

**SHAMROCK TOWNSHIP
REGULAR BOARD MEETING
Thursday June 13, 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; Deputy Clerk Lisa Palmer; maintenance Tim Turner; County Engineer John Welle; and six property owners in person; WSB Project Manager Paul Sandy; two property owners and Clerk Candace Kral, on Zoom.

Motion made by Tom Meyer, seconded by Ernie Darlow, to approve May 9, 2024 Regular Board Meeting minutes; motion passed unanimously.

The treasurer reported the following fund balances for the period ending, May 31, 2024: General Revenue Fund, -\$66,502.53; Road & Bridge Fund -\$92,565.52; Sewer Fund \$20,522.31; Road Repair (blacktop) Fund, \$164,820.90; Fire Fund, \$60,006.97; Building Repair Fund, \$502,407.65; Parks & Rec Fund, -\$308,421.25; Escrow/Road Vacation \$1,979.10; and the Lease/purchase \$166,221.17 Salt Shed loan -\$51,235.46 – a total in the checking accounts of \$449,468.80. The Blacktop Repair CD' total \$167,692.29; Equipment CD's total \$53,150.75 and the Sewer Fund CDs' total \$121,233.56. Money market interest received in May 2024 was \$154.68. Receipts for the month were \$3,813.93. May disbursements were \$45,393.75.

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 June 2024 claims and payroll totaling \$45,457.63; motion passed unanimously. Claims list attached.

Correspondence: Email from TrueView Background Screening Solution Via MN Group Purchasing Contract information; Lake Country Power Newsline May 2024 Issue; Minnesota LTAP Exchange June 2024 Issue; Voice of the ANGELS flyer; Riverwood Foundation 2024 Golf Charity Event for July 12 Registration Form; Email, Carol Wimmer, Rual Development regarding section 504 Home Loan – for their home repair loan program

OLD BUSINESS:

Road Report – Tim Turner reported they have been grading and hauling gravel now that the calcium chloride is finished, mowing shoulders and gravel where there is no calcium chloride, culverts are going to need to be replaced/reset and may need an excavator hired out due to size of culvert, cleaning culverts, install speed limit signs, electronic sign repaired. Tim gave the Board information on a grader on MN Bid.

The Clerk presented to the Board a letter stating permission for Installation of Waterway for Drainage Purposes that will be signed by Bradley Olson.

John Welle, County Engineer addressed the Board and reviewed the agreement between Aitkin County Highway Department and the Township on the 2025 bituminous paving contract for the Bridge Road Project (Long Point Place). The Board discussed financing and the bonding process for the project. A motion made by Tom Meyer, seconded by Ernie Darlow, to approve the agreement for Long Point Place; motion passed unanimously. Agreement was signed by the Board and John Welle, County Engineer.

Paul Sandy, WSB Project Manager addressed with the Board and presented the proposal to provide professional services for the final design and bidding of Long Point Place from Trunk Highway 65 to 209th Place. Paul provided information on special assessments and the process of special assessment proceedings. The Board discussed the pros and cons of special assessment proceedings including appraisal and attorney fees. A motion made by Tom Meyer, seconded by Ernie Darlow, to approve the WSB Proposal for Professional Services of the Final Design and Bidding Support Services for Long Point Place; motion passed unanimously.

Sue Westberg (19543 484th Street) expressed her concern regarding the flow of the water through the ditch which is causing water to flood the lawn and sub pump to run continuously. The ditch was cleaned out of leaves and bricks after the approval of Aitkin County Soil and Water and Aitkin County Wetlands. It was stated the culvert was not moved or replaced and it is the responsibility of the Township to maintain the road culverts. Discussion followed including the amount of rain this year and the ground being saturated. The Supervisors and Tim have been out to the property. It was stated that after a rain the vegetation in the culvert was not matted down from water drainage. Possible solutions were discussed including a restrictor on the culvert which was suggested by Henry from Wet Lands or the placement of a pipe. Jack informed the Board that the previous owners together with the Township and an engineer designed plans to alter the natural drainage flow of the property. This design was a cost share with Soil and Water. The previous owner did not move forward with plans. Sue requested a copy of the plans. The Clerk will research to locate the plans from previous land owner.

