

**SHAMROCK TOWNSHIP
REGULAR BOARD MEETING
Tuesday August 13 2020**

Board Chairman Allen Eld called the video meeting to order at 7:00 p.m. and led the Pledge of Allegiance. Present were Supervisors Ron Smith and Charles Quale; Treasurer John Brula; Clerk Candace Kral; maintenance Tim Turner; Chad DeMenge, WBS; one resident in person and two residents via Zoom.

Motion by Charles Quale, seconded by Ron Smith, to approve the August 13, 2020 agenda; motion passed unanimously.

Motion by Charles Quale, seconded by Ron Smith, to approve the July 9, 2020 Regular Board Meeting minutes; motion passed unanimously.

Motion by Ron Smith, seconded by Charles Quale, to approve the July 16, 2020 Continued July Regular Board Meeting minutes; motion passed unanimously.

The treasurer reported the following fund balances for the period ending, July 31, 2020: General Revenue Fund, \$120,520.86; Road & Bridge Fund \$215,263.85; Sewer Fund, 27,818.62; Road Repair (blacktop) Fund, \$133,114.84 Fire Fund, -\$14,243.29; Building Repair Fund, \$323,188.85; Parks & Rec Fund, \$63,289.99; Road Bond \$3,943.62 and the Lease/purchase \$43,180.69; bond principal -\$244,000.00 – for a total in the checking accounts of \$913,006.03. The Blacktop Repair CDs' total \$ 156,175.46; Equipment CD's total 50,187.16 and the Sewer Fund CDs' total \$ 92,327.09. Money market interest received in July 2020 was \$198.33. Receipts for the month were \$4,393.70. July disbursements were \$60,631.88. Motion by Charles Quale, seconded by Ron Smith, to approve the treasurer's report; motion passed unanimously.

Motion made by Charles Quale, seconded by Ron Smith, to approve the August 2020 claims and payroll totaling \$72118.16; motion passed unanimously. Claims list attached.

Correspondence: Lake Country Power July 2020 Newsliner; Lakes and Pines FYI Board & Employee Newsletter;; Slat Management Workshop inform; email civic clerk meeting management video software info; Lake Country Power letter of work to be performed in the area

Residents not on the Agenda: Bill Reed asked about the progress of SCI in his area – the board recommended that he call them to get more info. Bill also asked about a public landing that people seem to be using as their own property and what he should do, the board recommended that he contact the DNR stating that people are blocking the public access

OLD BUSINESS:

Road Report – Tim Turner reported

Road Report – that they have been grading and graveling; repair on Sawmill access; was asked to repair a washout in access off of 190th Place; have marked the lines on the lease area, have started mowing off the saplings, received quotes for skidloader & mulcher rentals for the clearing for the park area; performed a small ditch project on 210th Lane to improve water drainage; did some misc. voting activities for the assistance of safe voting at the elections; been cleaning up storm damage; recommended ordering new shorts with the starting of the new hire, also reflective jackets for safety.

Ron, Tim and Marvin viewed 208th Place before they start correcting the road on the end corner (turn-around) they will need a survey. It was stated there may a survey on file. The clerk will check.

It was also stated that the township should order more cones, the count is very low. Tim will order necessary cones.

Motion made by Charles Quale, seconded by Ron Smith, to rent the skidloader and mulcher as needed; motion passed unanimously.

It was stated that we are building a pile of garbage that is being dumped along the roads due to the absences of Clean-up days this year.

They will be installing a couple culverts on Floe Road in the next week or so.

The board also discussed a complaint regarding the traffic and unsafe driving at the intersection of 202nd Place –and 201st Avenue.

Digital Speed Sign – Solar Panel – it was stated that during the past month, the solar panel from one of the digital speed signs had been stolen. Charles Quale requested the clerk obtain a quote for the replace of the missing equipment. A quote for two solar panels with mounting kit and connection cables were obtained and provided to the board. By ordering two, the township could replace the missing panel and have one hand for future use. Motion by Ron Smith, seconded by Charles Quale, to purchase two solar panels with mounting kit and connection cables at a cost of \$1,100 (shipping included); motion passed unanimously.

The board received calls by residents stating they cannot hear the emergency weather siren very well. They were directed to the Mil lac Band as they are the ones that installed are responsible for said siren.

