

**TOWN OF MAY
WASHINGTON COUNTY
OFFICIAL TOWN BOARD MINUTES
January 2, 2014**

The Board of Supervisors of the Town of May met at their regular monthly meeting on Thursday, January 2, 2014, at the May Town Hall. Those present included: Bill Voedisch, Board Chair; John Pazlar, Supervisor; John Adams, Supervisor; Dave Snyder, Town Attorney; Diane Hankee, Town Engineer; Linda Klein, Town Clerk; 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.

Minutes, Checks, Treasurer's Report

Voedisch moved, seconded by Pazlar, to approve the minutes of the December 5, 2013, Town Board meeting as presented. All approved.

Pazlar moved, seconded by Voedisch, to approve checks 17568 through 17600 as presented, as well as electronic funds transfers EFTS114, EFTF114 to the State and IRS, respectively. All approved. 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.

New Business

Todd Smith – Local Assessor Proposal

Todd Smith appeared before the board to request consideration as assessor for the Town. He has been the assessor for City of Grant for several years and lives in Scandia. He explained that it is mandated that the assessor validate 20 percent of the properties assessed every year. He would like to provide this service for May Township. He stated that he has done appraisals in May Township and has found several discrepancies in the current assessor's work during the process of doing these appraisals. After answering several questions from the Board, Mr. Smith was advised that the Board would make a decision after visiting with Mr. Poshek the next month.

Attorney Rate Proposal

Voedisch moved, seconded by Pazlar, to approve the attorney rate as presented. Correspondence regarding attorney rates is attached to these minutes. All approved.

Engineering and Roads

Diane Hankee brought forward the following report from the engineering firm.

201 Sewer: Hankee met with Supervisor Adams and Jason Crotty and Tommy Boesel of Marine on St/. Croix. They had additional questions that were best directed to Pete Ganzel, and the engineer provided email correspondence with the questions and the answers. They advised that they are already maximized out on their duties with otechMarine and are concerned how much time it would take to manage May Township's system. Future action items include:

1. Meeting with Marine and Washington County staff on site to answer questions regarding system maintenance;

2. Meeting with Steve Kokesh Natural Systems Utilities (Eco Check) of Scania to see how they would service the system and find out more about their experience.
3. Continue work on the system Manual.

Sign Order: The engineer is working on a no parking sign order for 120th Street. The order will include 14 signs and 7 posts. The Town already has 7 posts.

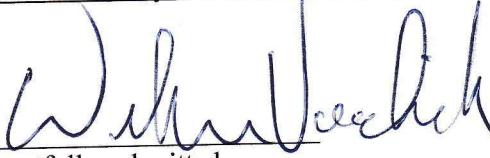
County Land Use/Planning

Washington County is intending to get out of land use planning other than lakeshore and a few other areas. At this point, all lakeshore variances go through Washington County, but if something goes wrong after the permit is issued, they depend on the township to take care of the issue.

Hearing no further business, Voedisch moved, seconded by Pazlar, to continue the meeting to the budget meeting on January 23. All approved.

ATTEST:

Linda L. Klein
Town Clerk



Respectfully submitted,
William K. Voedisch, Town Board Chairman

Continuation Budget/Levy Meeting, January 23rd at 9 AM at the Town Hall

Supervisors Adams, Pazlar, Voedisch and Treasurer Bennett were present for the meeting.

Supervisor Pazlar reviewed the 2015 proposed levy he and Treasurer Bennett worked on. A line by line review was done for all the funds. The fire fund will have the greatest increase due to the large increase by the City of Stillwater fire contract.

Discussion was held regarding the excess funds that have accumulated over the past few years. The Board also discussed whether to have an increase in the levy for 2015 or to keep it level. It was decided that we would use Road & Bridge excess funds to lower the levy and keep it at a zero percent increase.

Adams moved, seconded by Voedisch to approve the 2015 levy at \$641,695 as presented. All approved.

Pazlar moved, seconded by Adams to move \$24,200 from the Fire Fund to the Capital Fund. The Treasurer is to add this to the Capital Fund CD, which is renewing on January 31, 2014. All approved.

Adams presented the 2014 budget for the 201 Sewer system. He is still working on getting costs for administration of the system. Discussion was held regarding costs and the County timeline. No action was taken.

