

**WASHINGTON COUNTY
TOWN OF MAY
OFFICIAL TOWN BOARD MINUTES
February 5, 2015**

The Board of Supervisors of the Town of May met at their regular monthly meeting on Thursday, January 8, 2015, at the May Town Hall. Those present included: Bill Voedisch, Board Chair; John Pazlar, Supervisor; John Adams, Supervisor; Josh Brekken, representing Dave Snyder, Town Attorney; Mark Erichson, Town Engineer; Nate Sparks, Town Planner; Pete Kluegel, Building Inspector; Linda Klein, Town Clerk; Cheryl Bennett, Town Treasurer and residents of the Town of May. Voedisch called the meeting to order at 7:00.

Minutes, Checks, Treasurer's Report

Voedisch moved, seconded by Pazlar, to approve the minutes of the January 8, 2015, regular board meeting and continuation to budget meeting on January 28. All approved.

Pazlar moved, seconded by Voedisch, to approve checks 18078 through 18114 for the month of January as well as electronic funds transfers EFTS215, EFTF215 to the State and IRS, respectively as presented. All approved.

Pazlar moved, seconded by Voedisch, 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.

Pazlar moved, seconded by Voedisch, to approve Security State Bank as the Town's depository. All approved.

Pazlar moved, seconded by Voedisch, to approve the Board of Audit as presented by Treasurer Bennett. All approved.

Bonse/Smith Lot Line Adjustment

Marjorie Bonse and Larry Smith came forward with a request to approve a lot line adjustment adding 2+ acres to the Bonse lot, taken away from the Smith lot. Because there is no increase in number of lots or development rights, this request fits within the Town Code as being a request that can be accomplished by Board action. Voedisch moved, seconded by Pazlar, to approve the lot line adjustment and that companion deeds be provided to the attorney for approval and recording.

Planning Commission - John Arnason, Planning Commission Chair

Ordinance 2014-11 Firearms Ordinance Clarification

Chairman Arnason reported on the Planning Commission discussion on this item. The Board had considerable discussion regarding the prohibitions and the language used in the revising ordinance. After this discussion, it was agreed that Voedisch would re-work the language and provide a new revised copy for approval at the next Board meeting.

Ordinance 2014-10 Storage of Business Equipment in Accessory Structure

Chairman Arnason reported on the Planning Commission discussion on this item. The commission members agreed that storage of business equipment should be allowed in a resident's accessory building. The most discussion was regarding the draft language and the restrictive language, especially the one-vehicle limit. The attorney noted that the language should say 'only one' vehicle as opposed to 'one vehicle'. The consensus of the board was to go with the more restrictive language. Issue tabled until March, providing time for Voedisch to draft new language.

Old Business

Internet Connectivity Discussion

Voedisch passed out a statement (attached) reprising a previous meeting where internet connectivity was discussed. He noted that the goal of this meeting was to secure costs from the two local carriers (Midcontinent and Century Link) that would be involved in upgrading underserved areas. He provided an overview of the past grant awards provided by the State, in most cases involving both a phone company and a municipality. When looking at the 50% match required to obtain the grant, in almost every case the match was provided by the participating carrier. In only one case, was the matching money provided by a municipality.

Voedisch looked for Board approval to move forward with looking into the grant-making process with the hope that the Town can make progress in the next year or two. Pazlar noted that this project needs to have transparent discussion among the board, as this will have an impact on the entire township as opposed to just pockets of the community. It was agreed that Voedisch would continue to investigate the grant making process and will continue to report back to the Board.

Paul Kisselburg stated that the funding model from Century Link is questionable, and suggested a meeting with Century Link to pin them down regarding this model. Mr. Kisselburg wondered why the Town cannot apply pressure to Century Link to fund the \$90,000 they quoted to upgrade the sections of May Township addressed at a previous meeting.

Pazlar reiterated that the entire township should be considered from the outset, including negotiating with all the carriers in May Township.

201 System Review

201 System Manual: The engineering staff has completed the draft of the 201 System Manual based on recommendations/review completed by Natural Systems and input received from Supervisor Adams and Treasurer Bennett. A copy of the draft was provided to all Board members for comment prior to finalizing the manual.

Voedisch reported that the last error was corrected adequately and the system is working.

The engineer provided keys to the Board and the clerk. The following individuals have keys: Adams, Kasper, Klein, Voedisch, Tom Schroeder, Tom Birkeland and C & B and the lockbox on the key.

