

**SHAMROCK TOWNSHIP
REGULAR BOARD MEETING
Thursday September 12, 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; Glendon Nyberg, DNR; and six residents (sign in sheet attached).

Motion by Allen Eld, seconded by Ron Smith, to approve the September 12, 2019 agenda; motion carried.

Motion by Ron Smith, seconded by Allen Eld, to approve the August 8, 2019 Regular Board Meeting minutes; motion passed unanimously.

Motion by Ron Smith, seconded by Allen Eld, to approve the August 27, 2019 Special Board Meeting minutes – Employee Contracts; motion passed unanimously

The treasurer reported the following fund balances for the period ending, August 31, 2019: General Revenue Fund, \$149,661.08; Road & Bridge Fund \$132,400.27; Sewer Fund, 22,763.66; Road Repair (blacktop) Fund, \$232,963.29; Fire Fund, -\$18,860.33; Building Repair Fund, \$268,111.94; Parks & Rec Fund, \$99,450.26; Road Bond -\$40,657.65 and the Lease/purchase \$112,804.18, bond principal - \$500,000.00; for a total in the checking accounts of \$958,636.70. The Blacktop Repair CDs' total \$192,026.27 and the Sewer Fund CDs' total \$91,707.57. Money market interest received in August 2019 was \$325.49. Receipts for the month were \$12,848.60. August disbursements were \$113,414.95. Motion by Allen Eld, seconded by Ron Smith, to approve the treasurer's report; motion passed unanimously.

Motion made by Allen Eld, seconded by Ron Smith, to approve the September 2019 claims and payroll totaling \$62,483.88; motion passed unanimously. Claims list attached

Correspondence: Lakes and Pies Community Action Council 55th Annual Meeting notice; Lake Country Power Fall 2019 Strictly Business; ; Lake Country Power August Newslines; Minnesota Fall Maintenance Expo information; MAT Reminder: L&R Meeting Registration Deadline September 12

Concerns from residents not on the agenda:

The board reviewed the proposed construction plans for Mr. Rinowski's new garage. The board was informed that one of the supervisors had visited the site and reviewed the plans with Mr. Rinowski. A drawing was presented to the board giving measurement to road, commons setbacks and neighbor property lines. The board further discussed the project with Mr. Rinowski. The board stated that there no issues with the project as presented to the township. The proposed setback to the commons area of 26 feet is acceptable to the Shamrock Township Board. Motion made by Ron Smith, seconded by Allen Eld, to approve the construction of said garage as presented to the board; motion passed unanimously. The Board recommends that all county rules and regulations be followed.

Bob Griefzu was present requesting the timing for when Bridge Road will be re-blacktopped. The board explained to him that the township needs to pay the bond on the 188th Avenue project before they can take on another project. It was acknowledged that Bridge Road is the next road project that the township is intending on doing stating that it will be a few years before the township will be able to start the engineering.

OLD BUSINESS:

Recreation Area Improvements Project

Land Lease – Glendon Nyberg, assistant supervisor from the Aitkin DNR office, was present to provide the township with assistance regarding the application for the extension of the current lease the township carries with the DNR for the recreation land. He informed board that the process for renewing/extending the lease is changing. He provided us with a printout of the application form to review with the board. The application needs to be submitted on line. The application will need a description of what the project is; the location; the logistics of it, point (contact) person , estimated cost of project, funding sources (intended funding sources) and a timeline. The board asked about a lease for the development of trails, it was stated that it would be a separate lease for desired hiking trails. The clerk will proceed to connect with residents and work on the application requirements. The board further discussed the recreation improvement project with the residents in attendance.

Digital Scoreboard – electrical and installation – the township has received the new scoreboard – electrical and installation was discussed ; Lake Country Power will trench for the electric wire, township need to provide wire cable; the township is waiting to get a quote from A&M for the wire cable and hook up

Road Report – Tim Turner reported that they have been grading and graveling; brush and shoulder mowing; replaced five culverts; fix guard rails on Long Point Place; added reclaim blacktop to 483rd St. and 189th Ave; did cold mix patch on blacktops; performed leaf site and equipment maintenance; did roof repair on maintenance building; Line Striping will be done this fall; Crack Sealing - Bargaen – is completed; there are trees that they would like to take down before a storm brings them down; will contact a contractor to roll the leaves at the leaf site.

Clean up day is Saturday. – The board still needs assistance. All the paperwork is ready.

Trader's Post Culvert Cleaning – still looking for contractors and how it is to be done

508th Lane Water Run-off – the board was provided with a letter forwarded from Cindy Bramwell from Aitkin County Planning and Zoning stating that the required changes to control the water flow from her house and property have been completed.

Digital Township Sign – the board discussed the design choices of a township digital sign. The road maintenance and a supervisor met with the Aitkin County road supervisor here at the town hall to discuss the placement of the new digital sign. After further conversation, he gave permission to put the sign in the discussed location where it was stated that the township wanted the sign. Motion made by Ron Smith, seconded by Allen Eld, to purchase a 5 x 8 double sided TekStar with 32x112 full color LED display from Stewart Signs in the amount of \$19,887.48; motion passed unanimously. The board discussed the installation of the base and sign. Motion made by Ron Smith, seconded by Allen Eld to approve the addition of a claim for the purchase of the sign in an amount up to \$19,887.48 as required to order the sign; motion passed unanimously.

Fire Department Budget – the board reviewed the 2019 budget and Budget Narrative acquired from the City of McGregor

Medical Insurance – the board was provided with a follow-up of the process of choosing the insurance provider for the employees

NEW BUSINESS

Insurance Coverage – Playground Equipment – the clerk informed the board that she had been contacted by MATTIT regarding the insurance replacement coverage on the playground equipment. The playground equipment was valued at a value less than the township deductible and it was recommended that said equipment be removed from the insurance policy. The clerk followed the recommendation, if the board wanted to reinstate they are able to do so. The board agreed to leave the playground equipment of the insurance policy.

Tony Rinta – permit revocation hearing – the board reviewed the discussion from the last regular board meeting and stated that their position in the matter has not changed

Rick Dean Herman – Condition Use Permit to operate a commissary kitchen to prepare food for an existing mobile food unit business - The Board has no objections to the requested variance and recommends that all county rules and regulations be followed.

Linda Chandler – lakefront lot boundary realignment – the clerk will respond via email to inform Ms. Chandler to contact the Aitkin County Planning and Zoning department to assist her.

Adjourn 3:30 p.m.

Candace Kral
Clerk

Charles Quale
Board Chairman

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