

SHAMROCK TOWNSHIP  
REGULAR BOARD MEETING  
Thursday, September 13, 2007, 7 p.m.

Board Chairman Charles Quale called the meeting to order at 7 p.m. and led the Pledge of Allegiance. Present were Supervisors Ron Smith and Nancy Karjalahti, Treasurer John Brula, Clerk Candace Bartel, road maintenance employee Marvin Turner, Bruce Kimmel from Springsted, four residents, and two non-residents.

Nancy Karjalahti moved to approve the minutes from the August 23<sup>rd</sup> regular board meeting with one correction on spelling, seconded by Ron Smith; motion carried.

The treasurer's report for the period ending August 31, 2007 gave the following fund balances: General Revenue Fund, 18,846.33; Road & Bridge Fund, \$313,358.97; Fire Fund, \$45,465.01; Building Fund, \$180,328.83; Sewer Fund, \$26,687.77; and the Parks & Rec Fund, \$8,772.40 Building Fund CD's total \$87,062.11; Road & Bridge CD's total \$109,387.38; Sewer Fund CD \$51,115.60. Total cash and savings balance on hand as of August 31 was \$841,024.40. The treasurer reported transferring funds from three CD's to the building fund and funds from one CD to the road and bridge fund in August. Motion by Ron Smith, seconded by Nancy Karjalahti to approve the treasurer's report; motion carried. After reviewing and clarifying questions on several claims, Ron Smith moved to pay the claims as presented, seconded by Nancy Karjalahti; motion carried.

Correspondence: The Big Sandy Lake Association agenda & meeting minutes and an invitation to the MAT district meeting were distributed. The following were received and will be filed for reference: MN Department of Health report on the well, the Springsted newsletter, information on LTAP training sessions, US Bank fall newsletter, information from Town Web Design, Inc., information on the 12<sup>th</sup> Annual MN Development Conference, Census workshop schedule, the Association of MN Counties newsletter, and information on funding for transportation enhancements.

**OLD BUSINESS:**

Bruce Kimmel, Springsted, explained the terms and conditions of the proposed lease/purchase financing for the maintenance building. Grand Timber Bank, McGregor; Security State Bank, Aitkin; Bremer Bank, Aitkin; Wells-Fargo, US Bank and possibly one other bank will be contacted to bid on the financing. The bids will be presented for award at the October 11 regular board meeting. After clarifying the borrowing and repayment plan, Ron Smith moved to approve the following resolution:

TOWN OF SHAMROCK, MINNESOTA  
RESOLUTION NO. 2007-6  
RESOLUTION AUTHORIZING A LEASE-PURCHASE TRANSACTION TO FINANCE ACQUISITION,  
CONSTRUCTION, AND EQUIPPING OF MAINTENANCE BUILDING PROJECT

BE IT RESOLVED by the Town Board (the "Board") of the Town of Shamrock, Minnesota (the "Town"), as follows:

Section 1. Recitals.

1.01. The Town is authorized by Minnesota Statutes, Section 465.71, as amended (the "Act"), to acquire real and personal property under lease-purchase agreements.

1.02. In order to provide financing for the acquisition, construction, and equipping of a Maintenance Building in the Town (the "Facilities"), the Town has proposed to proceed with a lease-purchase transaction pursuant to the Act to finance the costs of the Facilities in an estimated amount of \$625,000. The Town has additional funds on hand which will also be used to finance the Facilities.

Section 2. Findings. On the basis of information given the Town to date, it is hereby found, determined, and declared that:

(a) The Town provides preliminary approval to proceed with a lease-purchase transaction to finance the Facilities.

(b) Springsted Incorporated is authorized and directed to take bids for the lease-purchase transaction and negotiate the lease-purchase transaction obligation in accordance with the bid specifications on file with the Town.

(c) Kennedy & Graven, Chartered, as bond counsel to the Town, is hereby authorized to draft the necessary documents for the lease-purchase transaction.

Section 3. Effective Date. This resolution shall be effective immediately upon its final adoption.

Motion seconded by Nancy Karjalahti; approved on the following vote: Smith, aye; Karjalahti, aye; Quale, aye.

Jerry and Bonnie Maxwell asked if the board would consider vacating a section of road off 209<sup>th</sup> Place in Minnewawa Estates. Charles Quale stated that a similar request had been denied by the district court. Nancy Karjalahti explained the division of the road after vacation would leave the Maxwell property landlocked. The Maxwell's were assured that the location of their septic system is not an issue with the township. The possibility of putting in a cluster septic system in this area was suggested. It may be necessary to have the township attorney attend a meeting and review the file on this issue. It may be possible for the township to provide a letter to the Maxwell's stating the township will not require them to move their existing septic system unless it fails; this will be discussed with the township attorney.