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

TOWN OF MAY

CURRENT CD INVESTMENT SUMMARY

As of 1/31/14

GENERAL

Security Bank - 10/5/14	\$59,683.94
TOTAL GENERAL	\$59,683.94

ROAD & BRIDGE

Gravel expires 2/18/14	\$3,149.88
Blacktopping expires 3/6/14	\$101,504.77
Gravel expires 3/17/14	\$24,535.74
Blacktopping expires 11/30/14	\$59,634.17
Blacktopping expires 7/7/14	\$15,220.28
Road Construction expires 7/7/14	\$22,829.70
TOTAL ROAD & BRIDGE	\$226,874.54

PARK

Security Bank - 10/5/14	\$20,423.83
TOTAL PARK	\$20,423.83

CAPITAL

Security Bank - 1/31/15	\$62,020.46
TOTAL CAPITAL	\$62,020.46

201 SEWER REPLACEMENT

Security Bank - 10/8/14	\$92,526.60
Security Bank - 11/30/14	\$66,715.74
TOTAL 201 REPLACEMENT	\$159,242.34

201 SEWER PUMPING FUND

Security Bank - 10/8/14	\$6,650.00
TOTAL 201 REPLACEMENT	\$6,650.00

Total CDs	\$534,895.11
TOTAL INVESTMENTS	\$534,895.11

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

As of 1/31/14

GENERAL FUND

MONEY MARKET	\$212,184.10
INVESTMENTS	\$59,683.94
COMMITTED	
ROAD ESCROWS	\$500.00
ESCROWS	\$13,835.91
CONTINGENCY	\$50,000.00
CASH FLOW	\$70,682.00
COMMITTED TOTAL	\$135,017.91
UNCOMMITTED	\$136,850.13

ROAD & BRIDGE FUND

MONEY MARKET	\$303,802.92
INVESTMENTS	\$226,874.54
COMMITTED	
GRAVEL TAX (MAY AVE.)	\$27,685.62
CAPITAL PROJECTS:	
ROAD CONSTRUCTION	\$0.00
INVESTMENTS	\$22,829.70
BLACKTOPPING	\$2,381.00
INVESTMENTS	\$176,359.22
LYNCH ROAD	\$67,000.00
CALCIUM CHLORIDE	\$141,906.64
SEALCOATING/CRACK SEALING	\$51,493.50
LYNCH ROAD	\$25,000.00
COMMITTED TOTAL	\$514,655.68
UNCOMMITTED	\$16,021.78

FIRE FUND

MONEY MARKET	\$99,461.94
COMMITTED TOTAL	\$99,461.94

LEVIED PARK FUND

MONEY MARKET	\$4,374.39
COMMITTED TOTAL	\$4,374.39

CAPITAL FUND

MONEY MARKET	\$35,291.57
INVESTMENTS	\$62,020.46
COMMITTED	
HEAVY EQUIPMENT	\$97,312.03
COMMITTED TOTAL	\$97,312.03

Total Money Market	\$655,114.92
Total Investments	\$348,578.94
	<u>\$1,003,693.86</u>

Total Committed	\$850,821.95
Total Uncommitted	\$152,871.91
	<u>\$1,003,693.86</u>

Fund Name: All Funds
Date Range: 01/01/2014 to 01/31/2014

Date	Vendor Name	Description	Check #	Total	Account #	Amount
01/02/2014	Payroll Period Ending 01/01/2014		17568	\$290.00	100-41110-100	\$290.00
01/02/2014	Payroll Period Ending 01/01/2014		17569	\$2,299.44	201-43103-100	\$2,299.44
01/02/2014	Payroll Period Ending 01/01/2014		17570	\$2,899.96	201-43102-100	\$2,899.96
01/02/2014	Payroll Period Ending 01/01/2014		17571	\$290.00	100-41110-100	\$290.00
01/02/2014	Payroll Period Ending 01/01/2014		17572	\$2,227.07	100-41400-100	\$2,227.07
01/02/2014	Payroll Period Ending 01/01/2014		17573	\$1,337.47	100-41510-100	\$1,337.47
01/02/2014	Payroll Period Ending 01/01/2014		17574	\$290.00	100-41110-100	\$290.00
01/02/2014	M. J. RALEIGH TRUCKIN INC.	Gravel	17575	\$2,558.30	201-43100-443	\$2,558.30
01/02/2014	BOYER TRUCKS	Repair of Sterling	17576	\$1,577.25	201-43126-438	\$1,577.25
01/02/2014	FORCE AMERICA, INC	Gaskets for 04 Sterling	17577	\$48.25	201-43126-438	\$48.25
01/02/2014	MARVIN L. SCHROEDER	Building rental - Dec, Insurance - Jan	17578	\$912.20	201-43100-412	\$800.00
					201-43102-130	\$112.20
01/02/2014	CARQUEST AUTO PARTS	Parts for Sterling and Freightliner	17579	\$131.49	201-43126-438	\$131.49
01/02/2014	WALLY CARLSON AND SONS INC	Fuel	17580	\$2,482.23	201-43126-212	\$2,482.23
01/02/2014	RICOH USA INC	Maintenance renewal on LD015	17581	\$209.45	100-41001-400	\$209.45
01/02/2014	PIONEER PRESS	Legal notices - November	17582	\$74.16	100-41001-351	\$74.16
01/02/2014	COUNTRY MESSENGER	Legal notices	17583	\$16.00	100-41001-351	\$16.00
01/02/2014	CENTURY LINK	Clerk, town hall and 201 Sewer phone	17584	\$218.07	100-41940-380	\$164.88
					230-49489-380	\$53.19
01/02/2014	FEDERATED CO-OPS, INC	Propane - town hall	17585	\$182.30	100-41940-380	\$182.30
01/02/2014	SHERRILL REID ANIMAL CONTROL	Dog to HAH	17586	\$90.00	100-42700-309	\$90.00
01/02/2014	TAMILY OR JON COLOMBO	Return planning escrow	17587	\$400.91	100-49499-450	\$400.91
01/02/2014	BRIAN OR TIFFANY CLARK	Return planning escrow	17588	\$190.50	100-49499-450	\$190.50
01/02/2014	CHERYL D. BENNETT	Insurance	17589	\$255.75	100-41510-130	\$255.75
01/02/2014	LINDA L. KLEIN	Insurance, mileage	17590	\$216.80	100-41001-331	\$33.90
					100-41400-130	\$182.90
01/02/2014	WSB & ASSOCIATES, INC	Engineering - October	17591	\$1,413.75	201-41911-303	\$1,147.75
					230-41911-303	\$266.00

