

**SHAMROCK TOWNSHIP  
REGULAR BOARD MEETING  
Thursday September 14, 2017**

Board Chairman Allen Eld called the meeting to order at 1:00 p.m. and led the Pledge of Allegiance. Present were Supervisors Ron Smith and Charles Quale; Treasurer John Brula; Clerk Candace Kral; maintenance Tim Turner,, and Bob Beaver, SEH.

Motion by Charles Quale, seconded by Ron Smith, to approve the September 14, 2017 agenda; motion carried.

Motion made by Charles Quale, seconded by Ron Smith, to approve the August 10, 2017 Regular Board Meeting Minutes; motion passed unanimously.

Motion made by Ron Smith, seconded by Charles Quale, to approve the August 10, 2017 Vorlicky Road Vacation Public Hearing Minutes; motion passed unanimously.

The treasurer reported the following fund balances for the period ending August 31, 2017: General Revenue Fund, \$173,003.00; Road & Bridge Fund \$298,067.01; Sewer Fund, 12,590.11; Road Repair (blacktop), \$209,462.55; Cartway/Road Vacation, 1,990.68 (Bartz & Vorlicky); Fire Fund, \$2,017.66; Building Repair Fund, \$189,655.19; Parks & Rec Fund, \$77,710.54; and the Lease/purchase \$32,801.90 for a total in the checking accounts of \$997,298.64 The Blacktop Repair CDs' total \$188,624.54; Building final payment CD, \$81,050.36; Sewer Fund CDs' \$90,878.92. Money market interest received in August 2017 was \$169.52. Receipts for the month were \$16,178.00. August disbursements were \$26,558.19. Motion by Ron Smith, seconded by Charles Quale, to approve the treasurer's report; motion passed unanimously.

Motion made by Charles Quale, seconded by Ron Smith, to approve the September 2017 claims and payroll totaling \$29,986.01; motion passed unanimously.

**Correspondence:** Hardrives, Inc. memo informing its customers that it will be closing their asphalt plant located in Isle; Kennecott Exploration Company update; Minnesota Fall Maintenance Expo info to be held Oct. 4-5 in St. Cloud; Lake Country Power August 2017 Newsline; Governing the States and Localities magazine September 2017 issue; Minnesota LTAP Technology Exchanges September 2017, Vol 25, No 3; City of Palisade broadband fund raiser; SCSF Echoes August/September 2017 issue; Minnesota Pollution Control Agency memo regarding notice of rulemaking regarding the sulfate standard to protect wild rice

**OLD BUSINESS:**

Tim Reported that they have hauled 750 yards gravel; used 1150 yards fill and replaced 2 culvert pipes (purchased from Dakota Supply) on 473<sup>rd</sup> Street (Dump Road); performed regular grading and mowing maintenance of the roads; picked up the culverts from Aitkin County.

Salt Shed – Maintenance has completed repairs making the shed is stable for another year, Bob Beaver will continue working on the plans for a new building

188<sup>th</sup> Avenue – Bob Beaver provided an updated preliminary cost estimate to include the end section of the reclaim and pave brings the estimate to approximately \$758,000. Bob will contact Brian Kujawa from Northland Securities for bonding information to be discussed at the next township regular board meeting. The board agreed to acquire a bond for half million of the project cost.

The township discussed paying off the current bond for the maintenance building by the end of 2017 or February of 2018 so that the township only holds one bond at a time.

208<sup>th</sup> Place - Vorlicky Road Vacation/Road Easement – Bob informed the township that over the past month he has been in contact with the DNR, Jose Sanchez. The DNR determined that the Forestry Division of the DNR manages the land that contains the roadway for the proposed easement and we will need to contact Brian Leitinger. The DNR is not interested in selling the land. The next step is to complete the easement application and submit with a check for \$2,000. Gary Vorlicky will need to supply the township with the funds. There was also discussion of the extent of total expenses that Gary would be responsible to pay. The DNR also indicated that there is a cost for the value of the permanent easement of the property. Bob will continue working on this in order to get it completed as soon as possible. The board also discussed the removing of trees to reshape the corner at the other end of 208<sup>th</sup> Place in order to remove that corner off of the DNR land.

