

**SHAMROCK TOWNSHIP  
REGULAR BOARD MEETING  
Thursday, September 13, 2012**

Board Chairperson Ron Smith called the meeting to order at 1 p.m. and led the Pledge of Allegiance. Present were Supervisors Charles Quale and Jerry Pawlak; Treasurer John Brula; Clerk Candace Kral, Tim Turner and Marvin Turner, road maintenance employee; Dora Potts, Voyageur Press; Greg Kimman, SEH engineer; Nancy Eddy, Ecklund Excavating Inc.; Jeff Boelter, Sandy Lake Sand and Gravel; Ralph Brackenbury, Ralph Brackenbury Construction.

The minutes from the August 23, 2012, special board meeting were unanimously approved on a motion by Jerry Pawlak, seconded by Charles Quale, motion carried unanimously.

The minutes from the August 23, 2012, regular board meeting were unanimously approved on a motion by Charles Quale, seconded by Jerry Pawlak, motion carried unanimously.

The treasurer reported the following fund balances for the period ending July 31, 2012:

General Revenue Fund, \$74,098.03; Road & Bridge Fund, \$264,776.42, Fire Fund, \$21,435.86; Building Fund, \$77,163.56; Sewer Fund, \$4,719.50; FEMA, (\$14,983.35); Road Repair, \$53,327.65; Parks & Rec Fund, \$61,118.25; and the Lease/purchase Fund, \$22,384.84, Cash and Saving Fund \$1,074,857.11. The Road & Bridge CD's total \$342,184.87; Building final payment CD, \$78,015.60; Sewer Fund CD's \$85,923.34; Kirt Properties escrow CD \$4,692.54. Money market interest received August 31 was \$212.15, Receipts for the month were \$604.50 and disbursements were \$33,615.90. Total cash and savings balance on hand as of August 31 was \$1,074,857.11 (checking account, \$564,040.76; savings, \$510,816.35) Motion by Charles Quale, seconded by Jerry Pawlak to approve the treasurer's report; motion carried unanimously. Motion made by Charles Quale, seconded by Jerry Pawlak to approve August 2012 claims and payroll totaling \$36,854.14, motion carried unanimously.

Correspondence: Lake Minniwawa Association (LMA) note to members; Carolyn McElfrick email newsletter; The Mercury; Lake County Power News Line; SEH News Letter and IN Sight pamphlet; Aitkin County Board of Commissioners Public Notice; Celebrate Community In Action Invitation; Mark Pawelski, LMA 2012 garage sale update; Mark Pawelski high water survey

▪ Road report: Tim Turner reported that they have been blading and graveling the roads (360 yards of gravel have been put down); they have cut the dead trees out front of the townhall building; replaced the front tires on the tractor; road counters have been put out, Long Point & Hwy 65 – average 346 cars daily, Long Point & 508<sup>th</sup> Lane – average 177 cars daily, Long Point beyond 508<sup>th</sup> Lane – average 59 cars daily; time was spent doing FEMA paperwork, there are about 35 sites reported for damage on township roads. Rocon gave a price for blacktop patching on Long Point Place \$1,375.00 and Ponderosa \$600.00. The board said to wait to find out what FEMA is going to do before we fix the blacktop spots. Tim Turner and Marvin Turner worked clean-up day, four dumpsters were used instead of five which is down from normal, the steel looks about the same. Next week the township should be able to get the water pump, the fire department will pay for it and then we will need to pay the fire department; also next week Tim wants to get the pickup in to have the frame welded.

Ron Smith informed the board that Tim Turner drove a FEMA representative to all the flood damage sites with Ron Smith, Candace Bartel and Candace Kral. We started about 9:15 and returned about 3:30. The tour of sites included looking at all the washouts down the hills, culverts that were replaced or fixed, all the roads that were washed or that had water on them. Next step is that FEMA will look at all of the variables and required expenses to repair each sites and will get back to us. Recorded also are administrative cost that are flood related that may be reimbursable by FEMA. When contacted by the FEMA representative, the township will try set the meeting as a special board meeting so that all supervisors can be present. Ron Smith credited Tim

Turner for doing a very good job showing and explaining how repairs had to be done or have already been done.

Greg Kimman – we got traffic count on some of the roads, we are currently in a holding pattern on TOPOing some of those areas, he asked the board if they wanted to continue to hold off on the projects until they decide which ones they want to go forward with. The board decided to hold off on projects until they hear from FEMA. Point North (218<sup>th</sup> Place) – Greg Kimman requested quotes for this project, he received three quotes. The low quote came in at \$45,568 - quite a bit higher than estimated by the engineers. Higher cost is due to getting equipment to site and size of project. He suggested an alternative solution to help the issue that would be considerably less expensive. The board agreed to hold off on the project until they meet with the land owners and discuss the alternative solution that was suggested. A road view will be scheduled at the project site with the surrounding land owners.