Town of May

Disbursements Register

01/31/2014

Date	Vendor Name	Description	Check #	Total	Account #	Amount				
01/02/2014	NAC	Planning & zoning - November	17592	\$2,110.03	100-41910-317	\$1,013.57				
					100-49499-317	\$1,096.46				
01/02/2014	JOHNSON/TURNER ATTORNEYS AT LAW	Legal fees - November	17593	\$3,396.00	100-41610-304	\$2,481.00				
					100-41610-909	\$7.50				
					100-41610-910	\$37.50				
					100-49499-304	\$120.00				
					230-41610-304	\$750.00				
01/02/2014	BLUE CROSS & BLUE SHIELD OF MN	Health & life insurance	17594	\$436.00	201-43103-130	\$436.00				
01/02/2014	MINNESOTA ASSOC. OF TOWNSHIPS	Annual membership dues	17595	\$1,306.96	100-41001-313	\$1,306.96				
01/02/2014	AVENET,LLC	Web design, 12 month service, 2014	17596	\$450.00	100-41000-320	\$450.00				
01/02/2014	PAUSZEK INC	Assessor	17597	\$1,300.00	100-41950-314	\$1,300.00				
01/02/2014	POSTMASTER	4 Rolls of stamps	17598	\$184.00	100-41001-322	\$184.00				
01/02/2014	JEANNIE DAVIS	Clean Town hall	17599	\$60.00	100-41940-110	\$60.00				
01/02/2014	PERA	Coordinated & DCP w/holdings/616000	17600	\$1,632.71	100-41110-121	\$93.00				
					100-41400-121	\$297.32				
					100-41510-121	\$274.71				
					201-43102-121	\$516.24				
					201-43103-121	\$451.44				
01/02/2014	IRS - INTERNAL REVENUE SERVICE	Federal withholdings	EFTF114	\$3,099.67	100-41110-170	\$27.00				
					100-41400-170	\$86.22				
					100-41400-171	\$368.66				
					100-41400-172	\$245.54				
					100-41510-170	\$59.02				
					100-41510-171	\$252.34				
					100-41510-172	\$296.48				
					201-43102-170	\$110.90				
					201-43102-171	\$474.18				
					201-43102-172	\$262.13				
					201-43103-170	\$96.98				
					201-43103-171	\$414.66				
					201-43103-172	\$405.56				
				01/02/2014	MN DEPARTMENT OF REVENUE	State withholdings ID# 2478214	EFTS114	\$547.06	100-41400-173	\$124.39
									100-41510-173	\$118.12
	201-43102-173	\$130.37								
	201-43103-173	\$174.18								
01/31/2014	Capital Fund	Transfer from Fire Fund	JE# 1-14	\$24,200.00	202-49360-720	\$24,200.00				
01/31/2014	SECURITY STATE BANK OF MARINE	Add to Capital Fund CD	JE# 2-14	\$24,200.00	400-49350-800	\$24,200.00				

Total For Period

\$83,533.78

Total Year To Date

\$83,533.78