

**SHAMROCK TOWNSHIP  
REGULAR BOARD MEETING  
Thursday, June 12, 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; one property owner via Zoon and 14 property owners in person.

Motion made by Bruce Johnson, seconded by Brock Hayes to approve May 8th, 2025 Regular Board Meeting Minutes; motion passed unanimously.

The treasurer reported the following fund balances for the period ending, May 31, 2025: General Revenue Fund, -\$114,243.95; Road & Bridge Fund -\$48,694.17; Sewer Fund \$25,563.16; Road Repair (blacktop) Fund, \$191,403.82; Fire Fund, -\$46,047.15; Building Repair Fund, \$554,078.71; Parks & Rec Fund, -\$219,865.24; Escrow/Road Vacation \$1,979.10; and the Lease/purchase \$166,766.45 Salt Shed loan -\$27,865.54 – a total in the checking accounts of \$510,940.73. The Blacktop Repair CD' total \$173,853.36; Equipment CD's total \$55,082.99 and the Sewer Fund CDs' total \$123,626.08. Money market interest received in May 2025 was \$170.93. Receipts for the month were \$771.48. May disbursements were \$48,891.37.

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 Brock Hayes, to approve the May 2025 claims and payroll totaling \$44,953.78; 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 May 2025 Newslite, Minnesota Local Technical Assistance Program June 2025 Exchange, Riverwood Foundation 2025 Golf Charity Event flyer, ACAT Annual Meeting Minutes January 2025 and Quarterly Meeting Notice July 17, 2025

**Concerns from residents not on the agenda:** Cindy Thompson from 210<sup>th</sup> Place brought to the Board's attention that a trench is being dug across the road. The board will speak to the property owner and schedule a Road View for June 19<sup>th</sup> at 4:00 pm.

Tom and Adrea Oden addressed the Board stating they would like to donate money from the "Sam Oden Memorial Foundation" to help fund a basketball court at Shamrock Township. The Odens and the Board discussed the cost of the basketball court, size and best location. The Sam Oden Corn Hole Tournament and Community Gathering will be held July 26<sup>th</sup> and donations will go towards the basketball court. The Board stated they do not have any objections to a basketball court and feel it would be a great addition to the Shamrock Park. The plans for a basketball 1/2 court were in the original design of the Shamrock Park Project but there is currently not funding available in the budget for the basketball court. They thanked the Odens for their generosity and look forward to working together to building a basketball court.

James Murphy expressed interest in constructing a garage on his property but is facing an issue due to the location of the public road, which ends in a cul-de-sac in front of his property. He inquired about the possibility of vacating a portion of the cul-de-sac to allow more space for his project. The Board informed him that a road view would be necessary to consider a variance. A road view was scheduled for June 19th at 4:00 p.m., and the Clerk was directed to complete the appropriate posting.

#### **OLD BUSINESS:**

Bridge Road Project - There is a Pre-construction meeting at the Aitkin Highway Department on Tuesday, June 17<sup>th</sup> at 9:00am. The meeting is posted being more than two supervisors may be attending. Both the Clerk and lead maintenance Tim Turner, will be present at the meeting. One of the topics that will be discussed is who is responsible for the utilities that go under the road and what the process is for marking them or replacement costs if needed.

Motion by Tom Meyer, seconded by Brock Hayes, to give Ron Flatten the authority to make minor, time-sensitive decisions on behalf of the Board, provided such decisions do not involve change orders, significant budgetary commitments, or major deviations from the project scope. Any decisions made shall be communicated to the board and recorded in the minutes of the next regular meeting; motion passed unanimously.

Motion by Bruce Johnson, seconded by Brock Hayes, to approve the Resolution Authorizing The Issuance, Sale and Delivery Of \$800,000 General Obligation Certificate of Indebtedness, Series 2025a; motion passed unanimously.

Motion by Tom Meyer, seconded by Brock Hayes, to approve the loan agreement; motion passed unanimously.