- Leaf Site: MPCA permit – Ron Smith and Candace Kral filled out the application and then sent it to Aitkin County Department of Natural Resources for them to complete their portion. Ron Smith retrieved the application from the county. It is now completed and will be sent to the MPCA. Marvin Turner reported that brush has been piled in front of the gate and started to put more bags there. The DNR has now blocked off the road to help stop the dumping. Ron Smith will be attending the Big Sandy Lake Association meeting on Friday and will request that they start monitoring the site (as is their responsibility). It was suggested that the site be open specific hours only so that the site will be able to be monitored.
- Townhall Remodeling: tabled to the end of the meeting if time allows.
- Ball Field: Charles Quale reported that he is waiting to hear from the Twins grant.
- Lily Ave. house: The board was presented with the quotes for the re-roofing and the house demolition and removal. Demolition – five quotes received and were as follows: Sandy Lake Sand & Gravel - \$2,500; Ralph Brackenbury Construction - \$5,400; Eklund Excavating Inc. - \$5,199; Darlow Excavating - \$9,499; R & R Landscape & Construction, Inc. - \$11,300. It was noted that there are variances on the quotes as to what each quote covered. The township will need a Certificate of Insurance of \$1,000,000 from the contractor awarded the quote. The board asked Jeff Boelter if his bid includes removal of basement concrete and brick. Mr. Boelter informed the board that his bid will include the removal of basement concrete. Tim Turner clarified with the board that the only thing left on site will be the removed concrete, all other debris will be removed from the property. Mr. Boelter made corrections to his written bid to include the removal of the concrete and the filling of the basement. Project is to be completed by December 1, 2012. Awarded contractor will present a Certificate of Insurance to the township by October 1, 2012, or the bid will be awarded to the contractor with the next lowest bid. Motion was made by Charles Quale, seconded by Jerry Pawlak, to award the demolition and removal of Lily Ave. house to Sandy Lake Sand & Gravel as long as all conditions are met and upon receiving a Certificate of Insurance by October 1, 2012, and to be completed by December 1, 2012, motion carried. Re-roofing – three quotes received and were as follows: R & R Landscape & Construction, Inc. – \$11,995; Hawkinson Construction - \$6,915; Ralph Brackenbury Construction - \$6,800. It was noted that there were slight variables in the specifics of the quotes received. After discussing the specifics of each quote a motion was made by Jerry Pawlak, seconded by Charles Quale, to award the re-roofing job to Hawkinson Construction, upon receiving a Certificate of Insurance by October 1, 2012, and to be completed by December 1, 2012, motion carried.
- Martin Communication, Inc.: nothing new – the township has received the updated radio communications license.
- Clean-up Day: there were 121 sign-ins, four dumpsters were used, total fees collected were \$156.00.

- Second September Meeting: no second regular board meeting will be scheduled

**NEW BUSINESS:**

- Delta Dental – the board was informed that the premiums will not be increasing this year
- Deborah A. Chauvin – variance request – the board stated no concerns with this variance to raise the main floor to flood proof residence and the 16' x 16' addition also flood proofed
- Wayne G. Floe – request to rezone – the board stated no concerns with this request to rezone a parcel of land from residential zoning to commercial zoning
- Wayne G. Floe – Conditional Use Permit request – the board stated no concerns with this request for a Conditional Use Permit to operate a manufacturing facility in an area zoned commercial as long as all rules and regulations are followed

Ron Smith informed the board that he spoke with Jim Holstrom, president of the Emergency Managers of Minnesota – informing Ron that Shamrock Township is being honored for their work/response to the recent flooding emergency. Ron Smith will attend the Annual Awards Banquet at Breezy Point, Minnesota, to be presented with the honor and plaque on behalf of Shamrock Township.

Marvin Turner reported that the gate for the township gravel pit is ready to be installed

Townhall remodeling – the board discussed different ways of reducing the cost to remodel the townhall office; getting new detailed specifications for re-bidding; and other options such as adding onto the maintenance building and using more of old building to house an ambulance. A suggestion was made to wait five years until maintenance building was paid off before doing anything. The subject is tabled until the February regular board meeting and then will be added to the annual meeting agenda.

New signs and wild game cameras were discussed to be used at the County Rd 14 leaf site to help keep the site clean and open from future garbage issues.

The meeting adjourned at 3:03 p.m.

Candace Kral  
Shamrock Township Clerk

Ron Smith  
Shamrock Township Board Chairperson

**MINUTES WERE APPROVED AT THE OCTOBER 11, 2012 REGULAR BOARD MEETING**