

**SHAMROCK TOWNSHIP
REGULAR BOARD MEETING MINUTES
Thursday March 7, 2024, 6:00 p.m.**

Board Chairman Allen Eld called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance. Present were: Ron Flatten; Brian Napstad; Treasurer Jack Brula; Clerk Candace Krall; maintenance Tim Turner; Chad Demenge from WSB; John Welle, Aitkin County Engineer; and 10 property owners in person and one on Zoom.

Motion made by Brian Napstad, seconded by Ron Flatten, to approve February 8, 2024 Board of Audit and Budget Meeting minutes; motion passed

Motion made by Brian Napstad, seconded by Ron Flatten, to approve February 8, 2024 Regular Board Meeting Minutes; motion passed

Motion made by Brian Napstad to approve February 22, 2024 Special Meeting Minutes. Motion was withdrawn due to a request by Ron Flatten to add to the minutes regarding the efforts that will be made by the town to enhance accessibility by utilizing available resources; the residents on other roads branching off from Bridge Road have the opportunity to petition for asphalt paving to be done with compatible timing to the Bridge Road project. February 22, 2024 Special Meeting Minutes will be revised and submitted at March 14 meeting for approval.

Correspondence: Minnesota Association of Townships February 2024 Newsletter; Minnesota Credit Union; Lake Country; Ziegler

Concerns from residents not on the agenda: Resident discussed campaigning at the polling place of the Presidential Nominee Primary Election.

OLD BUSINESS:

Road Report- Tim Turner reported they have been cutting brush, trimming trees, took blade off and have been grading the roads; locking gates on leaf sites due to contractor use; bringing bail buster to blow hay and seed over the dirt by courts; will put in order for salt; maintenance on the sweeper; coordinating with the county on drainage projects by surveying the road right of way to develop a plan to submit to soil and water; even though the courts are being used, it is too early to open the bathrooms as the weather is forecasted for freezing temperatures.

The board was informed that there is a need to obtain a gravel crush permit. We can request for the permit to be effective for five years which would cover two gravel crushes. When the board is ready, the permit can be completed in the fall for submission.

The board discussed with Chad Demenge and John Welle how to proceed with the Bridge Road project. Brian Napstad presented information on flood elevations, frequency of flooding, duration and guidelines for amount of water on the road which will allow for residence to travel. The Board requested the estimates to set a minimum elevation, look at conditions that support the project and take into consideration the permits needed. Tree removal was discussed. The Board would like to have a goal of bids to be let and opened in December or January. Tim Turner suggested having an apron on each intersection of gravel road for safety of grater

operators and keeping gravel off the blacktop. WSB will bring cost estimates for the scenarios to the April Board Meeting.

The Board deliberated on the Town Hall Rental, expressing concerns regarding insurance and access to office space. It was decided to postpone a decision on the Town Hall Rental for future consideration.

The Board discussed AED Units and the donation policy. It was agreed that the township can receive donations. Tom Meyer will suggest to the Big Sandy Lake Association the possibility of funding an AED Unit. The clerk will provide Tom Meyer with cost information regarding the AED. The Board resolved to initiate the acquisition of one AED Unit for the Townhall.

After reviewing the previous Clean-up day proceedings, the Board emphasized the necessity of proof of property ownership during sign-in. Additionally, it decided to include a column for Township addresses on the sign-in sheet. Adjustments to the fees were also addressed, with a unanimous decision to raise them by \$5.00. These modifications will be implemented alongside public advertisements for the upcoming Clean-up Day.

NEW BUSINESS

The board together with John Welle discussed the alternatives to Calcium Chloride, which are expensive and the effectiveness is not fully known. Motion made by Ron Flatten, seconded by Brian Napstad, 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.

Motion made by Ron Flatten, seconded by Brian Napstad, to sign and approved the fence advertising applications presented to the board received from Riverwood Health Care and Realty Group-Greener Home Team; motion passed.

The Board deliberated on the taxation of VRBO rentals and strategies for effective tax collection. Currently, there are 17 rental properties within the Township, with tax collection managed by the Township, and forwarded to the McGregor Area Chamber of Commerce as directed by state statutes. A proposal was raised suggesting that the Chamber handle the correspondence for tax collection.

The Board examined an Interim Use Permit application submitted by Gabby Connolly for a vacation home rental operation. It was noted that the Shamrock Town Board expresses no objections or reservations regarding the permit request, emphasizing adherence to both county and township rules, regulations and guidelines.

The Board discussed the MAT Spring Short Course dates and locations.

The Annual Meeting Agenda was reviewed by the Board.

The Board discussed the Special Election dates and timeline for the process.

Motion by Ron Flatten, seconded by Brian Napstad, to adjourn the meeting; Motion passed unanimously.

Meeting adjourned at 8:30

Candace Kral
Clerk

Allen Eld
Board Chairman

**MINUTES WERE APPROVED AT THE MARCH 28, 2024, REGULAR BOARD
MEETING**