

**SHAMROCK TOWNSHIP
REGULAR BOARD MEETING
Tuesday July 11, 2019**

Board Chairman Charles Quale called the meeting to order at 1:00 p.m. and led the Pledge of Allegiance. Present were Supervisors Allen Eld and Ron Smith; Treasurer John Brula; Clerk Candace Kral; maintenance Tim Turner; and five residents (sign in sheet attached).

Motion by Allen Eld, seconded by Ron Smith, to approve the July 11, 2019 agenda; motion carried.

Motion by Allen Eld, seconded by Ron Smith, to approve the June 11, 2019 Regular Board Meeting minutes; motion passed unanimously.

The treasurer reported the following fund balances for the period ending, June 30, 2019: General Revenue Fund, \$154,732.35; Road & Bridge Fund \$255,911.50; Sewer Fund, 22,749.18; Road Repair (blacktop) Fund, \$232,815.11; Fire Fund, \$79,652.27; Building Repair Fund, \$297,941.40; Parks & Rec Fund, \$94,057.94; Road Bond \$0.00 and the Lease/purchase \$112,7032.43, bond principal -\$500,000.00 for a total in the checking accounts of \$1,220,592.18. The Blacktop Repair CDs' total \$191,860.92 and the Sewer Fund CDs' total \$91,534.78. Money market interest received in June 2019 was \$296.49. Receipts for the month were \$389,531.60. June disbursements were \$22,320.40. Motion by Allen Eld, seconded by Ron Smith, to approve the treasurer's report; motion passed unanimously.

Motion made by Ron Smith, seconded by Allen Eld, to approve the July 2019 claims and payroll totaling \$113,414.95; motion passed unanimously. Claims list attached

Correspondence: Lake Country Power June 2019 Newslines; email from Nadine Nasr, Avenu Insights & Analytics; Aitkin County Association of Townships meeting Minutes and July Meeting Notice;

Concerns from residents not on the agenda:

Jeff Ferris was present, representing multiple property owners on 188th Avenue. He stated concern from the residents regarding the recent 188th Avenue Road project. There is water standing in ditch locations that did not exist prior to the project. The standing water has caused what was once mowable ditches to no longer being mowable and the standing water is causing mosquito issues. It was discussed who will be maintaining the ditches and culverts. The property owners cannot maintain the ditches and culverts do to the standing water. It was stated that even if people are not raking their leaving into the ditch, there is still the issue of the wind filling the ditches with debris, stopping the proper drainage. The board stated that they are waiting to see what will happen, if the ditches will dry up/self-correct or what else the township will be able to do to correct the issues. It was brought to the board's attention that there may be an issue of trees dying off due to the road project. The board will pay attention to this potential issue.

There was also concern stated regarding a house that is falling down/collapsing in the area that is an eye-sore and causing further mosquito problems due to the junk and tires that hold water on the property. The board informed him that the township has no authority and to contact Aitkin County Planning and Zoning.

Tom Nelson questioned whether or not the township is planning on restriping Bridge Rd. this year. He stated concern for safety issues do to the drivers not staying on their side of the road. The board will follow up with research and discussion of the need for striping on the township blacktop roads.

Bruce Johnson, 50155 197th Avenue, attended the regular board meeting held on July 11, 2019 at 1:00 p.m. Bruce informed the board that the property owners on 197th Avenue has hired Fredrickson Excavating to repair their road. 197th Avenue is a non-maintained platted public road. Their goal is to have the road brought up to township road specifications in order to petition the township to accept and take over maintenance of the road. He informed the board that his neighbors have been meeting with

Fredrickson, Charles Quale, Tim Turner and/or Marvin Turner, phone and power companies, anyone that would be involved with how to complete the road properly.

Construction starts in about two weeks. Trees will be removed and whatever is not needed for reuse to stabilize the base will be hauled away.

The board assured Bruce that the township will keep an observance on the project to ensure that it is being done properly and all rules and regulations are being followed; and that when the project is complete that the road is up to township road spec standards.

Charles Quale stated that he received a call from a property owner; Charles informed him, as well as Bruce that if anyone has any questions, a representative from the township would be able to meet with them and discuss the project from the township's prospective.

