

**WASHINGTON COUNTY
TOWN OF MAY
OFFICIAL TOWN BOARD MINUTES
July 2, 2015**

The Board of Supervisors of the Town of May met at their regular monthly meeting on Thursday, July 2, 2015, at the May Town Hall. Those present included: Bill Voedisch, Board Chair; John Pazlar, Supervisor; John Adams, Supervisor; Cheryl Bennett, Treasurer, Town Treasurer; Linda Klein, Town Clerk; Katie Kasper, Project Engineer; Dave Snyder, Town Attorney; Peter Kluegel, Building Inspector; Mark Dupre, Planning Commission alternate chair and residents of the Town of May. Voedisch called the meeting to order at 7:00.

Minutes, Checks, Treasurer's Report

Adams moved, seconded by Pazlar, to approve the minutes of the June 4, 2015, regular town board meeting. All approved.

Pazlar moved, seconded by Adams, to approve checks 18292 through 18325 for the month of June as well as electronic funds transfers EFTS715, EFTF715 to the State and IRS, respectively as presented. All approved.

Voedisch moved, seconded by Adams, 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 will be reviewing outstanding bank statements this month.

Planning & Zoning

Dittman Variance

Mark Dupre, planning commission alternate chairman, provided the following report regarding a variance request to add a basement and make other improvements to a home built in 1901. The variance is needed because it is non-conforming home due to setbacks based on current rights-of-way on Square Lake Trail and Highway 95, which have expanded over the years. The lot is 1 acre in size. Adhering to the existing rights-of-way allows no room to do any expansion on the property. A public hearing was held, and neighbors were in favor of the improvements. The planning commission also approved of the plan and provided several findings in support of its approval. The commission voted unanimously to approve, with 6 findings and 2 conditions.

Chairman Voedisch brought forward a resolution to approve this variance. Hearing no concerns, he moved, seconded by Adams, to approve this variance request to allow for improvements to an existing non-conforming structure at 13390 St. Croix Trail via Resolution 2015-10 with supporting finds of fact. On a roll call vote: Adams, yes; Pazlar, yes; Voedisch, yes, the resolution adopted.

Pat Gleason – Slalom Course Permit

Pat Gleason brought forward a request for a slalom course permit on Lake Carnelian. Voedisch moved, seconded by Adams, to approve the slalom permit for Gleason for the summer season of 2015. All approved.

Voedisch inquired about Gleason's trailers parked in the 130th St. right-of-way and asked that he at least keep them off the road surface. He also noted that in winter, even being up on the boulevard still puts them in danger of damage from plowed snow.

Jack Kramer – Submission for Building Inspector Position

Mr. Kramer appeared before the Board requesting the building inspector position to replace Pete Kluegel, who is retiring. Although Mr. Kramer covers many municipalities, he stated that his permits are down, and he would have the time and ability to manage this position.

Voedisch also brought forward a proposal from the City of Hugo. After considerable discussion, it was determined that Kramer would be the better decision. Voedisch moved, seconded by Adams, to approve Jack Kramer as the new building official for May Township. All approved.

201 System Update

Manhole Repair: The sanitary sewer manhole located on Panorama Avenue near 130th Street was originally anticipated to be repaired the week of June 8, 2015 by C & B Excavating, but given the setbacks in schedules due to the rain, C& B has now scheduled the repair for the week of July 6, 2015. The Gopher State One Call has been made and utilities have been marked in preparation for the repair next week.

System Maintenance and/or Repair: Engineering staff met with C&B Excavating on-site on June 4, 2015 regarding the shared septic tank between 14783-130th Street N and 14777-130th Street N. The service to 14777-130th Street is leaking at the curb stop located on the property of 14783-130th Street. They then contacted C & B Excavating to obtain a quote to complete the repair work. C & B estimates the repair of the service would be approximately \$5,000, not including the cost to replace the retaining wall. C & B is currently reviewing/researching this cost and will advise within the next few weeks the total estimate to complete the repair and replace the retaining wall.

Drainfield Mowing: Shane Summank, with Natural Systems, had contacted the engineering staff earlier in the month regarding mowing at the drainfields. The MPCA permits require mowing at the facilities, at least around the manholes, hatches, panels, etc. Shane had been out at the site June 16, 2015 and mentioned "most of the grass is waist high or higher". Shane stated Natural Systems could take care of the mowing at a rate of \$105 for 1 hour and had further mentioned the drainfield sites are typically mowed twice a year, mid-summer and fall. Mowing of the field will need to be completed in the next month.

Drainfield Lock Box and Additional Locks: Shane Summank with Natural Systems, had confirmed earlier in the month during his June site visit, there was not a lock box on-site with a spare key. Shane stated he would pick up a lock box and hang on the fence during his July site visit (mid to late July). Once the lock box is on site, engineering staff will verify the lock box code and location with Natural Systems (Shane had commented the lock box code will remain 1-3-5-7-9). As the Township had been billed previously for the lock box, Shane made it clear that the Township will NOT be charged for the lock box.

