

**SHAMROCK TOWNSHIP  
REGULAR BOARD MEETING  
Thursday, November 10, 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 John Clasen and Jerry Pawlak, Matt Reid from SEH, and Amber Lehman from the *Voyageur Press*.

The minutes from the October 13, 2011 regular board meeting were unanimously approved on a motion by Charles Quale, seconded by Ron Smith.

The treasurer reported the following fund balances for the period ending October 31, 2011: General Revenue Fund, \$34,723.31; Road & Bridge Fund, \$277,970.99, Fire Fund, \$27,997.76; Building Fund, \$66,685.93; Sewer Fund, \$4,683.21; Parks & Rec Fund, \$43,555.49; and the Lease/purchase Fund, \$22,365.09. The Road & Bridge CD's total \$334,455.06; Building final payment CD, \$76,944.43; Sewer Fund CD's \$83,950.07; Kirt Properties escrow CD \$4,675.38. Money market interest received October 31 was \$197.03, Market Value Credit receipts totaled \$1798.75 and disbursements were \$26,456.10. Checking account balance on hand as of October 31, 2011 was \$477,981.78. Liabilities are the building bond at \$520,000. Motion by Charles Quale, seconded by Ron Smith 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 \$15,262.62; motion carried unanimously.

Correspondence: The following was received: the *Technology Exchange* newsletter, LTAP workshop information, Bremer Bank fraud seminar invitation, Minnesota Benefit Association scholarship program information, newsletters from Rep. McElfatrick, *The Noncom Scoop* newsletter, Lakes & Pines newsletter, the Big Sandy Lake Association agenda, *The Pipeline Awareness* newsletter, Lake Country Power *Strictly Business* newsletter, and Sen. Tom Saxhaug's newsletter.

The representative from the DNR was not able to attend the meeting. Nancy Karjalahti will contact him for further information regarding the pit lease renewal for gravel storage and a future gravel crush.

John Clasen requested information on the snow plowing policy and inquired if his road (195<sup>th</sup> PL, currently a non-maintained township road) could be snowplowed. He requested and received a copy of the snow plowing policy and the agreement with Minnewawa Estates.

**OLD BUSINESS:**

\_ Road report: The roads have been graded and some areas graveled, the salt shed is full of salt/sand mix, trees were cut on 476<sup>th</sup> LN and Bridge Road, work has started on cutting back the banks and filling the narrow areas on 510<sup>th</sup> LN, and equipment maintenance was done, parts were ordered for the Sterling. The garage door for the fire truck has continued to fail to close periodically; permission was given to replace the garage door opener. Multiple stumps need to be ground out on 476<sup>th</sup> LN and Bridge Road; Darlow Excavating charges \$2/inch. An estimate was requested from Marv Wyman but none has been received. Replacement of one of the dump trucks was discussed. The Kodiak is a 1995 and the Sterling is a 2000. It was suggested that the trucks be replaced on a regular basis. A replacement for the Sterling will be researched.

\_ Matt Reid, SEH, reviewed drainage concerns at four locations and presented his recommendations. 1) A portion of 218<sup>th</sup> PL and 482<sup>nd</sup> LN has been surveyed by SEH. Matt offered several options for fixing the drainage problem. It was noted that SEH could not find a culvert in the area. After discussion, Matt will review the option of diverting the water to the

ravine to the northwest with a basin and pipe and develop a plan for consideration. It was noted that fence posts have been placed in the right-of-way by a property owner. They need to be removed. 2) 202<sup>nd</sup> PL and 507<sup>th</sup> LN – 507<sup>th</sup> LN is a private driveway. The driveway needs to be built up and crowned; this would allow the water to shed to the edges. The township road is not causing the drainage problem. 3) 49569 210<sup>th</sup> PL – concern that the driveway is too wide and causes drainage problems. The road should continue to be crowned and the ditch should be cleaned out. Grass planted in some areas would slow down the wash out problems; there is too much hard-surface area that allows water to run off. 4) 483<sup>rd</sup> Street and 482<sup>nd</sup> Street – after reviewing the recommendations from Nichole Sternquist and consulting with Crow Wing County for similar situations, Matt recommended that using sewer rock along the edges of the road would be the easiest solution although the catch-basin and pipe option could be used as well.