It was reiterated that a proper turn-around for the township trucks will be built in as well. It was also stated that when the contractor gets to the point of putting down the class 5, the township typically has the township maintenance go in and reshape the road to ensure that it has the proper crown on the road for acceptable water run-off/drainage purposes. After the class 5 is applied and the construction is complete, the township would like a freeze-thaw cycle to ensure that there is proper compaction. By doing this, they can see any soft spots in the road that need to be repaired before they officially take over the road. Do to the fact that they are doing the road repairs for the purpose of the township to accept, the board stated that while they are in the process of the transition so that the township can observe the road for any trouble spots, the township will plow and maintain the road for the first winter with the understanding that any trouble spots are repaired at the expense of the property owners. Bruce stated that they would agree to those terms. Before the township officially accepts the road, the board will perform a final road view.

Aaron Kuhlmeier was present to question the board about a culvert that runs through his property that he has recently purchased on 496th Street. The road runs through his property and the culvert is on both sides of the road. Mr. Kuhlmeier claims that the culvert is draining wetland into his property. He claims that the property was buildable when it was originally platted and that now it is not. He also informed the board that there is a hand dug ditch that runs through his property. The board informed him that they have no information on the ditch or its origin. The board informed him that Shamrock Township did not install the culvert. It has been in place since possibly before 1979. It is believed that culvert was installed when 496th Street was a county road. The township had replaced the original culvert, same size and location and depth, when it rusted out as regular road maintenance. They also stated that the culvert is for water flow control in relation to the road. Mr. Kuhlmeier asked if the township could move the culvert to redirect the water, maybe down his property line. He also stated that the culvert is dangerous, is hard to see and can easily be driven off of. Maintenance informed him that he had recently marked the culvert and the next week someone removed the markers.

Katie Nelson presented the board with ideas for the improvements to the recreation area. She presented the board with an outline of the steps to get us to the new recreation area. The ideas include a pavilion; restroom facility; a concession stand; new playground setup; tennis, pickleball and basketball courts; and a walking trail. She would like to work with individuals that can help the township to utilize/modify the property. She would then put a formal design together, set a schedule for a sequence of events/timeline. It was stated that the current ball club would like to extend the baseball season and activities. It was suggested that the township contact the County Parks Department for a design of a pavilion, as they have done several. The board will invite Dale Lueck and Carrie Rudd to the next board meeting in hopes that they can help us to utilize and fund the project. Different sources of funding for the recreation area were brainstormed. The board discussed the Tennis/Pickleball Courts and future possibilities in relation to the recreational area improvements

Digital Scoreboard – the board reviewed the quotes provided at the last regular board meeting. It was discussed that the township would purchase the scoreboard while the quote is current, the board will then discuss acquiring donations. Motion made by Ron Smith, seconded by Allen Eld, to purchase a

digital scoreboard from Nevco in the amount of \$2,811.62; motion passed unanimously. The clerk will contact Jim Graf, Nevco, to complete the purchase.

OLD BUSINESS:

Road Report – Tim Turner reported that they have been grading and graveling, have used approx. 1600 yards gravel; grader repair is complete; completed one pass of township roads for shoulder mowing; 483rd Street needs culvert replaced and should be moved to the south; the township was questioned regarding removing trees along the township road for the storage units being built on 209th Place, the board stated that the trees are property of the land owner, it is not a platted road and it is at the discretion of the property owner, the township does not have any authority regarding the removal of the trees.

The board was supplied with the information for maintenance to order the salt for this winter.

The board was informed that Trader's Post Culvert needs to be cleaned. There is approximately 28" of sand in the culvert. The sediments have built up within the culvert enough that the water is not flowing through properly. The clerk and maintenance will check on acquiring the required permits and research the best way to perform the job that follows all rules and regulations.

188th Avenue Project – It was stated that the project is complete. The board is however not satisfied with the finished project – The township has had complaints that recycled asphalt or concrete driveway ends were replaced with gravel (class 5); The board will have the driveways that were not repaired correctly be repaired by the maintenance with the understanding that the work is being done as a result of the contractor not returning the property to their original condition, the township is not performing maintenance of private property. Also there is standing water in areas that never had an issue prior to the road project and the main area of standing water that was causing a road hazard that initiated the project has not been corrected. Some of these issues are caused by the engineering of the project. The board agreed to sign off on the project and will continue to work to fix the problem areas without the assistance of the township engineer.