Engineering staff requested Natural Systems verify any and all locations where locks need to be replaced or are missing. Shane had counted 19 locks based on his May site visit. The two lift station panels have new locks on the actual control panels, but the electrical panels have old locks that do not work with the key Natural Systems has. Shane further commented there are old locks on the electrical panels at the treatment site and the control panel and several hatches were missing locks. Shane has since coordinated with C & B to have the locks ordered and installed. Shane mentioned he would verify with C & B prior to his July site visit to make sure all the locks have been replaced and/or installed.

Engineering and Roads

Annual Road Tour: The annual road tour was held Wednesday, May 27, 2015. A summary of the road tour was provided at the June Board Meeting. The board will review and discuss at the August meeting.

2015 Calcium Chloride Application: Envirotech Services has completed the calcium chloride application throughout the Town on Thursday, June 23, 2015. Staff will continue to work with Envirotech Services to finalize a calcium chloride map for the Town with corresponding application quantities for each roadway segment. This map is anticipated to be finalized for the August Board meeting.

Morgan Avenue Street Reconstruction Project: Bid opening was scheduled for July 2, 2015 at WSB offices. Results of the bid opening showed Valley Paving to be the low bidder.

Voedisch moved, seconded by Adams, to award the project to Valley Paving in the amount of \$169,070.50. All approved.

2015 Crack Fill and Chip Seal Project: Engineering staff has solicited quotes to provide crack fill and chip seal coat improvements along the following roadways within the Township:

- Paul Avenue
- Arcola Trail
- Riverview Trail
- Ravine Circle

Adams moved, seconded by Pazlar, to approve Allied Blacktop Company in the amount of \$29,243.90 for the crack fill and chip seal projects above. All approved.

2015 Paving Repairs: Staff had coordinated pothole repair quotes with the Tommy Schroeder of the Road Crew and B. F. Lauzon Enterprises, Inc. The quote to complete the repair work is summarized below:

- 121st Street - \$ 160.00
- May Avenue - \$ 50.00
- Northridge Avenue - \$2,645.00
- Ozark Avenue - \$ 285.00
- 130th Street - \$ 730.00
- Paragon Avenue - \$ 630.00
- 122nd Street - \$1,545.00
- 124th Street - \$1,575.50

\$7,620.50

The road patching budget for 2015 is \$2,000. Since the quotes received were above the total budgeted for the year, Tommy was given approval by Board Chair Voedisch to complete patching work along all of the following roadways as this total is under \$2,000:

- 121st Street - \$ 160.00
- May Avenue - \$ 50.00
- Ozark Avenue - \$ 285.00
- 130th Street - \$ 730.00
- Paragon Avenue - \$ 630.00

\$1,855.00

As budgeting allows based on the quotes received for the seal coating project and the Morgan Avenue project, additional patching improvements can be considered by the Board at the next meeting.

Old Business

Connectivity Project – Frontier Net

Voedisch has continued discussions with Frontier and Century Link. Century Link wants to put in an application for part of the \$10.5 million of DEED funds that was approved by the Minnesota legislature this year. Frontier is done with their May Township upgrades at this time and their attention is now in Northern MN.

Violations

Parade Avenue Problems – at Panorama

The internal loop of Parade Avenue is not a maintained road, and several property owners in the area are piling up loads of junk material on the vacant lots and in the unused RoW, blocking

access to the complaining property owner's lots. They are requesting relief from the Town to contact the offending parties, especially with regard to property owned by the Town of May.

Accumulation of Items on Vacant Lot – County Road 15 and Lynch Rd.

Jim Anderson bought the property and indicated that he was not able to build right away because the sale of his home in Stillwater fell through. He indicated that some of the stuff sitting out there is fencing, and he collected tires, which are now gone; several bicycles for his grandchildren to ride; 3-4 grills for entertaining; pressure washers are gone; snow blowers are gone, but mowers are still there. The new central air conditioning is to be used for the new home. The travel camper is gone. The gas tanks are for the grills; the buckets are all clean and will be used for construction of house; tables and chairs will be used for outdoor eating; the outhouse will be serviced once they start building.

At the June meeting, he indicated that he plans to put everything in a pole barn. Voedisch reminded him that a house must be built first and an accessory building could then be built to store the stuff. But building permits must be obtained and the structures built by a time certain, or again, there would be a violation for accumulated stuff.

There was then a review of his lot survey and where he wanted the house and shed to go. He was reminded that the shed cannot go closer to CR 15 and Lynch than the house. Pete Kluegel had the plat that showed the wetland easement boundary, which must be avoided. Mr. Anderson was instructed to meet with the building official to begin the process of getting the proper permits.

Voedisch moved, seconded by Pazlar, to terminate the violation hearing and that the shed can start before the house if both permits are issued at the same time, but the town will be verifying progress on the house and that if the shed is built but the house is not, the Town can direct that the shed be removed. All approved.

