

**SHAMROCK TOWNSHIP  
REGULAR BOARD MEETING  
Thursday, March 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 Ernie Darlow; Supervisor Tom Meyer; Supervisor Brock Hayes; Supervisor Ernie Darlow (present via Zoom – location posted); Treasurer Jack Brula; Clerk Candace Kral; Troy Gilchrist, Town Law, Elizabeth Bergman and Lauren E. Volz, Baker Tilly Municipal Advisors, LLC, via Zoom and 3 residents in person.

Motion made by Tom Meyer, seconded by Brock Hayes, to approve the March 2025 claims and payroll totaling \$87,800.93; motion passed unanimously. Claims list attached.

**OLD BUSINESS:**

Ron Flatten stated that the township's policy is that the township does not initiate or pay for the initial paving of roads; all first-time paving is initiated and funded by the residents. While the policy also states that all paving should extend to the nearest intersection, he recommended that the township repave Bridge Road only up to the original asphalt limit rather than extending it to the nearest intersection (the "Y"), which is approximately 1/10 of a mile further. This adjustment could result in significant cost savings. After further discussion, the board agreed that this may be a viable option. He will discuss the proposed change with Paul Sandy.

Additionally, it was suggested that with the improved asphalt, the township should consider installing another speed sign to help control traffic, as smoother road conditions may lead to increased speeds.

The board previously received an email and a hard copy in their meeting packet containing a cover letter, a proposed scope of work, and an engagement letter from Baker Tilly Municipal Advisors, a bonding company, for review. During the meeting, Elizabeth Bergman and Lauren E. Volz from Baker Tilly provided a brief overview of their services related to bonds. They explained that they solicit bids from banks to secure the best interest rates and handle the necessary paperwork and documentation. They also informed the board that the cost of their services for the township's anticipated bond amount would be \$18,000. Following their presentation, they addressed questions from the board supervisors.

The board discussed the need for a Road Improvement Assessment Policy, noting that as more township roads are paved, the cost of re-asphalting should be partially shared by residents. To implement this, a formal policy must be established. Town attorney Troy Gilchrist was present to answer questions and provide guidance on the process, outlining the pros and cons and advising on the best course of action. A motion made by Brock Hayes, seconded by Tom Meyer, to direct Troy Gilchrist to draft a Road Improvement Assessment Policy for the board's review; the motion carried. The board also inquired about the possibility of applying this policy to properties affected by the

Bridge Road project, which has been bid out and awarded but has not yet begun construction. Troy will research whether it would be feasible to assess the affected residents for a portion of the costs.

The board reviewed a quote from Rasinski Total Door Service, LLC, for the repair of the motor on the automatic handicapped door. After examining the proposal and discussing the matter, the board agreed to proceed with the repair. The clerk will instruct maintenance to schedule the repairs.

**NEW BUSINESS:**

Motion by Brock Hayes, seconded by Tom Meyer, to approve a cost-sharing arrangement for Calcium Chloride treatment, in which residents on township-maintained roads who request the application will share the expense with the township; motion carried.

The board was provided with a memo from Andrew Carlstrom, Environmental Services Director – Planning & Zoning Administrator regarding the land use applications for properties in the Big Sandy Lake Watershed and the U.S. Army Corps of Engineers' surveying project.

Meeting adjourned 7:45 pm.

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Candace Kral  
Clerk

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Ron Flatten  
Board Chairman

**MINUTES WERE APPROVED AT THE MARCH 27, 2025, REGULAR BOARD MEETING**