

**SHAMROCK TOWNSHIP
REGULAR BOARD MEETING
Thursday December 10, 2020**

Board Chairman Allen Eld called the meeting to order at 1:00 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, and two residents via zoom

An addition was made to the agenda. Motion by Charles Quale, seconded by Ron Smith, to approve the December 10, 2020 agenda; motion passed unanimously.

Motion by Ron Smith, seconded by Allen Eld, to approve the November 12, 2020 Public Hearing minutes; motion passed unanimously.

Motion by Ron Smith, seconded by Charles Quale, to approve the November 12, 2020 Regular Board Meeting minutes; motion passed unanimously.

The treasurer reported the following fund balances for the period ending, November 30, 2020: General Revenue Fund, \$129,049.20; Road & Bridge Fund \$220,079.41; Sewer Fund, 30,018.99; Road Repair (blacktop) Fund, \$176,602.05; Fire Fund, -\$27,746.23; Building Repair Fund, \$345,070.52; Parks & Rec Fund, \$47,627.22; Road Bond \$309.00 and the Lease/purchase \$65,015.46; bond principal -\$244,000.00 – for a total in the checking accounts of \$1,044,018.08. The Blacktop Repair CDs' total \$ 156,627.33; Equipment CD's total 50,238.31 and the Sewer Fund CDs' total \$ 92,479.23. Money market interest received in November 2020 was \$184.83. Receipts for the month were \$309,053.56. November disbursements were \$71,994.10. Motion by Ron Smith, seconded by Charles Quale, to approve the treasurer's report; motion passed unanimously.

Motion made by Charles Quale, seconded by Ron Smith, to approve the December 2020 claims and payroll totaling \$43,715.66; motion passed unanimously. Claims list attached.

Correspondence: Riverwood Foundation request for donation for new hospital equipment; Lake Country Power November 2020 Newsliner; Minnesota LTAP Technology Exchange, December 2020 issue

OLD BUSINESS:

Mr. & Mrs. Nelson, attending via Zoom – 197th - Township Road Acceptance – Charles Quale stated that he had previously spoken with Mrs. Nelson, conducted a road view and explained the location of the road to the board. It was stated the township currently maintains a portion of 197th Avenue (end of Tower Pines road) She is asking to continue the maintenance and plowing to her residents, approximately 300 feet). The way the township currently plows the road, would make it difficult for the Nelsons to access their property. It was determined that by plowing the extra footage of road past the Nelson's home, the township would obtain a better turn-around for the trucks which would provide a benefit to the township. It is believed by accepting the extra footage of the road, it would benefit the township. Motion made by Charles Quale, seconded by Ron Smith, to extend the maintained portion

of 197th Avenue as discussed the necessary distance, (approximately 300 feet) passed the Nelsons driveway due to the benefit to the township; motion passed unanimously

Milner Hystad who owns property on 188th Avenue stated he had property markers/stakes for his lot that in the road right-of-way prior to the resurfacing of 188th Avenue. He is unable to find them after the completion of the project He assumes they were covered or milled up along with the old road surface – he is unable to locate them. The township informed him the township that all property markers/stakes it was aware of have been replaced or saved and they had not been made aware of said stakes. The board recommended contacting Aitkin County Planning and Zoning in a search of a survey map of his property.

Road Report – Tim Turner reported have been scraping, sanding and plowing; performed equipment maintenance, put the wing on the road grader, changed fluids in the pickup; has the lease property line cleared, stumps removed to make a walking path; performed some pothole filing; replaced a couple sand barrels for people that use the sand during the winter; have been cutting brush daily, Green Garden Road (off of 188th Ave), Point North, 510th Lane going all the way to the back; Maple Lane (508th Lane), He mentioned he caught a popup sprinkler head on Brad Trulson's property when snowplowing; made new shelves in the secure storage, the current shelves are full; contacted A&M Electric regarding an email received by the township from State of Minnesota Department of Labor and Industry regarding an electrical permit expiring that has not been had an electrical inspection performed, A&M stated the permit is for power to the ball field score board; the job will be completed and inspected prior to the expiration date; had Gravelle repair the propane furnace on the fire truck side of the town hall building, a new cap for the exhaust pipe is needed. the sweeper that was bided on extended to a price higher than willing to spend.

Salt Shed – The board was provided with a memorandum of the salt shed bid project together with a general cost summary for their review. The board was then informed that Charles Quale, the clerk and head maintenance met with Chad DeMenge to discuss the communication issues and frustration that is being experience working with Chris Somners. Since that meeting, we have been contacted by Monica Heil, PE, Vice President of Municipal Services. Chris Somners will continue through the bidding of the project and we will then be working with another engineer, Matthew Indihar, out of the Baxter Office. It was stated there is a Zoom meeting set up for Tuesday at 10:45, with Monica, Chad and Matt. The board discussed the option to continue the regular board meeting to Tuesday, 10:45 am, to allow for the participation of the full board. Motion made by Charles Quale, seconded by Ron Smith, to continue the December Regular Board Meeting to Tuesday, December 15 at 10:45 to allow the full board participation in the meeting involving WSB representatives Monica Heil, Chad DeMenge and Matt Indihar; motion passed unanimously. All decisions and motions regarding the approval of the bidding of the salt shed to take place in January will be entertained at the continued meeting.