The Clerk read the Road Report prepared by Tim Turner: Grading and graveling the roads; changed culverts on Bridge Road; cleaning out ditches; met with Soil and Water regarding 218<sup>th</sup> place and discussed their findings; applied Calcium Chloride to roads; started mowing the shoulders of the roads; ordered grader cutting edge; CAT came to check on the road grader as there is a low transmission alarm going off.

218<sup>th</sup> Place- 505<sup>th</sup> Lane Drainage Project meeting with Soil and Water was rescheduled.

The township has made an application to the Aitkin County Planning Commission for a Rezone from Farm Residential to Commercial. The Public Hearing Date is June 16 at 4:00pm, located at the Aitkin County Government Center on the third floor.

The Gravel Crush Permit has been submitted by the Clerk.

The township received an email from the CYC Executive Director requesting an extension to the August 31, 2025 date to have the cabins moved off the township property. The Board agreed to stay with the August 31, 2025 deadline.

Public Handicapped Fishing Pier – No new information

The Clerk met with a representative from BLUUM Technology to discuss potential upgrades for the town hall. During the meeting, the Clerk confirmed the specific features the Board is seeking for the streaming system upgrade. The Clerk will obtain price quotes for both equipment and

installation for the Board's review. Items to be quoted include a second 55" display/TV, mounting hardware for the existing camera, new wireless microphones, and a second camera.

The Clerk obtained a list of active Vacation Rentals from the county and wrote 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 agreed to move forward with mailing the letters and the township pay the postage.

A Town Law Review update was presented by the Clerk. There were some updates including the Open Meeting Law being changed so the township will not have to post a supervisor's location in the event they are attending the board meeting virtually.

The board is looking into a Facebook page for the township which will be used for communication to the public. More details will be decided.

### **NEW BUSINESS**

The Board was informed that Bryan Nistler from Nistler Plumbing has submitted an application for ballfield advertisement. A draft of the sign was presented to the Board and will be put on the outside of the ballfield when complete.

Frontier is requesting permission to put in a line along the road. The Board approved the Service Drop boring permission request.

SCI Broadband (Savage Communications Inc.) has entered into a purchase agreement with Midcontinent Communications (Midcontinent) as of May 28<sup>th</sup>, 2025. A resolution to assign the franchise will be sent to the township's attorney.

The State Demographer sent annual population and household estimates for 2024. As of April 1, 2024 the population estimate is 1,316 and the household estimate is 655 for Shamrock Township.

Brad Busbey/Anderson Brothers Construction are requesting an Interim Use permit to operate an asphalt plant for a public works project.

Troy & Paula Minske – Variance Request - It was noted that the Board had previously approved this variance request.

Jeanine Pignatello – 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 Clerk shared an email from Mike Dangers, Aitkin County Assessor, which addressed questions raised during the Board of Appeal & Equalization regarding assessment charges to the township.

Emerald Ash Borer Report: An informational email from Jonathan Osthus of the Minnesota Department of Agriculture (MDA) was presented to the Board. It confirmed the presence of Emerald Ash Borer in Shamrock Township. Jonathan included helpful resources and offered to assist with guidance on appropriate next steps.

The Board was provided the Water Test Results from MDH for their review.

Craig Meske contacted two supervisors and lead maintenance Tim Turner, requesting to dump lakeshore debris from his shoreline into the township's yard waste site. He has hired a contractor and the township does not allow contractors to use the yard waste sites. The yard waste sites are intended for township residents and property owners only, not contractors due to the size of loads and larger quantities of debris. Craig was given the information and will investigate alternatives for disposing his lake shore debris.

Meeting adjourned at 7:25 pm.

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Candace Kral  
Clerk

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Ron Flatten  
Board Chairman

**MINUTES WERE APPROVED AT THE JULY 10, 2025, REGULAR BOARD MEETING**