201 System Operation Regarding the inability of the system to switch automatically from one place to another, Kasper advised that it would cost approximately \$1,200 to have someone come out and check out the reason why this system is not operating correctly.

201 Ordinance: Adams advised that he has reviewed the 201 Ordinance that has been drafted by Nate Sparks and believes that after a couple of issues are resolved, it will be ready for review and adoption.

Engineering and Roads

Sign Order: The engineer has requested quotes from the City of Maplewood to replace the “no dumping” signs within the town hall parking lot. The quote received was for \$94.62 for the needed signs. The Board authorized Kasper to go forward with the sign order.

Roadway Projects for 2014:

Morgan Avenue (from 150th Street to south terminus) Reclamation and Drainage Improvements

Voedisch moved, seconded by Adams, to grant the engineer approval to begin preparation of plans and specification for the improvements proposed along Morgan. All approved

Chip Seal Improvements

Voedisch moved, seconded by Adams, to grant the engineer approval to begin preparation of plans and specifications for the chip seal improvements proposed along the following roadways: Arcola Trail, Paul Avenue, Ravine Circle, Riverview Trail North. All approved.

County Road 4 Entry Pads: The engineer is working with Washington County to review and verify the entry pads to County Road 4 from the existing gravel roadways.

Old Business

Jordahl Fence

Voedisch advised that he continues to work with counsel for Ms. Jordahl and has not come to any conclusions yet. Voedisch moved, seconded by Pazlar, to retain Jessica Schwie as counsel to deal with the Jordahl issue. Her first task is a full itemization of the infractions.

New Business

2015 Budget

Voedisch moved, seconded by Pazlar, to approve a 2015 budget of \$718,034 in receipts and \$1,025,173 in disbursements, with disbursements being higher than receipts because investments being used for road project. All approved.

2016 Budget and Levy

Voedisch moved, seconded by Pazlar, to approve a budget and levy for the year 2016 of \$664,841, including a \$40,000 spend down from General Fund. All approved.

Dunrovin

Voedisch moved, seconded by Pazlar, to approve the requested gambling permit submitted by Dunrovin Retreat Center and to forward it on to the County for Board approval. All approved.

March election judges

Voedisch moved, seconded by Pazlar, to appoint the following individuals as election judges for the 2015 March town election: Jim Beatty, Jane Norbin, Ann Cummings, Nancy Rosenbower, Connie Ryan Oakes and Mitch Otterson. All approved.

Newsletter Draft

Voedisch provided a revised draft of the newsletter for review. Once all board members have approved the revised draft, Klein will work with Stillwater Printing to get the newsletter printed and mailed.

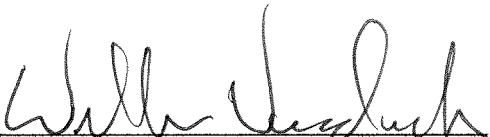
Cost of Living Salary Increase

Treasurer Bennett reminded the board that the 2015 budget calls for a 2 percent cost of living increase for Town employees. Pazlar moved, seconded by Voedisch, that the 2 percent cost of living increase be put in place for 2015, effective February 1, 2015. All approved.

Hearing no further business being presented, Voedisch moved, seconded by Adams, to adjourn.

Attest:


Linda L. Klein, Town Clerk


Respectfully submitted
William K. Voedisch, Board Chairman



TOWN OF MAY

CURRENT CD INVESTMENT SUMMARY

As of 1/31/15

GENERAL

Security Bank - 10/5/15	\$59,803.40
TOTAL GENERAL	\$59,803.40

ROAD & BRIDGE

Blacktopping expires 3/6/15	\$101,651.10
Gravel expires 3/17/15	\$24,571.85
Blacktopping expires 11/30/15	\$59,782.98
Blacktopping expires 7/7/15	\$15,258.19
Lynch Blacktopping expires 4/23/15	\$67,000.00
Lynch Sealcoating expires 4/23/15	\$25,000.00
Road Construction expires 7/7/15	\$22,886.57
TOTAL ROAD & BRIDGE	\$316,150.69

PARK

Security Bank - 10/5/15	\$20,464.71
TOTAL PARK	\$20,464.71

CAPITAL

Security Bank - 1/31/16	\$62,175.66
TOTAL CAPITAL	\$62,175.66

201 SEWER REPLACEMENT

Security Bank - 10/8/15	\$70,410.12
Security Bank - 11/30/14	\$66,882.23
TOTAL 201 REPLACEMENT	\$137,292.35

