

TOWN of MAY
WASHINGTON COUNTY, MINNESOTA
OFFICIAL TOWN BOARD MINUTES
January 4, 2018

The Board of Supervisors of the Town of May convened their regular monthly meeting on Thursday, January 4, 2018, at the May Town Hall. Those present included: Bill Voedisch, Board Chair; John Pazlar, Supervisor; John Adams, Supervisor; Katie Koscielak, Town Engineer; Linda Klein, Town Clerk; Cheryl Bennett, Town Treasurer; Dave Snyder, Town Attorney; Jack Kramer, Building Official, and residents of the Town of May. Voedisch called the meeting to order at 7:00 PM.

Minutes, Checks, Treasurer's Report

Voedisch moved, seconded by Adams, to approve the minutes of the December 7, 2017 regular board meeting. All approved.

Pazlar moved, seconded by Voedisch, to approve checks 19316 through 19930 for month of December. All approved. Voedisch moved, seconded by Pazlar, to approve checks for January numbered 19331 through 19354 as well as electronic funds transfers EFTS0118, EFTF0118 to the State and IRS respectively, as presented. All approved.

Voedisch moved, seconded by Pazlar, to approve the Treasurer's report as presented. All approved.

Voedisch moved, seconded by Pazlar, to cash a CD in the amount of \$112,734.83 plus interest and deposit it in the Capital Fund. All approved.

Voedisch moved, seconded by Pazlar to approve Security State Bank of Marine as the Town depository, and to add John Pazlar to the list of persons with keys to the safe deposit box. All approved.

The check register and treasurer's report are attached to these minutes and serve as the official record. Pazlar reviewed the outstanding bank statements.

Keller Cove Subdivision

Lot Line adjustment with Gonzales

As part of the Keller Cove Preliminary Plat, the alignment of the new road left a portion of the Gonzales east lot without public road access except for CR 15, which the County will not allow to be an access. A fragment of land owned by Keller and not part of any proposed lot could be combined with the Gonzales property to the north to provide it with the internal access it used to have from the shared driveway. This should be approved now and not make the remnant part of the final plat which would entail a double platting of sorts. Voedisch moved, seconded by Adams, to approve the lot line adjustment that provides continued internal road access for the Gonzales east lot next to the Keller Cove subdivision via Resolution 2018-02. On roll call vote: Adams, yes; Pazlar, yes; Voedisch, yes. Resolution approved.

Keller Cove Wetland Impact - Mitigation

Jay Riggs, District Manager of Washington Conservation District, addressed the issue of wetland impact mitigation for the proposed subdivision. The driveway across Lot 5 to the proposed building pad will add fill to a wetland, which needs to be mitigated. He stated that a “wetland replacement decision,” recommended by the Washing Conservation District on our behalf, must in the end be made by the Town Board. The State encourages purchasing banking credits for the best possible result as mitigating on site is often disruptive. All persons and agencies involved in the “decision” review expressed no concerns. Riggs suggested the Town may approve this mitigation plan via a Town Board motion. Adams moved, seconded by Voedisch, to approve and sign the “notice of decision” for the Keller Cove wetland replacement plan application. All approved.

Keller Cove - Request for Extension of Final Plat Submission

Snyder indicated that the Keller letter requesting an extension of time to file the Final Plat was in proper form. Adams moved, seconded by Pazlar, to approve the letter requesting an extension of the final plat deadline, noting that the letter contained a waiver of review of the statutory review deadline. All approved.

Planning Commission Appointments

Voedisch moved, seconded by Adams, to reappoint Steve Magner and Don Rolf for another 3-year term on the planning commission. All approved.

Engineering and Roads – No report

Violations

Panorama Violations Issues – Oswald/Shafer

Three residents on Panorama appeared again to ask for assistance in working with the Washington County Sheriff’s office on violations. In December, the Board proposed an off-line meeting among a board member, the attorney and the residents and the Board restated its support of this plan. Pazlar asked for a little more background on the sheriffs’ reticence to work on behalf of the township. Snyder will lead the effort by first contacting the sheriff’s office to establish a time for the meeting. A first meeting with the Sheriff might just be with the Town.

Collova – Creating and operating a duplex

Collova gave a tour of the structure to Jack Kramer and Bill Voedisch on December 19, 2017. It was obviously a duplex in violation of the Town Code and has been so for many years. In discussion with Voedisch after the inspection, Collova agreed to remedy the violation by turning the structure back into a single family residence at the Town’s directives, but that he needed to deal with renters as well as make the physical alterations and could he have until October 1, 2018 to get everything done. Voedisch agreed but said the full Town Board must also agree.

Voedisch moved, seconded by, to approve Resolution 2018-01 finding violations of the Town Code at 12555 Keller Avenue and ordering corrective action to bring the property into

compliance by September 30, 2018, with conditions as stated in the resolution. On a roll call vote: Adams, yes; Pazlar, yes; Voedisch, yes. Resolution approved.

Staples – Failure to Record a Subdivision

When Schwabe sought approval for a 10 acre lot split off his 21 acres, it was approved by the Town. The County however required it be platted and Schwabe refused. The lot was non-the-less sold to neighbor Bill Mann, we believe by Contract for Deed, who has been using it for horse pasture ever since. When Staples bought from Schwabe, he too did not create a plat of the minor subdivision. None of this would have mattered much until Mann came forward to record the deed, at which time the Town would not have approved the deed or its recording.

However in 2017 Staples erected a second building, increasing the total square footage of accessory buildings to over 3,700 sq feet, well over the 2,500 sq footage limit for an 11 acre lot. Staples has since notified Mr. Voedisch that, if the subdivide lot can't be recorded he will treat his land as 21 acres and keep the new building, for now. Snyder advised that the individuals should be notified of the violation in terms of size of building and the lack of follow through on the subdivision requirements, and offer an opportunity to be heard at a subsequent Town Board meeting. The subject at the Feb 1st Board meeting will be the Town's consideration of rescinding the original Schwabe subdivision. Voedisch moved, seconded by Adams, to ask Nate Sparks to send a letter to this effect to Staples and Mann. All approved.