Un-kempt lawns – Keller Estates

The properties of concern are two brothers that lived side by side who have left the homes and the lawns have not been mowed. Voedisch will take pictures. Snyder indicated that you can go to the Washington Co website to check on foreclosures, contact the mortgage holders and direct them to properly care for the lawns.

Ordinances 2015

Ordinance 2015-02 Codify the “No Wake” ordinance of 2014

Discussion was held on item #3 in the ordinance, shore erosion. It was noted that the language was too subjective and will be removed from the resolution. Exhibit A is a history of the actions taken. This should go before the PC per Attorney Snyder for a hearing. Voedisch moved, seconded by Adams to present Ordinance 2015-02 to the Planning Commission for public hearing and review. All approved.

Insurance issues

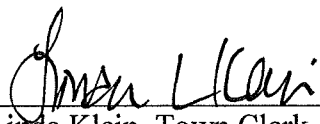
Treasurer Bennett brought forth a letter from League of Minnesota Cities with issues that need to be resolved.

1. Removal of items in front of inside electrical panel. This was resolved; Adams removed the voting booth to the other end of the room.
2. Hang the fire extinguisher and affix a monthly inspection tag. Bennett will purchase a new extinguisher with a bracket.
3. Remove and properly destroy fluorescent lamps in basement. Voedisch will take care of this.
4. Replace the batteries in the EXIT signs. Bennett tried to check on the battery size and got a zap. She will contact Brother Services to see if they can help.
5. Remove the graffiti from the playground equipment. Voedisch will contact Scott Hall.
6. Trim the tree near the outhouses so the "No Dumping" and "Handicap Parking" signs are visible. Pazlar will remove the tree since it is believed to be a volunteer and was not planted. Its roots could also interfere with the septic tanks associated with the outhouses.
7. Mark the field drain near the basketball court with a caution sign. Engineer Kasper will order a sign and have it installed.
8. Remove older wood benches. This issue was resolved; Voedisch removed them two weeks ago.
9. Consider the installation of new bleaches with guard rails when the current bleachers are replaced.

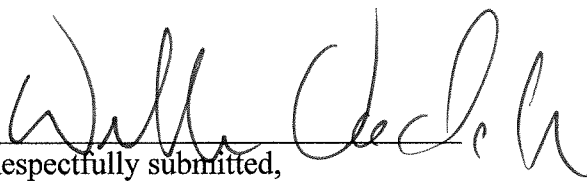
Personnel Policy

The League of Minnesota Cities has recommended updating our personnel policy to include new requirements such as veteran's preference. Attorney Snyder will review the current personnel policy that was last updated September 1994 and have someone in his office use the template at the League to create a new policy that is in compliance with current employment rules and laws. Voedisch moved to adjourn. All approved.

Attest:



Linda Klein, Town Clerk
Cheryl D. Bennett, Town Treasurer



Respectfully submitted,
William K. Voedisch, Board Chairman

**TOWN OF MAY
WASHINGTON COUNTY, MINNESOTA
RESOLUTION NO. 2015 - 10**

**A RESOLUTION WITH SUPPORTING FINDINGS OF FACT APPROVING A
VARIANCE FOR ROLF DITTMANN & JILL GREENHALGH TO ALLOW FOR
IMPROVEMENTS TO AN EXISTING NON-CONFORMING STRUCTURE AT 13390
ST. CROIX TRAIL**

WHEREAS, Rolf Dittmann & Jill Greenhalgh (“the Applicants”) are seeking to make improvements to an existing non-conforming structure; and

WHEREAS, the structure is located at 13390 St. Croix Trail (“the Property”) and is legally described as:

All that part of the Northwest Quarter of the Southeast Quarter of Section 30, Township 31, North of Range 19 West of the Fourth Principal Meridian, described as follows, to wit: Commencing at the junction of the West boundary of the Marine and Point Douglas Road and the South boundary of the road known as the Morgan May Road; running thence Westwardly along the South boundary of the said Morgan May Road Twelve (12) rods and eighteen (18) links; running thence Southwardly parallel to the West boundary of the Marine and Point Douglas Road Twelve (12) rods and eighteen (18) links, running thence Eastwardly and parallel to the South boundary of the Morgan May Road Twelve (12) rods and eighteen (18) links to the West boundary of the Marine and Point Douglas Road; running thence Northwardly along the West boundary of the Marine and Point Douglas Road to the point beginning, containing one (1) acre, more or less, formerly Common School District No. 4 school site, known as Arcola School. Except: All of the following: That part of the Northwest Quarter of the Southeast Quarter of Section 30, Township 31 North, Range 19 West, shown as Parcel 44 on Minnesota Department of Transportation Right of Way Plan Numbered 82-69 as the same is on file and of record in the office of the Registrar of Titles in and for Washington County, Minnesota, the title thereto being registered as evidenced by Certificate of Title No. 28671.

