

**SHAMROCK TOWNSHIP
REGULAR BOARD MEETING
Thursday July 13, 2023**

Board Chairman Allen Eld called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance. Present were: Ron Flatten; Treasurer Jack Brula; Clerk Candace Kral; maintenance Tim Turner; Paul Sandy, WSB engineer, via Zoom; 17 property owners in person and one property owners on Zoom. Ron Smith was not in attendance.

Motion made by Ron Flatten, seconded by Allen Eld, to approve June 8 Regular Board Meeting minutes; motion passed; absent – Ron Smith.

The treasurer reported the following fund balances for the period ending, June, 2023: General Revenue Fund, \$15,443.84 Road & Bridge Fund \$130,431.63; Sewer Fund \$18,289.62; Road Repair (blacktop) Fund, \$192,807.42; Fire Fund, \$16,454.86; Building Repair Fund, \$479,525.19; Parks & Rec Fund, -\$92,543.43; Escrow/Road Vacation \$3,202.30; and the Lease/purchase \$165,510.56; Salt Shed loan -\$72,251.12 – a total in the checking accounts of \$929,121.99. The Blacktop Repair CD' total \$161,149.00; Equipment CD's total 51,076.82 and the Sewer Fund CDs' total \$118,86.34. Money market interest received in June 2023 was \$166.99. Receipts for the month were \$663,816.71. June disbursements were \$193,696.77. Motion by Ron Flatten, seconded by Allen Eld, to approve the treasurer's report; motion passed; absent – Ron Smith.

Motion made by Allen Eld, seconded by Ron Flatten, to approve the July 2023 claims and payroll totaling \$140,978.25; motion passed; absent – Ron Smith. Claims list attached.

The clerk introduced her new deputy clerk, Lisa Palmer, to the board

Correspondence: Thank You letter from Support within Reach for the recent donation; Lake Country Power June 2023 Newslines; Minnesota LTAP Technology Exchange June 2023 issue; Enbridge Pipeline Safety and Emergency Information; Talon update email; MN Depart of health well Report of Analytical Results for maintenance building

Concerns from residents not on the agenda

Residents from 184th Place were present to find a solution to their expense of maintenance and snowplowing their road. This is an unmaintained township road. They are aware of the township's policy for the township to assume maintenance of a currently unmaintained road and it is beyond their financial means, stating that the remainder of the property owners are absent owners, never using their property. They stated that they feel the township should be responsible for the maintenance and plowing of the road.

Nancey Karjalahti informed the board that 4-wheelers have been tearing up the road and her driveway and ignoring her "no trespassing" signs, she asked the township what it can do regarding this issue. She believes the township should pass or change an ordinance or policy regarding certain road issues.

OLD BUSINESS:

John Brula explained the process of having automatic payroll deposit for employees and board members who would like that option, also provided forms. Motion made by Ron Flatten, seconded by Allen Eld to approve the township's use of automatic payroll deposit; motion passed; absent – Ron Smith.

Road Report – Tim Turner reported that they have been blading, graveling & patching where possible; Calcium Chloride has been applied, conditions are dry which is effecting the performance of the product; they have been mowing road shoulders; working on landscaping of park areas, seeding and backfilling where possible; Tim mentioned that something should be done with about 600' of blacktop on Bridge Road prior to winter due to the fact that the trucks are rolling up pieces of blacktop when plowing. One option would be to put a couple inches of blacktop on top of what is there at a cost of approx. \$32,000 which covers about 4 different patches. Cost for crushing is approx. \$4.50/ yard. The township will need gravel. The gates are up for the leaf sites, we are just waiting on the signs informing people that the sites are open for evening and weekends only. Have been working on shaping and cleaning the recreational area. The bathrooms are working. We have been having them locked every night. Tim Turner will be meeting with a representatives from Aitkin County Soil & Water and Environmental Services on Monday July 17th about cleaning out on 188th ditch that was discussed at the last meeting and an area on Duck Pass to see what can be done.

Bridge Road Project – the board was informed that Paul Sandy was unable to attend due to travel plans. He did however, provide the board with reports and an email conveying a brief description of what the reports are and their purpose.

The township received a letter from Turner Township inquiring of the possibility of Turner Township renting Shamrock Township's Road Reclaimer either with or without one of Shamrock Township's employee as an operator. The board stated that they would be willing to rent out the equipment, however, the operator would not be an option. Turner Township would need to provide their own operator. It was also stated that they would need a tractor to attach the reclaimer unit to. The township needs to check on comparable rental costs.

The board was provided with information for beet juice road application as an alternative to application of calcium chloride to the town roads for road stabilization and dust control. The board will obtain more information.

