

**SHAMROCK TOWNSHIP  
REGULAR BOARD MEETING  
Thursday November 9, 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, Bob Beaver, SEH; Lisa Kruse, Community Education; Jeremy Paquette, contractor and three property owners.

Motion by Ron Smith, seconded by Charles Quale, to approve the November 9, 2017 agenda; motion carried.

Motion made by Ron Smith, seconded by Charles Quale, to approve the October 5, 2017 Regular Board Meeting Minutes; motion passed unanimously.

The treasurer reported the following fund balances for the period ending October 31, 2017: General Revenue Fund, \$164,944.94; Road & Bridge Fund \$121,280.24; Sewer Fund, 12,594.23; Road Repair (blacktop), \$209,531.96; Cartway/Road Vacation, -\$1,151.67 (Vorlicky); Fire Fund, \$1,610.14; Building Repair Fund, \$189,714.89; Parks & Rec Fund, \$73,709.20; and the Lease/purchase \$32,816.10 for a total in the checking accounts of \$805,590.03 The Blacktop Repair CDs' total \$188,929.88; Building final payment CD, \$81,050.36; Sewer Fund CDs' \$90,878.03. Money market interest received in October 2017 was \$145.67. Receipts for the month were \$10,164.45. October disbursements were \$175,103.13. Motion by Charles Quale, seconded by Ron Smith, to approve the treasurer's report; motion passed unanimously.

Motion made by Charles Quale, seconded by Ron Smith, to approve the November 2017 claims and payroll totaling \$31,876.33; motion passed unanimously.

**Correspondence:** Aitkin Area Chamber of Commerce what's happening upnorth email stating events for the upcoming month; Harrison Truck Centers letter informing us that they have been awarded the State of MN contract for Freightliner, Western Star and Autocar single and tandem axle cab and chassis allowing us to purchase equipment from them; Lakes & Pines FYI Board & Employee Newsletter, October 2017; Lake Country Power October 2017 Newsline; Tamarack Project Update email; Governing magazine November 2017; "Thank You" card from Seven County Senior Federation for the donation and Echoes newspaper; Star Tribune article and Facebook commentary titled Minnesota lake country cabin owners should a big share of property tax burden

**OLD BUSINESS:**

Lisa Kruse – McGregor Community Ed – pickle ball courts – informed the board that she is working to bring Pickle Ball to the community. Lisa viewed the abandoned tennis court with the Ambassador to the Pickle Ball Association to see the feasibility of repairing and converting the court. She is requesting assistance in turning the closed tennis court into 3 pickle ball courts. She is working on other funding assistance and researching repair and conversion costs. The board stated that they would be willing to convert the court depending

on the cost of the repairs to the court. Further research on the cost of repairing and resurfacing the courts will be needed.

Road Report: Tim Turner Reported that they started the month grading and graveling; picked up cold mix, filled the salt/sand shed; cleaned out trucks for the preparation of their sale on MinnBid; blacktop shouldering; maintenance of trucks for snow plowing; cutting of brush along 202<sup>nd</sup> Place; Red Oak trees have been dying and falling requiring cleanup; ended the month sanding, plowing and scraping of the roads.

New Truck – 2018 Mack – should be completed approximately the 14<sup>th</sup> of December.

Jim Berg, Workman Township, contacted Ron Smith stating concern of some trees on Wotring Road (townline road maintained by Workman Township as stated in a shared maintenance agreement) that they would like to remove for purposes of regular road maintenance. Ron Smith informed the board that he and Tim accompanied Jim Berg out to Wotring Road to view said trees. There are about 5 trees on three properties that they marked for removal. The clerk will send letters to the properties owners informing them of the current intentions for the marked trees.

Maintenance needs to replace the pole saw, they are having trouble keeping it running. The board approved the purchase of a new saw.

The township received an email from a resident including a picture stating concern regarding the recent snow plowing performed by her house. However the picture gave a good example of the issues racking or blowing leaves in the road causes

Workman Townline Roads – the board was informed that Ron Smith and Jim Berg, Workman Township Chairman met, on October 30, together with Candace Kral, Tim Turner and Mike Quale, Aitkin County, regarding the townline roads. The meeting was for clarification of the shared maintenance and the mileage that is recorded for the two townships for purpose of gas tax revenue. Meeting notes attached.

Big Sandy Lake Association requested information regarding maintenance plowing and residents raking leaves to be included in their newsletter and their website. The clerk prepared a paragraph for their use.

Snowplowing Article – the board was provided with an article that was found on line from a previous issue of the Bemidji Pioneer newspaper stating the laws and state statutes for individuals plowing snow. The article has also been placed on the township website and Big Sandy Lake Association's newsletter mentioned that individuals cannot plow into roads or across roads leaving a ridge.

