

**SHAMROCK TOWNSHIP  
REGULAR BOARD MEETING  
Thursday June 8, 2023**

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 Ron Flatten; Treasurer Jack Brula; Clerk Candace Kral; maintenance Tim Turner; Paul Sandy, WSB engineer, via Zoom; nine property owners in person and one property owners on Zoom.

Motion made by Ron Smith, seconded by Ron Flatten, to approve April 24 Board of Appeal and Equalization summary; motion passed unanimously.

Motion made by Ron Flatten, seconded by Ron Smith, to approve May11 Regular Board Meeting minutes; motion passed unanimously

The treasurer reported the following fund balances for the period ending, May, 2023: General Revenue Fund, -\$23,637.51 Road & Bridge Fund -\$73,462.58; Sewer Fund \$15,404.86; Road Repair (blacktop) Fund, \$135,472.15; Fire Fund, -\$43,565.22; Building Repair Fund, \$450,769.85; Parks & Rec Fund, -\$167,922.96; Escrow/Road Vacation \$702.30; and the Lease/purchase \$165,027.17; Salt Shed loan -\$74,140.46 – a total in the checking accounts of \$535,495.50. The Blacktop Repair CD' total \$161,149.00; Equipment CD's total 51,076.82 and the Sewer Fund CDs' total \$118,863.34. Money market interest received in May 2023 was \$179.02. Receipts for the month were \$13,887.60. May disbursements were \$90,774.06. Motion by Ron Smith, seconded by Ron Flatten, to approve the treasurer's report; motion passed unanimously.

Motion made by Ron Smith, seconded by Ron Flatten, to approve the May 2023 claims and payroll totaling \$188,746.77; motion passed unanimously. Claims list attached.

**Correspondence:** Thank You card from CARE for the recent donation; Lake Country Power May 2023 Newsline; Big Sandy Water Institute Summer Programs; MN Assoc of Township Town Law Review agenda; MN Assoc of Township May 2023 Newsletter

**Concerns from residents not on the agenda**

Dan Szykalski – has 2 cabins on 484<sup>th</sup> Street. Requested the board clean a ditch that is fed by a culvert that comes from under the road. The culvert and ditch is being blocked by debris not allowing the water to property flow to the lake. The board stated that the ditch is on personal property and that the township should check with Soil and Water regarding what can be done at this location.

**OLD BUSINESS:**

Bridge Road Project - The board was provided with the Geotechnical Report completed by WSB regarding Long Point Place reconstruction prior to the meeting for review. Paul Sandy, WSB,

summarized the processes of how the information was collected, what the report tells us about the current road and its condition, and how it helps guide us throughout the project. He also explained what reports still need to be done in regards to adjacent wetlands to the project, what specialized permits will be required and how the project may be affected. He also talked about how he will work on designing the road, as much as possible, to 30 mph design; which is beneficial in help acquire additional state funding.

The board clarified for Mr. Meyers that he needs 50% of property owners signatures agreeing to the road improvements for the board to accept his petition without requiring a township election vote, pending state statutes have not changed.

Jack Brula informed the board that he has been working with the bank regarding the process for automatic payroll deposit. He relayed to the board that this process is new to the bank, as another company is also requesting automatic payroll deposit. Jack is waiting for documents and further information in order to move forward.

Road Report: Tim Turner reported they have been grading and graveling, 1200 yd gravel used; marking out for calcium chloride; line painting has been done, put a stop bar at the intersection of 201<sup>st</sup> Ave. & 202<sup>nd</sup> Place; The board was provided with a quote from Fleet Air Repair, LLC for the replacement of the AC unit on the Grader in the amount of \$4,700.00. Motion made by Ron Smith, seconded by Ron Flatten, to approve and accept the quote for the replacement of the grader air conditioning unit for \$4,700; motion passed unanimously.

It was stated that the township should consider a gravel crush in the next year. With the upcoming road projects – it will be needed. Ron Smith mentioned that Jeremy Paquette will be having some clay available from his job site. Stating that if Mr. Paquette is selling it at a fair price, the township should consider acquiring it for use as a binder.

The board was provided a crack sealing quote by Bargaen for the asphalted sections of 201<sup>st</sup> Ave., 202<sup>nd</sup> Place, 487<sup>th</sup> St., Long Point Place (where possible), & 188<sup>th</sup> Ave. Certain roads stated as not worth crack sealing were 501<sup>st</sup>, 496<sup>th</sup> & 520<sup>th</sup> Lane. Motion by Ron Smith, seconded by Ron Flatten, to approve and accept the crack sealing quote by Bargaen Inc. to crack seal the roads as listed above for the total amount of \$55,770.00; motion passed unanimously.

Bargaen, Inc. also presented the board with a quote for “RePlay Procedure” a clear seal coat for 188<sup>th</sup> Ave, for the amount of \$58,079.00. The quote stated that RePlay is designed to extend the life of new and existing asphalt surfaces. The board didn’t approve this procedure as the cost together with the seal coating is more than the board is able to justify at this time.