WHEREAS, the Property is identified in Washington County Records with the number of 30.031.19.42.0006; and

WHEREAS, the Property is zoned RR, Rural Residential; and

WHEREAS, the Property is approximately 1 acre in size; and

WHEREAS, the Applicants intend to raise the existing house on the site to place a basement underneath and also add a deck and balcony; and

WHEREAS, Section 708.02.E.2 of the Town Code requires structures to be no closer than 40 feet from the right-of-way in the RR District and Section 705.20.A.2(b) requires structures to be no closer than 150 feet from the centerline of arterial roadways; and

WHEREAS, the current location of the structure is approximately 25 feet from the St. Croix Trail right-of-way, 145 feet from the centerline of Square Lake Trail, and 93 feet from the centerline of St. Croix Trail; and

WHEREAS, the proposed deck will be located approximately 145 feet from the centerline of Square Lake Trail and 125 feet from the centerline of St. Croix Trail; and

WHEREAS, the proposed balcony will be located approximately 140 feet to the centerline of St. Croix Trail; and

WHEREAS, increasing the elevation of the structure 16" as proposed by the Applicants is not considered to be normal maintenance in Article 703 of the Town Code and thus, this aspect of the Applicant's plans also requires a variance; and

WHEREAS, due to the size of the lot and the imposition of the required setbacks, there is very limited conforming buildable area on the parcel; and

WHEREAS, the Planning Commission reviewed the application and held a duly noticed public hearing at its regularly scheduled meeting on June 25, 2015; and

WHEREAS, the Town of May Planning Commission recommended approval of the request with conditions, with the following Findings of Fact:

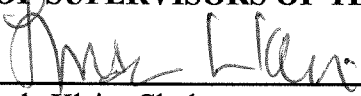
1. The proposed variance is consistent with the Comprehensive Plan.
2. The proposed variance is in harmony with the general purpose and intent of this Ordinance.
3. The structure was placed on the Property in 1901 and the adjacent rights-of-way have widened since its placement.
4. The Applicant proposes to use the Property in a reasonable manner not permitted by the zoning ordinance, but in conformance with all other requisite codes.
5. The plight of the landowner is due to circumstances unique to the property and not created by the landowner.
6. The variance will not alter the essential character of the neighborhood.

WHEREAS, the Board of Supervisors reviewed the application and the Planning Commission's recommendations at its July 2, 2015 Town Board meeting, and concurs with the findings and recommendations of the Planning Commission.

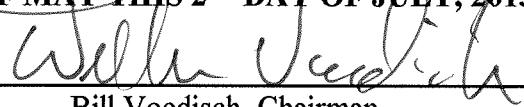
NOW, THEREFORE, BE IT RESOLVED, that based on the preceding Findings and recommendations, the Town of May Board of Supervisors hereby approves Rolf Dittmann & Jill Greenhalgh's request for a variance to expand an existing non-conforming structure by raising it 16" and adding a basement, and by adding a deck and balcony within the setbacks, subject to all the requirements of the Town of May Ordinances and all applicable County, Regional, and State requirements, with the following conditions:

1. The applicant must obtain all permits and approvals, including those of Washington County, if necessary.
2. The proposed construction shall adhere to the plans submitted by the applicant.

**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 2ND DAY OF JULY, 2015.**



Attest: Linda Klein, Clerk



Bill Voedisch, Chairman

<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>
Fund Name: All Funds							
Date Range: 07/01/2015 To 07/02/2015							
7/2/2015	1	18292	Payroll Period Ending 07/01/2015	N	Council/Town Board-WAGES AND SALARIES (101 through 109)	100-41110-100-	\$ 290.00
		18292	Total For Check				\$ 290.00
7/2/2015	1	18293	Payroll Period Ending 07/01/2015	N	Treasurer-WAGES AND SALARIES (101 through 109)	100-41510-100-	\$ 1,391.37
		18293	Total For Check				\$ 1,391.37
7/2/2015	1	18294	Payroll Period Ending 07/01/2015	N	Clerk-WAGES AND SALARIES (101 through 109)	100-41425-100-	\$ 2,326.07
		18294	Total For Check				\$ 2,326.07
7/2/2015	1	18295	Payroll Period Ending 07/01/2015	N	Council/Town Board-WAGES AND SALARIES (101 through 109)	100-41110-100-	\$ 290.00
		18295	Total For Check				\$ 290.00
7/2/2015	1	18296	Payroll Period Ending 07/01/2015	N	MANAGER ROAD PERSONNEL-WAGES AND SALARIES (101 through 109)	201-43112-100-	\$ 3,016.22
		18296	Total For Check				\$ 3,016.22
7/2/2015	1	18297	Payroll Period Ending 07/01/2015	N	ASSOCIATE ROAD PERSONNEL-WAGES AND SALARIES (101 through 109)	201-43113-100-	\$ 1,908.68
		18297		N	Park Areas-WAGES AND SALARIES (101 through 109)	220-45202-100-	\$ 477.17
		18297	Total For Check				\$ 2,385.85
7/2/2015	1	18298	Payroll Period Ending 07/01/2015	N	Council/Town Board-WAGES AND SALARIES (101 through 109)	100-41110-100-	\$ 290.00
		18298	Total For Check				\$ 290.00
7/2/2015	1	18299	THOMAS SCHROEDER	N	Road and Bridge Equipment-Rentals: Machinery and Equipment	201-43126-416-	\$ 2,160.00
		18299	Total For Check				\$ 2,160.00
7/2/2015	1	18300	MARVIN L. SCHROEDER	N	HIGHWAYS, STREETS & ROADS-Rentals: Buildings	201-43101-412-	\$ 800.00
		18300	Total For Check				\$ 800.00

