

**SHAMROCK TOWNSHIP  
REGULAR BOARD MEETING  
Thursday May 10, 2018**

Board Chairman Ron Smith called the meeting to order at 1:00 p.m. and led the Pledge of Allegiance. Present were Supervisors Allen Eld and Charles Quale; Treasurer John Brula; Clerk Candace Kral; maintenance Tim Turner; Jason Newman, SEH; Lisa Kruse, Community Education; Brian Kujawa, Northland Securities; and Terry Hensel, Sandy Lake Little League.

Motion by Charles Quale, seconded by Allen Eld, to approve the May 10, 2018 meeting agenda with additions; motion carried.

Motion by Charles Quale, seconded by Allen Eld, to approve the April 12, 2018 Regular Board Minutes; motion passed unanimously.

Motion by Allen Eld, seconded by Charles Quale, to approve the April 23, 2018 Board of Appeal and Equalization Minutes; motion passed unanimously.

The treasurer reported the following fund balances for the period ending April 30, 2018: General Revenue Fund, \$151,719.21; Road & Bridge Fund \$83,974.37; Sewer Fund, 14,849.32; Road Repair (blacktop), \$254,904.80; Cartway/Road Vacation, \$0 (Vorlicky); Fire Fund, \$34,369.35; Building Repair Fund, \$203,458.68; Parks & Rec Fund, \$77,670.11; and the Lease/purchase \$2,700.69 for a total in the checking accounts of \$823,646.53. The Blacktop Repair CDs' total \$189,677.83 and the Sewer Fund CDs' total \$91,029.30. Money market interest received in April 2018 was \$142.97. Receipts for the month were \$7,640.83. April disbursements were \$56,683.63. Motion by Allen Eld, seconded by Charles Quale, to approve the treasurer's report; motion passed unanimously.

Motion made by Charles Quale, seconded by Allen Eld, to approve the May 2018 claims and payroll totaling \$23,911.49; motion passed unanimously.

**Correspondence:** : Lake and Pines Board and Employee Newsletter April 2018; USDA News Release; Lake Country Power April 2018 Newsline annual report and Strictly Business May 2018; Governing Magazine May 2018; SCSF ECHOES May 2018; SCSF donation thank you card

**OLD BUSINESS:**

Terry Hensel provided a schedule for the little league games and practices. He also presented receipts for payment form the Sandy Lake Little League checking account. The township will provide a couple garbage cans to be placed by the ball field as requested by Terry.

Road Report – Tim Turner reported that they have replaced the pick-up bed along with other repairs; pulled the plows and sanders off the trucks; they have gotten the sweeper ready, we will need new broom by next year; they have bladed the roads, all the main roads are looking fair; performed clean-up for Clean-up Day, all the metal and dumpsters have been picked up; they are going to start marking for calcium chloride; had Tom Besch start back up for the year for the lawn and ball field

maintenance work. Darrell Fredrickson provided dozer work behind the tennis courts for the baseball practice/peewee area and Marvin has used the reclaimer and the area is looking good.

Tim has talked with Jim Seiberlich who has given the township permission to work on the property to perform ditch work at 485<sup>th</sup> Street and 202<sup>nd</sup> Avenue and his property. The clerk will provide a temporary easement/agreement between Mr. Seiberlich and the township for the work to be done. Tim will request some quotes from local contractors for the ditch work to be completed. The township will have a contractor perform the ditch work and then the maintenance will do the finishing work with the reclaimer and seeding.