Ron Flatten informed the Board that he spoke with Andrew from the DNR about Public Access Survey (off of 498th Lane). The state will need to put together a proposition and there may be funds available to expand the access and put in parking. The township has completed their part by doing the survey so the next steps will be to move forward and contact the family, which will be done by the DNR.

Tom presented the board with a cost list of maintaining the township roads. These costs need to be factored in when deciding to take over the maintenance of a road. Future discussion will take place as to any changes to Resolution No. 2008-8: Resolution Establishing Requirements and Specifications that must be met before the town will assume the maintenance of a road.

Ron Flatten and Tim viewed Al's road. There have been improvements made to the road to meet requirements. Ernie has also viewed the road. Tom will view the road and discuss at future meeting along with changes to be made to Resolution No 2008-8.

. A motion made by Ron Flatten, seconded by Tom Meyer, to approve the Resolution 2024-12 – Authorizing Contract with interested officer – Ernie Darlow Affidavit; motion passed unanimously. Tom Meyer -Yes, Ron Flatten – Yes, Ernie Darlow abstained.

Sale of Playground Equipment is complete and has been picked up by new owners, with the equipment being sold to the highest bidder: Swing \$257, Monkey Bars \$156, Slide \$26, Jungle Gym \$26

Bell Horn Bay School Monument was completed and is installed by the original Bell Horn Bay School flag. Tim and maintenance team installed the cement base for the monument.

The Clerk informed the Board that there were donations given for Shamrock Park and the Veterans Memorial. The board approved the purchase of Recognition plaques to acknowledge.

AED Unit – it was suggested to request his presence for a booth at the Shindig

Donation Requests-Tabled for next month

The Clerk updated the Board on the Special Election on August 13.

Fishing Pier – Big Sandy Lake – Tom Meyer stated concern for the manner in which the management of the CYC camp on Big Sandy is preventing people from using public property that is in and around the camp. It was suggested to connect with them to work out a solution. Tom will work on contacting the camp officials.

The board was informed that the December meeting date is the same as the Minnesota Association of Townships Annual Conference. Due to some of the board members intention on attending the conference the board agreed to reschedule the meeting from Thursday, December 12th to Tuesday, December 10th.

Lisa Palmer informed the board that the new playground signs have been ordered.

The board reviewed a letter from Dave Utoft with requests of court accessories that he states are needed to complete the courts. Discussion tabled to next meeting.

NEW BUSINESS

The board reiterated that they have already reviewed the variance request OHW setback by Susan Ward in a previous meeting and has no objections to the requested variance and recommends that all county rules and regulations be followed

It was also stated that they have previously discussed the variance request road ROW setback by Kurt Mears in a previous meeting, provided a letter to their approval and recommends that all county rules and regulations be followed

The board reviewed the after the fact variance request OHW setback by Stefanie Bolks.

The board also reviewed the variance request road ROW setback by William & June Pence. The clerk informed them that she did not put a hold on this hearing date due to the road right of way issues is a pre-existing condition from when the cabin was built prior to the 30' road right of way setback requirement. It was also stated that the addition the Pences are planning does not encroach on the road or change the setback from the road.

Lisa provided an update on the planning of the Shamrock Shindig festival.

It was stated that Troy Gilchrist will be leaving Kennedy & Graven Law Offices to open a new law firm together with Jason Hill - Town Law Center. The town board agreed to stay with Troy Gilchrist.

Ron Flatten stated that he had followed up on an email received that stated a concern about her neighbor having unlicensed vehicles and other eye sores in their yard.

ACAT Meeting is at the Aitkin County Courthouse on July 18 – 7:00 pm ACAT

Meeting adjourned 8:28 p.m.

Candace Kral
Clerk

Ron Flatten
Board Chairman

MINUTES WERE APPROVED AT THE JULY 11, 2024, REGULAR BOARD MEETING