

**SHAMROCK TOWNSHIP
REGULAR BOARD MEETING
Thursday November 13, 2014**

Board Vice-Chairman Ron Smith called the meeting to order at 1 p.m. and led the Pledge of Allegiance. Present were Supervisor Charles Quale; Clerk Candace Kral; road maintenance employees Tim Turner and Marvin Turner; Bob Beaver and Jason Engstrom, SEH, and one Shamrock residents/property owners.

Motion by Charles Quale, seconded by Ron Smith, to approved the November 13, 2014 agenda with addition to "new business".

The minutes from the October 9, 2014, regular board meeting were approved on a motion by Charles Quale, seconded by Ron Smith; motion carried unanimously.

The treasurer was not in attendance. A written copy of the treasurers report was provided to the board stating the following fund balances for the period ending October 31, 2014: General Revenue Fund, \$122,682.38; Road & Bridge Fund 331,736.14; Fire Fund, 21,241.32; Building Repair Fund, \$108,031.37; Sewer Fund, 4,839.26; Road Repair (black topping), \$255,346.45; Parks & Rec Fund, \$53,228.86; and the Lease/purchase Fund, \$25.056.07; for a total in the checking accounts of \$961,728.22. The Road & Bridge CDs' total \$186,013.10; Building final payment CD, \$79,446.80; Sewer Fund CDs' \$89,933.35; CD #37543 matured August 25 and was deposited into Road & Bridge Fund. Money market interest received in October 2014 was \$158.95. Receipts for the month were \$901.76. October disbursements were \$40,627.08. Motion made by Charles Quale, seconded by Ron Smith, to approve the treasurer's report; motion carried unanimously.

Motion made by Charles Quale, seconded by Ron Smith, to approve the October 2014 claims and payroll totaling \$30,816.42; motion carried unanimously.

Correspondence : Email stating that the Aquatic Invaders Summit is January 20-21, 2015 in St. Cloud; Lakes and Pines Bulletin; Lake Country Power October 2014 issue Newsline and Fall 2014 issue Strictly Business; Riverwood November issue Healthy Living; Lake Minnewawa Association Flyer for Shamrock Lakes Fireworks January 2, 2015

Concerns from Residents not on Agenda:

Stacey Horsman presented the board with plans for an addition to her home. The addition will be going on the back side of her home away from the township road. The board stated no opposition to the home addition as presented. The clerk will provide a letter to Aitkin County Planning and Zoning.

Don Proulx approached the board wishing to purchase/obtain approximately 3 yards of salt/sand mixture that he needs for maintenance on the roads in the Big Sandy Lodge Resort for the homeowners. The board informed him that the township does not order extra salt for resale and gave him other alternatives of where he may be able to obtain the product he needs.

OLD BUSINESS:

Employee Medical/Dental Insurance: Due to the changes to medical insurance plans and costs, the employees are in agreement to changing the medical and dental insurance plans from a group plans to independent plans. The township will continue the life and disability insurance through the group plan

currently in effect. Motion made by Charles Quale, seconded by Ron Smith, to accept Resolution 2014-13; Resolution Authorizing a Change in Employee Benefits. Motion passed unanimously.

Logging Quotes: The advertisement for the logging quote was mistakenly run with a meeting/deadline time of 6:00 pm for one week in both the Aitkin Age and the Voyager Press. A re-run or correction stating a 1:00 pm meeting/deadline time was run for one week in the Aitkin Age and two weeks in the Voyager Press. The township received one sealed quote. The board decided to run the logging quote request advertisement for the next two weeks giving a deadline date for the next regular board meeting of December 11, 2014, at 1:00 p.m. Motion made by Charles Quale, seconded by Ron Smith, to leave the one logging quote received unopened to be returned for re-submission for the new date and to re-advertise for the ad with a deadline of December 11, 2014, 1:00 pm, the next regular meeting; motion passed unanimously.