Mrs. Killian contacted Ron Smith, the Killians are located at the end of the Lodge road where the emergency vehicles traveled through in an emergency situation in March 2017 and tore up the road. She was inquiring when the township was going to repair the damage. Ron stated that it is a private road not a township maintained road and suggested she contact the Sherriff or fire department

Culvert order – the township received the order form from the county for culverts, Tim doesn't think that he needs to purchases any for this year

Annual Road View – on May 2 the board performed its annual road view – noted highlights of the road view are attached

Jayson Newman – SEH – 188th Avenue Project – stated that the county has changed their bid opening date and suggested that the township also change the bid opening date. The board will hold the Bid Opening Date Meeting on June 15, 9:00 am at the town hall. The residents are returning the temporary easements and need to be signed by a township board member. Motion made by Charles Quale, seconded by Allen Eld, to approved Candace Kral, clerk, as Shamrock Township representative signature on the Temporary Easements for 188<sup>th</sup> Avenue project; motion passed unanimously. Jayson provided the board with an updated cost estimate of \$696,000 for construction and with the contingencies, engineering and legal/misc. it is estimated to be a total of \$904,800. Brian Kujawa supplied the board with a tentative schedule for the bonding of the 188<sup>th</sup> Avenue road project. The board resolved to request a \$500,000 bond for eight years with the option of an early payoff after five years. Brian will complete a Preliminary Bank Term Sheet for the board's review as soon as possible. The bond counsel fees will be added to the bond. Jayson also informed the board that there are a couple of options that need to be decided: 1) what the board wanted to do with product removal from the project location. Some of the material will be clay and some sand. The board will have the materials taken to the township gravel pit: 2) the township needs to determine cost of class 5 for replacement in order to compare class 5 options to use the township's class 5 or have the contractor obtain it somewhere else when comparing the bids. A resident that we are requesting a temporary easement for ditching has requested an extended culvert placed along his property due to future construction. The board stated that they would not allow the extra long culvert for said resident. For the purpose of informing the residents of the road project, the options of either a town hall meeting for the residents or a letter were proposed. The board stated that because not all property owners are residents a letter would be a better way to inform all property owners of the pending project.

508th Lane – water drainage – they are still waiting for a rain event in order view and determine if the water drainage issue is resolved

Pickle Ball Courts – Lisa Kruse – the board had viewed the tennis courts after the snow had melted off so that they could see the extent of the cracks. It was determined that the township could repair the cracks (as a temporary repair) by performing a crack sealing process same as for roads. Lisa stated that according to the Pickle Ball Ambassador out of Aitkin this would be sufficient for the safe use of the courts for the conversion to two pickle ball courts on one half of the tennis courts. Tim will obtain quotes for the crack sealing and schedule for the repair. The board would like it to have the repairs and conversion completed as timely as possible. Lisa stated that we can obtain portable nets fairly inexpensively.

208th Place – Vorlicky Road Vacation/DNR easement – all information, vacation and easement has been taken to the county for recording

Clean-up Day – The town hall site had 192 sign-ins and \$902.00 was collected in fees and donations. Supervisors Charles Quale, Ron Smith and Allen Eld and road maintenance men Tim Turner and Tom Besch were assisted by Jack Johnson, Bruce Johnson, Dominic Mindrum, and Jeff Backowski. Five dumpsters were delivered.

There was discussion of the Large Equipment Sandboxes that have been on the news in the Minneapolis areas. A suggestion was made that a coordination of Aitkin County, schools, contractors and the township to provide an event of a Big Boy Sandbox for kids in this area. Not everyone attends college after high school and the contractor sand box gives kids a chance to experience large equipment hands on.

Motion made by Charles Quale, seconded by Allen Eld, to accept a \$1,000,000 personal injury, \$2,000,000 general aggregate limit insurance from Darrel Fredrickson; motion passed unanimously.

Leaf Site – Stump Pile Lease – the clerk has contacted the DNR regarding the boards desire to obtain a three year lease for \$50 per year. The information was passed onto the appropriate individual to put together the lease. The clerk will inform the board when we receive said lease. It was suggested that the township should look at moving the stump pile.

