

**SHAMROCK TOWNSHIP  
REGULAR BOARD MEETING  
Thursday, December 9, 2010**

Board Chairman Charles Quale called the meeting to order at 7 p.m. and led the Pledge of Allegiance. Present were Supervisors Nancy Karjalahti and Ron Smith, Treasurer John Brula, Clerk Candace Bartel, road maintenance employee Marvin Turner, residents Ron Isackson and Rich Biernat, and Amber Lehman from the *Voyageur Press*.

The minutes from the November 9, 2010 regular board meeting were approved on a motion by Ron Smith, seconded by Nancy Karjalahti.

The treasurer reported the following fund balances for the period ending November 30, 2010: General Revenue Fund, \$46,450.14; Road & Bridge Fund, \$401,984.09; Fire Fund, \$56,431.86; Building Fund, \$93,143.51; Sewer Fund, \$4,642.39; Parks & Rec Fund, \$42,822.33; and the Lease/purchase Fund, \$60,711.89. The Road & Bridge CD's total \$229,453.43; Building final payment CD, \$75,988.69; Sewer Fund CD's \$82,491.73; Kirt Properties escrow CD \$4,645.89. Interest received October 29 was \$364.55; other receipts totaled \$235,099.22; disbursements were \$78,238.91. Total cash and savings balance on hand as of November 30, 2010 was \$1,098,765.95. Liabilities are the building bond at \$575,000. Motion by Ron Smith, seconded by Nancy Karjalahti to approve the treasurer's report; motion carried unanimously. The Aitkin County property tax statement of remittance was distributed for review. Motion by Nancy Karjalahti, seconded by Ron Smith, to approve payment of claims and payroll (totaling \$33,572.12); motion carried.

Correspondence: Big Sandy Lake's Star Lake award presentation information, LTAP Workshop information, Census Bureau boundary and annexation survey, MN Board of Firefighter Training & Education information, Northwoods Regional Trail Environmental Assessment Worksheet public review (Nov. 15 – Dec. 15), the USDA Rural Development Nov. newsletter, USDA Rural Development information on community facility and water/wastewater funding programs, and a thank you note from the McGregor School Board for the township's donation to the Big Sandy Water Institute were received and will be filed for reference.

**OLD BUSINESS:**

Road report: Marvin Turner reported the roads have been snowplowed twice, put the wing on the grader, winged the blacktops, truck maintenance, DOT inspection was done on the trucks, four loads of gravel were put on 188<sup>th</sup> Avenue to fill in the potholes in the construction area, new brakes were put on the Kodiak and the fuel tank was replaced.

188<sup>th</sup> Avenue, Road repair: The compaction report from AET was reviewed. This is in compliance with the specs for the project. The culvert has been replaced. Ron Smith talked with Matt Reid, SEH, there will possibly be additional Class 5 needed for the completion of the project in the spring. More fill was used to repair the subsurface damage than was anticipated. It was clarified that the two-foot shoulder is there. Matt Reid will look into the possibility of guardrails along the north section of the road repair.

484<sup>th</sup> Street: Nothing new to report.

472<sup>nd</sup> Street, 218<sup>th</sup> Place, 483<sup>rd</sup> Street: Nancy Karjalahti will meet with Impact 6 Engineer, Nicole Sternquist, on December 14 to look at drainage concerns.

502<sup>nd</sup> Lane: Items in the snowmobile crossing area have been removed.

Maintenance Building: Duluth Steel contacted Ron Smith regarding the floor grates. They will make an appointment to meet with Ron and/or the maintenance men to measure for the replacement grates. Ron talked with John Geissler, dsgw Architects; John will contact Troy Gilchrist, township attorney, regarding the close-out on the building project.

Townhall remodeling: Waiting to hear from Davey Johnson (Serenity Design & Build) to arrange a time to inspect the building.

Cable company: Per the recommendation from Robert Vose, attorney for the township, regarding the transfer of the cable company franchise from New Century to Savage Communications, Ron Smith moved by resolution (No. 2010-7) to approve the sale of the cable system to Savage Communications, seconded by Nancy Karjalahti; approved on the following vote: Karjalahti, yes; Smith, yes; Quale, yes.

Ballfield: Nothing new to report.

Old photos/negatives: John Brula sent the negatives to a wet lab (Cricket Digital) in the cities for possible scanning. He requested to have the water spots removed and the negatives cleaned.

Agreement to Provide Snowplowing Services on Non-township Maintained Roads: Section 3 (Cost and Payment) was reviewed and revised. Revisions to Section 3 were made and will be sent to the township attorney for review. Ron Smith moved to set a minimum fee of \$30 per plow time with an hourly rate of \$90 per hour for this year, (the service charge will be actual time based on \$90/hour or a minimum of \$30, whichever is greater) regardless of which piece of equipment is used to plow, seconded by Nancy Karjalahti; motion carried.

189<sup>th</sup> Place: Ron Isakson presented a petition requesting to have the township plow 189<sup>th</sup> Place; it was signed by Ron and Gary Volkman. This road is part of a new development and the plat has not yet been approved by the county. The first section of road is a private easement granted to the developer by Ron Isakson. In the past, the easement part of this road has been plowed by a private contractor. The board suggested that Ron record the easement at the county recorder's office as a public easement and that Gary Volkman provide an agreement allowing the township's equipment to turn around on his property. The supervisors and road maintenance men have looked at this road and it appears to be a well-built road. Ron was directed to petition the township to take over the easement portion of the road. The road will be evaluated by the board after a full freeze-thaw cycle has occurred. Ron Smith moved to have the township plow this section of road at no charge this winter on the contingent that the easement portion of the road will be petitioned for acceptance, seconded by Nancy Karjalahti; motion carried.

Maintenance employee's wage adjustment: After a lengthy discussion regarding the road maintenance employees' wage increase, Ron Smith moved to raise the wages one dollar per hour for each employee retroactive to August 1, 2010, seconded by Charles Quale; motion carried unanimously. Ron Smith moved to authorize a lump sum payment of the pay increase and the corresponding PERA payment before January 1, 2011, seconded by Nancy Karjalahti; motion carried unanimously.

## **NEW BUSINESS:**

Board of Audit was tentatively scheduled for Wednesday, January 26, 2011, at 4:45 p.m.

A copy of the *Traffic Sign Maintenance/Management Handbook* was received from MAT.

Meeting adjourned at 9:10 p.m.

Candace Bartel  
Shamrock Township Clerk

Charles Quale  
Shamrock Township Board Chairman

**MINUTES WERE APPROVED AT THE JANUARY 13, 2011 REGULAR BOARD MEETING**