

**SHAMROCK TOWNSHIP
REGULAR BOARD MEETING
Thursday, November 13, 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 Ernie Darlow; Treasurer Jack Brula; Clerk Candace Kral; one people in person and Supervisor Bruce Johnson and Erika Haveman, CYC, via Zoom

Motion made by Tom Meyer, seconded by Brock Hayes, to approve October 9, 2025 Regular Board Meeting Minutes; motion passed unanimously.

Motion made by Brock Hayes, seconded by Ernie Darlow, to approve October 28, 2025 Public Hearing Minutes; motion passed unanimously.

The treasurer reported the following fund balances for the period ending, October 31, 2025: General Revenue Fund, \$2,437.17; Road & Bridge Fund \$23,024.03; Sewer Fund \$28,526.92; Road Repair (blacktop) Fund, \$1,048,154.34; Fire Fund, \$19,145.79; Building Repair Fund, \$584,251.40; Parks & Rec Fund, -\$141,363.33; Escrow/Road Vacation \$1,979.10; and the Lease/purchase \$83,486.02 Salt Shed loan -\$17,989.94 – a total in the checking accounts of \$1,649,641.35. 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 October 2025 was \$599.98. Receipts for the month were \$1,779.45. September disbursements were \$44,671.88.

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

Motion made by Tom Meyer, seconded by Brock Hayes, to approve the November 2025 claims and payroll totaling \$100,950.74; motion made to approve claims, motion passed unanimously. Claims list attached.

Correspondence: Notice of Public Hearing for Aitkin County Shoreland Management Ordinance; Email from MAT regarding Video and information ARDC letter for Aitkin County township representative nominations for Aitkin county ARDC board and commission position – nominations due by December 26th; Lake Country Power October 2025 Newsline; Lakes and Pince FYI Newsletter, 4th qtr. issue; Thank you card from the Same Oden Memorial Fund with Ace Hardware coupons; WSB Rate sheet for 2026; SCSF Echoes, Sept/Oct issue

OLD BUSINESS:

Road Report – The clerk read a report provide by Tim Turner. Maintenance has been grading and graveling; preformed equipment maintenance including replaced front pump drive on mower tractor; ditch cleaning and culvert maintenance; mixed winter sand/salt to preparing for winter weather; has been shoulder mowing; cold mix patching; has ordered cutting edges for snowplows and loader; worked on reclaiming right of ways on roads.

The board was provided with a summary of the road view/engineer consultation performed on 498th Lane 210th Place regarding the pending road improvement for their review. The Board discussed the condition and priority of the roads reviewed. It was noted that Tom Meyer has stated multiple times that 498th Lane is a “need,” while 210th Place is more of a “want.” Tom also informed the Board that during a training he and the clerk attended in September, a presentation indicated that roads with a traffic count

of 200–300 vehicles or more would be considered a “need” for blacktopping, while those with lower counts would fall into the “want” category. One supervisor stated that, while not opposed to upgrading the road, they believe the township has several higher-priority projects that have been neglected and should be addressed first. They also expressed concern that even if the project were assessed to benefiting homeowners, the township would still carry ongoing responsibilities. Overall, the supervisor was not in favor of taking on additional projects at this time and emphasized that there are roads in particular that are in greater need of repair such as Eagle’s Nest Townhomes road (496th Lane) and Traders Post road 520th Lane). Tom stated that in a training that himself and the clerk attended stated that a good rule of thumb is a road that see 200-300 cars a day, should be blacktopped. A question was raised regarding why residents who wish to have their road asphalted would be responsible for bringing the road up to current standards if the Township had already accepted it as a Township-maintained road years ago. It was clarified that although the road is a Township road, the proposed improvements—such as upgrading and paving—are being requested by the residents, not initiated by the Township. Because this is a resident-driven improvement project, the road must meet current specifications, and the costs associated with bringing it to those standards would be the responsibility of the benefiting property owners. If the project were initiated by the Township, the Township would assume the expenses required to complete the improvement. The supervisors also agreed that any non-maintained road petitioned for Township acceptance must meet the specifications outlined in the Township’s current policy. It was further noted that the Board will be reviewing the policy and its specifications to determine whether updates to meet current traffic standards are necessary.

The Board was presented with a letter that Tom Meyer sent to Erika Haveman, CYC. Erika, who attended via Zoom, stated that she has prepared a response letter for the Township and will send it after receiving approval from her Board at their meeting later that evening.

The board was provided with summaries of the road views performed on 479th Lane and 481st Lane Road for their review. It was stated that no further action is needed until the residents petition the town board for road acceptance.

The township received four sealed bids for the Gravel Crush. Gravel Crush sealed bids were opened by the clerk and read by the clerk then handed to the supervisors for their review. Bids for the crushing of 30,000 cubic yards (cy) were as follows: Central Specialties - \$5.60/cy – total \$168,000; Rocon Paving – \$4.85/cy – total \$145,500; WM. D. Scepaniak, Inc - \$6.37/cy – total \$191,000; Uland Brothers - \$6.78/cy – total \$203,400. Motion made by Brock Hayes, seconded by Bruce Johnson, to accept low bid by Rocon Paving in the amount of \$4.85/cy for a total \$145,500; motion passed unanimously

The Board received Brent Hutchins’ response to Town Attorney Troy Gilchrist, and the Clerk confirmed it had been forwarded upon receipt. Attorney Gilchrist advised that no further action is needed. In Troy’s email to the township, he explained that adding two inches of blacktop does not require the parking changes requested, as the Township’s right-of-way extends beyond the pavement and is unaffected by the widening. The right-of-way boundary remains unchanged unless expanded through long-term maintenance over at least six years.

