

**SHAMROCK TOWNSHIP
REGULAR BOARD MEETING
Thursday, May 8, 2025**

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; Chad Demenge, WSB Engineer, and 5 property owners in person.

Motion made by Bruce Johnson, seconded by Tom Meyer, to approve April 10, 2025 Regular Board Meeting Minutes; motion passed unanimously.

Motion made by Bruce Johnson, seconded by Ernie Darlow, to approve April 28, 2025 Board of Appeal and Equalization Meeting Minutes; motion passed unanimously.

The treasurer reported the following fund balances for the period ending, April 30, 2025: General Revenue Fund, -\$94,273.41; Road & Bridge Fund -\$22,683.82; Sewer Fund \$25,558.50; Road Repair (blacktop) Fund, \$191,497.92; Fire Fund, -\$45,928.65; Building Repair Fund, \$553,977.73; Parks & Rec Fund, -\$217,973.74; Escrow/Road Vacation \$1,979.10; and the Lease/purchase \$166,736.06 Salt Shed loan -\$29,831.78 – a total in the checking accounts of \$558,889.69. The Blacktop Repair CD' total \$172,773.53; Equipment CD's total \$54,761.27 and the Sewer Fund CDs' total \$123,115.28. Money market interest received in April 2025 was \$196.04. Receipts for the month were \$3,259.78. April disbursements were \$152,567.77.

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

Motion made by Tom Meyer, seconded by Ernie Darlow, to approve the April 2025 claims and payroll totaling \$152,550.27; motion passed unanimously. Board is withholding check # 17794 in the amount of \$108,362.18 to City of McGregor for 2024 Fire Protection until first tax payment comes to the township. Claims list attached.

Correspondence: Lake Country Power April 2025 Newsliner, Voice of the Angels Newsletter, Lakes and Pines Newsletter

OLD BUSINESS:

Bond – The Clerk informed the Board that the Treasurer received documents to be completed to initiate the bond process for the Bridge Road project. The Clerk will complete and submit the documents next week.

The board was presented by a quote from Ekelund Excavating for the replacement of culverts on Bridge Road prior to the project. Motion by Brock Hayes, seconded by Bruce Johnson, to accept the quote as presented; motion passed unanimously.

Bridge Road Project – The Board met with Chad DeMenge to discuss the Bridge Road project. Chad requested input regarding pavement striping, and the Board agreed that double yellow centerline striping would be the most appropriate choice. During the discussion, some confusion was addressed concerning elements of the project that the Board believed were included based on previous conversations with the former WSB engineer. A specific point of concern involved the replacement of certain culverts. Chad noted that, to his knowledge, the project is a surface rehabilitation project, which typically does not include culvert replacement unless specifically outlined in the project scope. The Board expressed that they had understood culvert replacement to be part of the chosen option, based on earlier discussions. Chad clarified that the current project documents do not include culvert replacement. The Board expressed frustration, stating they had relied on the prior engineer's guidance and were under the impression that certain elements, like culvert replacement, were included, especially since they are not engineers and do not fully interpret the technical documents without assistance. The Board also discussed the replacement of driveway culverts along Bridge Road, noting that these are not included in the project costs and will need to be replaced prior to construction. The discussion then shifted to the extent of the paving. The Board revisited the original design, which included paving the road to the nearest intersection. Some initial hesitation was expressed about extending the asphalt that far, due to concerns that it might appear the township was providing additional paving for the benefit of a specific property owner. However, it was clarified that the section in question lies entirely on state-owned land, with no private residences directly benefiting from the additional paving. Based on this, and considering the potential for improved road stability in that area, the Board reaffirmed the decision to proceed with paving to the intersection, as originally included in the project design and bid documents. There was also discussion of installing temporary speed bumps on Bridge Road after the road is resurfaced.

Road Report – Tim Turner reported that road restrictions have been pulled from the roads; recent work including grading and brush and limb cutting, started hauling gravel to get it down before the Calcium Chloride application is applied and cleanup and performed repairs at the public accesses. New bleachers, donated by Wayne Floe, have been installed; the old bleachers were pressure washed, with one relocated to the small ballfield. Windscreens have been installed on the courts with help of volunteers consisting of pickleball players. One-Call notifications were made for work on 202nd (Todd Nutting water issue) and bank shaping on 217th near the Tim Harris property. Culverts were replaced on Napstad and 207th by the lily pond; and a culvert order has been placed. Tim informed the Board that the township can rent Aitkin County's crack sealer and would only be responsible for the cost of materials used. Grader tire quotes were presented, and the Board authorized Tim to purchase the tires he felt were most suitable. Additionally, Redwood County notified the township that they have spare parts for the grader recently purchased from them, which they no longer need, and they have offered to sell those parts to the township. The board was also informed that the township will need to find another source to dispose of tires collected at cleanup day, Crow Wing can no longer accept the tires.