Fund Name: All Funds

Date Range: 07/01/2015 To 07/02/2015

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7/2/2015	1 WALLY CARLSON AND SONS INC	18301	Fuel	N	Road and Bridge Equipment-Operating Supplies: Motor Fuels	201-43126-212-	\$ 2,531.76
Total For Check 18301							\$ 2,531.76
7/2/2015	1 CARQUEST AUTO PARTS	18302	Headlight for grader	N	Road and Bridge Equipment-EQUIPMENT REPAIRS	201-43126-438-	\$ 5.92
Total For Check 18302							\$ 5.92
7/2/2015	1 BLUE CROSS & BLUE SHIELD OF MIN	18303	Health insurance -Marvin & Thomas Schroeder	N	MANAGER ROAD PERSONNEL-Employer Paid Insurance (131 through 139) ASSOCIATE ROAD PERSONNEL-Employer Paid Insurance (131 through 139)	201-43112-130-	\$ 109.00
Total For Check 18303							\$ 586.60
7/2/2015	1 ON SITE SANITATION	18304	Porta potties for park	N	Park Areas-PORTABLE TOILETS	220-45202-389-	\$ 250.00
Total For Check 18304							\$ 250.00
7/2/2015	1 THOMAS SCHROEDER	18305	Mower for park	N	Park Areas-MOWING - NON ROAD AREAS	220-45202-407-	\$ 320.00
Total For Check 18305							\$ 320.00
7/2/2015	1 CITY OF STILLWATER	18306	Fire contract 1/1/15 - 12/31/15 1st half	N	Fire Administration-PROFESSIONAL SERVICES (301 through 319)	202-42210-300-	\$ 55,853.50
Total For Check 18306							\$ 55,853.50
7/2/2015	1 C & B EXCAVATING/SEWER, INC	18307	Monthly service charge & repair	N	201 SEWER MAINTENANCE-REPAIRS AND MAINTENANCE - CONTRACTUAL (401 through 409) 201 SEWER REPAIRS/EXPANSION-PROFESSIONAL SERVICES (301 through 319)	230-43282-400-200 230-43283-300-120	\$ 180.00 \$ 100.00
Total For Check 18307							\$ 280.00

Fund Name: All Funds

Date Range: 07/01/2015 To 07/02/2015

<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>
7/2/2015	1 NATURAL SYSTEMS UTILITIES	18308	Monthly Maintenance	N	201 SEWER ADMIN & GEN'L-REPAIRS AND MAINTENANCE - CONTRACTUAL (401 through 409)	230-43280-400-100	\$ 586.52
		18308			201 SEWER MAINTENANCE-PROFESSIONAL SERVICES (301 through 319)	230-43282-300-140	\$ -
		Total For Check 18308					\$ 586.52
7/2/2015	1 PETER KLUEGEL	18309	Building inspector	N	Building Inspections Administration-BUILDING INSPECTIONS	100-42401-315-	\$ 443.50
		Total For Check 18309					\$ 443.50
7/2/2015	1 PAUSZEK INC	18310	Assessor	N	ASSESSOR-PROPERTY ASSESSMENTS	100-41950-314-	\$ 1,300.00
		Total For Check 18310					\$ 1,300.00
7/2/2015	1 CENTURY LINK	18311	Town hall and clerk phone	N	TOWN HALL-Utility Services (381 through 389)	100-41941-380-	\$ 168.63
		Total For Check 18311					\$ 168.63
7/2/2015	1 XCEL ENERGY	18312	Town hall electric	N	TOWN HALL-Utility Services (381 through 389)	100-41941-380-	\$ 48.98
		Total For Check 18312					\$ 48.98
7/2/2015	1 FINANCE & COMMERCE, INC	18313	Ad for bid on Morgan Ave	N	GENERAL GOVERNMENT-Printing and Binding: Legal Notices Publishing	100-41001-351-	\$ 202.70
		Total For Check 18313					\$ 202.70
7/2/2015	1 WASHINGTON COUNTY SURVEY & LAND MAN	18314	Parcel searches 1011695	N	Planning and Zoning-PROPERTY OWNERS LIST	100-41910-354-	\$ 53.00
		Total For Check 18314					\$ 53.00
7/2/2015	1 PIONEER PRESS	18315	Legal notices - May	N	GENERAL GOVERNMENT-Printing and Binding: Legal Notices Publishing	100-41001-351-	\$ 57.68
		Total For Check 18315					\$ 57.68
7/2/2015	1 WASHINGTON CONSERVATION DISTRICT	18316	Warner WCA work	N	PLANNING FEE ESCROW-WETLAND SERVICES	100-49361-312-	\$ 65.00
		Total For Check 18316					\$ 65.00