201 SEWER PUMPING FUND

Security Bank - 10/8/15	\$13,309.79
TOTAL 201 REPLACEMENT	\$13,309.79

Total CDs	\$609,196.60
TOTAL INVESTMENTS	\$609,196.60

**COMMITTED AND UNCOMMITTED DOLLARS BY FUND
LEVIED FUNDS ONLY**

As of 1/31/15

GENERAL FUND

MONEY MARKET	\$208,316.06
INVESTMENTS	\$59,803.40
COMMITTED	
ROAD ESCROWS	\$2,500.00
ESCROWS	\$13,296.70
CONTINGENCY	\$50,000.00
CASH FLOW	\$76,138.00
COMMITTED TOTAL	\$141,934.70
UNCOMMITTED	\$126,184.76

ROAD & BRIDGE FUND

MONEY MARKET	\$206,895.85
INVESTMENTS	\$316,150.69
COMMITTED	
GRAVEL TAX (MAY AVE.)	\$4,571.85
CAPITAL PROJECTS:	
ROAD CONSTRUCTION	\$0.00
INVESTMENTS	\$22,886.57
BLACKTOPPING	\$2,381.00
INVESTMENTS	\$176,692.27
LYNCH ROAD - CD	\$67,000.00
CALCIUM CHLORIDE	\$15,107.20
SEALCOATING/CRACK SEALING	\$36,138.50
LYNCH ROAD - CD	\$25,000.00
REDUCE 2015 LEVY	\$85,152.00
COMMITTED TOTAL	\$434,929.39
UNCOMMITTED	\$88,117.15

FIRE FUND

MONEY MARKET	\$87,149.92
COMMITTED TOTAL	\$87,149.92

LEVIED PARK FUND

MONEY MARKET	\$6,387.12
COMMITTED TOTAL	\$6,387.12

CAPITAL FUND

MONEY MARKET	\$60,688.67
GRAVEL TAX CD per 1/28/15 meet	\$20,000.00
INVESTMENTS	\$62,175.66

COMMITTED

HEAVY EQUIPMENT	\$142,864.33
COMMITTED TOTAL	\$142,864.33

Total Money Market	\$569,437.62
Total Investments	\$458,129.75
	<u>\$1,027,567.37</u>

Total Committed	\$813,265.46
Total Uncommitted	\$214,301.91
	<u>\$1,027,567.37</u>

Fund Name: All Funds
Date Range: 02/01/2015 to 02/05/2015

<u>Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Check #</u>	<u>Total</u>	<u>Account #</u>	<u>Amount</u>
02/05/2015	Payroll Period Ending 02/01/2015		18078	\$290.00	100-41110-100	\$290.00
02/05/2015	Payroll Period Ending 02/01/2015		18079	\$1,363.58	100-41510-100	\$1,363.58
02/05/2015	Payroll Period Ending 02/01/2015		18080	\$2,284.53	100-41425-100	\$2,284.53
02/05/2015	Payroll Period Ending 02/01/2015		18081	\$290.00	100-41110-100	\$290.00
02/05/2015	Payroll Period Ending 02/01/2015		18082	\$3,614.54	201-43112-100	\$3,614.54
02/05/2015	Payroll Period Ending 02/01/2015		18083	\$2,829.47	201-43113-100	\$2,829.47
02/05/2015	VOID - PRINTING ERROR		18084			VOID
02/05/2015	Payroll Period Ending 02/01/2015		18085	\$290.00	100-41110-100	\$290.00
02/05/2015	MARVIN L. SCHROEDER	Building rental - January 2015	18086	\$800.00	201-43101-412	\$800.00
02/05/2015	FORCE AMERICA, INC	Gaskets for 04 Sterling	18087	\$103.16	201-43126-438	\$103.16
02/05/2015	CARQUEST AUTO PARTS	Parts for Freightliner	18088	\$30.62	201-43126-438	\$30.62
02/05/2015	H & L MESABI	Carbide Inserted blade & plow bolts/nuts	18089	\$1,710.82	201-43126-438	\$1,710.82
02/05/2015	BLUE CROSS & BLUE SHIELD OF MN	Health insurance - Marvin & Thomas Schroeder	18090	\$586.60	201-43112-130	\$109.00
					201-43113-130	\$477.60
02/05/2015	M. J. RALEIGH TRUCKIN INC.	Sand and Salt	18091	\$3,600.00	201-43125-442	\$3,600.00
02/05/2015	CONNEXUS ENERGY	201 Sewer Electric	18092	\$187.59	230-43285-380	\$187.59
02/05/2015	WASHINGTON COUNTY - PUBLIC HEALTH	4th quarter maintenance 2014	18093	\$453.75	230-43280-400	\$453.75
02/05/2015	NATURAL SYSTEMS UTILITIES	Carnelian Hills Maintenance & electrical contract	18094	\$643.31	230-43280-400	\$388.11
					230-43282-300	\$255.20
02/05/2015	PETER KLUEGEL	Building inspector	18095	\$2,492.35	100-42401-315	\$2,492.35
02/05/2015	PAUSZEK INC	Assessor	18096	\$1,300.00	100-41950-314	\$1,300.00
02/05/2015	FRONTIER	Phone listing thru December 2015	18097	\$65.88	100-41941-380	\$65.88
02/05/2015	CENTURY LINK	Town hall and clerk phone	18098	\$168.26	100-41941-380	\$168.26
02/05/2015	XCEL ENERGY	Town hall electric - 2 month	18099	\$104.58	100-41941-380	\$104.58
02/05/2015	COUNTRY MESSENGER	Legal notices - January	18100	\$20.00	100-41001-351	\$20.00
02/05/2015	PIONEER PRESS	Legal notices - December	18101	\$61.80	100-41001-351	\$61.80