The trucks have been sold. Sterling \$17,700.00: Kodiak \$7,525; Plow \$1,897.03

Bob Beaver – SEH

- 508<sup>th</sup> Lane – water drainage Dave Bremwell – Bob looked at the water drainage washout issues due to water being deterred across the road farther uphill than it previously did. Bob suggested that the township do some reshaping of the crown

and forming a little ditch ridge/valley swell on the side to keep the water from crossing the street so soon. The township could also use some bituminous, which is more stable than class 5, at the washout site to help prevent the area from washing away. The owner of the new house in the area is also installing a rain barrel to help to control the amount of water that is run off from his roof and divert it away from the road. Maintenance will work on this section of the road after winter.

- 208<sup>th</sup> Place – Vorlicky Road Vacation/DNR easement – application has been sent into the DNR; we received acknowledgement that it was received and they are starting to review it. More information was requested, SEH has provided the desired information
- 188<sup>th</sup> Avenue Project – SEH has started some preliminary designs keeping to the plans that were discussed at previous meetings

Road Bond/Financing – no new information was provided, Bob Beaver will contact Brian Kujawa, Northland Securities, as follow-up.

Charles Quale asked Jeremy Paquette, Aitkin County Planning Commission, regarding a conditional use permit for the next township gravel crush expected in approximately two years to make the process easier and less complicated concerning restrictions. Jeremy suggested keeping as close as possible to the conditions that the township was given the last time. The board would like to avoid issues that existed in obtaining the permit previously. Jeremy informed the board that the township can apply for the permit prior to hiring the contractor; the conditions are generally the same as the previous permit. He also stated that the board should be at the hearing to give reasons for any changes requested in the permit application and to address any concerns that may arise.

The building bond/loan payoff amount for the December claims will be \$147,703.96 principle and interest. The board will pay off the bond December 14 as stated in the motion at the November regular board meeting. Motion made by Ron Smith, seconded by Charles Quale, to cash in the Building Lease CD in February at the maturity date; motion passed unanimously. The township will carry a negative balance on the Building Lease Fund until February 19 when the CD reaches maturity and is cashed in to avoid the township having any penalties or losing any interest.

Website – is complete and fully functioning. The township's website address has not changed; townofshamrock.org. The clerk is responsible for updating the website.

### **NEW BUSINESS:**

186<sup>th</sup> Avenue Lake Access – Concern was stated regarding individuals using the lake access and leaving the vehicle parked on the ramp blocking anyone else that wishes to launch a boat. The board agreed to have a “No Parking” sign installed at the access

Craig and Dana Adelman – variance request – the board recounted that when the request was received, the clerk, at the chairman's request, sent a letter to the Aitkin County Planning and Zoning Board to postpone their decision for 30 days to allow the board to discuss the variance request at the November regular board meeting. The request consisted

of a 2.1 foot right-of-way variance due to the current location of the attached garage. Jeremy Paquette, the project contractor, was present on behalf of the property owners. He informed the board that he could reword the variance request to accommodate the Board's concern relating to the 2.1 foot road right-of-way. The Board approved the variance requested with the adjustment of the wording for the 2.1' road right of way. The Board also acknowledged that the footprint of the residence/cabin will not be changing. As part of the approval of variance request APP-2017-002597, the property owner is to be made aware that due to the closeness of the building to the road, the Township is not responsible for any damage to the building due to the regular use and maintenance of the township road. The Board also recommends that the county rules and regulations be followed. The clerk will provide the county with a letter stating their requirements, approval and recommendations.

The township was provided with resolution and agreements by the County Attorney's Office regarding the Fine Allocation. The board reviewed said documents and stated concerns. The clerk will contact the township attorney and provide the board with answers at the next board meeting.

The clerk reported that the Election Omnibus Bill, Chapter 92 amended Minnesota Statute 205B.16 this year. The law now requires townships to designate their polling place for each election by resolution or ordinance before December 31 each year. Due to this new requirement the board was provided with Resolution 2017-17 – Resolution Designating Annual Polling Place. Motion made by Charles Quale, seconded by Ron Smith, to approve Resolution 2017-17 – Resolution Designating Annual Polling Place; motion passed unanimously.

The clerk provided the board with BlueCross BlueShield and Delta Dental information indicating the new 2018 premium rates. BCBS will be increasing and Delta Dental will remain the same. The board is going to pay attention to what the state and federal governments do regarding insurance.

Adjourn 3:27 p.m.

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Candace Kral  
Clerk

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Allen Eld  
Board Chairman

**MINUTES WERE APPROVED AT THE DECEMBER 14, 2017, REGULAR BOARD MEETING**