Fund Name: All Funds

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<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>
7/2/2015	1 ES&S ELECTION SYSTEMS	18317	Transfer cases for ballots	N	Elections-OFFICE SUPPLIES (201 through 209)	100-41410-200-	\$ 30.00
	Total For Check	18317					\$ 30.00
7/2/2015	1 JEANNIE DAVIS	18318	Clean town hall - May & June	N	TOWN HALL-Other Pay (111 through 119)	100-41941-110-	\$ 90.00
	Total For Check	18318					\$ 90.00
7/2/2015	1 CHERYL D. BENNETT	18319	Insurance, mileage, office supplies	N	GENERAL GOVERNMENT-OFFICE SUPPLIES (201 through 209)	100-41001-200-	\$ 7.99
		18319			GENERAL GOVERNMENT-Transportation: Travel Expense	100-41001-331-	\$ 24.73
		18319			Treasurer-Employer Paid Insurance (131 through 139)	100-41510-130-	\$ 255.75
	Total For Check	18319					\$ 288.47
7/2/2015	1 LINDA L. KLEIN	18320	Insurance, mileage, postage	N	GENERAL GOVERNMENT-Communications: Postage	100-41001-322-	\$ 12.65
		18320			GENERAL GOVERNMENT-Transportation: Travel Expense	100-41001-331-	\$ 28.75
		18320			Clerk-Employer Paid Insurance (131 through 139)	100-41425-130-	\$ 152.90
	Total For Check	18320					\$ 194.30
7/2/2015	1 JARDINE LOGAN & O'BRIEN	18321	Legal fees - Jordahl	N	LEGAL SERVICES Outside Attny-LITIGATION/LAWSUIT	100-41601-885-801	\$ 479.22
	Total For Check	18321					\$ 479.22
7/2/2015	1 NAC	18322	Planning & zoning	N	Planning and Zoning-PLANNING & ZONING SERVICE	100-41910-316-	\$ 574.46
		18322			Planning and Zoning-ROTH PROPERTY LITIGATION	100-41910-886-	\$ 79.00
		18322			PLANNING FEE ESCROW-PLANNING & ZONING SERVICE	100-49361-316-	\$ 686.50
	Total For Check	18322					\$ 1,339.96

Fund Name: All Funds

Date Range: 07/01/2015 To 07/02/2015

<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>
7/2/2015	1 WSB & ASSOCIATES, INC	18323	Engineering - April	N	XCEL UTILITY ESCROWS-Professional Services: Engineering Fees	100-49372-303-	\$ 47.00
		18323			Traffic Engineering	201-42601-303-	\$ 5,349.00
		18323			Expenditures-Professional Services: Engineering Fees	230-42601-303-	\$ 423.00
					Traffic Engineering		
					Expenditures-Professional Services: Engineering Fees		
		Total For Check 18323					\$ 5,819.00
7/2/2015	1 JOHNSON/TURNER ATTORNEYS AT LAW	18324	Legal fees	N	City/Town Attorney-Professional Services: Legal Fees	100-41610-304-	\$ 1,555.50
		18324			City/Town Attorney-ROTH PROPERTY LITIGATION	100-41610-886-	\$ 1,080.00
		18324			PLANNING FEE ESCROW-Professional Services: Legal Fees	100-49361-304-	\$ 102.75
		Total For Check 18324					\$ 2,738.25
7/2/2015	1 PERA	18325	Coordinated & DCP w/holdings/616000	N	Council/Town Board-Employer Contributions for Retirement: PERA Contributions	100-41110-121-	\$ 93.00
		18325			Clerk-Employer Contributions for Retirement: PERA Contributions	100-41425-121-	\$ 309.40
		18325			Treasurer-Employer Contributions for Retirement: PERA Contributions	100-41510-121-	\$ 296.41
		18325			MANAGER ROAD	201-43112-121-	\$ 557.09
		18325			PERSONNEL-Employer Contributions for Retirement: PERA Contributions	201-43113-121-	\$ 487.20
		Total For Check 18325					\$ 1,743.10