Motion made by Ron Smith, seconded by Allen Eld to approve and accept the crack sealing quote for 188th Avenue, provided by Barga Incorporated, in the amount of \$5,439.00; motion passed unanimously.

The gravel crush is complete. Brian Roth stated that there is 30,000 yards according to his belt scale. The quality of the product was discussed. The overall product is considered good by the board. It was stated that there is a vein of good product for the next gravel crush. The board discussed the prep work that can be completed as time allows for the next gravel crush

The township received an email from Steve Norgren regarding the maintenance of his road. He requested that the township clear up some downed branches that is causing issues to pass through. He believes his road to be minimum maintenance. The board instructed the clerk to respond informing him that his road is a public platted road, however not a township maintained road, minimally or otherwise.

Bridge Road (Long Point Place) – tabled

Engineering Services Proposal Agreement – the board does not wish to sign the agreement at this time - tabled.

Digital Township Sign quotes – the board reviewed and discussed the quotes provided by John Brula. A "V" shaped sign was discussed. John will get a quote for that style of sign and the board will further discuss this issue at the next regular board meeting.

Clean-up Day – Turner Township – the board reviewed the information provided at the last regular board meeting. The extra work to our employees was discussed together with what would be required in order to include Turner Township in the Shamrock Township's clean-up day event. The board agreed on a fee of \$2,000 per dumpster. It was also stated that Turner Township will need to provide three to five

individuals to assist on the day of the event. The township has filled four to five dumpster every clean-up day for the last several years. The board thinks that with the addition of Turner Township, we will need to start with at least two more dumpsters. It was also agreed that Turner Township will be responsible for any dumpsters required over five and will need to provide a \$4,000 payment in advance for the first two dumpsters and then will be billed for any more dumpsters that are used. The clerk will send a letter to Turner Township to inform them of the board's decision.

It was brought to the board's attention that along sheshebe point, there is an area where the rip rap appears to have been removed. The rip rap was put in place for shore protection against ice damage. The rip rap looks to have been placed to fill a hole nearby. The clerk will send a letter requesting that the rip rap be replaced to the shoreline.

The clerk informed the board that she received the petition form needed by the residents on 508th Lane for property assessment for asphaltting the road. She informed the board that the attorney stated that this method is the most time consuming and expensive process for the township and property owner to use.

Trees on Wotring Road - Tabled

Leaf Site – The board was informed that the DNR stated that they will close the leaf site if they keep getting complaints and the contractors continue to abuse the sites.

Youth Clinic Thank You Notes – the clerk provided a copy of the “Thank You” note to be sent to all who donated to the event

NEW BUSINESS

The board set the Fall Clean-up Day for September 14; 9:00 am – 2:00 pm. at the Shamrock Town Hall.

Ricky Hilbrands – Interim Use Permit renewal – vacation/private home rental – It was acknowledged that this is a renewal and that this party is aware of and has paid the lodging tax. The Board has no objections to the requested variance and recommends that all county rules and regulations be followed.

Brett James Paige – Interim Use Permit to operate a vacation/private home rental – The Board has no objections to the requested variance and recommends that all county rules and regulations be followed. The clerk will prepare a letter for Planning and Zoning to ensure that this party is aware of the Shamrock Township Lodging Tax Ordinance.

2018 Population and Household Estimates – The board was presented with 2-18 Population and Household Estimates – 2018 population estimate is 1,245, 2018 household estimate is 649.

Docks – the board was presented with an email asking if the township has a policy regarding docks being placed by land owners who do not own lakeshore property. It was acknowledged that the township and its board members have also received calls from residents stating the same concern. The board stated that there is no such policy or ordinance and that Shamrock Township has no authority in this matter.

Adjourn 4:12 p.m.

Candace Kral
Clerk

Charles Quale
Board Chairman

MINUTES WERE APPROVED AT THE AUGUST 8, 2019, REGULAR BOARD MEETING