Tom Meyer presented a petition signed by adjacent property owner requesting the paving of 498th Lane, 210th Place, 211th Place and 212th Place. It was noted that of the 4 roads only 1 road, 211th Place signatures are below 50%. The town board of supervisors accepted the petition also reminding those in attendance that the township is in the process of a large road project and will not be able to start another project at this time.

The board was provided with a resolution drafted by Troy Gilchrist, town attorney, to set the hearing date for the road vacation of Gull Lane as petitioned by Gregg Perri. Motion made by Ron Flatten, seconded by Allen Eld, to approve Resolution No, 2023-10 Resolution Issuing an Order Providing a Hearing Date Regarding the Vacation of a Portion of Gull Lane setting the hearing date for August 10, 2023, at 5:00 p.m.; Motion passed, absent – Ron Smith.

Shamrock Recreation Area Project

The board agreed the recreational area's official name will be Shamrock Park.

Bell Horn Bay School Monument – no new information

VETs Memorial – The board was provided with the quote obtained by Northern Ridge Landscaping to install boarder and rocks along sidewalk and around memorial and some shrubbery for the total cost of \$7,930. The clerk informed the board that after talking with the deputy clerk regarding this project, she offered her assistance, with the help of the maintenance department, to do the landscaping at a fraction of the cost to the township. The board stated their approval with the plan, allowing the clerk, deputy clerk and maintenance to move forward with the task.

Pavilion/Bathrooms – The township received two quotes for the installation of automatic door locks for the bathroom. Quotes received: 1. Romtec (parts) and TNT (labor) totaled at \$3,409.23; 2. People Security Company (parts & labor) totaled at \$6,987.81. The board discussed the quotes provided and decided to continue looking for a more economical solution. Currently someone is coming to the park each night and on weekend mornings to lock and unlock the doors.

The township received a quote for the lighting of the flags at the memorial from Pokegama Electric, Inc. in the amount of \$5,165.00 for their review. The board stated the desire to continue researching for different options

The board agreed to allow for the purchase of two or three memorial items for gift bags to be given out at the park's grand opening/dedication event.

Motion made by Ron Flatten, seconded by Allen Eld, to approve and sign the Townline Road Maintenance Agreement between Shamrock Township and Workman Township for the maintenance of 482nd Lane located in Workman Township Section 24 SE starting from 480th Street (Highway 232) 1000 feet (2/10 mile) east; Motion passed; absent – Ron Smith.

Motion made by Ron Flatten, seconded by Allen Eld, to approve and sign the Townline Road Maintenance Agreement between Shamrock Township and Workman Township for the maintenance of Long Point Place located in Workman Township Section 12 SE corner, approximately 1000 feet from Highway 65; Motion passed; absent – Ron Smith.

Motion made by Ron Flatten, seconded by Allen Eld, to approve and sign the Townline Road Maintenance Agreement between Shamrock Township and Workman Township for the maintenance of 512th Lane, located in Shamrock Township SW Section 6 going SE approximately ½ mile or 2,640 feet.; Motion passed; absent – Ron Smith.

Motion made by Ron Flatten, seconded by Allen Eld, to approve and sign the Townline Road Maintenance Agreement between Shamrock Township and Workman Township for the maintenance of 220th Avenue located in Workman Township Section 36 starting from Highway 65, Shamrock Township Section 31 W, 7/10 mile north; Motion passed; absent – Ron Smith.

Urban Town – The board reviewed information provided by Aitkin County Assessor's office giving the number of homesteaded properties located in platted portions. Ron Flatten has reached out to state legislators regarding clarification of a "platted subdivision" in relation to the State Statute 368.01 subdivision 1 and is awaiting their response.

Social Media Policy – tabled

The board was provided with a reply by the town's attorney for their review regarding the town joining local groups or organizations that require the paying of dues He stated that he strongly recommends against becoming members of such organizations stating that there is no statute that provides towns the authority to pay such association dues.

Advertising Contract – the board received a draft contract from the town attorney for review. Subject tabled

NEW BUSINESS

Employee Contracts – tabled

Fall Clean-up Day has been set for September 16, 2023, 9:00 am – 2:00 pm at the Shamrock Town Hall.

The board reviewed the request for an ordinary high water variance submitted to Aitkin County by Michael Hiltner. The Township Board has no objections to this variance request and recommends the county rules and regulations be followed.

The town board reviewed the requested Interim use permit submitted to Aitkin County by Derrick Sedin to operate a vacation home rental. Shamrock Town Board has no objections or concerns to the requested permit and recommends that the county rules and regulations be followed

The board discussed the requested for the 205th Place Town Road Acceptance for Purpose of Road Maintenance. Subject tabled

The clerk provided a brief summary of the Town Law Review training she attended in June.

Meeting adjourned at 7:39 p.m.

Candace Kral
Clerk

Allen Eld
Board Chairman

MINUTES WERE APPROVED AT THE AUGUST 10, 2023, REGULAR BOARD MEETING