Old Business

Fire Contracts – Scandia and Marine contracts are due for renewal this year. Voedisch attended a council workshop meeting in the Scandia the night before. Population, number of runs, and value of assessed property are the three criteria in the State formula which he proposed to Scandia that we use for the new contract. (Nate had been proposing this to Scandia staff without success.) Up to now Scandia has only used population, but they agreed to take the next step and compute a shares based on the state formula, but only if May does its own assessed value calculation. Voedisch agreed to this at the meeting and seeks Board approval to have Nate do this calculation. All agreed.

Personnel Policy – Based upon past decisions, the Board agreed to approve what appears to be final agreement policy for vacation, funeral leave, sick leave, and sick pay. Cheryl and Pazlar will do the final version and bring it to the February meeting.

New Business

Carnelian Creek Access from 155th Street Culvert

According to research done by watershed attorney, they recommend the Town pass an ordinance restricting access to certain waterways from public right of way. Snyder suggested having a public hearing regarding this restricted access decision. Notice in the newspaper of record is all that is required to establish a hearing. The Engineer was directed to inspect the site and report.

Continuation of the January 4, 2018 May Town Board Meeting, January 18, 2018 – 8:30 AM

Attending the continuation meeting: Bill Voedisch, John Adams, John Pazlar, Cheryl Bennett and Engineer Katie Koscielak. Chairman Voedisch called the meeting to order.

2019 Proposed Levy

The Board conducted a review of the 2019 budget and levy. We began with roads since the engineer Koscielak was in attendance. The September road tour report was used for discussion. It was decided that micro surfacing would be done to Ostlund Trail between Oldfield Road and Paul Avenue since this is a high traffic area because of the school. Koscielak determined that the cost would be approximately \$57,000. 2019 projects were not determined at this time.

The Road discussion being completed, the engineer was excused.

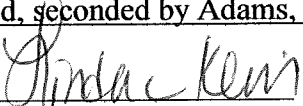
The Board discussed adding money to the Capital Fund for replacement of road equipment. It was discussed that if we own our equipment, we have more control over our roads. Salary for a person to grade roads was also discussed.

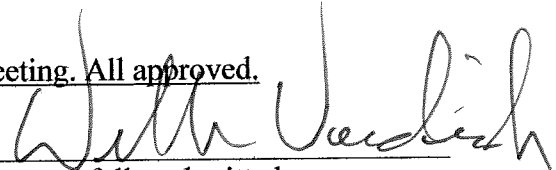
Pazlar moved, seconded by Voedisch, to approve a 2% cost of living increase for the clerk and treasurer effective with the 2/1/18 payroll. All approved.

After the review was completed and adjustments made, Adams moved, seconded by Pazlar, to approve a proposed levy of \$746,664, which is a 3.78% increase over 2018, to present to the citizens. All approved.

Pazlar moved, seconded by Adams, to adjourn the meeting. All approved.

Attest:


Linda L. Klein
Town Clerk


Respectfully submitted,
William K. Voedisch



The tests may be considered 'passed' by a condition of approval that the portion of the property split is combined with adjacent parcels in such a fashion that these conditions do not exist.

Net Development Rights

One test is about the increase in development rights. An analysis was done, with information from the applicant's surveyor, that found that the development rights would be generally unchanged.

Property	Original Keller	Original Gonzales	New Keller	New Gonzales
Acres	47.85	10.65	45.87	12.63
Base Lots	4	1	4	1
Wetlands	-6.46	-0.5*	-6.46	-0.5*
Slopes	-2.17	-0.5*	-2.17	-0.5*
Buildable	39.22	9.65	37.24	11.63
BLP	82% (1.0)	91% (1.0)	81% (1.0)	92% (1.0)
BLF	4 x 1 = 4	1 x 1 = 1	4 x 1 = 4	1 x 1 = 1
Yield	4	1	4	1
Open Space Bonus	1	0	1	0
Total Yield	5 (plus 1 open space bonus)		5 (plus 1 open space bonus)	

The amounts designated with a * are estimated because the applicant did not supply a wetland delineation or slope calculation.

Recommendations

In general, the request would appear to be meeting the terms of the Lot Line Adjustment Ordinance provided the following conditions are met:

1. The portion acquired by Gonzales shall be joined to their existing parcel.
2. Proof of recording of the lot combinations and easements shall be provided to the Town.
3. This action is subject to the Town's approval of the Keller Cove Final Plat.

Inspection Report:

Date: December 19, 2017

Property Owner: Mr. Pat Collova

Property Address: 12555 Keller Ave. N.

Parcel # 31.031.20.23.0006

Inspection Type: The inspection of a renovated single home converted into a duplex. Violation of Town Code Section 708.02 Rural Residential (E) Physical Standards. a.

Findings: The property owner Mr. Collova has admitted to converting the single family residence into a duplex. It shall also be noted that no building permit and or inspections were performed for the renovation work. Mr. Collova was a building contractor in the past.

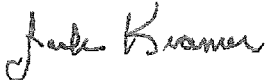
1. Two separate living quarters (main level and walkout level) Locked door between units on the main floor.
2. Two separate gas meters for each of the units
3. One Electric meter for both units.
4. The two garages can be utilized and accessed by both tenants.
5. Separate entrances from the garage to each of the occupancies.
6. Mr. Collova indicated the use of a duplex has been over 20 years.

Corrective measures:

The structure be required to be converted back to a single family residence by the following solutions.

1. Use only one gas meter.
2. Removal of the locked door between the two living spaces.
3. Removal of the garage service /entrance door which services the stairs to the lower level. The removal of the door shall consist of the installation of framing, insulating and sheetrock, as to prevent any future owner to consider the use as a duplex.
4. Possible stipulation agreement be considered for application to the county property records.

