

**TOWN OF MAY  
WASHINGTON COUNTY  
OFFICIAL TOWN BOARD MINUTES  
April 5, 2012**

The Board of Supervisors of the Town of May met at their regular monthly meeting on Thursday, April 5, 2012, at the May Town Hall. Those present included: Bill Voedisch, Board Chair; John Pazlar, Supervisor; John Adams, Supervisor; Linda Klein, Town Clerk; Diane Hankee, WSB, Town Engineer; Dave Snyder, Town Attorney; Pete Kluegel, Building Inspector; and residents of the Town of May. Absent: Cheryl Bennett, Town Treasurer. Chairman Voedisch called the meeting to order at 7:00.

**Resolution to Appoint Clerk**

Based upon the results of the Town Election, the clerk will now be appointed rather than elected. Voedisch moved, seconded by Adams, to approve Resolution 2012-05 that appoints Linda Klein as Clerk. On a roll call vote: Adams, yes; Pazlar, yes; Voedisch, yes. All approved.

**Minutes, Checks, Treasurer's Report**

Pazlar moved, seconded by Voedisch, to approve the minutes of the March 1, 2012, Town Board meeting as presented. All approved.

Adams moved, seconded by Pazlar, to approve checks 16799 through 16842 and EFTS412 and EFTF412 electronic funds transfer to the State and IRS, respectively. Voedisch moved, seconded by Pazlar, to approve the Treasurer's report as presented. All approved. The check register and treasurer's report are attached to these minutes and serve as the official record. All approved.

**Resolution to Support Enrollment in Ag Preserve for Holts**

Voedisch moved, seconded by Pazlar, to approve Resolution 2012-06 supporting the enrollment of the Todd Elman Holt and Cheryl Ann Holt property into the Metropolitan Agricultural Preserve program. On a roll call vote: Adams, yes; Pazlar, yes; Voedisch, yes. All approve.

**Request to Reconsider Horses on Arcement Property**

**Sally and Larry Bylander**

The Bylanders came forward requesting that the board reconsider the opportunity to have horses on their 5 acres. Voedisch presented the information he had gathered together regarding this property. He walked the entire property, paced off dimension of the current acres available for grazing, and calculated it to be approximately 2.5 acres. After some discussion, the board agreed that the property could handle two horses if the large part of the yard was no longer mowed and was used as grazeable acres. They advised the Bylanders that, as long as they made this information available to a potential buyer and that the horse acreage would need to be fenced, it would be acceptable for them to market the property as able to support two horses.

## **Engineering**

### **Mining Permits for Arnt BTG/BTG II Restoration Cost Review Review of Gravel Pits**

**BTG Gravel Pits:** Diane Hankee and Nick Arndt completed a site visit review of the BTG / BTG II Gravel Pit sites Friday, March 30, 2012. The following is a summary of the site review:

- Topsoil piles identified
- Overview of their general operations and future plans
- The eastern edge of BTG I is restored
- CMSCW watershed permits are now in place. Arnt has installed berms around the wetlands to protect them as required by their permit.
- Arnt is working with the DNR on wetland expansions
- The pits owners are also open to accommodating the Gateway trail expansion through the site in the future

The 5 year permit renewal is due in September, 2012 and Arnt is going to try to get the application completed by July, 2012 per Nate Spark's request. Their submittal will address an updated restoration bond amount.

Voedisch pointed out that, although BTG people respond appropriately, the Town still has not heard from the County regarding a yearend report, including a possible contribution check for material extracted. He will send them another inquiry to the County.

### **Truck Sale**

Voedisch handed out a potential Bill of Sale for the truck at a price of \$ 6,000 to a buyer in Warroad, MN. The board agreed that the buyer should either provide cash or wire the funds to the Town account.

## **Old Business**

### **Violations & Delinquent Collections**

#### **David Johnson Garden Plots**

Voedisch reported that a letter has gone out to Johnson from the Planner advising him that he needs to obtain a permit per the new Garden Plot Ordinance just passed in March. As of yet, he has not responded. The attorney was asked to respond with a letter clarifying that Johnson needs to come forward with an application. The Board also suggested a separate letter advising him of his non-compliance regarding the vehicles and such on the Oslund property.

#### **Horses in Violation of 2 Acre Minimum**

Voedisch reported on visiting a property on May Avenue with Pete Kluegel where the property owner appears to be grazing 3 horses on well under acre of totally bare ground. In order to comply with the ordinance, he would need to have 6 acres of grazeable land. Other smaller farm animals are also present. Voedisch suggested turning the issue over to the planner and ask him to send a letter to the landowner advising him of the ordinance and his non-compliance.