The board was provided with a quote from Fleet Air Repair, LLC for the replacement of the AC unit on the Grader in the amount of \$4,700.00. Motion made by Ron Flatten, seconded by Ron Smith, to approve and accept the quote for the replacement of the grader air conditioning unit for the amount of \$4,700; motion passed unanimously.

The board was presented with a petition form Gregg Perri for the partial vacation of Gull Lane Road. To the best of the clerk knowledge the petition accurate and complete. The clerk stated that the next step is to provide the information to the township attorney for him to draft the resolution issuing an order providing a hearing date. Upon discussion by the board and Mr. Perri, the hearing date will be set for August 10<sup>th</sup> at 5:00 pm. It was explained that the hearing will start at the location of road to be vacated and then reconvene at the town hall for further discussion and conclusion. The clerk will obtain the resolution for the board’s approval by the July meeting.

Trader’s Post Culvert – no new information

It was mentioned that people that live on a few roads that branch off of Bridge Road are asking for their roads to be paved as well since we are doing the repaving of Bridge Road. The board stated that they will need to petition the board using the same process as Mr. Meyer has used.

Shamrock Recreation Area Project – The clerk stated that she has talked to Troy Gilchrist, town attorney, regarding an advertising contract for the ball field fence. She has not received a draft copy at this point. Troy did want the supervisors to be aware that once the township opens itself up to advertisement, it has little control over who can advertise.

The board was provided with a quote from Ernie Darlow to repair the drainage issue with the drainage tile for the courts.

People's Security has informed the township that the installation of the security cameras should be a 2-day project set to begin on June 26<sup>th</sup>.

The township received a quote from Romtec for parts for automatic locking bathrooms doors. We are still waiting for a labor quote from TNT Construction.

Bell Horn Bay School Monument – monument will not be installed for park grand opening celebration event

VETs Memorial – should be delivered and install approximately June 24<sup>th</sup>.

The clerk informed the board of that the cost of heavy-duty aluminum picnic tables, stating that they should have 2 under the pavilion – one regular and one ADA compliant. She also stated that she has checked out the costs of garbage cans for the bathrooms for the pavilion and picnic areas. The board provided permission for the purchase of these items.

Landscaping – Northern Ridge landscaping -Joe Koerber is providing a quote for the landscaping of the veteran's memorial area.

Dedication Event - The planning committee has secured music – Danial Nathan – solo acoustic, and food Truck – Legion, for the dedication. The Veterans' memorial dedication ceremony is set for 11:00 am. The committee also was asking if the board wanted to give out memorabilia items such as Can Koozies, Key Chains, Fridge Magnets, etc. The board will discuss it further at the July meeting. Planning Committee consists of Amber Lehman, Sarah Wencil, Lynette Maas and the township clerk.

There was a question regarding installing a fence for the small ballfield.

It was also stated that there was a suggestion to have a beverage machine under the pavilion. The board stated it could be something they may investigate this option for next year.

The board reviewed the Townline Agreements. There are some questions about the maintenance of a couple of the roads as agreed to in the documents. Ron Flatted will connect with workman township regarding the roads in question. Subject then tabled until July Meeting.

Urban Town - The board was provided with the new population census and letter from Troy regarding the interpretation of the statute. The board discussed the information. They also discussed possible ways to find out the number of residents that lived on platted portions within the township. Town board has spoken with the County Auditor's office and thought that the

County Assessor's office may be able to provide some information in this area. Subject tabled until July meeting.

The Leaf/Compost Sites were discussed, reiterating that the main trouble with the sites are the contractors dumping in the sites. These sites were originally opened for the benefit of the residents only. A suggestion to control the contractors dumping is to lock the sites during regular business hours and open the gate for residents in the evening and weekend. We will then observe to see if this helps the problem of excessive dumping. Ron Flatten will contact Glen's Dezign Sign to order a sign giving the hours.

### **NEW BUSINESS**

Ron Flatten presented the board with a Social Media Policy example for the purpose of the township to open and operate a social media account such as FaceBook. Ron Flatten stated that the purpose of the having a township social media account is for information only, it would not be used as a public forum. The clerk will forward the policy to the township attorney for his review.

There was a recommendation for the township to research road treatment options to replace the use of calcium chloride for purpose of dust control and road stabilization on the roads to be more environmentally friendly.

Shamrock Township has been asked to become a business member of the Big Sandy Lake Association. Ron Smith stated that he has always felt the township should remain separate from the local lake associations. The clerk will check with the town attorney.

Motion made by Ron Smith, seconded by Ron Flatten, to approve and signed Resolution No. 2023-09 Resolution Approving State Of Minnesota Joint Powers Agreements With The Township Of Shamrock On Behalf Of Its Prosecuting Attorney and the Minnesota Joint Powers Agreement; motion passed unanimously.

Motion made by Ron Smith, seconded by Ron Flatten, to approve And Court Data Services Subscriber Amendment To CJDN Subscriber Agreement: motion passed unanimously.

Meeting adjourned at 3:34 p.m.

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Candace Kral  
Clerk

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Allen Eld  
Board Chairman

**MINUTES WERE APPROVED AT THE JULY 13, 2023, REGULAR BOARD MEETING**