

**SHAMROCK TOWNSHIP  
REGULAR BOARD MEETING  
Thursday, October 9, 2025**

Board Chairman Ron Flatten called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

Present were: Supervisor Tom Meyer; Supervisor Brock Hayes; Supervisor Bruce Johnson; Supervisor Ernie Darlow; Treasurer Jack Brula; Clerk Candace Kral; maintenance Tim Turner; 4 property owners via Zoom and 8 property owners in person.

Motion made by Tom Meyer, seconded by Bruce Johnson to approve September 11, 2025 Regular Board Meeting Minutes; motion passed unanimously.

Motion made by Brock Hayes, seconded by Tom Meyer to approve October 2, 2025 Special Board Meeting Minutes; motion passed unanimously.

The treasurer reported the following fund balances for the period ending, September 30th, 2025: General Revenue Fund, \$21,026.00; Road & Bridge Fund \$46,816.40; Sewer Fund \$28,518.16; Road Repair (blacktop) Fund, \$1,047,832.60; Fire Fund, \$19,696.66; Building Repair Fund, \$584,072.06; Parks & Rec Fund, -\$145,144.74; Escrow/Road Vacation \$1,979.10; and the Lease/purchase \$83,460.39 Salt Shed loan -\$19,972.38 – a total in the checking accounts of \$1,688,256.63. The Blacktop Repair CD' total \$174,939.94; Equipment CD's total \$55,406.60 and the Sewer Fund CDs' total \$124,151.21. Money market interest received in September 2025 was \$599.98. Receipts for the month were \$1,779.45. September disbursements were \$80,541.90.

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

Motion made by Ernie Darlow, seconded by Brock Hayes, to approve the October 2025 claims and payroll totaling \$44,671.88; motion made to approve claims, motion passed unanimously. Claims list attached.

**Correspondence:** Lake Country Power Newslines September 2025, Elan City Promotional Flyer, McGregor Roundabout Public Meeting Notice, Carr's Tree Service Flyer

**Concerns from residents not on the agenda:**

Residents from 481<sup>st</sup> Lane and 170<sup>th</sup> addressed the Board with a request to take over the maintenance of the road. The residents on 479<sup>th</sup> may want to be included also. The Board will perform a Road View on Wednesday, October 15<sup>th</sup> to determine if the request is possible and next steps that would need to be taken.

The Board presented Brent Hutchens with a letter from the Township's attorney addressing the concern on his Bridge Road Property. The original will be mailed directly from the attorney.

**OLD BUSINESS:**

Bridge Road Project is complete and Ron Flatten will contact WSB to remove the construction signage from the road. The Board held a Special Meeting on the final WSB Invoice from the Long Point Place (Bridge Road) Reconstruction Project. After discussion it was agreed to have Ron Flatten contact Monica Heil, WSB Senior Vice President regarding potential compensation for a portion of the reconstruction project. WSB revised the invoice to include a 10% reduction. Motion made by Bruce Johnson, seconded by Brock Hayes, to pay the revised WSB final invoice; motion passed unanimously.

Road Report - Tim Turner reported they will be putting in a culvert on Bridge Road to help with the water drainage; mowing, cleaning out culverts and ditches; grading and graveling, placed millings on hills, basketball court pad; regular equipment maintenance; ordering winter salt, ordered cutting edges and grader blades to have on hand with board approval; will order cold mix;

218<sup>th</sup> Place- 505<sup>th</sup> Lane Project costs have been calculated and submitted to Soil and Water for partial reimbursement.

Greg & Lori Stowe 20257 485<sup>th</sup> Street have concerns about the culvert that was installed on their property. The Board recommends contacting Aitkin County planning and zoning to apply for a variance along with contacting Aitkin County Soil and Water as to who is responsible for this type of a project being the culvert spans multiple properties and the water run-off goes into the lake.

218<sup>th</sup> Place and 482<sup>nd</sup> Lane Tim reported that, per his discussion with John Welle, projects must be engineered by the County in order to qualify for Soil and Water funding. The County will prepare a plan for the Township.

Dan & Candy Urch - 51291 190<sup>th</sup> Place culvert has been cleaned out with water pressure. The township will monitor water drainage with the culvert.

Dan Montague - 19914 472<sup>nd</sup> Street – The Board has already done a road view and referred the project to Aitkin County Soil and Water who will be doing a drainage ditch.

The Board conducted a road view on Kenozha Road (Allen Eld). Following discussion, the Board noted that the road has been brought up to Township Road specifications. The Board agreed to approve plowing and spring maintenance of the road, with the option to reconsider full road acceptance depending on the road's condition after spring. Motion made by Bruce Johnson, seconded by Brock Hayes, to accept the Road maintenance of Kenozha Road after June 1; motion passed on a vote as follows: Bruce Johnson - Yay; Brock Hayes – Yay; Ron Flatten – Yay; Tom Meyer – Yay; Ernie Darlow - Nay.

The Gravel Crush Ad is set to run for three weeks in the newspapers. After board discussion, the completion date for the gravel crush was moved from May 1<sup>st</sup> to June 30<sup>th</sup>

The Board discussed the current Culvert Policy. Motion made by Ernie Darlow, seconded by Brock Hayes, to amend the Driveway Entrance and Culvert Policy Road to include a 12 inch guideline on the culverts; motion passed unanimously.

The Board reviewed a quote from SmartStream Solutions for a technology upgrade in the town hall. A prior quote from Bluum Technology had been presented earlier. Ron will contact an additional company to obtain a third quote before the Board makes a decision regarding the technology upgrade.

The basketball court project is complete, with Oden Foundation. Paying the contractor directly. The Board discussed future projects and agreed to be more mindful about obtaining multiple quotes for upcoming work, whether funded by donations or township funds.

The Clean-up Day summary was discussed and the cost to the township. The board will increase the cost of TV's due to the high price of electronic disposal.

Erika, CYC representative, wrote a letter to the Board regarding the proposed land swap and fishing pier concerns. The Board discussed how to go about resolving the issues and Tom Meyer will draft a letter in response.

**NEW BUSINESS**

Motion made by Brock Hayes; Seconded by Bruce Johnson to approve and sign Resolution No. 2025-20; Issuance of Liquor License to Last Chance Pub “N” Grub; Motion passed unanimously.

The Board discussed updating the small ballfield infield to include Ag-line gravel. There will be future discussions.

The Board discussed drafting a Nuisance Ordinance. This would provide the township with leverage to be compensated for expenses occurred when enforcing the ordinance. Ron will look into the resources for specific language.

The Clerk informed the Board about an email response to Steven Norgren who inquired about developing a public road to provide access to his property. The platted road must be surveyed and all costs are the responsibility of the property owner.

The County Assessor brought to the Board’s attention there is an abandoned travel trailer in a public platted road in the Sheshebe area.

The MAT Conference will be held December 11-13 in St. Cloud. Members of the Board will be attending.

The Family Leave program will begin in January. The Board was given information on the new Family Leave Program and will pay 50% as the employer portion. The Board will also be included in the new program.

Ernie Darlow and Brian Roth drove 498th by Hillcrest which measured 2,271 feet and 20 feet wide. He gave a broad generalization of the work needed and construction cost to be approximately \$150,00. They looked at the Traders Post road to the “Y” which is 3,643 feet. Work would be a reclaim, grind and overlay for approximately \$260,000.

Meeting adjourned at 8:23 pm.

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Candace Kral  
Clerk

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Ron Flatten  
Board Chairman

**MINUTES WERE APPROVED AT THE NOVEMBER 13, 2025, REGULAR BOARD MEETING**