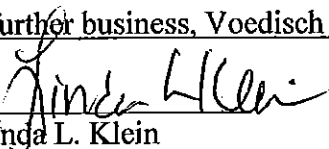
**New Business**

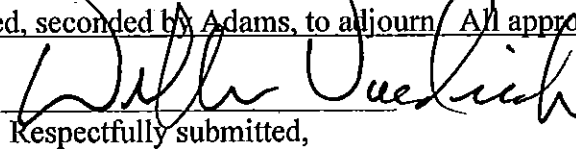
**Carnelian Marine Watershed Board**

Voedisch brought forward the letter advising that Jason Husveth's term is about to expire in June. Voedisch moved, seconded by Adams, that the Board send a letter to the County advising that the Board is in favor of Husveth's appointment. All approved.

Hearing no further business, Voedisch moved, seconded by Adams, to adjourn. All approved.

ATTEST:

  
Linda L. Klein  
Town Clerk

  
Respectfully submitted,  
William K. Voedisch, Chairman



TOWN of MAY  
WASHINGTON COUNTY, MINNESOTA

RESOLUTION NO. 2012-05

A RESOLUTION TO APPOINT THE TOWN CLERK

WHEREAS, the positions of Town Clerk and Treasurer are, by law, elected positions; and

WHEREAS, these positions may become appointed by the Town Board only if an "Appoint rather than Elect" question in proper form is placed on the ballot of a Township election, and is approved by a majority of voters participating in the election.

WHEREAS, at the Town Election held March 13, 2012, such a question in proper form, asking if both positions should be appointed rather than elected, was placed on the ballot, and was approved by the voters by a margin of 34 YES votes to 11 NO votes; and

WHEREAS, the Town Board must now appoint the position of Clerk whose elected term ends now, but the Board must wait until the current two-year term of the Treasurer is completed in 2013 before appointing that position.

NOW THEREFORE the May Town Board does hereby appoint Linda L Klein as Town Clerk, to begin serving in this capacity immediately.

BY ROLL CALL VOTE OF THE TOWN BOARD: ADAMS YES, PAZLAR YES,  
VOEDISCH YES, THIS RESOLUTION IS ADOPTED BY THE MAY TOWN BOARD  
OF SUPERVISORS THIS 5th DAY OF APRIL, 2012.

TOWN OF MAY

By: William Voedisch  
William Voedisch, Chairman

Attest:

By:

Linda Klein  
Linda Klein, Clerk



TOWN of MAY  
Washington County, Minnesota  
RESOLUTION 2012-06

A RESOLUTION SUPPORTING THE ENROLLMENT OF THE TODD ELMAN HOLT AND CHERYL ANN HOLT PROPERTY INTO THE METROPOLITAN AGRICULTURAL PRESERVE PROGRAM.

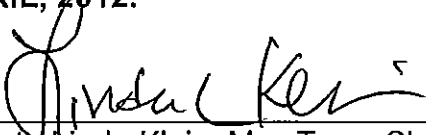
WHEREAS, Todd Elman Holt and Cheryl Ann Holt are the owners of a 40 acre property in May Township, Washington County, Minnesota, legally described in Exhibit A attached hereto; and –

WHEREAS, the Holt's have asked the Town to support the enrollment of their property into the Metropolitan Agricultural Preserve Program; and –

WHEREAS, the Town, by its Comprehensive Plan 2030 and by practice, encourages the preservation of both agricultural uses and the Town's rural character, and thus has supported in the past, similar requests.

NOW, THEREFORE, BE IT RESOLVED, that the May Town board does hereby state its support for the enrollment of said Holt property into the Metropolitan Agricultural Preserve program.

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 5<sup>th</sup> DAY OF  
APRIL, 2012.

  
Attest: Linda Klein, May Town Clerk

  
Board Chair: Bill Voedisch



## **Exhibit A**

### **Legal Description for 29.031.20.31.0001**

The Northeast Quarter of the Southwest Quarter of Section 29, Township 31, Range 20 ("Property").