Road view was scheduled to take place at the intersection of 218th Place and 505th Lane on May 28th at 4:30 p.m. to discuss with Greg Sheldon the specifics of the drainage project. The clerk will post the required notice.

There was also discussion about using volunteers to assist with some of the township mowing, and additional individuals expressed interest in helping including one of the supervisors.

Clean up Day - There 211 sign-ins and \$2,102.00 was collected in fees. There were 46 mattresses and 23 TVs. Four dumpsters were ordered and an additional dumpster was needed. There was an abnormally high amount of living room furniture pieces. It was a gorgeous warm, sunny day in the mid 60's.

520th Lane Speed Concern – The Board reviewed an email expressing concern about high vehicle speeds on 520th Lane and pedestrian safety. Supervisors followed up with area residents and found that, aside from occasional instances, the concern was not widely shared. It was stated that the residents need to get vehicle information and contact the sheriff's department. The township has no enforcement authority.

Public Handicapped Fishing Pier – Ron Flatten reported that he received a call from Jim Levitt of DNR Fisheries in St. Paul, who expressed enthusiasm and support for the project. Mr. Levitt also provided the township with a draft joint agreement between the DNR and the township regarding the pier, for the township's review. The Clerk will forward the agreement to the township attorney. Ron also noted that he was informed the funding allocated for this project is scheduled for 2029.

Road Improvement Assessment Policy – The Clerk informed the Board that the Road Improvement Assessment Policy, approved at the April meeting, required some clarification. The Board confirmed that they did not intend to include a dollar limit in the policy and that the assessment percentages listed on pages 8 and 9 were acceptable. No changes to the policy were requested.

Tablets/Technology – no new information

Electric Vehicle Charging Station – Ron Flatten reported that, in order for an electric vehicle (EV) charging station to be practical and usable at the township park, it would need to be a high-capacity fast charging unit. Due to the nature of the location, where visitors typically do not remain for extended periods, a fast charging option is necessary to accommodate users within a short timeframe. However, such units are significantly more expensive. The Board discussed the possibility of seeking grant funding to help offset the cost, noting that a charging station could benefit both residents and visitors, including those staying at the nearby state park. It was also noted that, like other public charging locations, the township would charge users for access to the station. Ron Flatten will look into further details.

Vacation Home Rentals – Lodging Tax Notification – The Clerk informed the Board that the Aitkin County application for vacation home rentals does not notify applicants that Shamrock Township imposes a lodging tax on such rentals. To address this, the Clerk drafted a letter that could be included with all Conditional Use Permit (CUP) approvals for vacation home rentals. The intent is to ensure applicants are made aware of the tax obligation as part of the permitting process, preventing future claims of ignorance regarding the township's ordinance. The Board reviewed the draft letter and agreed it was well written and a good idea.

NEW Business:

The Board provided their approval for the purchase of flower and other plants for the township's curb appeal.

Town Law Review is scheduled on May 30th. The Clerk will be attending and offered to ride share if anyone else was interested in attending.

Variance Request – Minske – The Board reviewed a variance request from Mr. Minske seeking approval to add a second story to an existing structure that does not meet the required road right-of-way setback along Ravine Road, an unmaintained lake access road. The existing structure is currently set back only 10 feet, and the proposed remodel would not alter the existing footprint. The Board reviewed the submitted survey and discussed the proposal with Mr. Minske in detail. After thorough consideration, Brock Hayes made a motion, seconded by Ron Flatten, to approve

the variance request, allowing a 10-foot setback from Ravine Road for the second-story addition/remodel; motion passed unanimously.

CUP – Sandy Moose LLC Vacation Home Rental – The Board reviewed the Conditional Use Permit application submitted to the county by Sandy Moose LLC for a vacation home rental. The Board expressed concern about limited parking at the property, noting that the area has a history of complaints regarding vehicles parked along the road, which may impede access for emergency vehicles. The Clerk will include this concern in the lodging tax notification letter.

Jeanette & Stepha Board – Variance Request – It was noted that the Board had previously approved this variance request with the condition that the camper site be relocated onto the applicants' own property. The Clerk reported that Mrs. Board had contacted her and stated they have no issue with the condition and are willing to move the camper accordingly.

The Board was provided the variance requests submitted to the county by Jeanne Pignatello – ordinary high-water setback and Daniel & Molly – bluff setback for their review. The Town Board of Supervisors has no objections to the requested variance and recommends full compliance with all county rules and regulations.

The Board reviewed a donation request letter from the City of Tamarack for fireworks. The Board reaffirmed the position expressed by township residents at the 2025 Annual Meeting, which was not to provide donations this year.

Tom Meyer informed the Board that there is a donation offer to the township to build a basketball court. He will research basketball half courts further.

Meeting adjourned at 8:08 pm.

Candace Kral
Clerk

Ron Flatten
Board Chairman

MINUTES WERE APPROVED AT THE JUNE 12, 2025, REGULAR BOARD MEETING