

**SHAMROCK TOWNSHIP  
REGULAR BOARD MEETING  
Thursday March 9, 2023**

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 Jack Brula; Clerk Candace Kral; maintenance Tim Turner; eight attendees in person; Zoom was not available due to technical difficulties.

Motion made by Allen Eld, seconded by Ron Smith, to approve February 9 Board of Audit and Budget Meeting minutes; motion passed unanimously.

Motion made by Ron Smith, seconded by Allen Eld, to approve February 9 Regular Board Meeting minutes; motion passed unanimously.

The treasurer reported the following fund balances for the period ending, February 28, 2023: General Revenue Fund, \$34,186.61; Road & Bridge Fund \$36,963.94; Sewer Fund \$15,393.35; Road Repair (blacktop) Fund, \$135,629.44; Fire Fund, \$51,721.72; Building Repair Fund, \$450,433.34; Parks & Rec Fund, -\$41,564.41; American Rescue Plan 0; Escrow/Road Vacation \$794.38; Road Bond \$0 and the Lease/purchase \$164,903.967; Salt Shed loan -\$79,806.29 – a total in the checking accounts of \$847,462.35. The Blacktop Repair CDs' total \$ 159,553.47; Equipment CD's total 50,571.11 and the Sewer Fund CDs' total \$ 118,361.49. Money market interest received in February 2023 was \$256.59. Receipts for the month were \$39,704.92. January disbursements were \$85,491.13. Motion by Ron Smith, seconded by Allen Eld, to approve the treasurer's report; motion passed unanimously.

Motion made by Allen Eld, seconded by Ron Smith, to approve the March 2023 claims and payroll totaling \$139,564.64; motion passed unanimously. Claims list attached.

**Correspondence:** Lakes & Pines FYI Board & Employee newsletter February 2023 Issue; The Monthly Mercury; PEIP Highlights 2023; MN Department of Transportation notice for Subscribers of Planning & Public Participation; Lake Country Power January 2023 Newsliner; Lake Country Power Email Strictly Business February 2023 Issue

**OLD BUSINESS:**

Road Report – Tim Turner reported that they have been plowing, sanding & scraping; it's time to place salt order for next year - is recommending 50 ton; has been tree trimming; some clean up from the December storm; is burning at the leaf sites; Equipment Maintenance – grader tires are starting to go – one sidewall blew out, replaced it with an old tire – need to replace all 6 tires; needs tires for the mower tractor – 2 front tires at the minimum; Backhoe tires also need to be replaced; has been working with the pavilion contractors for them to have power (cable will be buried when the frost goes out) to enable them to keep moving forward with the project. The board instructed Tim to order the equipment tires that are needed.

The board was informed that the township was contacted by Perry Hall regarding a parcel with small cabin being purchased located on 520<sup>th</sup> Lane. The parcel information provided to board showed information regarding the property and the possibility of building on the lot. He was informed that this lot has restrictions for building due to setbacks. He was referred to Planning and Zoning.

Bridge Road Project – no new information.

Urban Township – The clerk informed the board that it could do a motion to have the questions – urban town with five-member supervisor board and/or five-member supervisor board without urban town status – put on the ballot at 2024 Township March Election. Or the residents can present the board with a petition. Once approved by a ballot vote, the additional supervisors are added by either a special vote (process as stated in Minnesota statutes) or if not going urban town has the option to wait until the next town election.

### **Shamrock Recreation Area Project**

The board was presented with a quote from Upper Midwest Athletic Construction, a member of Sourcewell – a Minnesota approved bid companies, the completion of the Tennis/Pickleball Courts. The clerk informed them that this quote is for the asphalt and finished surface for the courts. The quote does include some overlap included in the fencing quote as well as their own fence quote. Motion by Ron Smith, seconded by Allen Eld, to approve and accept the quote provided by Upper Midwest Athletic Construction in the amount of \$137,828 for the completion of the courts minus any overlap of other contractors; motion passed unanimously. The clerk will contact Upper Midwest Athletic Construction and proceed as necessary.

The board was provided with a quote for security cameras/system from People’s Security. The board reviewed the quote, comparing it to the two previous quotes received. The three quotes range from \$8,926.20 to \$20,693.98. John Brula stated that all three companies were provided with the security needs of the township and to the best of his limited knowledge of surveillance equipment styles and brands, the service of three quotes are comparable. Motion by Ron Smith, seconded by Allen Eld, to approve and accept the quoted provided by People’s Security in the amount of \$8,926.20; motion passed unanimously.

### **NEW BUSINESS**

The board will be attending MAT Spring Short Course at Big Sandy Lodge & Resort on April 6, 2023.

Aitkin County Assessor’s Office has set the Board of Appeal & Equalization for Shamrock Township for Monday, April 24<sup>th</sup> starting at 9:00 am. Ron Smith, Chuck Quale and Allen Eld are all certified.

Spring Clean-up Day has been set for April 29, 9:00 am – 2:00 pm.

The board was provided with a notice of Public Meeting – Classification of Tax-Forfeited Lands for Tuesday, April 25, 2023 at 10:00 am by Aitkin County Land Department. The board reviewed the list of forfeited lands stating that there is one in Shamrock Township and it would not be beneficial to the township.

The board reviewed the recent Bridge Inspection Report noting that there are some minor repairs required on the of the bridges. Maintenance will complete repairs after winter

The board reviewed a letter received from Minnesota Association of Townships Insurance Trust regarding a security breach of a broker that they pay premiums to.

Motion by Ron Smith, seconded by Allen Eld, to cost share with property owners who desire to apply Calcium Chloride to their roads; motion passed unanimously. It was stated that whereas many property owners apply calcium chloride to the roads for dust control, the township applies the liquid to some roads (hills and curves) for road stabilization purposes.

The clerk and Ron Smith informed the board that the clerk attended the Aikin County Ordinance Board meeting for purpose of helping draft the county's VRBO ordinance. It was suggested that someone from Shamrock Township attend as Shamrock has a high number of home rentals. The clerk had provided suggestions that were previously discussed with Ron Smith of different issues that has been brought to the town board over the years. The Ordinance Board is incorporating our recommendations into the ordinance. It was also stated that Planning and Zoning is working on obtaining the manpower to enforce the regulations and provide follow-up on the rental properties. The board was also provided with VRBO taxing rates and resorts in response to the township enquiries.

The Shamrock Town Board reviewed the information provided regarding the proposed construction plans for the removal and rebuild of a cabin at the July 14, 2022 Regular Board Meeting. The board acknowledged that this property is adjacent to a public commons area. The town board has no concerns with the 10' setback from the property line adjacent to the public property. Motion by Ron Smith, seconded by Allen Eld, to approve the construction of said cabin as presented to the board; motion passed unanimously.

The board was provided with a draft of the Annual Meeting Agenda for review and discussion. The board was provided with the fire service fees for 2023 and 2024 and was informed that the township has not received any reports from the fire department. Ron Flatten informed the board that he will get the fire department reports for the township.

Meeting adjourned at 2:37 p.m.

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Candace Kral  
Clerk

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Charles Quale  
Board Chairman

**MINUTES WERE APPROVED AT THE March 30, 2023, REGULAR BOARD MEETING**