Jack Kramer



Building Official

Minnesota Wetland Conservation Act

Notice of Decision

Local Government Unit (LGU) May Township	Address 13519 May Ave North Stillwater, MN 55082
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1. PROJECT INFORMATION

Applicant Name Stephen Keller, Richard Keller, Mary Guzman	Project Name Keller Cove	Date of Application 11/22/17	Application Number 2017-May-3
<input checked="" type="checkbox"/> Attach site locator map.			

Type of Decision:

<input type="checkbox"/> Wetland Boundary or Type	<input type="checkbox"/> No-Loss	<input type="checkbox"/> Exemption	<input checked="" type="checkbox"/> Sequencing
<input checked="" type="checkbox"/> Replacement Plan	<input type="checkbox"/> Banking Plan		

Technical Evaluation Panel Findings and Recommendation (if any):

<input checked="" type="checkbox"/> Approve	<input type="checkbox"/> Approve with conditions	<input type="checkbox"/> Deny
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Summary (or attach): The TEP concurs with the request for sequencing flexibility and did not express any concerns with application.

2. LOCAL GOVERNMENT UNIT DECISION

Date of Decision: 12/15/17		
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Approved with conditions (include below)	<input type="checkbox"/> Denied

LGU Findings and Conclusions (attach additional sheets as necessary):

The Keller Cove Subdivision is proposed to be located on current parcel numbers 2903120320008 and 3003120410001 at 13380 Manning Trail N, in May Township, Washington County, MN. The project is intended to be completed within the next 6 months. The property will be subdivided into 5 lots, and the development will include construction of a cul-de-sac rural section roadway extending from a new access to Manning Trail N, as well as associated grading and stormwater treatment features. An existing driveway access from Manning Trail will be removed with the development. Construction of a new driveway will impact 870 SF (.01997 acres) of wetland. Purchase of 0.04 acres of banking credit are proposed to mitigate the impacts.

The applicant is requesting sequencing flexibility and Replacement Plan Approval.

The LGU concurs with the TEP and agrees with the approves the application. This approval is valid for 5 years from the date of approval above. Also note Banking Credit withdrawal condition below.

For Replacement Plans using credits from the State Wetland Bank:

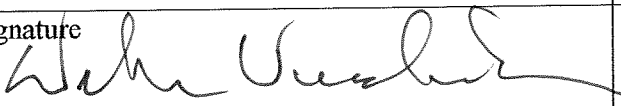
Bank Account # 1379	Bank Service Area 6	County Chisago	Credits Approved for Withdrawal (sq. ft. or nearest .01 acre) 0.04
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Replacement Plan Approval Conditions. In addition to any conditions specified by the LGU, the approval of a Wetland Replacement Plan is conditional upon the following:

- Financial Assurance:** For project-specific replacement that is not in-advance, a financial assurance specified by the LGU must be submitted to the LGU in accordance with MN Rule 8420.0522, Subp. 9 (List amount and type in LGU Findings).
- Deed Recording:** For project-specific replacement, evidence must be provided to the LGU that the BWSR "Declaration of Restrictions and Covenants" and "Consent to Replacement Wetland" forms have been filed with the county recorder's office in which the replacement wetland is located.
- Credit Withdrawal:** For replacement consisting of wetland bank credits, confirmation that BWSR has withdrawn the credits from the state wetland bank as specified in the approved replacement plan.

Wetlands may not be impacted until all applicable conditions have been met!

LGU Authorized Signature:

Signing and mailing of this completed form to the appropriate recipients in accordance with 8420.0255, Subp. 5 provides notice that a decision was made by the LGU under the Wetland Conservation Act as specified above. If additional details on the decision exist, they have been provided to the landowner and are available from the LGU upon request.		
Name Bill Voedisch	Title Town Chair	
Signature 	Date 12/15/17	Phone Number and E-mail 651-330-8220 x20 jriggs@mnwcd.org

THIS DECISION ONLY APPLIES TO THE MINNESOTA WETLAND CONSERVATION ACT. Additional approvals or permits from local, state, and federal agencies may be required. Check with all appropriate authorities before commencing work in or near wetlands.

Applicants proceed at their own risk if work authorized by this decision is started before the time period for appeal (30 days) has expired. If this decision is reversed or revised under appeal, the applicant may be responsible for restoring or replacing all wetland impacts.

This decision is valid for three years from the date of decision unless a longer period is advised by the TEP and specified in this notice of decision.

3. APPEAL OF THIS DECISION

Pursuant to MN Rule 8420.0905, any appeal of this decision can only be commenced by mailing a petition for appeal, including applicable fee, within thirty (30) calendar days of the date of the mailing of this Notice to the following as indicated:

Check one:

<input checked="" type="checkbox"/> Appeal of an LGU staff decision. Send petition and \$_____ fee (if applicable) to: May Twp at address above.	<input type="checkbox"/> Appeal of LGU governing body decision. Send petition and \$500 filing fee to: Executive Director Minnesota Board of Water and Soil Resources 520 Lafayette Road North St. Paul, MN 55155
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4. LIST OF ADDRESSEES

- | |
|--|
| <input checked="" type="checkbox"/> SWCD TEP member: Jay Riggs |
| <input checked="" type="checkbox"/> BWSR TEP member: Ben Meyer |
| <input checked="" type="checkbox"/> LGU TEP member (if different than LGU Contact): Bill Voedisch, May Township |
| <input checked="" type="checkbox"/> DNR TEP member: Becky Horton, Jen Sorenson |
| <input type="checkbox"/> DNR Regional Office (if different than DNR TEP member) |
| <input checked="" type="checkbox"/> WD or WMO (if applicable): Jim Shaver |
| <input checked="" type="checkbox"/> Applicant and Landowner (if different) |
| <input checked="" type="checkbox"/> Members of the public who requested notice:
Jyneen Thatcher |
|
 |
| <input checked="" type="checkbox"/> Corps of Engineers Project Manager |
| <input type="checkbox"/> BWSR Wetland Bank Coordinator (wetland bank plan decisions only) |