Fund Name: All Funds  
Date Range: 04/01/2012 to 04/05/2012

<u>Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Check #</u>	<u>Total</u>	<u>Account #</u>	<u>Amount</u>
04/05/2012	Payroll Period Ending 04/01/2012		16799	\$290.00	100-41110-100	\$290.00
04/05/2012	Payroll Period Ending 04/01/2012		16800	\$1,291.13	100-41510-100	\$1,291.13
04/05/2012	Payroll Period Ending 04/01/2012		16801	\$2,127.76	100-41400-100	\$2,127.76
04/05/2012	Payroll Period Ending 04/01/2012		16802	\$290.00	100-41110-100	\$290.00
04/05/2012	Payroll Period Ending 04/01/2012		16803	\$3,382.54	201-43102-100	\$3,382.54
04/05/2012	Payroll Period Ending 04/01/2012		16804	\$2,667.69	201-43103-100	\$2,667.69
04/05/2012	Payroll Period Ending 04/01/2012		16805	\$290.00	100-41110-100	\$290.00
04/05/2012	THOMAS SCHROEDER	Backhoe and bobcat for culvert repair, cleanup	16806	\$600.00	201-43121-405	\$440.00
					201-43150-439	\$160.00
04/05/2012	MARVIN L. SCHROEDER	Building rental - March, Health insurance-April	16807	\$685.00	201-43100-412	\$600.00
					201-43102-130	\$85.00
04/05/2012	M. J. RALEIGH TRUCKIN INC.	Sand and Salt	16808	\$360.00	201-43125-442	\$360.00
04/05/2012	WALLY CARLSON AND SONS INC	Fuel	16809	\$4,173.20	201-43126-212	\$4,173.20
04/05/2012	CARQUEST AUTO PARTS	IH-Muffler, oil filter, headlight, misc.	16810	\$232.94	201-43126-438	\$232.94
04/05/2012	NOBLES TIRE SERVICE	Tire mounting on grader	16811	\$298.00	201-43126-438	\$298.00
04/05/2012	ASTLEFORD INTERNATIONAL TRUCKS	Equipment parts - IH	16812	\$125.39	201-43126-438	\$125.39
04/05/2012	FRONTIER AG & TURF	Filters for grader	16813	\$258.30	201-43126-438	\$258.30
04/05/2012	STILLWATER TOWING, INC	Coolant leak, exhaust pipe - Sterling	16814	\$734.47	201-43126-438	\$734.47
04/05/2012	BLUE CROSS & BLUE SHIELD OF MN	Health & life insurance	16815	\$600.90	100-41510-130	\$20.90
					201-43103-130	\$580.00
04/05/2012	CONNEXUS ENERGY	201 Sewer Electric	16816	\$140.70	230-49490-380	\$140.70
04/05/2012	MINNESOTA POLLUTION CONTROL AGENCY	NPDES Permit Renewal - 2012	16817	\$505.00	230-49455-434	\$505.00

<u>Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Check #</u>	<u>Total</u>	<u>Account #</u>	<u>Amount</u>
04/05/2012	COUNTRY MUTUAL INSURANCE CO	Property Insurance - partial payment	16818	\$2,000.00	201-43100-360	\$2,000.00
04/05/2012	XCEL ENERGY	Town hall electric - 2 months	16819	\$91.13	100-41940-380	\$91.13
04/05/2012	FEDERATED CO-OPS, INC	Propane - town hall	16820	\$358.48	100-41940-380	\$358.48
04/05/2012	CENTURY LINK	Clerk & town hall phone	16821	\$159.16	100-41940-380	\$159.16
04/05/2012	HELMER PRINTING, INC	Newsletter 2012	16822	\$478.00	100-41001-352	\$478.00
04/05/2012	PIONEER PRESS	Legal notices - February 12	16823	\$432.60	100-41001-351	\$432.60
04/05/2012	YOUTH SERVICE BUREAU - FOREST LAKE	12 contribution	16824	\$1,500.00	100-46636-430	\$1,500.00
04/05/2012	YOUTH SERVICE BUREAU- STILLWATER	12 contribution	16825	\$1,500.00	100-46636-430	\$1,500.00
04/05/2012	MINNESOTA ASSOC. OF TOWNSHIPS	Ad for IH truck	16826	\$24.80	100-41001-313	\$24.80
04/05/2012	WASHINGTON COUNTY SHERIFF'S OFFICE	2012 Annual Code Red fee	16827	\$218.19	100-42000-434	\$218.19
04/05/2012	PAUSZEK INC	Assessor	16828	\$1,250.00	100-41950-314	\$1,250.00
04/05/2012	GRAPHIC DESIGN, INC	Ballots	16829	\$165.66	100-41410-350	\$165.66
04/05/2012	JAMES W. BEATTY	Head Election judge	16830	\$180.00	100-41410-100	\$180.00
04/05/2012	LORRAINE KELLER	Election judge	16831	\$110.00	100-41410-100	\$110.00
04/05/2012	JANET I. AHLGREN	Election judge	16832	\$140.00	100-41410-100	\$140.00
04/05/2012	ANN V. CUMMINGS	Election judge	16833	\$140.00	100-41410-100	\$140.00
04/05/2012	STEPHEN NELSON	37 Gopher feet	16834	\$55.50	100-49300-460	\$55.50
04/05/2012	LINDA L. KLEIN	Mileage, insurance, office supplies, postage, election	16835	\$426.25	100-41001-200	\$59.99
					100-41001-322	\$5.30
					100-41001-331	\$66.60
					100-41400-130	\$243.00
					100-41410-200	\$51.36
04/05/2012	ELENI TOMOLILLO	Clean town hall - 3 months, mileage	16836	\$72.75	100-41001-331	\$27.75
					100-41940-110	\$45.00
04/05/2012	CHERYL D. BENNETT	Insurance, postage, mileage, office supplies, election	16837	\$425.79	100-41001-200	\$21.39
					100-41001-322	\$84.40
					100-41001-331	\$60.50
					100-41410-200	\$3.75
					100-41510-130	\$255.75
04/05/2012	LARSONALLEN, LLP	Audit fees - 2011 partial	16838	\$1,000.00	100-41530-301	\$1,000.00



