

**SHAMROCK TOWNSHIP
REGULAR BOARD MEETING
Thursday October 10, 2024**

Board Chairman Ron Flatten called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance. Present were: Supervisor Ernie Darlow; Supervisor Tom Meyer; Supervisor Brock Hayes; Supervisor Bruce Johnson; Treasurer Jack Brula; Clerk Candace Kral; maintenance Tim Turner; 4 property owners in person and 2 on Zoom.

Motion made by Ernie Darlow, seconded by Brock Hayes, to approve September 12, 2024 Regular Board Meeting minutes; motion passed unanimously.

The treasurer reported the following fund balances for the period ending, September 30, 2024: General Revenue Fund, -\$42,421.25; Road & Bridge Fund \$-65,606.14; Sewer Fund \$23,343.18; Road Repair (blacktop) Fund, \$185,147.32; Fire Fund, \$16,888.41; Building Repair Fund, \$531,161.97; Parks & Rec Fund, -\$260,347.21; Escrow/Road Vacation \$1,979.10; and the Lease/purchase \$166,360.84 Salt Shed loan -\$43,502.80 – a total in the checking accounts of \$556,506.22. The Blacktop Repair CD' total \$185,147.32; Equipment CD's total \$53,682.26 and the Sewer Fund CDs' total \$121,856.87. Money market interest received in September 2024 was \$198.59. Receipts for the month were \$1,899.98. September disbursements were \$71,328.30.

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

Motion made by Ernie Darlow, seconded by Brock Hayes, to approve the October 2024 claims and payroll totaling \$60,815.56; motion passed unanimously. Claims list attached.

Correspondence: Lake Country Power Newslines September 2024; Aitkin County Land Department notice of Public Meeting – Classification of Tax-Forfeited Lands; MAT Clerk and Treasurer training on year -end and the process needed to be completed.

OLD BUSINESS:

Paul Sandy, Project Manager and Engineer for WSB gave a recap on the planning process for the work to be completed on Bridge Road. The planning process began in December of 2022 when WSB was hired to construct a design by doing a topographical survey of the road, collect historical data, laid out existing right of ways and performed a geotechnical investigation to prepare a full reconstruction design to the board. The original cost was 3.6 million dollars, so the board began to look at alternatives to the project which would include more of a rehabilitation project that included a full depth reclamation. Speed slopes near bridge, washout concerns and paving township roads back 30 feet onto side roads were also incorporated into the design. Final plans finished by end of 2024 to allow time for coordination with Aitkin County's resurfacing projects. Paul will come back to board with a final cost estimate once bids have been secured. The board asked about adding a turnaround for the grader at the intersection by HWY 65 and clarification on driveway slopes. There will be a minimum 6 inches of base with 3.5 inches on top which equates to a 7-ton road design. Discussion followed about the class 5 gravel that will be used for the project. The gravel is tested at both the pit and in the field. There may be cost

savings by the township using their own gravel. Final decision on the source of the gravel will be made at a future meeting.

Road Report – Tim Turner reported they have cut back on grading due to the lack of moisture; have been graveling; cleaning out ditches, pipes and culvers; cutting trees, stump grinding and brushing; performing equipment maintenance; there is a recall on the truck and Mack does not know when the part will be available; winter salt is in the shed and will be mixed with sand; ordered 7-tons of cold mix to arrive Nov. 1st; waiting to hear from the DNR hydrologist about needing permit on 209th place to repair the rip rap; repaired the paint surface on the tennis courts.

The board discussed the final sale of the Grader and Trailer. The grader was sold for \$39,300 and the trailer was sold for \$10,000. The funds will go into the Road and Bridge account.

The board discussed the information on purchasing a 2023 Ford Super Duty F-350 truck through North Country Ford in Hibbing. They are a state approved dealer for purchasing a truck for municipal use. Discussion followed about the pros and cons of a dual rear wheel with a steel box and a single rear wheel with an aluminum box; purchasing a used truck with plow or a new truck; steel or aluminum box; Boss or Western plow and availability of parts. It was stated that due to the township's current truck's age and mileage over 200 thousand, there is a need for a new truck and plow. The board will do more research on trucks available, quality of truck boxes and cost comparisons. The agreed to continue to Tuesday, October 22nd 6:00 pm to discuss the possible purchasing of a new truck and its accessories.