Ron Smith inquired of Chad if he had a chance to view Bridge Road in relation to the resurfacing of said road. He also inquired of a possible timeline to a start date for the actual work. The board was given a construction start date of approximately a year from the start of engineering given no currently unforeseen complications or property purchases necessary.

Greg Schendel – 49803 197th Ave – provided the township with documents showing the proposed 32' x 36' addition to an existing cabin structure. Mr. Schendel informed the board he is in need of a variance from the road right-of-way setback. The proposed structure would be 18 feet from the property line but would still be a minimum of 22' from the traveled road. The board informed him that their minimum standard road setback is 20' with any doors situated perpendicular to the road. The board asked questions pertaining to his proposed plans and discussed various factors and options relating to the variance

request. The board decided to perform a road view prior and as part of the continued meeting to be held on December 15th.

The clerk informed the board the Award of Damages regarding the vacation of Lakeview Road has been mailed out to the other property owner involved and all necessary paperwork for Lakeview Road Vacation has been sent to the county for recording.

Shamrock Recreation Area

VETs Memorial Project – the clerk informed the board she has contacted the company responsible for the construction of the memorial in Holdingford. They are sending out a general information packet and information on the construction of the memorial design we are interested in erecting.

DNR Grant – the township was contacted by Mai Moua, DNR, informing us the 2021 application is available online and there have been changes which consists of many new questions. The clerk requested permission from the board to contact WSB for the purpose of completing the 2021 Outdoor Recreation Grant for the township. Motion made by Charles Quale, seconded by Ron Smith, to hire WSB for the completion of the 2021 Outdoor Recreation Grant application; motion approved unanimously.

The board discussed the pervious request by Round Lake Presbyterian Church of Township Road Acceptance. It was stated that it is a short piece of road and the township did plow it many years ago. They stated that due to the organization being a church and non-profit status, they will be waiving all fees due to the township associated with the normal procedure of road acceptance by the township. The church will still be responsible for any other fees associated with this process such as the required survey and other non-township expenses. The clerk will compose a letter to the church to inform them of the board's discussion and decision.

NEW BUSINESS

The clerk appraised the of a phone call from an attorney regarding a road vacation – Board & Dame – by Hillcrest Rd – the board was provided with a plat map the clerk and maintenance printed to road in question. She was informed that his clients are wishing to vacate a road situated between their respective properties. The road that is wished to be vacated is a public road/parcel that gives access to the lake. It was stated that not only is this is a natural water drainage; the township also utilizes the property for water control/drainage from the township road. The township also has future possible utilization for the property. The board discussed the possibility the vacation action will be perform through district court. The board extend permission to the clerk to contact the township attorney upon any notification of such a vacation request to provide assistance on the best way for the township to proceed and perform any necessary action in regards to the vacation of the road in question.

The clerk enlightened the board of the road bond payment due in February. She stated in February 2020 when the township made the principal payment, an extra of \$200,000 was paid. Upon receipt of the updated amortization chart, it was noticed that the next principal payment due was not given until 2024. The board discussed the interest due as part of the upcoming due date and the available funds that can be applied towards the bond principal amount. Motion made by Charles Quale, seconded by Ron Smith, to make a payment of \$100,000 toward the road bond principal payable on February 1, 2021 together with the interest due; motion passed unanimously.

The board was notified that the Candidate Filing period for the March Town Elections is December 29 thru January 12. The positions up for election are supervisor and treasurer.

The clerk provided an email giving from Steve Fenske, attorney at MAT, regarding the annual meeting and video conferencing in response to the clerk's request for guidance on how the meeting should be conducted and how to handle such activities as motions and issue/levy votes. The email stated the specifics of the annual meeting via video conference has not been set yet. More information will be forwarded to us as it becomes available.

Charles shared with the board that he has been contacted regarding a non-township maintained public road - 204th Avenue, a dotted line on the plat map. Charles informed the resident that the township cannot of any assistance him due to the fact the road is not a township maintained the road.

At 2:53 pm meeting was continued to December 15 at 10:15 am. meeting at 49803 197th Avenue (the location of the previously discussed road view) then would reconvene at the town hall.

Candace Kral
Clerk

Allen Eld
Board Chairman

MINUTES WERE APPROVED AT THE FEBRUARY 13, 2020, REGULAR BOARD MEETING