Fund Name: All Funds

Date Range: 07/01/2015 To 07/02/2015

<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>
7/2/2015	1 IRS - INTERNAL REVENUE SERVICE	EFTF715	Federal withholdings	N	Council/Town Board-Employer Paid Insurance: Medicare	100-41110-135-	\$ 27.00
		EFTF715			Clerk-Employer Contributions for Retirement: FICA Contributions	100-41425-122-	\$ 383.66
		EFTF715			Clerk-Employer Paid Insurance: Medicare	100-41425-135-	\$ 89.72
		EFTF715			Clerk-Employee Paid: Federal Income Tax	100-41425-171-	\$ 256.52
		EFTF715			Treasurer-Employer Contributions for Retirement: FICA Contributions	100-41510-122-	\$ 262.54
		EFTF715			Treasurer-Employer Paid Insurance: Medicare	100-41510-135-	\$ 61.40
		EFTF715			Treasurer-Employee Paid: Federal Income Tax	100-41510-171-	\$ 304.76
		EFTF715			MANAGER ROAD	201-43112-122-	\$ 493.42
		EFTF715			PERSONNEL-Employer Contributions for Retirement: FICA Contributions	201-43112-135-	\$ 115.40
		EFTF715			PERSONNEL-Employer Paid Insurance: Medicare	201-43112-171-	\$ 273.71
		EFTF715			PERSONNEL-Employee Paid: Federal Income Tax	201-43113-122-	\$ 431.52
		EFTF715			ASSOCIATE ROAD	201-43113-135-	\$ 100.92
		EFTF715			PERSONNEL-Employer Contributions for Retirement: FICA Contributions	201-43113-171-	\$ 420.88
		EFTF715			ASSOCIATE ROAD	201-43113-171-	\$ 420.88
		EFTF715			PERSONNEL-Employee Paid: Federal Income Tax	201-43113-171-	\$ 420.88
		Total For Check					\$ 3,221.45

Fund Name: All Funds

Date Range: 07/01/2015 To 07/02/2015

<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>
7/2/2015	1 MN DEPARTMENT OF REVENUE	EFTS715	State withholdings ID# 2478214	N	Clerk-Employee Paid: State Income Tax	100-41425-172-	\$ 120.02
		EFTS715			Treasurer-Employee Paid: State Income Tax	100-41510-172-	\$ 121.55
		EFTS715			MANAGER ROAD PERSONNEL-Employee Paid: State Income Tax	201-43112-172-	\$ 126.21
		EFTS715			ASSOCIATE ROAD PERSONNEL-Employee Paid: State Income Tax	201-43113-172-	\$ 180.85
Total For Check EFTS715							\$ 548.63
Total For Selected Checks							\$ 92,195.68

As on 6/30/2015

<u>Fund</u>	<u>Beginning Balance</u>	<u>Receipts</u>	<u>Sale of Investments</u>	<u>Transfers In</u>	<u>Disbursements</u>	<u>Purchase of Investments</u>	<u>Transfers Out</u>	<u>Ending Balance</u>	<u>Investment Balance</u>	<u>Total Balance</u>
General Fund	\$214,340.91	\$22,626.00	\$0.00	\$0.00	\$117,904.02	\$0.00	\$2,816.99	\$116,245.90	\$59,803.40	\$176,049.30
Road and Bridge	\$217,294.58	\$45,639.56	\$0.00	\$0.00	\$115,036.53	\$0.00	\$0.00	\$147,897.61	\$316,309.26	\$464,206.87
Fire	\$86,274.87	\$952.21	\$0.00	\$0.00	\$32,248.00	\$0.00	\$0.00	\$54,979.08	\$0.00	\$54,979.08
Levied Park Fund	\$6,348.55	\$45.22	\$0.00	\$0.00	\$871.81	\$0.00	\$0.00	\$5,521.96	\$0.00	\$5,521.96
Park Fund	\$6,875.45	\$8.64	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,884.09	\$20,464.71	\$27,348.80
201 Sewer Fund	\$30,198.84	\$13,497.09	\$0.00	\$0.00	\$16,734.30	\$0.00	\$0.00	\$26,961.63	\$0.00	\$26,961.63
General Capital Projects	\$60,540.95	\$169.76	\$0.00	\$0.00	\$0.00	\$50,000.00	\$0.00	\$10,710.71	\$112,175.66	\$122,886.37
201 Sewer Replacement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$137,292.35	\$137,292.35
201 Sewer Pumping Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,309.79	\$13,309.79
Midcontinent Com Security	\$5,000.00	\$10.00	\$0.00	\$0.00	\$10.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00
Vets Rest Camp Security	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total :	\$626,874.15	\$82,948.48	\$0.00	\$0.00	\$282,804.66	\$50,000.00	\$2,816.99	\$374,200.98	\$659,355.17	\$1,033,556.15