Jay Smedburg, representing Kirt Properties, requested permission from the Board to reconfigure a portion of 197<sup>th</sup> Avenue. It was pointed out that a petition will be needed to proceed with this request. Mr. Smedburg was given a copy of the guidelines for road changes. A road view was scheduled for Wednesday, Sept. 19, at 4 p.m. starting at the John Daine property; rain date will be Thursday, Sept. 20, at 4 p.m.

Building Project: Construction began on September 10. Ron Smith reported that Marvin Kohout was contacted to do a survey and provide a legal description of the building site; this was needed for the financing process. The sand in the DNR pit did not meet the specifications; sand will be purchased from Sandy Lake Sand & Gravel. Ron went through the August 22<sup>th</sup> construction meeting minutes. The clerk will contact septic installers in the township for quotes on the septic installation; quotes will be reviewed at the Oct. 11 regular board meeting. Installation should be done before freeze up. It was noted that an extra PCV conduit should be put in for the phone line and the radio line. Motion by Ron Smith, seconded by Nancy Karjalahti, to select masonry color #398 and oak mortar for the building exterior; motion carried. Clarification will be requested from the architect on who will be paying for the power line to the building from the power pole and confirm that the electrician is to contact the power company for the installation of the power line to the building.

Three purchase offers were received on the John Deere tractor and mower. Nancy Karjalahti moved to accept David Erickson's offer of \$1857, seconded by Ron Smith; motion carried.

Roads: Marvin Turner reported that the first pile of gravel purchased from the DNR has been hauled to roads in the Traders Post area, old road signs were removed near the bridge and miscellaneous other signs have been removed, several signs have been replaced. A washout near the bridge was repaired. There is an area near the bridge that will need to be repaired. The bridge timbers and miscellaneous junk have been hauled away. There will be adequate space for the cleanup day dumpsters. Marvin Turner and Matt Eidem will assist with cleanup day. Work will be done on the curve on 490<sup>th</sup> Street. Ron Smith will check with John Welle on the salt shed.

Nancy Karjalahti contacted the two lowest bidders on the Beach Road access offering them the opportunity to amend their bids due to the overlooked materials. R& R Landscaping raised their bid; Anderson Excavating stood by their initial bid. The bid was awarded to Anderson Excavating. Nancy notified the bidders. Nancy stated that BSALWMP will pay the township \$7781 in cost share funds on this project. Anticipated start date is September 17.

Work on 188<sup>th</sup> Avenue (Sheshebe Point) was discussed. Nothing will be done until spring.

The clerk was directed to contact the county engineer regarding the township road sign replacement funding approved by the state legislature. The money is administered at the county level.

Ron Smith contacted Resource Conservation & Development Council regarding dry hydrants. He will meet with a representative and inspect possible sites.

Ron Smith reported that the air-conditioners will be replaced.

The clerk reported that the township credit card has arrived.

Information on the county's proposed lakeshore management ordinance was discussed. Nancy Karjalahti will attend the county commissioner's board meeting on September 18. The proposal will be discussed at 10:15 a.m.

Motion by Nancy Karjalahti, seconded by Ron Smith, to authorize purchase of a second pile of gravel from the DNR pit; motion carried.

No response has been received from New Century Communications regarding the revision in the bond amount required.

#### NEW BUSINESS:

An insurance claim was filed for hail damage to the roof of the building. The adjustor looked at the damage; no report has been received. Damage to the Sterling truck was discussed. Damage was done to the lights and the roof of the cab. Marvin Turner will get estimates on the roof damage from Big Sandy Lake AutoBody and Steve's AutoBody in Wright.

#### Zoning Variance Requests:

1) Gerald DeBoer, permit #35589V, requesting variances to build a porch & deck and a garage. The township requires a 30-foot set back from the road right-of-way to allow for road maintenance equipment turn around in this area.

2) Michael Stevens, permit #35625V, requesting setback variances to build a residence. No board action was taken. The board would expect that the established county ordinances would be followed.

3) David Claussen, permit #35611V, represented by Cal Jacobson, contractor, and David Albright, attorney, requesting variances to build a residence and a garage. After much discussion, it was noted that this is on an unmaintained cartway as shown on the plat. It was suggested to amend the variance request to move the existing road (cartway). Motion by Nancy Karjalahti, seconded by Ron Smith, stating the board does not object to the variance request nor does the board object to realignment of the cartway as long as ingress/egress to the lot at the end of the peninsula (currently the Berg property) is maintained; motion carried.

There was discussion on anticipated requests to open platted but not established roads in the township. Guidelines need to be established.

Pat Wussow, new Aitkin County Administrator, will attend the September 27<sup>th</sup> board meeting.

Ron Smith will contact Sheriff Scott Turner to attend a future board meeting. A representative from the county zoning office will be invited to attend a meeting early next year.

The meeting adjourned at 9:58 p.m.

Candace Bartel  
Shamrock Township Clerk

Charles Quale  
Shamrock Township Board Chairman

These minutes were approved at the September 27, 2007 regular board meeting.