5. MAILING INFORMATION

- For a list of BWSR TEP representatives: www.dwsr.state.mn.us/about/dwsr/workareas/wl_areas_areas.pdf
- For a list of DNR TEP representatives: www.dwsr.state.mn.us/wetlands/wca/LINK_TEP_CONTACTS.pdf

➤ Department of Natural Resources Regional Offices:

<u>NW Region:</u>	<u>NE Region:</u>	<u>Central Region:</u>	<u>Southern Region:</u>
Reg. Env. Assess. Ecol. Div. Ecol. Resources 2115 Birchmont Beach Rd. NE Bemidji, MN 56601	Reg. Env. Assess. Ecol. Div. Ecol. Resources 1201 E. Hwy. 2 Grand Rapids, MN 55744	Reg. Env. Assess. Ecol. Div. Ecol. Resources 1200 Warner Road St. Paul, MN 55106	Reg. Env. Assess. Ecol. Div. Ecol. Resources 261 Hwy. 15 South New Ulm, MN 56073

For a map of DNR Administrative Regions, see: http://files.dnr.state.mn.us/about/dnr/dnr_regions.pdf

- For a list of Corps of Project Managers: www.mvd.usace.army.mil/regulatory/detail.asp?pageid=68/
or send to:

US Army Corps of Engineers
St. Paul District, ATTN: OP-R
180 Fifth St. East, Suite 700
St. Paul, MN 55101-1678

- For Wetland Bank Plan applications, also send a copy of the application to:
Minnesota Board of Water and Soil Resources
Wetland Bank Coordinator
520 Lafayette Road North
St. Paul, MN 55155

6. ATTACHMENTS

In addition to the site locator map, list any other attachments:

-
-
-
-
-



NORTHWEST ASSOCIATED CONSULTANTS, INC.

4150 Olson Memorial Highway, Ste. 320, Golden Valley, MN 55422
Telephone: 763.957.1100 Website: www.nacplanning.com

PLANNING MEMO

To: Town of May Board Chair and Supervisors
From: Nate Sparks, Town Planner
Date: January 3, 2018
Re: Keller-Gonzales Lot Line Adjustment

Background

As part of the Keller Cove Preliminary Plat, the road alignment left a portion of the Keller property north of the proposed road. This fragment of land was required to be combined with the property to the north (owned by Gonzales) as part of the preliminary plat approval. Therefore, the Kellers have requested approval of a lot line adjustment to meet this requirement.

Applicant's Request

There is a current private roadway that is used for access to the Gonzales and Keller properties that is located on the shared lot line between the parcels. For the Keller Cove subdivision, the Kellers intended to use this roadway and rededicate it for a public use. Due to the County's requirements for the access point to Manning Trail, the location for this access point had to be shifted further south than where the current private roadway is located. Shifting the road south leaves an orphan piece of land south of the new public road. To remedy this situation, the property owners are seeking to do a lot line adjustment. It should be noted that the approved preliminary plat omitted this 1.98 acre piece of land.

Lot Line Adjustment Review Criteria

The Town Board uses a four point test to determine if Lot Line Adjustments may be approved. The criteria for review are:

- No net increase in the number of lots.
- No nonconformities shall be created or increased.
- There shall be no net increase in the number of development rights.
- No variances are necessary.

If the request does not meet the four criteria, it does not qualify for a lot line adjustment and may be referred by the Town Board to the Planning Commission for a public hearing.

TOWN of MAY
WASHINGTON COUNTY, MINNESOTA

Resolution No. 2018-02

**A RESOLUTION APPROVING A LOT LINE ADJUSTMENT THAT PROVIDES
CONTINUED INTERNAL ROAD ACCESS FOR A NEIGHBORING LOT TO THE
KELLER COVE SUBDIVISION**

WHEREAS, this Lot Line Adjustment (LLA) is described in the Town Planner memo of January 3, 2018, along with a survey / schematic depicting the LLA, all attached hereto; and

WHEREAS, the easterly Gonzales lot adjacent to the Keller Cove Subdivision currently has access off of the internal driveway, and thus it currently needs no driveway access off of County Road 15; and

WHEREAS, because the entry for the public road for Keller Cove is shifting south from where the current internal driveway meets County Road 15, the easterly Gonzales lot will no longer have access other than its frontage on County Road 15; and

WHEREAS, the County will not grant access off of County Road 15 to any of the existing lots, nor to the new lots created by the Keller Cove subdivision, and thus access to the easterly Gonzales lot must come from the new public road being created as part of the Keller Cove subdivision; and

WHEREAS, the new internal road as designed provides no frontage to the easterly Gonzales lot and therefore Keller is deeding 1.98 acres via Lot Line Adjustment from the lands being subdivided to the easterly Gonzales lot which will then provide frontage to the easterly Gonzales lot on the new public road; and

WHEREAS, this Lot Line Adjustment meets all four tests of the Town's Lot Line Adjustment Ordinance.

NOW, THEREFORE, BE IT RESOLVED that the Town Board approves this Lot Line Adjustment, conditioned on the following:

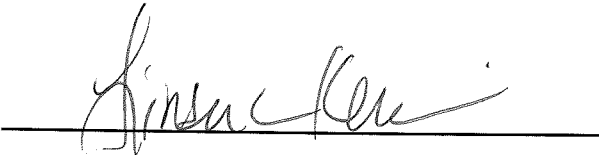
1. That this Lot Line Adjustment not be depicted as an Outlot to be conveyed but rather, it be depicted on the Keller Cove Final Plat as the easterly Gonzales lot increased in size by the 1.98 conveyed acres.

