

**SHAMROCK TOWNSHIP
REGULAR BOARD MEETING
Thursday, April 8, 2010**

Board Chairman Ron Smith called the meeting to order at 7 p.m. and led the Pledge of Allegiance. Present were Supervisors Nancy Karjalahti and Charles Quale, Treasurer John Brula, Clerk Candace Bartel, Turner Township Supervisor Jim Dixon and resident Rich Biernat.

The minutes from the March 4, 2010, regular board meeting were approved on a motion by Nancy Karjalahti, seconded by Charles Quale. The minutes from the March 9 annual meeting were distributed for review; they will be approved at the 2011 annual meeting.

The treasurer reported the following fund balances for the period ending March 31, 2010: General Revenue Fund, \$7171.30; Road & Bridge Fund, \$341,403.43; Fire Fund, \$23,518.45; Building Fund, \$111,881.31; Sewer Fund, \$4,569.70; Parks & Rec Fund, \$32,135.15; and the Lease/purchase Fund, (\$878.53). The Road & Bridge CD's total \$224,509.83; Building final payment CD, \$75,000; Sewer Fund CD's \$80,480.92; Kirt Properties escrow CD \$4,615.91. Interest received March 31 was \$479.02. Total cash and savings balance on hand as of March 31, 2010 was \$904,407.47. Liabilities are the building bond at \$575,000. Motion by Charles Quale, seconded by Nancy Karjalahti to approve the treasurer's report; motion carried unanimously. Motion by Nancy Karjalahti, seconded by Charles Quale, to approve payment of claims and payroll totaling \$17,010.70, motion carried unanimously.

Correspondence: The following correspondence was received - Lake Minnewawa Association newsletter, ARCD Planning Commission workshop information, MDH well testing results, Route 66 Sign Shoppe information, Damage Prevention/Safety Seminar information, Anderson Bros. annual forum invitation, township wall maps are available, GameTime catalogs and information on the draft comprehensive plan for the county recreation plan. The board approved ordering two large township maps through the Aitkin County 4-H office.

Jim Dixon, Turner Township Supervisor, inquired about the possibility of Turner Township purchasing 3,000 cubic yards of class 5 from the township. The board stated that the township does not have any extra class 5 and thus would not be able to sell any to Turner Township.

REORGANIZATION:

Motion was made by Ron Smith to appoint Charles Quale as board chairman for the coming year, seconded by Nancy Karjalahti; motion carried unanimously. Ron Smith moved to appoint Nancy Karjalahti as board vice-chairperson, seconded by Charles Quale; motion carried unanimously.

The following regular board meeting schedule was adopted on a motion by Ron Smith, seconded by Nancy Karjalahti: Thurs., May 13 & Tues., May 25; Thurs., June 10 & Wed., June 23; Thurs., July 8 & July 22; Thurs., Aug. 12 & Tues., Aug. 24; Thurs., Sept. 9 & Sept. 23; Thurs., Oct. 14 & Oct. 28; Tues., Nov. 9; Thurs., Dec. 9; Thurs., Jan. 13, 2011; Thurs., Feb. 10; Thurs., Mar. 3; Tues., April 12.; motion carried unanimously. All meetings will begin at 7 p.m.

Ron Smith moved to designate the *Voyageur Press* as the official township newspaper for the publishing of legal notices, seconded by Nancy Karjalahti; motion carried unanimously.

Motion by Ron Smith, seconded by Nancy Karjalahti, to keep the posting places for township notices the same as last year (the townhall, Sather's Store, Willey's Bait Shop and Whispering Pines); motion carried unanimously.

Motion by Nancy Karjalahti, seconded by Ron Smith, to designate by resolution the Grand Timber Bank as the township's legal depository and authorize Charles Quale, Ron Smith, Nancy Karjalahti, John Brula and Candace Bartel signature authority on the township's checking account, John Brula and Candace Bartel transfer authority on the money market and checking accounts, and authorization to John Brula and Candace Bartel to handle the certificates of deposit as directed by the township board; motion carried unanimously.

Motion by Ron Smith, seconded by Nancy Karjalahti, to allow the board members to attend training courses during the year; motion carried unanimously.

OLD BUSINESS:

Building: The township attorney's letter to architect John Geissler directing him to proceed with the close out of the building project was reviewed and approved.