Motion made by Charles Quale, seconded by Ron Smith, to reschedule the October 12 regular board meeting to October 5, 1:00 pm; motion passed unanimously. The clerk will post the date change.

Jeanette Board (Ordonez) Road Vacation – Kenneth Avenue – the board was provided with the information she emailed to the township. The clerk stated that she forwarded the email with the attachments to the board members and also invited her to a board meeting to discuss the issue with the board and to inform the board of any direction or action she would like from the board. The board discussed the road and Ron Smith's conversation with Ms. Board informing her that the township has drainage through said road and would be very unlikely to vacate it.

Website – the clerk met with Paul Gregorson regarding the new website. The hosting fee has been paid to BlueHost.com for the website. Paul will continue working on it and contact the clerk when he is ready for the next step. The township may need to upgrade their Adobe PDF program for ease of updating the new website.

It was stated that at the last clean-up day people offered donations for items that they wanted to take left by others or just appreciated that assistance provided. The board agreed they would put out a donation box for anyone who wishes to donate.

The board determined that the port-a-potty could be removed at the end of September.

## **NEW BUSINESS:**

The board acknowledged that there are real estate companies that are placing some “For Sale” signs too close to the traveled surface of the road. As a result vehicles are having to stop when encountering a vehicle in the opposite direction to refrain from hitting the signs. The signs have also given concern for limiting the driver’s view causing unsafe conditions for cars/trucks on the road. The board agreed that the clerk will create a letter requesting the signs to be set back from the traveled surface of the roads to provide safe driving conditions and that they will be reliable for the cost of any damage caused to vehicles as a result of the signs. It was also determined that if the problem continues, the township will remove said signs. The clerk will include for their reference the Shamrock Township Ordinance 2004-1 – Ordinance Regulating Town Road Right-of-Way. The ordinance gives the rules for signs in section 6b.

Workman Township Road Agreements – the board examined and discussed the four Workman Township Road Agreements. Motion made by Charles Quale, seconded by Ron Smith, to accept and sign the Workman Township Road Agreements for Long Point Place, 512<sup>th</sup> Lane, 482<sup>nd</sup> Lane and 220<sup>th</sup> Avenue; motion passed unanimously. The clerk will send the signed copies to Workman Township with a recommendation that they approve and sign them.

Tim and Marvin are still performing the work on 220<sup>th</sup> Avenue previously approved by both Shamrock and Workman townships, they will let the clerk know when the work is completed so that Workman Township can be invoiced.

Tim stated that he needs to make contact with the school bus garage to obtain this year’s bus routes.

David Jezierski variance request – ordinary high water level setback – the board reviewed the variance request

US Development & Leasing Corp/Ferrellgas – requesting a Condition Use Permit –the board reviewed the conditional use permit request

Jodi Stadden requesting an Interim Use Permit – the board reviewed the interim use permit to run a vacation rental – the board stated concern for the “quite time” starting at 11:00 pm. The board would like it to be 10:00 pm. The clerk will submit a letter to the planning commission board stating their preference.

Homeland Security and Emergency – FEMA – the clerk informed the board that the township received another \$1,774.76 from FEMA for the 2012 flooding damage.

The board discussed the early payment of the Building Bond the township currently carries on the construction of the maintenance building. It was cited that the township has the final bond payment in a CD that matures in February. The township has the funds to transfer money to pay the bond’s final payment prior to the maturity date. They do not want to have multiple bonds active at the same time. Jack Brula will contact the bank to obtain the payoff amounts for November, December and February, including amounts saved for each month. The board would like to have it paid off by the end of the year.

The clerk recounted to the board that at the Short Courses training the few the last few years, Minnesota Association of Township staff has been encouraging each township to create a “road records”. She has started to create one in both electronical and physical copies. She explained that the most current copy will be kept updated electronically and then printed once or twice a year to keep the physical copy (in a 3-ring binder) updated for easy access. The started 3-ring binder showing the format was presented for the board’s inspection.

Adjourn 2:53 p.m.

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Candace Kral  
Clerk

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Allen Eld  
Board Chairman

**MINUTES WERE APPROVED AT THE OCTOBER 5, 2017, REGULAR BOARD MEETING**