

**SHAMROCK TOWNSHIP  
REGULAR BOARD MEETING  
Thursday, November 8, 2018  
Meeting Minutes**

Board Chairman Ron Smith called the meeting to order at 1:00 p.m. and led the Pledge of Allegiance. Present were Supervisors Allen Eld and Charles Quale; Treasurer John Brula; Clerk Candace Kral; maintenance Tim Turner; Bob Beaver and Jayson Newman, SEH; Bill Pratt, District Commissioner.

Motion by Charles Quale, seconded by Allen Eld, to approve the November 8, 2018 meeting agenda; motion carried.

Motion by Allen Eld, seconded by Charles Quale, to approve the October 5, 2018 Regular Board Meeting minutes; motion passed unanimously.

The treasurer reported the following fund balances for the period ending , October 30, 2018: General Revenue Fund, \$165,175.47; Road & Bridge Fund \$99,491.98; Sewer Fund, 17,749.49; Road Repair (blacktop), \$233,966.77; Fire Fund, -\$3,465.28; Building Repair Fund, \$221,0061.54; Parks & Rec Fund, \$77,754.05; Road Bond \$0.00 and the Lease/purchase \$49,116.45, bond principal -\$500,000.00 for a total in the checking accounts of \$860,850.47. The Blacktop Repair CDs' total \$190,438.74 and the Sewer Fund CDs' total \$91,279.85. Money market interest received in October 2018 was \$250.78. Receipts for the month were \$13,711.15. October disbursements were \$50,679.41. Motion by Charles Quale, seconded by Allen Eld, to approve the treasurer's report; motion passed unanimously.

Motion made by Charles Quale, seconded by Allen Eld, to approve the November 2018 claims and payroll totaling \$55,085.87; motion passed unanimously. Claims list attached

**Correspondence:** Seven County Senior Federation Echoes October/November 2018 issue; Lake & Pines FYI Board & Employee Newsletter October issue; email – Andrew Mehan – EZ Street High Performance Asphalt info; Lake Country Power October Newslin and November Strictly Business; email – Curtis Sparks – update on information regarding a webinar similar to the Homeowner Well and Septic workshop t be held in May 2019; Mem – Arrowhead Regional Development Commission – information regarding looking for nomination for township official representative for Aitkin County;

**OLD BUSINESS:**

Road Report – Tim Turner reported that they have been grading and graveling; have gotten the snow plows ready for winter, repainted the pickup plow; one of the MACKs was taken in for warranty work, subframe patch and installed reverse camera; replaced pipe on Bridge Road; Mixed salt/sand; picked up cold mix; performed shoulder repair on 202<sup>nd</sup> Place; reloaded salt barrels; Darlow will be starting the 485<sup>th</sup> Street, Indian Portage, ditch cleaning project; the dock has been removed for the road right-of-way on 469<sup>th</sup> Street; we have received two quotes for the heating for the town hall building; they will call Ferrall Gas to have them set a tank by the town hall for the new heating system. Allen Eld will call Brain at Ferrall Gas.

There is a problem with parking on the Bridge Road where there is work going on. The work trucks are being parked on both sides of the roads making passing through unsafe.

188<sup>th</sup> Avenue Project – Novak (47765) called Allan Eld to inform him that he feels that the road project has caused issues with his septic drain field. The board recapped that the survey slope diagram provided by SEH shows that the township has altered the water flow, causing less to flow over his property.

Freie – the board stated that with the project being completed there is still a considerable amount of water that sits on the road at the end of his driveway. This was one of the main reasons the township started the 188<sup>th</sup> Avenue project and has not been fixed. There is also water (2 – 2 ½ inches) sitting on 188<sup>th</sup> Avenue by 475<sup>th</sup>. Jayson Newman and Bob Beaver stated that there will be some ditch work needed in that area as well as by Freie's. The board discussed possible solutions to the issues with SEH. Charles Quale wanted to be sure that in working with SEH to fix the issues that the township still has on 188<sup>th</sup> Avenue Project the township will not be charged for further engineering charges. Bob Beaver assured the board that the township will not be billed extra for the changes and revisits back to the site. Ed Holland claims that he is having problems getting stuck at his driveway due to the class 5 at the end of his driveway. SEH will check it.

Allan also had a complaint from Tim Nickels stating that a construction truck backed into his fence (split rail wooden fence) knocking a section of it down. Mr. Nickels stated that he spoke with the company at the time and was informed that they would take care of it.

Jayson informed the board that he spoke with Tim Rowinski on 189<sup>th</sup> stating that he had water damage to his garage from when the road was still gravel. Jayson stated that he was informed that Anderson Brothers will take care of it, but has requested that the settlement for damages come out of the amount owed to Anderson Bros from the township; he does not want to pay the property owner directly. By doing it this way the township would make a check to the property owner and then pay Anderson Bros the balance due minus the amount paid to the property owner. The township has concerns that by paying the property owner directly with a township check, that it may be unintentionally accepting responsibility for the damage or causing a liability issue to the township. SEH stated that they will make the adjustment in the pay order stating the balance due to the contractor and the reason for the change, showing the amount to be paid to the property owner. The clerk will check with the township attorney.

The board further discussed different aspects of the completed project. It was stated that the gutters/swells along the side of the asphalt are smaller and not working as well as the last project the township did that was engineered by SEH.

