer, had contacted Ron Smith regarding the status of the project. He stated it was getting a little late in the year to begin the work.

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

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): No quotes were received on the project. A notice for quotes will be placed in the *Voyageur Press* and the *Aitkin Independent Age*. Nancy Karjalahti will contact Mitch at Impact 6 to send information to Anderson Excavating.

197th Avenue (road repair): No payment has been received for the road repair work the township maintenance men did near the Daniel Moland property.

188th Avenue (near Timber Shores): Nancy Karjalahti reported the road near the Timber Shores property needs work. It should be surveyed and possibly moved. Motion by Ron Smith, seconded by Charles Quale, to have Nancy Karjalahti contact Terry Betley to survey this section of road; motion carried.

202nd Place: Charles Quale made a motion by resolution to allow for the temporary closing of a section of 202nd Place (from approximately 49439 to 49482) on October 11, 2008 from 11 a.m. to 7 p.m. to allow for a charitable event, seconded by Ron Smith. The motion carried on the following vote: Quale, aye; Smith, aye; Karjalahti, aye.

Township Road Design Standards: tabled to next meeting

October 23rd Meeting: Motion by Ron Smith seconded by Charles Quale to move the October 23rd meeting to October 30th; motion carried.

NEW BUSINESS:

The county assessor's office sent information on Local Board of Appeal and Equalization Training. Ron Smith and Charles Quale are current on the required training. Training will be available three times this fall.

Charles Quale moved to appoint the following to serve as election judges for the general election on November 4: Richard Cox, John Brula, Judy Haussner, Barb Griefzu, Loiuise Orttel, Lois Meacham, Jan Schluter, Ellsa Sorenson, Midge Wilson, Kathy LaBerge, Susan Pretzel, and Candace Bartel with Jerry Smith as alternate, seconded by Ron Smith; motion carried.

The need for smoke/carbon monoxide detectors in the townhall building was discussed. John Brula will purchase the detectors.

The board was advised of a slight increase in the health insurance premium on the road maintenance employees. This will be effective December 1, 2008.

An unemployment claim has been filed against the township. The clerk and the board chairperson will check on the claim.

The meeting adjourned at 8:12 p.m.

Candace Bartel
Shamrock Township Clerk

Nancy Karjalahti
Shamrock Township Board Chairperson

MINUTES WERE APPROVED AT THE OCTOBER 30, 2008 REGULAR BOARD MEETING