The board discussed the 218th Ditch and culvert design. The design includes pipes, a basin and rip rap which the township will be able to perform the work. Tim will contact John Welle to get a cost estimate so he can see if there are any funds available from Sam at Soil and Water.

The board was informed by the Clerk that the insurance coverage will not cover the cost to fix the speed sign because there is not damage to it. The board discussed and made the decision to have the speed sign fixed by Elan City as it will cost less than to replace the sign.

The board discussed the Subordinate Service District Agreement which is the policy that assess property owners for road improvements. The township attorney advised on the process informing the board that the town board decides the method for dividing the costs of the service among the properties. In most cases the board chooses to divide the costs equally among the properties, not by front footage. Also, the resolution can state the township performs the regular maintenance, however any re-asphalting will be assessed to the property owners adjacent to the road to help cover some of the costs. The SSD will need to be in place for the property owners to be assessed. Motion made by Ernie Darlow, seconded by Brock Hayes, to approve and sign Resolution No, 2024-13; Resolution Regarding the Administration and Processing of Subordinate Service District Petitions; motion passed unanimously.

The board discussed the CYC (Catholic Youth Camp) property and email response from Patricia McKee. Tom Meyer and Patricia have had a previous phone conversation regarding the public land that is within the CYC's property. The CYC's letter expressed safety concerns with a potential land swap. They did have a survey done in 2016 but their board are not willing to share the survey with the township. Tom found a survey from 1922 and the CYC camp began in 1945. Brock Hayes and Tom Meyer viewed the public property along with an adjacent land owner, Jim Over. The board feels the public has a right to all 5 parcels of public property and is looking to make use of some of the public properties for a possible public fishing pier. Obtaining a survey of

the area before moving forward was discussed. Motion made by Ernie Darlow, seconded by Tom Meyer, to have a survey completed of the public properties amongst the CYC property; motion passed unanimously. Tom Meyer will call the survey company.

NEW BUSINESS

Motion made by Brock Hayes; Seconded by Bruce Johnson to approve and sign Resolution No. 2024-14; Issuance of Liquor License to Hillcrest Resort McGregor, LLC; Motion passed unanimously.

Motion made by Bruce Johnson; Seconded by Brock Hayes to approve and sign Resolution No. 2024-15; Issuance of Liquor License to Red Rock Bar & Grill, LLC; Motion passed unanimously.

Motion made by Bruce Johnson; Seconded by Brock Hayes to approve and sign Resolution No. 2024-16; Issuance of 3.2 Percent Malt Liquor License to LuRae L Melaas DBA 202 Tavern; Motion passed unanimously.

The Board discussed the Joint Powers Agreement between the County of Aitkin and Shamrock Township for the Enforcement and Regulation of Cannabis. The ACAT meeting on October 17, 2024 at the Government Center in Aitkin will have a speaker on the Cannabis Resolution. Board members and Clerk plan to attend to receive additional information.

The Board reviewed the variance request by Aaron Kuhlmeier for the property located at 496th Street. The clerk sent a letter on September 23, 2024 stating the concerns that changes to the drainage could negatively affect the road's condition. The Board recommends that any alterations to the drainage system be reviewed and approved by Aitkin County Soil and Water to ensure proper management and oversight and to prevent any adverse impact on the township road.

The Board discussed the MAT Conference dates and times along with which Board members are planning to attend. The registrations will need to be sent in

Motion made by Bruce Johnson; seconded by Brock Hayes, to continue meeting to October 22, 2024; motion passed unanimously.

Candace Kral
Clerk

Tom Meyer
Board Vice-Chairman

MINUTES WERE APPROVED AT THE NOVEMBER 14, 2024, REGULAR BOARD MEETING