Town of May

Disbursements Register

04/02/2012

<u>Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Check #</u>	<u>Total</u>	<u>Account #</u>	<u>Amount</u>
04/05/2012	WSB & ASSOCIATES, INC	Engineering	16839	\$603.50	100-49499-303	\$363.00
					201-41911-303	\$240.50
04/05/2012	NAC	Planning & zoning	16840	\$354.37	100-41001-320	\$26.40
					100-41910-317	\$318.87
					100-49499-317	\$9.10
04/05/2012	JOHNSON/TURNER ATTORNEYS AT LAW	Legal fees	16841	\$2,874.00	100-41130-304	\$330.00
					100-41610-304	\$900.00
					100-41610-907	\$522.00
					100-49450-304	\$300.00
					100-49499-304	\$822.00
04/05/2012	PERA	Coordinated & DCP w/holdings/616000	16842	\$1,676.74	100-41110-121	\$93.00
					100-41400-121	\$275.34
					100-41510-121	\$188.42
					201-43102-121	\$597.52
					201-43103-121	\$522.46
04/05/2012	IRS - INTERNAL REVENUE SERVICE	Federal withholdings	EFTF412	\$3,131.20	100-41110-170	\$27.00
					100-41400-170	\$79.84
					100-41400-171	\$286.35
					100-41400-172	\$218.61
					100-41510-170	\$54.64
					100-41510-171	\$195.95
					100-41510-172	\$280.36
					201-43102-170	\$128.36
					201-43102-171	\$460.30
					201-43102-172	\$353.66
					201-43103-170	\$112.24
					201-43103-171	\$402.48
					201-43103-172	\$531.41
04/05/2012	MN DEPARTMENT OF REVENUE	State withholdings ID# 2478214	EFTS412	\$599.24	100-41400-173	\$113.80
					100-41510-173	\$111.98
					201-43102-173	\$163.10
					201-43103-173	\$210.36
<b>Total For Period</b>				<b>\$39,020.38</b>		
<b>Total Year To Date</b>				<b>\$180,198.42</b>		

Cash Control Statement

For the Period 03/01/2012 to 03/31/2012

Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance	Less Deposits in Transit	Plus Outstanding Checks	Total Per Bank Statement
General Fund	\$101,345.29	\$472.20	\$20,511.47	\$81,306.02			
Road & Bridge Fund	\$337,614.82	\$764.78	\$18,326.18	\$320,053.42			
Fire Fund	\$92,734.94	\$28.38	\$0.00	\$92,763.32			
Levied Park Fund	\$2,106.93	\$0.65	\$0.00	\$2,107.58			
Park Fund	\$5,229.71	\$1.60	\$0.00	\$5,231.31			
201 Sewer Fund	\$35,253.32	\$10.79	\$3,514.71	\$31,749.40			
Capital Projects Fund	\$339.92	\$0.11	\$0.00	\$340.03			
201 Sewer Replacement	\$0.00	\$0.00	\$0.00	\$0.00			
Midcontinent Com Security	\$2,500.00	\$0.00	\$0.00	\$2,500.00			
Vets Rest Camp Security	\$0.00	\$0.00	\$0.00	\$0.00			
Scott Klancke Escrow	\$0.00	\$0.00	\$0.00	\$0.00			
<b>Total</b>	<b>\$577,124.93</b>	<b>\$1,278.51</b>	<b>\$42,352.36</b>	<b>\$536,051.08</b>	<b>\$1,278.51</b>	<b>\$42,427.36</b>	<b>\$577,199.93</b>