Ron Flatten reported that he had contacted a company out of Grand Rapids for an additional quote on the technology upgrade but did not receive a response. It was noted that the Board had attempted to obtain multiple quotes, but the two quotes received were significantly different, and efforts to secure a comparable third quote were unsuccessful.

A motion was made by Tom Meyer, seconded by Brock Hayes, to approve and accept the quote from SmartStream Solutions (Casey Anderson) in the amount of \$6,500 as stated in the quoted dated October 8, 2025; motion passed unanimously. The Board directed the Clerk to schedule the installation

and to ask whether it could be completed before the upcoming public hearing, as the new larger display screen would be beneficial for the audience.

The Clerk informed the Board that the state is making changes to its reporting website, which may affect the reporting of Board hours and pay for the Family Paid Leave Program. She will update the Board if any additional action is required after the fourth-quarter reporting.

The Clerk informed the Board that she had located some basic information to assist in drafting a Nuisance Ordinance. She noted that while the documents provide an overview of what is involved, the Board would still need to work with the attorney. As the documents are several pages long, she offered to email them to the Supervisors.

NEW BUSINESS

Motion made by Tom Meyers; seconded by Brock Hayes, to approve and sign Resolution No. 2025-21; Issuance of Liquor License of Red Rock Bar and Grill, LLC; Motion passed unanimously.

Motion made by Ernie Darlow; seconded by Brock Hayes, to approve and sign Resolution No. 2025-22; Issuance of Liquor License to Eagle Point; Motion passed unanimously.

Motion made by Brock Hayes; seconded by Ernie Darlow, to approve and sign Resolution No. 2025-23; Issuance of 3.2 Percent Malt Liquor License to LuRae L Melaas dba 202 Tavern; Motion passed unanimously.

Motion made by Ernie Darlow; seconded by Brock Hayes, to approve and sign Resolution No. 2025-24; Issuance of Liquor License to Bann's Bar & Café, Inc; Motion passed unanimously.

Motion made by Ernie Darlow; seconded by Brock Hayes, to approve and sign Resolution No. 2025-25; Issuance of Liquor License to Hillcrest Resort McGregor, LLC; Motion passed unanimously.

Motion made by Ernie Darlow; seconded by Tom Meyer, to approve and sign Resolution No. 2025-26; Issuance of Liquor License to The Craft House; Cocktails Drafts & Eats, Inc; Motion passed unanimously.

Motion made by Ernie Darlow; seconded by Brock Hayes, to approve and sign Resolution No. 2025-27; Issuance of Liquor License to Round Lake Resort, LLC; Motion passed unanimously.

Motion made by Ernie Darlow; seconded by Brock Hayes, to approve and sign Resolution No. 2025-28; Issuance of Liquor License to Zorbaz on Big Sandy Lake, Inc; Motion passed unanimously.

Motion made by Ernie Darlow; seconded by Brock Hayes, to approve and sign Resolution No. 2025-29; Issuance of Liquor License to Gabeshiwigamig Niish, LLC dba Big Sandy Lodge and Resort; Motion passed unanimously.

Motion made by Ernie Darlow; seconded by Brock Hayes, to approve and sign Resolution No. 2025-30; Issuance of Liquor License to Lotus Business dba Willey's Sports Shop & Spirits; Motion passed unanimously.

It was noted that the Blue Moose had not yet provided the Township with its liquor license approval document. The clerk stated that she had emailed the owner at his known address. The Board discussed

that, if desired, they could approve the resolution in advance as a courtesy in case the owner was delayed in submitting his paperwork, since the documents must be forwarded to the County before the next meeting. Motion made by Brock Hayes; Seconded by Tom Meyer to approve and sign Resolution No. 2025-31; Issuance of Liquor License to The Blue Moose on the Lake; Motion passed unanimously.

Motion made by Brock Hayes, seconded by Tom Meyer, to approve Resolution 2025-32 Resolution for Paid Leave Premium Sharing to deduct 50% of the premium from the employees; Motion passed unanimously.

Motion by Brock Hayes, seconded Tom Meyer, to approve and sign the Minnewawa Estates Snowplow Agreement Addendum for the 2025-26 snow season; motion passed unanimously.

With the township's requirement to transition its email to a ".gov" domain, the Board agreed that it would be appropriate to update the township's email addresses accordingly. The Clerk informed the Board that the emails would still be managed through Gmail, using the government-approved ".gov" domain.

The Board shared their views on conducting a more in-depth review of the Township's 2011 engineer-developed road plan, with potential consideration for its expansion.

The Board was presented with an email from Patty Fisher requesting permission to install a "My Little Pantry" box as a memorial. Similar to the "My Little Library" boxes except this would contain nonperishable food items. While the Board agreed it is a commendable idea, they did not feel it would be appropriate to allow it on township property, noting that it could set a precedent for others to place items on township grounds. The Board suggested several alternative locations that Ms. Fisher could contact for placement of the pantry box. The clerk will relay the message to Patty Fisher.

Meeting adjourned at 7:33 pm.

Candace Kral
Clerk

Ron Flatten
Board Chairman

MINUTES WERE APPROVED AT THE DECEMBER 9, 2025, REGULAR BOARD MEETING