Road report – Tim Turner reported they kept checking on the 202nd Place Project during the dirt work that has been done; the gravel pit was posted for “no trespassing” on October 15, 2014, and has recoded the date in his records; has got approximately 250 yards of clay at the gravel pit for the class 5 gravel crush to be done; picked up about 5 yards of cold mix; did blacktop patching on Bride Road; the water table by Julie Freie’s home on 188th Avenue is approximately six feet and has provided a temporary relief for the standing water issue; we have received permission from the DNR to start burning the leaf sites and will get started soon; Charles Quale used his tractor to drag, fertilize and reseed the ball field; all the roads were plowed Tuesday being careful due to the lack of frost on the roads and ditches; the new posting box at the Willey’s posting location has been installed; On October 16, 2014, Tim had requested to SCI (cable company) that they contact the township before they buried the cable that they were laying out in the ditches/road easement on 490th Street (Floe Road) to be sure that the cable would be out of the township’s way due to ditch work planned and potential beaver problems. The township was not contacted and the cable is buried. A letter will be sent to SCI to inform them that they are responsible for any damage to their buried cable caused by regular and planned township maintenance of the road and ditches.

SEH – Bob Beaver and Jason Engstrom presented information to the board as follows:

2014 Road Project – 202nd Project – the contract completed the reclaiming for the areas where were graded and had pipework, the storm were piping and culverts were installed the road grade was raised by the lake and the side slope with rip-rap placed, everything went smoothly. Provided to the board was a pay estimate including the work completed with the original bid and the additional work for the storm sewer piping. The cost for the change order activities is comparable to the cost savings in the original bid for the items that were eliminated or reduced. Amount due to Anderson Bros. for work completed is \$95,599.39. Motion made by Charles Quale to approve the payment to be processed with the November claims of \$95,599.39 to Anderson Bros. for work completed on the 202nd Place road project, seconded by Ron Smith. Motion passed unanimously. The easement exhibits have been prepared for the project which consists of 12 temporary easement and four permanent easements. The easements, the completion of the required documents, signatures and filing were discussed. Motion made by Charles Quale to have SEH take care of the completion and recording of the required easements, seconded by Ron Smith. Motion carried.

Ray Gustafson/public access – they are working on the legal descriptions for the areas of the current recorded and current area being used for the snowmobile access to the lake.

498the Lane Plan – the design for the 498th Lane improvements has been completed. The project includes reconstructing the road from the intersection of 202nd Place 800 feet to the west. The road will have a width of 24 feet and proper ditching, a geo-web will be utilized for the steep slope areas. The preliminary engineer’s cost estimate was completed giving a total of \$60,473.15. It is recommended to bid the project with the 483rd Street project for construction in 2015.

483rd Street – Bob Beaver recapped that in 2011 the township reviewed erosion issues on 483rd Street. At that time the Aitkin County Soil and Water Conservation District reviewed the site and provided a plan to reduce the erosion on the steep grade portion of 483rd Street. The plan included constructing two catch basin structures at the top of the hill to collect the surface water. The water would then be piped down the hill and discharged into the existing low area. The design would catch approximately 80% of the water before it reaches the steep slope on the hill. SEH reviewed the plan, made a few revisions and updated the cost estimate. The revised estimate is \$18,165.00. It is recommended to bid the project with the proposed 498th Lane project for construction in 2015.

The board will further discuss the 498th Lane Project and the 483rd Street Project at the December regular board meeting.

Tennis Courts - requested clarification with the board for expectation for estimates for new tennis courts. The board informed Bob Beaver that the township would like preliminary estimates for the construction of a double tennis court and a basketball court. The estimates are required for presentation at the 2015 annual meeting.

Julie Freie – the board explained the water issue on 188th Avenue at Julie Freie's driveway to Bob Beaver and what has been provided to the area in the past. It was requested for Bob Beaver to take a look at the area and provide a solution that the township's maintenance department can do to ease the problem due to the cost of a permanent solution. A couple drainage solutions were discussed. Bob will work with Tim in the spring after the ground starts to thaw.

John Clasen Road Vacation – the clerk informed the board that she and Charles Quale were scheduled to meet with Robert Alsop, Kennedy & Graves, the township attorney regarding the Clasen Road Vacation on Monday to review the file and the roads/property involved. Due to the poor weather, the appointment was canceled and has been rescheduled for Monday, November 17 at 10:30. Chuck Quale and Candace Kral will attend the meeting

The township had 63 absentee voter and 452 residents vote at the general election held on November 4. The new tables and chairs recently purchased worked very well.

NEW BUSINESS:

Meeting adjourned 2:45 p.m.

Candace Kral
Shamrock Township Clerk

Ron Smith
Board Vice-Chairman

MINUTES WERE APPROVED AT THE DECEMBER 11, 2014 REGULAR BOARD MEETING