2. That this Lot Line Adjustment not be executed, that is, a new Deed for the easterly Gonzales lot not be created, until the Final Plat of Keller Cove is approved and recorded; and
3. That simultaneously with the recording of the Final Plat, the 1.98 acres must then be combined with the easterly Gonzales lot on a single deed, to be provided to the Town for recording.

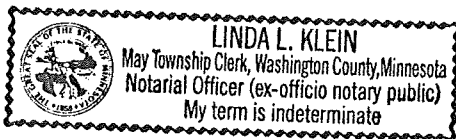
**BY VOTE OF THE MAY TOWN BOARD: ADAMS YES, PAZLAR YES,
VOEDISCH YES, THIS RESOLUTION IS ADOPTED, NOT ADOPTED BY THE
BOARD OF SUPERVISORS OF THE TOWN OF MAY THIS 4TH DAY OF JANUARY,
2018.**



William Voedisch, Chairman



Attest: Linda Klein, Clerk



December 15, 2017

Bill Voedisch
May Township
14625 Old Guslander Trail
Marine on St. Croix, MN 55047

John Adams
May Township
14035 Oldfield Road North
Stillwater, MN 55082

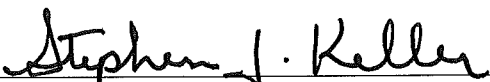
John Pazlar
May Township
16601 Orwell Road
Marine on St. Croix, MN 55047

Re: *Keller Cove*

Dear May Town Board:

The Applicant request that it be permitted to file a final plat for review by the Township on or before April 6, 2018. The Applicant waives all statutory or code-based deadlines for review by the Township including Minn. Stat. § 15.99.

Signed:



Applicant (I certify that I am the Applicant or
its duly authorized representative)

**TOWN OF MAY
WASHINGTON COUNTY, MINNESOTA
RESOLUTION NO. 2018-01**

**A RESOLUTION FINDING VIOLATIONS OF THE TOWN CODE AT
12555 KELLER AVE AND ORDERING CORRECTIVE ACTION**

WHEREAS, the Town of May (the "Town") received a complaint regarding possible code violations at 12555 Keller Avenue (the "Property"); and

WHEREAS, the complaint received by the Town alleged that Patrick Collova (the "Owner") converted the legal single family dwelling unit on the Property to a two family dwelling; and

WHEREAS, the Property is zoned RR, Rural Residential which does not permit multi-family dwellings; and

WHEREAS, on December 1, 2017 the Town notified the Owner of the violations on the Property and requested that the Owner allow the Town Building Official and a Town Board member to access to the Property for an inspection; and

WHEREAS, the inspection occurred on December 19, 2017 and it was found that the Property has two separate dwelling units that are separated by an internal locked door, with separate gas meters, separate main entrances, separate entrances from the main garage, and a second garage; and

WHEREAS, the Building Official and Board member reviewed the findings and the Building Official requested that the violation be corrected by using one gas meter, removal of the locked door between the units, and removal of the separate garage entrance to the lower level, at minimum; and

WHEREAS, the presence of a working kitchen in the lower level is not unlike kitchens in lower recreation room areas in homes today, and thus, this kitchen can remain; and

WHEREAS, as of January 4, 2018 the conditions in violation remain and the Owner has requested until September 30, 2018 to make the necessary corrections to the dwelling; and

WHEREAS, the Town believes this period of time to resolve the violation is reasonable given that two renters are involved, and that any resolution must include reducing the number of living spaces to one and thus, at a minimum, one of the renters must vacate.

NOW, THEREFORE, BE IT RESOLVED, that the Town orders the Owner to comply with the corrective remedies stated below by September 30, 2018, and to bring the Property in compliance in the following manner:

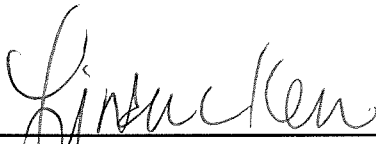
1. Combine all gas service to a single source line and a single gas meter.

2. Removal of the locked door between the two living spaces, and make this a finished walk-thru with no door-hanging or related hardware.
3. Removal of the garage service/entrance door which services the stairs to the lower level. The removal of the door shall consist of the installation of framing, insulation, sheetrock, and painting so as to reduce the likelihood of any future owner from considering the use of the property as a duplex.
4. That an inspection by the Town be conducted on September 30, 2018 for the purpose of determining compliance with this Resolution.
5. Cease and desist all duplex or multi-family use of the property by October 1, 2018 and allow continued inspections by the Town to confirm compliance.
6. Documentation of the order contained herein to be recorded against the property.

BY VOTE OF THE TOWN BOARD: ADAMS YES, PAZLAR YES,
VOEDISCH YES. THIS RESOLUTION IS ADOPTED / NOT ADOPTED BY THE
BOARD OF SUPERVISORS OF THE TOWN OF MAY THIS 4TH DAY OF JANUARY,
2018.



William K. Voedisch, Chairman



Attest: Linda Klein, Clerk

KELLER COVE - PRELIMINARY PLAT

Located in the Northeast Quarter of the Southeast Quarter of Section 30
and part of Government Lot 3 in Section 29, all in Township 31 North, Range 20 West,
Town of May, Washington County, Minnesota
PID: 29.031.20.32.000S & PID: 30.031.20.41.0001

Property Owners:
Stephen J. Keller
Richard T. Keller
Mary K. Guzman

Zoning:
Rural Residential
Shoreland Management District

Landmark Surveying, Inc.
2700 14th Street NW
Fargo, ND 58103
Phone: 701.785.2273
Fax: 701.785.2274

Survey Data:
Surveyed by: Daniel C. Johnson
Date: 08/11/2021
Scale: 1" = 100'

Legend:
Proposed boundaries
Existing boundaries
Easements
Water bodies
Topographic contours

Notes:
1. This plat is subject to all applicable laws, rules, and regulations of the State of Minnesota.
2. The survey was conducted in accordance with the Minnesota Surveying Act.
3. The survey was conducted using the most accurate methods available at the time.