Road report: Riprap was added to the bottom of the steps by the bridge on Bridge Road, road blading started on March 15, rock chips have been used in several bad sections, culverts were checked, blacktops have been patched with cold mix, stumps were cut on 492nd Lane, 490th Street and 220th Avenue, maintenance was done on the leaf sites, routine equipment maintenance was done, and the tennis nets were put up. Authorization was given to order replacement swing seats and chains. Work on the ball field was discussed. Motion by Ron Smith, seconded by Nancy Karjalahti, to get quotes on shaping the ball field and removing stumps; motion carried unanimously. Work on ditching on sections of 490th Street was discussed; this will be evaluated when the annual road view is done.

Road sign replacement/management was discussed. There will be a sign seminar May 6 in Brainerd.

Options for ordering salt for salt/sand mix were discussed. It was decided to stay with the current supplier.

484th/486th Streets: Nancy Karjalahti and Tim Turner met with Janet Smude, Aitkin Co. Soil & Water, and Nicole Sternquist, TSA 3 project engineer, on April 8 at 19551 484th Street (Nelson property). There are two separate parts to this project. A sediment basin is proposed for the north side of the road (county land). This will involve removing trees, sloping, adding riprap, erosion blanket and seeding of natural plants. The estimated cost for this part is \$23,000. The second part of the project is channel shaping between the Nelson and Youngren properties. Both property owners have verbally agreed to the project. BSLWAMP has grant money to cost-share on this part. Both projects will be inspected during the annual road view. Nothing was presented on the 486th Street.

188th Survey: Options for repairing sections were discussed. A road view was set for April 14 at 4:45 p.m. beginning at Timbershores.

DNR Pit Lease: Notice was received from the DNR that a separate storage lease is not required.

Calcium Chloride Application: Information from the county engineer for this year's application was reviewed; the rate is the same as last year, \$160 for 400 feet. It was agreed to cost share half and half with the property owners for application (\$80 each for 400 feet). The clerk will place ads. Discussion on the cost savings provided by having reduced number of times the roads are graded and the stabilization benefits from the calcium chloride. Residents on Sheshebe Point have requested the township pay the total cost of the calcium chloride application. There are areas that need class 5 added that routinely have calcium chloride applied. The possibility of contracting the hauling of gravel to these areas was discussed; need to determine how much gravel is available. This will be reviewed on the annual road view. The application of calcium chloride should be presented at the annual meeting. Residents on the

unaccepted portion of 209th Place (Minnewawa Estates) will be allowed to apply for application but will be required to pay the full cost.

Radio System Update: Radio system suppliers were discussed. Charles Quale will check with the company providing radios to the power company.

Election Assistance Grant: There was no new information on the grant. Charles Quale presented some ideas for expanding the meeting room, entrance door placement and relocating the clerk's office. Charles talked with Craig Nelson, Morton Builders, about remodeling the townhall. Craig will meet with Charles the week of April 12 at the building to discuss options.

Organizations Requesting Funding: Tabled to the next meeting.

Clean-up Day: Eight dumpsters will be ordered; the cost will be the same as last year. Tire pick up will be arranged after the clean-up day.

Snowplowing policy: Discussion was tabled.

Variance request – Reger: The variance was approved by the county board of adjustment with three conditions. The garage must be one story with no living quarters, the vehicle entrance will be on the north side of the garage, and the requested set back of five feet was approved.

Laminating of maps: The clerk reported that Floe International will laminate the maps for \$2.20 a page. Motion by Nancy Karjalahti, seconded by Ron Smith, to have the maps laminated by Floe International; motion carried unanimously.

NEW BUSINESS:

The Board of Appeal and Equalization procedure was discussed. It was agreed that three stations will be set up in one room. The meeting will be April 23.

Four board members will attend the Urban Short Course on April 22 in Otsego.

The Aitkin County Association of Townships will meet April 15 at the McGregor Community Center. Agenda and meeting information was distributed.

Rates for port-a-potties were reviewed. Darlow Excavating will be contacted to provide a port-a-potty near the tennis courts with weekly cleaning for the summer.

Times were set for the annual road view beginning on May 3 at 3:30 meeting at Grace Lutheran Church and May 5 and May 6 at 3:30 meeting at the town hall.

Meeting adjourned at 10:03 p.m.

Candace Bartel
Shamrock Township Clerk

Charles Quale
Shamrock Township Board Chairman

**THE MINUTES WERE APPROVED AT THE REGULAR BOARD MEETING
ON MAY 13, 2010**