508<sup>th</sup> Lane (Maple Lane) – Greg Hanson's water issue was discussed. Ron Smith stated that he has not been able to contact Terry Neff to set up a road view on 508<sup>th</sup> Lane. The board then explained to Bill Pratt the issues that the township has been having do to building permits granted within the township. The township feels that planning and zoning are not paying enough attention to the change in run-off caused by some of the new homes being built in the area. The change in water run-off is tending to cause major washouts on the township roads and the neighbors of the new construction locations. Maple Lane has a couple of example and the board would like planning and zoning to perform a road view with the board to discuss possible solutions to this type of water issue. Bill Pratt suggested that we request Terry Neff with a carbon copy to himself and Jessica Siebert, to attend the next board meeting (December) and schedule a road view at the same time so that he can see what the board is talking about, the specifics of what the board would like Planning and Zoning to consider when approving building permits. Bill Pratt also plans on attending the December board meeting.

Future road improvement project on Bridge Road was discussed.

Gravel Crush – The board was informed that the permit application has been submitted and that they were provided with a copy in their packets. The hearing date is November 19, 2018, at 4:00 p.m. at the Aitkin County Courthouse. Ron Smith and Candace Kral will attend the hearing.

Fire Department Service Fee Check – the board was informed that the township still has not received an invoice from the City of McGregor for services fees due and payable. The treasurer recommended, with the agreement of the clerk, that the township should void the check previously approved for the fire services fee for the ease of the year end reports. It would be better for the accounting books to not carry the check over to the next year if at all possible. Motion made by Charles Quale, seconded by Allen Eld, to void the approved check No.15577 in the amount of \$85,671.33, made payable to the City of McGregor for fire service fees for 2018; motion passed unanimously.

LuRae Melaas – Condition Use Permit – has a second hearing date for her requested CUP on November 19.

Twins Youth Clinic – The clerk started the application to host a Twins Youth Clinic in Shamrock Township. The board was informed that in order to complete the application, the board needs to name the new ball field, designate an alternate indoor location in case of inclement weather and decide on some prospective dates. The board discussed possible names for the ball field and the individuals they would like to recognize for their dedication to baseball with the township. The board decided to name the field and to display a plaque stating recognition to individuals. It was noted that by displaying a plaque for recognition, the board can add dedicated individuals in the future. Motion made by Charles Quale, seconded by Allen Eld, to name the ball field “Sandy Lake Field” and to display a plaque “In Memory of Earl Hoover and Joe Wilson”; motion passed unanimously. The board stated that due to the long winters that run well into spring, they would like to set the youth clinic for June 1<sup>st</sup> or 8<sup>th</sup>. Stating that with the June dates, we would have a better chance of warmer/nicer weather. Dave Hoover asked if he could have the old ball field sign. Motion made by Charles Quale, seconded by Allen Eld, to give the old Earl Hoover Ball Field sign to Dave Hoover; motion carried. Charles Quale will contact Anthony Pierce regarding listing the McGregor School as an alternate indoor location in case of poor weather. He also stated that the clerk could talk to Anthony to get assistance in answering some of questions relating to information regarding the local ball leagues/teams. The clerk will contact him to assist in completing certain questions on the application.

## **NEW BUSINESS**

BlueCross BlueShield – Employee Health Coverage – the board was informed that the employee medical insurance rates will be increasing a total of \$159.49 for a total of \$1,850.42 for the 2019 year.

Delta Dental – Employee Dental – the board was informed that the employee dental insurance rates will remain the same for the 2019 year.

James Western – variance request – the board reviewed the email from Mr. Western stating his desire to build a garage on his lot. He owns two lots divided by a platted road that he was unaware of until he went to apply for a building permit. The road is an undeveloped road. In order for Mr. Western to build the building in his desired location, closure to his current structures, he would like to vacate the road. The board stated that due the fact there are lake lots and back lots there could potentially be landlocked properties in the future if the road were vacated. There are lots on both sides of the platted road and if an individual were to sell the lot on the lake side of the road, the lot would then be landlocked. It was also stated that if the township does ever accept maintenance of the road, they would not be able to have a through-road for the equipment. The clerk will send an email to Mr. Western conveying the board’s decision.

Prairie River LLC – (Dion Schilling) Interim Use Permit – Vacation Rental – the board reviewed the permit request application. It was questioned as to whether or not the current vacation home rentals have paid the required lodging tax. No monies have been sent to the township, the clerk will check with the McGregor Area Chamber of Commerce to find out if they have received anything directly.

Lavonne Parker – variance request – High Water Level Setback – the board reviewed the permit request application.

The board will schedule a road view for Terry Neff and board members to view 508<sup>th</sup> Lane. This road has a couple of examples of water run-off that the township deals with that affects the township roads and other property owners. The road view will be scheduled for December 13 at 12:00 pm to meet at the town hall and travel together to the location. The regular board meeting immediately follows at 1:00 pm at the town hall. This road view will be posted.

Tamarack Project Update – the board was presented with an update email from Kennecott for their review. The clerk also informed them that Amanda Ingels offered to give a verbal update presentation at an upcoming board meeting. It was decided that the December meeting agenda is quit full and January or February would be best for her attendance. The clerk will make the necessary arrangements.

Adjourned 3:02 p.m.

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Candace Kral  
Clerk

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Ron Smith  
Board Chairman

**MINUTES WERE APPROVED AT THE DECEMBER 13, 2018, REGULAR BOARD MEETING**