Town of May

Disbursements Register

02/03/2015

<u>Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Check #</u>	<u>Total</u>	<u>Account #</u>	<u>Amount</u>
02/05/2015	JEANNIE DAVIS	Clean town hall - Jan	18102	\$45.00	100-41941-110	\$45.00
02/05/2015	BRAD GOMBOLD	Return of road escrow rec'd 12/4/12	18103	\$500.00	100-49390-470	\$500.00
02/05/2015	JOHN ARNASON	Planning commission 14	18104	\$125.00	100-41121-110	\$125.00
02/05/2015	VICTOR LUNDEEN COMPANY	Township checks	18105	\$408.15	100-41002-200	\$408.15
02/05/2015	LINDA L. KLEIN	Insurance, mileage	18106	\$187.40	100-41001-331 100-41425-130	\$34.50 \$152.90
02/05/2015	CHERYL D. BENNETT	Insurance, mileage, postage, office supplies	18107	\$390.44	100-41001-200 100-41001-322 100-41001-331 100-41510-130	\$56.78 \$53.76 \$24.15 \$255.75
02/05/2015	NAC	Planning & zoning	18108	\$2,943.82	100-41001-325 100-41910-316 100-49361-316 100-49371-316	\$67.05 \$987.34 \$1,311.39 \$578.04
02/05/2015	WSB & ASSOCIATES, INC	Engineering - December	18109	\$3,015.00	201-42601-303 230-42601-303	\$439.00 \$2,576.00
02/05/2015	JARDINE LOGAN & O'BRIEN	Legal fees - Gombold	18110	\$1,874.60	100-41601-887	\$1,874.60
02/05/2015	JOHNSON/TURNER ATTORNEYS AT LAW	Legal fees	18111	\$928.50	100-41610-304 100-49361-304 100-49371-304	\$864.75 \$48.75 \$15.00
02/05/2015	POSTMASTER	1 Roll of stamps	18112	\$49.00	100-41001-322	\$49.00
02/05/2015	WASHINGTON COUNTY SHERIFF'S OFFICE	2015 Annual Code Red fee	18113	\$218.19	100-42151-452	\$218.19
02/05/2015	PERA	Coordinated & DCP w/holdings/616000	18114	\$1,966.50	100-41110-121 100-41425-121 100-41510-121 201-43112-121 201-43113-121	\$93.00 \$303.30 \$290.60 \$682.64 \$596.96
02/05/2015	IRS - INTERNAL REVENUE SERVICE	Federal withholdings	EFTF215	\$3,751.53	100-41110-135 100-41425-122 100-41425-135 100-41425-171 100-41510-122 100-41510-135 100-41510-171 201-43112-122 201-43112-135 201-43112-171 201-43113-122 201-43113-135 201-43113-171	\$27.00 \$376.08 \$87.96 \$247.81 \$257.38 \$60.20 \$298.93 \$604.62 \$141.40 \$399.48 \$528.74 \$123.66 \$598.27
02/05/2015	MN DEPARTMENT OF REVENUE	State withholdings ID# 2478214	EFTS215	\$641.27	100-41425-172 100-41510-172 201-43112-172 201-43113-172	\$116.89 \$119.45 \$172.03 \$232.90

Total For Period **\$40,335.24**

Total Year To Date **\$66,367.01**