Disclaimer:
The surveyor does not warrant the accuracy of the information provided in this plat. The surveyor is not responsible for any errors or omissions in this plat.

Map Information:
Section 29, Township 31 North, Range 20 West
Section 30, Township 31 North, Range 20 West

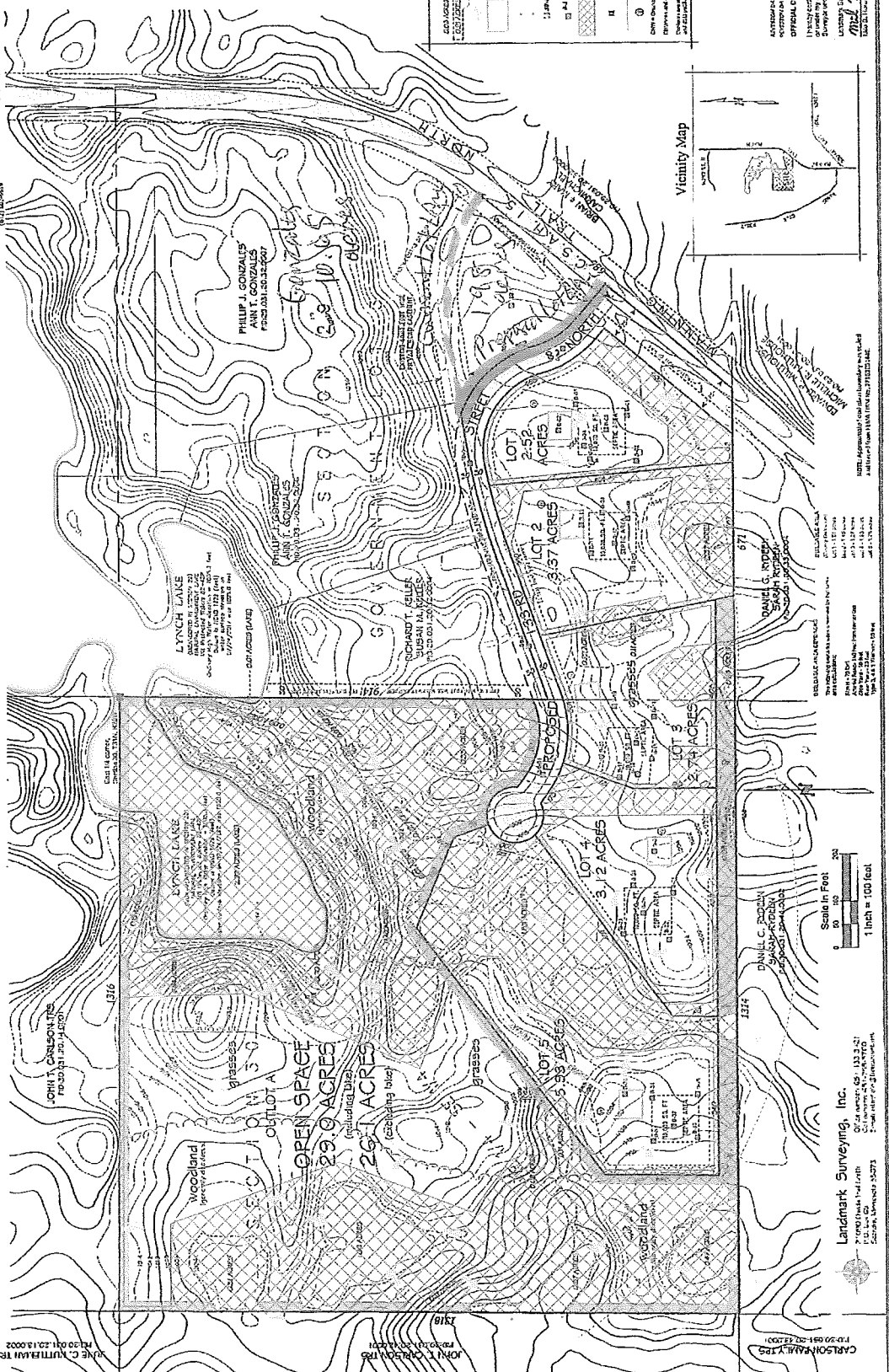
Scale:
1 inch = 100 feet

North Arrow:
True North
Magnetic North

Adjacent Owners:
John T. Carlson, Trs.
Daniel G. Roper, Roper, Roper & Roper, LLC
Philip J. Gonzales, Arnt J. Gonzales

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Legend:
Proposed boundaries
Existing boundaries
Easements
Water bodies
Topographic contours

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Disbursements Register

Town of May

Fund Name: All Funds

Date Range: 12/29/2017 To 12/29/2017

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
12/29/2017	DRESEL CONTRACTING, INC	19316	Grading, DOT inspect, repairs, parts, fuel, snow plow	N	HIGHWAYS, STREETS & ROADS	201-43101-336-	\$ 7,387.50
		19316			Ice and Snow Removal	201-43125-336-	\$ 5,465.25
		19316			Road and Bridge Equipment	201-43125-442-	\$ 5,825.00
		19316				201-43126-212-	\$ 681.46
		19316				201-43126-437-	\$ 6,208.98
		19316				201-43126-438-	\$ 11,306.25
		19316	Total For Check				\$ 36,874.44
12/29/2017	H & L MESABI	19317	Carbide inserted blade & plow bolts/nuts	N	Road and Bridge Equipment	201-43126-437-	\$ 1,431.57
		19317	Total For Check				\$ 1,431.57
12/29/2017	TOWMASTER	19318	Snow plow lights	N	Road and Bridge Equipment	201-43126-437-	\$ 293.42
		19318	Total For Check				\$ 293.42
12/29/2017	WILL GLEASON	19319	Supplies for landscaping around playground	N	Park Areas	220-45202-408-	\$ 393.00
		19319	Total For Check				\$ 393.00
12/29/2017	NATURAL SYSTEMS UTILITIES	19320	Monthly Service - December	N	201 SEWER ADMIN & GEN'L	230-43280-400-100	\$ 547.01
		19320	Total For Check				\$ 547.01
12/29/2017	CONNEXUS ENERGY	19321	201 Sewer Electric	N	201 ELECTRICAL ACCOUNT	230-43285-380-	\$ 153.75
		19321	Total For Check				\$ 153.75
12/29/2017	CENTURY LINK	19322	Clerk & town hall phone	N	TOWN HALL	100-41941-380-	\$ 112.98
		19322	Total For Check				\$ 112.98
12/29/2017	SMILLIES SEWER SERVICE	19323	Pump septic tank	N	TOWN HALL	100-41941-388-	\$ 310.00
		19323	Total For Check				\$ 310.00
12/29/2017	ON SITE SANITATION	19324	Cust # 5350 Porta potties for Nov & Dec	N	TOWN HALL	100-41941-389-	\$ 250.00
		19324	Total For Check				\$ 250.00
12/29/2017	PIONEER PRESS	19325	Legal notices - November	N	GENERAL GOVERNMENT	100-41001-351-	\$ 185.40
		19325	Total For Check				\$ 185.40