The board was informed that Charles Quale, Tim Turner and the clerk met with Chris Sonmor and Chad DeMenge regarding the proposed salt shed. At said meeting, the Salt Shed Specs, the division of the building of the shed and the installation of the bituminous flooring, (making it two jobs instead of one), the process of obtaining quotes, the requirements of the contract and the cost of the quotes were discussed. It was stated that the board was not comfortable with the way the project was handled and the quotes process. The board was provided with a summary of the meeting for their review. It was also stated that the board may like to rebid the project with changes to the contract and process. There was concern the cost was higher due to the fact the township was requesting the job on a short time schedule. Due to the nonsatisfaction of the contract and quotes, the board decided that both

quotes were to be rejected and the project will be placed on hold. The recommendation was to place project will be rebid January 2021 with a spring start. Motion made by Ron Smith, seconded by Charles Quale to reject the quotes received and discussed on July 16th from Greystone Construction Company in the amount of \$155,000 and Hy-Tech Construction of Brainerd, Inc. in the amount of \$164,000; motion passed unanimously. Motion made by Ron Smith, seconded by Charles Quale to have the salt shed project rebid as one complete project by sealed bids in January 2021 for a spring start; motion passed unanimously. The board will hold a special meeting for the opening of the bids.

Shamrock Recreation Area Project, DNR Grant Application, DNR Lease Extension – Charles Quale and the clerk attended a Zoom meeting with Eva Kelly and Jason Amberg regarding the final plans for the areas of park containing the tennis/pickleball courts and the small ballfield. the board was supplied with a summary. The township has obtained the final documents and digital file copies of the survey and park plans. The township obtained a quote for the rough staking for the purpose of grubbing and clearing the areas of the courts and ballfield. The township agreed to obtain a multiple quotes for comparison. Motion made by Ron Smith, seconded by Charles Quale giving the clerk the authorization to hire the surveyor that best fits the township's interests; motion passed unanimously.

The clerk informed the board of her conversation with Mia, DNR, regarding the outdoor grant applied for previously this year. It was stated that unless the Governor holds a special session this month, which is not expected, the township will need to resubmit an application next year. However for the new submission, we can use the same application. We do not need to make any changes. The clerk also stated that she will be getting together with residents to start working for the smaller grants that are available in the area. Chuck Quale stated that when he was out and about at other city parks, he saw a memorial to the armed forces. He suggested that something of that nature would be nice to have up front at our location. The board would like to look further into a similar memorial.

New Full-time Employee – the board was informed that Derek Kayfes was officially offered the Maintenance position as instructed at the end of the interviews on July 16. He has completed his paperwork and physical and his background check came back clean. We were unable to schedule a drug test due to COVID 19. The board decided on a start date of August 17 or his soonest available start date. The board acknowledged that the employees are currently paid monthly which is hard for some individuals. It was stated the new employee may need to be paid bi-monthly for personal budgeting issues. Motion made by Charles Quale, seconded by Ron Smith, to approve bi-monthly payroll, consisting of 80 regular hours on the 15th of the month to the new employee if preferred, any overtime earned will be paid on the check paid on the 1st of the month; motion passed unanimously. Motion made by Ron Smith, seconded by Charles Quale, to hire Derek Kayfes to start on Monday, August 24th or soonest date possible; motion passed unanimously. Check with county.

The portable toilet was obtained from Aardvark and is in place.

The traffic flow for voting went very smoothly. The new set up worked very well. Primary Elections there were 250 voters and 85 absentee votes. The election judges and people liked the new voting setup. The only issue that was evident was being hard to hear. The

town hall room echoed. The clerk also informed the board that due to the constant cleaning of the booths and surfaces for COVID purposes, for the next election a minimum of six judges will be needed. She also recommended using a couple student judges, from Honor Roll Society possibly, for the extra judges. It could be a good experience for a student.

John Brula has done research regarding video streaming system. He acquired a couple quotes. More information will be obtained for the next meeting.

Tim Turner will check on cost for painting the lines on 202nd Pace and 201st Avenue intersection to assist in the traffic issues in said intersection.

NEW BUSINESS

The clerk requested authorization to expend funds for hours as needed for the Deputy Clerk to assist with park and other projects.

The board discussed the finding of a Deputy Treasurer

Andrea Nelson– Interim Use Permit –Vacation Home Rental – the town board reviewed the requested Interim use permit and has no objections or concerns to the requested permit and recommends that the county rules and regulations be followed.

The board acknowledged they have already given approval and recommendations regarding Kenneth Snyder variance request.

The board was provided with the information for the ACAT Meeting Via Zoom to be held on August 26th

Meeting Adjourned 2:48 pm

Candace Kral
Clerk

Allen Eld
Board Chairman

MINUTES WERE APPROVED AT THE SEPTEMBER 10, 2020, REGULAR BOARD MEETING