

**SHAMROCK TOWNSHIP  
SPECIAL BOARD MEETING  
Monday, July 17, 2006, 7 p.m.**

The meeting was held at the Minnewawa Sportsmen's Club. Board Chairman Ron Smith called the meeting to order at 7 p.m. and led the Pledge of Allegiance. Present were Supervisors Charles Quale and Nancy Karjalahti, Treasurer John Brula, Clerk Candace Bartel; John Geissler, dsgw Architects; Chuck Wayt, CAM; Bruce Kimmel, Springsted; Angie Johnson, *Voyageur Press*; and 24 property owners.

The purpose of the special meeting was to present information pertaining to the proposed maintenance/townhall building. Chairman Smith introduced the board members and the presenters.

Angie Johnson requested permission to tape record the meeting. Permission was granted.

John Geissler, dsgw, gave a short overview of projects his company has done in the area. The first step in planning this building was to do a needs/wants assessment. From that assessment it was determined that approximately 13,446 square feet would be needed. The building committee and the town board have redefined the needs and reduced the building size to the current proposal of 10,553 square feet. John shared the site plan, floor plan, and exterior design plans. Responding to questions, John stated that shingles would be used on the roof instead of the more expensive steel roofing; wood framing is being suggested on the town hall portion and concrete block on the maintenance portion, time is an issue with the use of pre-cast concrete panels; individual offices vs. office cubicles, John stated that cubicles work better for larger number of employees. He explained the need for a firewall in the maintenance shop to section the area and eliminate the need for a sprinkler system. It would be cost prohibitive to have a sprinkler system to meet code.

Chuck Wayt, CAM, explained that CAM will work with the township as their agent. CAM will divide the project in to categories and put out bids for each category. CAM will have a person onsite to manage the day-to-day construction. Their goal is to bring the project in on time and be on or under budget. Chuck distributed an estimate of the project costs. The current estimated cost is \$96.40 per square foot. The completion date is approximately six to nine months. If the tax levy is approved to go forward with the building, the bids would be let in mid-August with an anticipated start date for construction of October 1. Chuck also listed several area projects that CAM has worked on.

Bruce Kimmel, Springsted, presented the plan for financing the building and explained the sources and use of funds; \$275,000 from the building fund will be used towards the project. Certificates of Participation will be issued with repayment levied against all taxable property in the township. Residential tax impact for both 15-year and 20-year options reviewed. Bruce recommended the 15-year option as investors would be more interested in the shorter term and there would be a savings on interest paid. The tax impact is the same percent for seasonal property as for homestead property. Bruce outlined the township's growth and it's impact on taxes. The township will have the option to pay off the debt early. Currently, the building fund portion of the township tax on a \$200,000 home is \$39; it is estimated that it would rise to \$88 on the 15-year payment schedule (a \$49 increase). The estimated that taxes on a commercial property valued at \$400,000 would be a net increase of \$180. If the tax levy is approved, bids for the financing will be solicited in September and presented to the board at the September 28<sup>th</sup> regular board meeting. Bruce indicated that there should be good interest in bidding on the certificates of participation so the interest rate should be good; he estimates the interest rates would be approximately 5.23 percent or lower and this financing would be locked in place once the certificates are sold.

Chairman Smith invited the audience to visit the existing building to see why a new building is needed. He explained that the August 3rd meeting is a continuance of the March annual meeting and that the tax levies will be approved at that meeting. Voting will be done by a show of hands. Bruce stated that there will be a vote to approve the proposed building and another vote to approve the increase in the tax levy.

The presenters responded to the following questions: yes, the town hall section will be air-conditioned; can the location be moved slightly to maintain the current building? no, that is not the plan at this time; who is eligible to vote? those who are eligible to vote at the township election; what will the cost be to operate the

new building? John estimated the utility cost at \$1,000 per month; this will be more defined at the July 31<sup>st</sup> meeting.

Information will be placed on the township website, [www.townofshamrock.org](http://www.townofshamrock.org)

Meeting adjourned at 8:25 p.m.

Candace Bartel  
Shamrock Township Clerk

Ronald Smith  
Shamrock Township Board Chairman

**THESE MINUTES WERE APPROVED AT THE JULY 27, 2006 REGULAR BOARD MEETING.**