Fund Name: All Funds

Date Range: 12/29/2017 To 12/29/2017

Date	Vendor	Check #	Description	Void	Account Name	Total
12/29/2017	CROIX VALLEY INSPECTORS, INC	19326	Building inspector	N	Building Inspections Administration	\$ 9,399.42
	Total For Check	19326				\$ 9,399.42
12/29/2017	STREETER & ASSOCIATES	19327	Return road escrow 14101 Oakland Rd	N	ROAD ESCROWS	\$ 500.00
	Total For Check	19327				\$ 500.00
12/29/2017	CHERYL D. BENNETT	19328	Mileage, office supplies, postage, Frontier ad	N	GENERAL GOVERNMENT	\$ 139.38
		19328				\$ 23.75
		19328				\$ 57.78
		19328			TOWN HALL	\$ 4.50
	Total For Check	19328				\$ 225.41
12/29/2017	NAC	19329	Planning & zoning - November	N	Planning and Zoning	\$ 5,922.09
		19329			PLANNING FEE ESCROW	\$ 2,313.85
	Total For Check	19329				\$ 8,235.94
12/29/2017	JOHNSON/TURNER ATTORNEYS AT LAW	19330	Legal fees - November	N	City/Town Attorney	\$ 734.25
		19330			PLANNING FEE ESCROW	\$ 67.50
	Total For Check	19330				\$ 801.75
	Total For Selected Checks					\$ 59,714.09

Fund Name: All Funds

Date Range: 01/01/2018 To 01/04/2018

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
01/04/2018	PERA	19345	Coordinated & DCP w/holdings/616000	N	Council/Town Board	100-41110-121-	\$ 93.00
		19345			Clerk	100-41425-121-	\$ 322.02
		19345			Treasurer	100-41510-121-	\$ 308.43
		19345					\$ 723.45
Total For Check							
01/04/2018	WASHINGTON CO TREASURER	19346	License tabs for trucks	N	Road and Bridge Equipment	201-43126-334-	\$ 32.00
		19346					\$ 32.00
Total For Check							
01/04/2018	CONNEXUS ENERGY	19347	201 Sewer Electric	N	201 ELECTRICAL ACCOUNT	230-43285-380-	\$ 145.01
		19347					\$ 145.01
Total For Check							
01/04/2018	MINNESOTA ASSOC. OF TOWNSHIPS	19348	Annual dues	N	GENERAL GOVERNMENT	100-41001-313-	\$ 1,293.52
		19348					\$ 1,293.52
Total For Check							
01/04/2018	PAUSZEK INC	19349	Assessor	N	ASSESSOR	100-41950-314-	\$ 1,300.00
		19349					\$ 1,300.00
Total For Check							
01/04/2018	XCEL ENERGY	19350	Town hall electric	N	TOWN HALL	100-41941-380-	\$ 63.29
		19350					\$ 63.29
Total For Check							
01/04/2018	ON SITE SANITATION	19351	Cust # 5350 Porta potties - January	N	TOWN HALL	100-41941-389-	\$ 125.00
		19351					\$ 125.00
Total For Check							
01/04/2018	AVENET,LLC	19352	Web design, 12 month service, 2018	N	GENERAL GOVERNMENT	100-41001-325-	\$ 500.00
		19352					\$ 500.00
Total For Check							
01/04/2018	LINDA L. KLEIN	19353	Insurance	N	Clerk	100-41425-130-	\$ 156.90
		19353					\$ 156.90
Total For Check							
01/04/2018	CHERYL D. BENNETT	19354	Insurance, postage	N	GENERAL GOVERNMENT	100-41001-322-	\$ 50.40
		19354			Treasurer	100-41510-130-	\$ 255.75
		19354					\$ 306.15
Total For Check							
01/04/2018	IRS - INTERNAL REVENUE SERVICE	EFTF118	Federal withholdings	N	Council/Town Board	100-41110-135-	\$ 27.00
		EFTF118			Clerk	100-41425-122-	\$ 399.30
		EFTF118				100-41425-135-	\$ 93.38
		EFTF118				100-41425-171-	\$ 273.03
		EFTF118			Treasurer	100-41510-122-	\$ 273.18

Fund Name: All Funds

Date Range: 01/01/2018 To 01/04/2018

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		EFTF118				100-41510-135-	\$ 63.88
		EFTF118				100-41510-171-	\$ 316.38
		EFTF118					\$ 1,446.15
01/04/2018	MN DEPARTMENT OF REVENUE	EFTS118	State withholdings ID# 2478214	N	Clerk	100-41425-172-	\$ 125.10
		EFTS118			Treasurer	100-41510-172-	\$ 124.95
		EFTS118					\$ 250.05
Total For Selected Checks							\$ 45,231.08