MONTH OF MARCH

CASH	CHECKING	MONEY MARKET	ESCROW	PLANNING FEES AS OF 4/5/12
TOTAL CASH	\$1,000.00	\$532,551.08	\$533,551.08	ARCOLA MILLS (\$88.00) BTG PROPERTIES (\$363.00) COLOMBO (\$318.00) SUSAN GRIFFITH \$160.00 JACOBSON (\$312.00) NASVIK/ALEXANDERS (\$36.76) JOHN & JILL REEDY. \$0.00 KEYE ENTERPRISES - ROTH (\$377.34) WM & KAREN SHEA \$0.00
TOTAL ESCROW			\$6,685.99	
TOTAL CASH & INVESTMENTS*			\$1,020,241.05	

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

Letters of Credit: None

# TOWN OF MAY

## CURRENT INVESTMENT SUMMARY

As of 3/31/12

### GENERAL

Security Bank - CD 10/5/12	\$59,032.07
<b>TOTAL GENERAL</b>	<b>\$59,032.07</b>

### ROAD & BRIDGE

Gravel expires 8/18/12	\$3,137.46
Blacktopping expires 8/6/12	\$101,177.47
Gravel expires 9/17/12	\$24,444.74
Blacktopping expires 11/29/12	\$59,069.71
Gravel expires 7/7/12	\$9,292.13
Blacktopping expires 7/7/12	\$15,047.03
Road Construction expires 7/7/12	\$22,569.83
<b>TOTAL ROAD &amp; BRIDGE</b>	<b>\$234,738.37</b>

### PARK

Security Bank - CD 10/5/12	\$20,200.75
<b>TOTAL PARK</b>	<b>\$20,200.75</b>

### CAPITAL

Security Bank - CD 1/31/12	\$37,500.00
<b>TOTAL CAPITAL</b>	<b>\$37,500.00</b>

### 201 SEWER REPLACEMENT

Security Bank - CD 10/5/12	\$86,569.90
Security Bank - CD 11/29/12	\$46,148.88
<b>TOTAL 201 REPLACEMENT</b>	<b>\$132,718.78</b>

Total CDs	\$484,189.97
<b>TOTAL INVESTMENTS</b>	<b>\$484,189.97</b>

**DESIGNATED AND UNDESIGNATED DOLLARS BY FUND**

As of 3/31/12

**GENERAL FUND**

MONEY MARKET	\$81,306.02
INVESTMENTS	\$59,032.07
<b>DESIGNATED</b>	
OFFICE FURNITURE/FIXTURES	\$3,400.00
ROAD ESCROWS	\$0.00
ESCROWS	\$7,694.99
CONTINGENCY	\$50,000.00
CASH FLOW	\$62,730.00
<b>DESIGNATED TOTAL</b>	<b>\$123,824.99</b>
<b>UNDESIGNATED</b>	<b>\$16,513.10</b>

**ROAD & BRIDGE FUND**

MONEY MARKET	\$320,053.42
INVESTMENTS	\$234,738.37
<b>DESIGNATED</b>	
SIGNS	\$1,000.00
BRUSHING/MOWING	\$0.00
GRAVEL TAX (MAY AVE.)	\$36,874.33
<b>CAPITAL PROJECTS:</b>	
ROAD CONSTRUCTION	\$0.00
INVESTMENTS	\$22,569.83
BLACKTOPPING	\$90,000.00
INVESTMENTS	\$175,294.21
PAVEMENT REPAIR	\$2,000.00
CALCIUM CHLORIDE	\$101,000.00
SEALCOATING	\$35,000.00
CULVERT REPAIRS	\$0.00
CASH FLOW	\$172,537.50
<b>DESIGNATED TOTAL</b>	<b>\$636,275.87</b>
<b>UNDESIGNATED</b>	<b>(\$81,484.08)</b>

**FIRE FUND**

MONEY MARKET	\$92,763.32
<b>DESIGNATED</b>	
CASH FLOW	\$83,620.00
<b>DESIGNATED TOTAL</b>	<b>\$83,620.00</b>
<b>UNDESIGNATED</b>	<b>\$9,143.32</b>

**LEVIED PARK FUND**

MONEY MARKET	\$2,107.58
<b>DESIGNATED</b>	
CASH FLOW	\$2,437.00
<b>DESIGNATED TOTAL</b>	<b>\$2,437.00</b>
<b>UNDESIGNATED</b>	<b>(\$329.42)</b>

**CAPITAL FUND**

MONEY MARKET	\$340.03
INVESTMENTS	\$37,500.00
<b>DESIGNATED</b>	
HEAVY EQUIPMENT	\$37,840.03
<b>DESIGNATED TOTAL</b>	<b>\$37,840.03</b>