

**SHAMROCK TOWNSHIP
REGULAR BOARD MEETING
Thursday April 11, 2024**

Board Chairman Ron Flatten called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance. Present were: Ernie Darlow; Tom Meyer; Treasurer Jack Brula; Clerk Candace Kral; maintenance Tim Turner; Paul Sandy from WSB; John Welle, Aitkin County Engineer and 13 residents and two on zoom.

Motion made by Tom Meyer, seconded by Ernie Darlow, to approve March 28, 2024 Re-Organizational/Regular Board Meeting minutes; motion passed unanimously.

The treasurer reported the following fund balances for the period ending, March 31, 2024: General Revenue Fund, -\$37,836.99; Road & Bridge Fund -\$42,905.78; Sewer Fund \$20,514.92; Road Repair (blacktop) Fund, \$166,439.70; Fire Fund, \$60,181.31; Building Repair Fund, \$502,226.76; Parks & Rec Fund, -\$306,684.07; Escrow/Road Vacation \$1,979.10; and the Lease/purchase \$166,161.32 Salt Shed loan -\$55,085.05 – a total in the checking accounts of \$530,076.27. The Blacktop Repair CD' total \$166,031.97; Equipment CD's total \$52,624.50 and the Sewer Fund CDs' total \$120,622.21. Money market interest received in March 2024 was \$174.22. Receipts for the month were \$55,810.20. March disbursements were \$65,890.97.

Motion by Tom Meyer, seconded by Ernie Darlow, to approve the treasurer's report; motion passed unanimously.

Motion made by Tom Meyer, seconded by Ernie Darlow, to approve the April 2024 claims and payroll totaling \$39,893.24; motion passed unanimously. Claims list attached.

Correspondence: Seven County Senior Federation Echoes January February Edition 2024; Lake Country Power March 2024 Newsline and Annual Meeting Notice for Thursday April 25th; Minnesota LTAP Exchange March 2024 Issue with upcoming training; Friends of Riverwood Newsletter Spring 2024

Concerns from residents not on the agenda: Residents discussed rental properties and voiced concerns about having a rental property in their neighborhood. The Board recommend they follow up with Brett Sample and the County, who has the decision on issuing rental property permits.

OLD BUSINESS:

Road Report – Tim Turner reported they have been snow plowing, performing equipment maintenance, grading the roads, brush cutting, steaming frozen culverts, sweeping blacktops, had the access off of 498th surveyed, the maintenance crew will be working on boat landings and will be in need of crushed gravel; information was shared about the grader that the Board requested Tim test drive for a possible purchasing opportunity; the Board discussed a variety of aspects of the grader and the decision was made to not move forward with the purchase of the grader at this time.

The board discussed the purchase of crushed gravel from Ernie Darlow and the process of continuing to purchase from him now that he is on the Board. The Clerk will contact the attorney to attain the correct procedures and follow policies.

Bridge Road Project – Paul Sandy from WSB gave the Board an update and probable cost on the Reclamation Project that would leave a passable amount of water (Min. Elevation 1222.72) on the road at times of future floods. The Board discussed the options and a motion was made by Ernie Darlow, seconded by Tom Meyer, to go with the proposal from WSB and to continue moving forward; motion passed unanimously.

The board discussed the Kenneth Ave. Access Survey (off of 498th Lane). The survey is complete and waiting for the survey drawing.

Kurt Mears addressed the Board and gave information regarding the Variance Request. The Board stated they have all individually viewed the location. The board discussed the unusual circumstances of the property, stating that this is a recent plat on an existing, township-maintained road. At the time of this plat was recorded, the county forced the road to be platted as a 66-foot road rather than the current 33-foot road. The board stated they can see no need to widen or move the road in the future and if the road had not been widened there would be no need for Mr. Mears to obtain a variance request. Motion made by Tom Meyer, seconded by Ernie Darlow, to approve the requested variance due to the special circumstances; motion passed unanimously

Annual Road View- Tom will connect with Tim to schedule a road view.

The Board discussed the items that would be accepted on Clean Up Day and the guidelines to refer residents to the website for the details which are listed.

The Board discussed with Kari Horbacz from the Chamber of Commerce the options for the Chamber to be involved with the collection of Lodging Tax. It was suggested to send letters out to the rental owners stating “We are conducting the Annual Audit of 2023” and include a copy of the ordinance. The Chamber will follow up with the Clerk after the letter is written. Letters will be sent out to the owners of rental property within the township seeking the past due taxes from rental properties.

AED Unit – information about the cost and ease of use of the AED unit was placed on the website. A letter was written that highlighted the AED units and how the public would benefit from the units being placed at the Shamrock Park. Tom will bring the letter and information to the Big Sandy Lake association seeking donations.

Donation Requests- Tabled for next month

NEW BUSINESS

The Board will be attending the ACAT meeting April 18.

A resident approached the board and requested a speed limit sign for 25MPH be placed on the Lodge Road. Tim will post a digital sign and then change to a permanent sign. The Clerk will contact the attorney on the process for setting speed limits for an Urban Township.

The Board requested a sign be placed on the courts with rules and regulations to be followed while using the courts. They also suggested a sign stating there are surveillance cameras in use. These will be ordered and placed on the entrance gates to the courts along with the signs for no pets on the courts.

The Board requested the ability of archiving the meeting minutes for public use. The Clerk will contact the attorney for the policy of public viewing of recorded meetings. Currently the policy states that the recordings are for the use of meeting minutes.

During the meeting, the Board proposed the notion of renovating the building to expand meeting areas and enhance public accessibility, particularly for voting purposes. There are possible grants available for Townships to build townhalls. Ron Flatten will look into the grant process to see if it is an option. A contractor was out and looked at the building to give a rough guestimate to give the township an idea. Suggestion was made to have a local architect look at the building.

Motion to adjourn by Ernie Darlow, seconded by Tom Meyer; motion passed unanimously.

Meeting adjourned 8:13 p.m.

Candace Kral
Clerk

Ron Flatten
Board Chairman

MINUTES WERE APPROVED AT THE MAY 9, 2024, REGULAR BOARD MEETING