TOWN OF MAY

CURRENT CD INVESTMENT SUMMARY

As of 12/31/17

GENERAL

Security Bank - 10/5/18	\$60,220.65
TOTAL GENERAL	\$60,220.65

ROAD & BRIDGE

Blacktopping expires 11/30/18	\$60,232.16
Blacktopping expires 7/7/18	\$15,371.53
Lynch Blacktopping expires 4/28/18	\$171,360.77
Lynch Sealcoating expires 4/28/18	\$40,108.26
Road Construction expires 7/7/18	\$23,056.58
TOTAL ROAD & BRIDGE	\$310,129.30

PARK

Security Bank - 10/5/18	\$20,607.48
TOTAL PARK	\$20,607.48

CAPITAL

Security Bank - 2/6/18	\$112,734.83
TOTAL CAPITAL	\$112,734.83

201 SEWER REPLACEMENT

Security Bank - 10/10/18	\$67,752.97
Security Bank - 11/30/18	\$72,397.22
TOTAL 201 REPLACEMENT	\$140,150.19

201 SEWER PUMPING FUND

Security Bank - 10/10/18	\$16,463.17
TOTAL 201 PUMPING FUND	\$16,463.17

Total CDs	\$660,305.62
TOTAL INVESTMENTS	\$660,305.62

COMMITTED AND UNCOMMITTED DOLLARS BY FUND
LEVIED FUNDS ONLY

12/31/2017

GENERAL FUND

MONEY MARKET	\$207,684.22
INVESTMENTS	\$60,220.65
COMMITTED	
ESCROWS (including Road Escrows)	\$29,240.53
CONTINGENCY	\$50,000.00
CASH FLOW	\$77,416.00
COMMITTED TOTAL	\$156,656.53
UNCOMMITTED	\$111,248.34

ROAD & BRIDGE FUND

MONEY MARKET	\$143,903.68
INVESTMENTS	\$310,129.30
COMMITTED	
CAPITAL PROJECTS:	
ROAD CONSTRUCTION	\$0.00
INVESTMENTS	\$23,056.58
BLACKTOPPING	\$0.00
INVESTMENTS	\$75,603.69
LYNCH ROAD - CD	\$171,360.77
CALCIUM CHLORIDE	\$8,000.00
SEALCOATING/CRACK SEALING	\$58,620.00
LYNCH ROAD - CD	\$40,108.26
COMMITTED TOTAL	\$376,749.30
UNCOMMITTED	\$77,283.68

LEVIED PARK FUND

MONEY MARKET	\$4,596.13
COMMITTED TOTAL	\$4,596.13

FIRE FUND

MONEY MARKET	\$101,661.92
COMMITTED TOTAL	\$101,661.92

CAPITAL FUND

MONEY MARKET	\$32,360.83
INVESTMENTS	\$112,734.83
COMMITTED	
HEAVY EQUIPMENT	\$145,095.66
COMMITTED TOTAL	\$145,095.66

Total Money Market	\$490,206.78
Total Investments	\$483,084.78
	\$973,291.56

Total Committed	\$784,759.54
Total Uncommitted	\$188,532.02
	\$973,291.56

For the Period: 12/1/2017 To 12/31/2017

Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance	Less Deposits In Transit	Plus Outstanding Checks	Total Per Bank Statement
General Fund	\$179,109.50	\$75,699.53	\$47,124.81	\$207,684.22	\$75,699.53	\$48,143.81	\$180,128.50
Road and Bridge	\$13,295.95	\$174,485.57	\$43,877.84	\$143,903.68	\$174,485.57	\$44,818.36	\$14,236.47
Levied Park Fund	\$2,748.35	\$2,352.99	\$505.21	\$4,596.13	\$2,352.99	\$505.21	\$2,748.35
Fire Fund	\$102,324.72	\$87,705.08	\$88,367.88	\$101,661.92	\$87,705.08	\$88,367.88	\$102,324.72
201 Sewer Fund	\$64,966.55	\$5,366.97	\$1,518.48	\$68,815.04	\$5,366.97	\$1,518.48	\$64,966.55
General Capital Projects	\$64,647.61	\$13.22	\$32,300.00	\$32,360.83	\$13.22	\$32,300.00	\$64,647.61
Park Acquisition and Development (Optional)	\$10,125.82	\$2.07	\$0.00	\$10,127.89	\$2.07	\$0.00	\$10,125.82
201 Sewer Replacement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
201 Sewer Pumping Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Midcontinent Com Security	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Total	\$442,218.50	\$345,625.43	\$213,694.22	\$574,149.71	\$345,625.43	\$215,653.74	\$444,178.02

MONTH OF DECEMBER

	December 31, 2017
CASH	
CHECKING	\$1,000.00
MONEY MARKET	\$568,149.71
TOTAL CASH	\$569,149.71
ESCROW	
CENTURY LINK	\$6,383.86
CONNEXUS ENERGY	\$239.00
FRONTIER UTILITY ESCROW	\$3,056.00
NORTHERN NATURAL GAS	\$53.75
SCIENCE MUSEUM OF MN	\$0.00
WILDER FOUNDATION	\$0.00
XCEL UTILITY ESCROW	\$4,481.79
ROAD ESCROWS	\$5,500.00
PLANNING FEES ESCROW	\$9,526.13
TOTAL ESCROW	\$29,240.53
TOTAL CASH & INVESTMENTS*	\$1,234,455.33 *

ESCROWS as of 1/4/18

BTG	\$1,081.43
BTG II	\$1,081.43
JAMES DEANER	\$500.00
FLOYD & GLORIA JOHNSON	\$905.02
STEPHEN KELLER	\$4,766.15
WASHINGTON COUNTY MINING	\$1,192.10
TOTAL	\$9,526.13

Letters of Credit: Johnson = \$128,037.00

*Some of these funds are restricted for specific uses and are unavailable for general use in the Town.