For the Period: 6/1/2015 To 6/30/2015

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
General Fund	\$138,782.96	\$5,468.14	\$28,005.20	\$116,245.90	\$5,468.14	\$28,005.20	\$138,782.96
Road and Bridge	\$170,514.95	\$8,812.84	\$31,430.18	\$147,897.61	\$8,812.84	\$38,015.08	\$177,099.85
Fire	\$54,967.16	\$11.92	\$0.00	\$54,979.08	\$11.92	\$0.00	\$54,967.16
Levied Park Fund	\$6,362.39	\$1.38	\$841.81	\$5,521.96	\$1.38	\$841.81	\$6,362.39
Park Fund	\$6,882.59	\$1.50	\$0.00	\$6,884.09	\$1.50	\$0.00	\$6,882.59
201 Sewer Fund	\$18,526.08	\$13,469.70	\$5,034.15	\$26,961.63	\$13,469.70	\$5,314.15	\$18,806.08
General Capital Projects	\$10,708.39	\$2.32	\$0.00	\$10,710.71	\$2.32	\$0.00	\$10,708.39
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
Vets Rest Camp Security	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$411,744.52	\$27,767.80	\$65,311.34	\$374,200.98	\$27,767.80	\$72,176.24	\$418,609.42

MONTH OF JUNE

June 30, 2015

CASH

PLANNING FEES AS OF 7/2/15

CHECKING \$1,000.00
MONEY MARKET \$368,200.98

ROLF DITTMAN \$850.00
RICHARD & LAURA GESSLER (\$211.60)

TOTAL CASH

\$369,200.98
AMI & CHALRES JOHNSON \$312.25
MANITOU FUND (\$368.75)

ESCROW

LAWRENCE SMITH \$298.00
VERIZON WIRELESS (\$116.10)

CENTURY LINK \$3,529.61
CONNEXUS ENERGY \$291.00

FRONTIER UTILITY ESCROW \$3,056.00
SCIENCE MUSEUM OF MN \$0.00

WILDER FOUNDATION \$141.60
XCEL UTILITY ESCROW \$4,869.29

ROAD ESCROWS \$1,000.00
PLANNING FEES ESCROW \$763.80

TOTAL

\$763.80

TOTAL ESCROW

Letters of Credit: None

TOTAL CASH & INVESTMENTS*

\$1,033,556.15

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

--Return?

TOWN OF MAY

CURRENT CD INVESTMENT SUMMARY

As of 6/30/15

GENERAL

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

ROAD & BRIDGE

Blacktopping expires 3/6/15	\$101,723.09
Gravel expires 3/17/15	\$24,589.62
Blacktopping expires 11/30/15	\$59,782.98
Blacktopping expires 7/7/15	\$15,258.19
Lynch Blacktopping expires 10/23/15	\$67,050.11
Lynch Sealcoating expires 10/23/15	\$25,018.70
Road Construction expires 7/7/15	\$22,886.57
TOTAL ROAD & BRIDGE	\$316,309.26

PARK

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

CAPITAL

Security Bank - 2/6/16	\$112,175.66
TOTAL CAPITAL	\$112,175.66

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	\$659,355.17
TOTAL INVESTMENTS	\$659,355.17

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

As of 6/30/15

GENERAL FUND

MONEY MARKET	\$113,402.90
INVESTMENTS	\$59,803.40
COMMITTED	
ROAD ESCROWS	\$1,000.00
ESCROWS	\$13,651.30
CONTINGENCY	\$50,000.00
2016 LEVY REDUCTION	\$40,000.00
CASH FLOW	\$76,138.00
COMMITTED TOTAL	\$180,789.30
UNCOMMITTED	(\$7,583.00)

ROAD & BRIDGE FUND

MONEY MARKET	\$147,897.61
INVESTMENTS	\$316,309.26
COMMITTED	
GRAVEL TAX (MAY AVE.)	\$4,589.36
CAPITAL PROJECTS:	
ROAD CONSTRUCTION	\$0.00
INVESTMENTS	\$22,886.57
BLACKTOPPING	\$2,381.00
INVESTMENTS	\$176,764.26
LYNCH ROAD - CD	\$67,050.11
CALCIUM CHLORIDE	\$15,107.20
SEALCOATING/CRACK SEALING	\$36,138.50
LYNCH ROAD - CD	\$25,018.70
REDUCE 2015 LEVY	\$85,152.00
COMMITTED TOTAL	\$435,087.70
UNCOMMITTED	\$29,119.17

FIRE FUND

MONEY MARKET	\$54,979.08
COMMITTED TOTAL	\$54,979.08

LEVIED PARK FUND

MONEY MARKET	\$5,521.96
COMMITTED TOTAL	\$5,521.96

CAPITAL FUND

MONEY MARKET	\$10,710.71
GRAVEL TAX CD per 1/28/15 meet	\$20,000.00
INVESTMENTS	\$112,175.66
COMMITTED	
HEAVY EQUIPMENT	\$142,886.37
COMMITTED TOTAL	\$142,886.37

Total Money Market	\$332,512.26
Total Investments	\$508,288.32
	\$840,800.58

Total Committed	\$819,264.41
Total Uncommitted	\$21,536.17
	\$840,800.58