\_ The public hearing minutes from November 2, 2011 on 189<sup>th</sup> PL were approved on a motion by Ron Smith, seconded by Charles Quale. Resolution 2011-7 replacing Resolution 2011-6 was presented for adoption on a motion by Ron Smith, seconded by Charles Quale and adopted on the following vote Smith, aye; Quale, aye; Karjalahti, aye. (The resolution approves the acceptance of 189<sup>th</sup> PL as a township maintained road.) The road order directing the clerk to record the road with the Aitkin County Recorder's office was approved on a motion by Charles Quale, seconded by Ron Smith. It was noted that the driveway culvert of concern on this road will be replaced by the property owner with a smaller culvert as discussed with Charles Quale. The clerk reported that the opinion from two attorneys is that the road acceptance procedure and the road vacation procedure are two separate procedures and they have separate guidelines.

\_ Lakeview Land Access (by Cajun Queen): the drawings/plans were received from the county soil and water office; the second drain basin could not be located. Ron Smith consulted with the conservation officer and he has looked at the area. The conservation officer talked with Bob Moore, Trails and Water Ways in Grand Rapids. Ron will contact Bob Moore for a follow-up on this situation. This was discussed at the recent BSAWLMP meeting and the ATV conservation officer will contact the property owner regarding the damage caused by ATV use on this access.

\_ 202<sup>nd</sup> PL – concerns were shared about items in the right-of-way and docks in the right-of-way. Charles Quale will check into this issue.

\_ 188<sup>th</sup> Avenue – items in the right-of-way. One area has been cleaned up and the resident was directed to contact the sheriff's office for ATV concerns. The other area has not had the bags of leaves removed; Charles Quale will talk with the property owner.

\_ Jim Howley from Tensar will do a presentation on November 29 at 11 a.m. on geogrid for road and shoulder stabilization. Matt Reid will invite the Aitkin County engineer and the city of McGregor road maintenance men. The clerk will invite the area contractors. Lunch will be provided. The meeting will be posted to allow the supervisors to attend.

\_ The township utility permit rules and regulations were tabled.

\_ 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 – upon the recommendation of the township attorney the agreement will remain as it is.

\_ Ball field: Nothing new to report.

\_ Townhall remodeling: Nothing new to report; Charles Quale will contact the local contractor to see if he is intending to complete a design.

\_ Discussion on a back-up road equipment operator was tabled.

\_ Ron Smith recently attended the required supervisor training for the Local Board of Appeal and Equalization. New procedures were presented by a representative from the MN Department of Revenue. Ron shared some of the changes that will be required. The county assessor will contact the townships with further information on how the Board of Appeal and Equalization should be conducted in the spring.

\_ The clerk attended the Aitkin County Association of Townships quarterly meeting at Hazelton Township on Oct. 20<sup>th</sup>. The county representatives to the national convention gave a report. Kirk Peysar, Aitkin County Auditor, reported the homestead credit on property taxes and the market value credit the townships receive will be eliminated in 2012. Idun Township presented a resolution requesting the First Responders be included in those organizations that the townships can donate to; this will be voted on at the next ACAT meeting. Irene Bright presented a review of the duties of the board officers. It was noted that effective October 1 townships are exempt from state sales tax.

\_ John Brula talked with a representative from Epic Solutions about their sign inventory program; it only does signs at this time. More options could be added but the cost would increase.

\_ Attendance at the Minnesota Association of Townships Annual Convention in Alexandria November 17- 19 was discussed. No one from the board plans to attend.

\_ Representative Carolyn McElfrick will meet with county, township, city, and school district representatives on November 16 at the Aitkin County Courthouse.

\_ The clerk completed and returned the 2011 Census of Government Units Survey.

\_ An inquiry regarding when a representative from Kennicott Mining will attend a future meeting was discussed. No definite date has been scheduled.

\_ A resident inquired if the township would consider doing a cost-share with BSALWMP on shoreline restoration on a Lake Minnewawa public access; this is a platted road to the lake. The area will be inspected and discussed it at the next meeting.

\_ A report on the Carlson Trophic Status Index (TSI) on Horseshoe Lake was presented for the board to review.

#### **NEW BUSINESS:**

\_ The conditional use permit requested by Don Gossen to build a house on 206<sup>th</sup> PL was reviewed. The board offered no opinion on the request.

\_ A request to snowplow a section of a non-maintained road (184<sup>th</sup> PL) was received on behalf of a resident. This is a non-maintained township road and will not be plowed. It was also noted that the snowplowing policy does not allow plowing on private drives.

Meeting adjourned at 9:35 p.m.

Candace Bartel  
Shamrock Township Clerk

Nancy Karjalahti  
Shamrock Township Board Chairperson

**MINUTES WERE APPROVED AT THE DECEMBER 8, 2011 REGULAR BOARD MEETING**