Recreation Leased Property – the clerk spoke with DNR and was informed that being it is a trust land; it would need to either be a public sale or a property exchange. He suggested the county make a trade and then they could sell it to us. I have sent Commissioner Bill Pratt an email regarding this and inviting him to a meeting. The board was provided with an email from Commissioner Pratt stating that he recently spoke to both Mark Jacobs, Aitkin county Land Commissioner, and Brian Leitinger, DNR Forestry Area Supervisor about this issue. Mark indicated that to prepare for any action that could result in a land swap between the county and the school trust, costs could range between \$15,000 \$30,000 plus the actual cost of the property, and even then it might not be approved. Brian indicated that your lease had just recently been renewed. He suggested that it might be possible to add acreage to the lease as well as extend the length of time the lease is in effect (possibly to 20 years) which might satisfy your needs to apply for grants to help with the expansion. The board has made no decisions.

Fire Department Meeting – the clerk spoke with Reno Wells, he stated that he has gone through this with his township and fire department and after a few years they are now a fire district – owned by the townships as a collective – he forwarded an email from Steve Fenske giving options for a solution stated that they will meet with the township upon request to discuss the current dilemma further. The clerk will contact Reno Wells to set the meeting.

Motion made by Allen Eld, seconded by Charles Quale, to approve and sign the 2018/2019 Fire Department Sub-Station Agreement; motion passed unanimously.

Calcium Chloride – the forms and payments are due to the clerk by today. Totals need to be reported to the county by May 22. The board will apply calcium chloride on the roads for road stability same as last year.

The board discussed the acquiring of clay for the purpose making of class 5 when a gravel crush is performed. The hill causing a blind spot for oncoming traffic on Floe Road (490<sup>th</sup> Road) could be trimmed down to make the area safer for traffic. The materials (clay) removed can be stored at the township gravel pit for use as binder for class 5 for the next gravel crush. The removal of materials and reconstruction of the road would be extensive enough that the project should be engineered. The board stated the desire to have this project completed by this fall. The ditches on Dump Road (473<sup>rd</sup> Street) also need to be cleaned and the materials (clay) can be saved for class 5. Tim will check with local contractors for quotes. The board would like to perform a crush of 30,000 yards next spring/summer. The township is tentatively planning to run the ad for the gravel crush this fall.

Gravel Pit Garage – it was suggested that the end be dug out and put in a slider door to allow for head room in the building.

Concern was stated regarding the parking along 188<sup>th</sup> Avenue on the road. The parking in the narrow roads is causing a safety hazard.

### **NEW BUSINESS**

Nance Eddie requested the use of the town hall, grounds and a bay of the maintenance building for a neighborhood picnic. The board stated that the grounds and town hall could be used; however they would not have access to any space or bays in the maintenance building.

Lake County Power Meeting requested to rent the town hall in the evening of July 2 for an informational meeting regarding some work that will be performed in the area. The board stated that they could use the town hall at no cost. The clerk will inform them of the board's decision.

The board reviewed a variance application by Tammie Spah requesting a variance from the required 75 foot ordinary high water level setback to 55 feet to construct a 1,804.5 square foot residents. The Township Board has no objections to the requested permit as presented to the board and recommends that the county rules and regulations be followed on the requests.

Email service – concern of the privacy in the terms of services for the township’s email were stated. Frontier will be using content from emails to provide advertising accordingly. It has been recommended by Minnesota Association of Townships that the board has business only email address for all board members rather than using their personal email address. The clerk will consider other email carriers for the township and work to set up said email for the town board.

The clerk received a request for a letter stating support for the ANGELS program to help obtain funding from Aitkin County. After confirming with the Town Chairman, a letter was generated and provided to ANGELS. Motion made by Charles Quale, seconded by Allen Eld, to approve the letter of support to the ANGELS; motion carried.

The board agreed to change the June 7<sup>th</sup> meeting from 1:00 p.m. to 9:30 a.m. The clerk will post the change accordingly.

Adjourn 3:25 p.m.

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Candace Kral  
Clerk

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Ron Smith  
Board Chairman

**MINUTES WERE APPROVED AT THE JUNE 7, 2018, REGULAR BOARD MEETING**