

**TOWN OF MAY  
WASHINGTON COUNTY  
OFFICIAL TOWN BOARD MINUTES  
March 1, 2012**

The Board of Supervisors of the Town of May met at their regular monthly meeting on Thursday, March 1, 2012, at the May Town Hall. Those present included: Bill Voedisch, Board Chair; John Pazlar, Supervisor; John Adams, Supervisor; Linda Klein, Town Clerk; Diane Hanke, WSB, Town Engineer; Dave Snyder, Town Attorney; Pete Kluegel, Building Inspector; John Arnason, Planning Commission chairman; 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**

Pazlar moved, seconded by Voedisch, to approve the minutes of the February 2, 2012, Town Board meeting as presented. All approved.

Pazlar moved, seconded by Adams, to approve checks 16771 through 16798 and EFTS312 and EFTF312 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.

**Colombo Lot Line Adjustment**

Mr. Colombo came forward with a request to re-align his lot lines in Hunter's Ridge 2<sup>nd</sup> Addition. His driveway is currently sitting on the adjacent lot by approximately 2 feet. Colombo wants to transfer a small piece from Lot 2 to Lot 1 (the Colombo lot) to accommodate having his driveway completely on his own property. The bank that owns lot 1 was also present and agreed with the transfer. Attorney Snyder reviewed the deeds regarding the adjustment and provided a resolution to finalize the process. Voedisch moved, seconded by Adams, to approve Resolution 2012-03 approving the Colombo and Lake Elmo Bank ("The Parties) lot line adjustment. All approved.

**May Town/Stillwater Town Race**

Sheila Marie Unteidt came forward with David Francis to request May Township cooperation in a ½ marathon race on behalf of the Jon Francis Foundation. The event will be held on Saturday, September 22, 2012, beginning and ending at Square Lake Park. The event will be managed by a professional organization and staffed by volunteers. Francis gave complete information about the event details. Voedisch asked about insurance covering the event. Francis said they will be insured for \$1 million from USATF. Voedisch moved, seconded by Pazlar, that the May Town Board grant approval to the Jon Francis Foundation race to be held on September 22, 2012, based on the details provided. All approved.

**Planning Commission**

**Garden Plot Ordinance**

Planning Commission Chairman John Arnason came forward with a report from the Planning Commission deliberations on the proposed Garden Plot Ordinance. He reported they had a

lengthy discussion regarding several items in the ordinance. The items of particular interest were as follows.

1. They wanted to make certain that the definition of what constitutes an agricultural garden plot would not include traditional farming operations.
2. They discussed size of the parcel triggering the IUP. The original draft was a 2 acre minimum, and they suggested increasing to 5 acres.
3. Another acreage discussion was the size of the overall parcel required to host garden plots. The original draft was 40 acres; the PC generally supported a 20-acre requirement. They also wanted to put a cap or limit on the number of acres that could be used for the garden plots.
4. Hours of operation were discussed. The general consensus was a start time of 5 am with a cutoff time as 10 pm.
5. They also discussed porta/potties, etc. and not requiring on smaller parcels if the individuals had access to an indoor toilet.
6. Parking was discussed, and they wanted it to be 150 from property lines or right of way, and could be closer with adequate screening.
7. They discussed number of vehicles allowed, and they suggested one vehicle for each two acres of plots as a maximum.
8. They discussed making certain the garden plots are contiguous on the property rather than spread out around the larger parcel.

The Planning Commission recommended adoption of the ordinance, taking into account all of the recommendations made at the meeting.

Voedisch created another draft reflecting the Planning Commission decisions listed above. The board had considerable discussion on the maximum number of acres required in order to host garden plots, and the percentage of that land that can be used for the garden plots. As they considered the maximum acreage, Attorney Snyder advised that they need to have a basis for making the decision. They decided on a 40 acre minimum with a 15% max usage for garden plots, and no more than 40 acres of garden plots on any property. Voedisch will determine the number of acres under garden plots at MFA / Wilder Forest. The Board determined that the trigger for the IUP will garden plots totally over five acres. They also agreed that a requirement for contiguous acres be included in the ordinance. Final changes will be made to the ordinance to reflect these agreements and presented back via email. Adams moved, seconded by Pazlar, to approve Ordinance 2012-03 amending the Town Code to govern Agricultural Garden Plots with the amendments as discussed at this meeting. All approved on a roll call vote: Adams, yes; Voedisch, yes; Pazlar, yes.

Voedisch placed in the record the fact that he had informed the owner of the existing Paul Ave. garden plots that the Town is considering a garden plot ordinance and provided the owner with two copies of the proposed ordinance. He also advised the owner of the dates of the Planning Commission meeting and this Town Board meeting, and urged him and his garden operator to attend. The property owner was also notified before this meeting via phone. The owner did not attend the meetings or make any contact back.

## Engineering

**Snow Plow Truck Sale:** The truck advertisement (asking price \$9,500) was published in the Minnesota Association of Townships (MAT) January/February newsletter. To resubmit the ad in the March/April publication, the ad must be received by March 9, 2012. The fee associated with resubmitting the ad would be \$24.80. The engineer asked the board to comment on the asking price based on interest thus far and wanted authorization to resubmit the ad to the MAT Newsletter. The board agreed to run the ad again in the newsletter at a price of \$6,000..

**Lessard Grading and Erosion Control Permit:** A 2<sup>nd</sup> letter requesting the after the fact permit fees for Mr. Lessard's grading permit was mailed February 17, 2012. A follow up email has been sent to Mr. Lessard on February 27, 2012 requesting the permit fees. Attorney Snyder agreed to do another follow up letter.

**Maplewood Thank You Letter for Signs:** A letter was sent at the beginning of February.

**Mining Permits for Arnt BTG/BTG II Restoration Cost Review:** The engineer reviewed the restoration numbers provided by Arnt, and was advised by Arnt that they were trying to make them match the bonds. Since then Arnt has also been working with Nate and is going to be submitting an application for a new 5-year permit, with updated restoration numbers which will most likely result in updated bond numbers. The engineer will review the numbers again once he resubmits. The engineer set up a meeting on site for Fri March 30, 2012 at 9:30 am

Voedisch commented that he also asked the planner to contact the County to start their application process for a new 5-year permit, but to also remind them that they still owe us a year-end report for 2011 along with any possible extraction contribution payment. Arnt by contrast, always submits his report and contribution payment without being asked.

## New Business

### 201 Sewer System – New Dialer

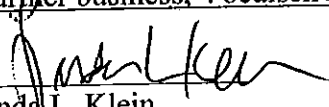
John Adams brought forward a request from Pete Ganzel to replace an existing dialer at the master dosing station at a cost of \$ 1,364 and to install new software at a cost of \$400. Voedisch moved, seconded by Pazlar, to approve the dialer and software at the costs as provided by Adams and Telemetry and Process Controls, Inc. All approved.

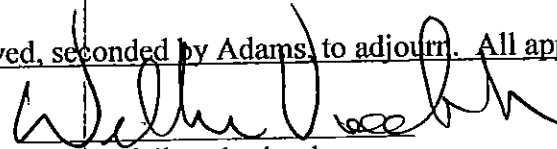
### Redistricting Resolution

Voedisch brought forward a resolution to satisfy new redistricting requirements. Adams moved, seconded by Pazlar to adopt Resolution 2012-04 re-establishing an unchanged precinct and unchanged polling place as a result of recent redistricting. 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

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(Space above line reserved for recording information)

**TOWN OF MAY  
WASHINGTON COUNTY, MINNESOTA  
RESOLUTION NO. 2012-03**

**A RESOLUTION APPROVING THE COLOMBO AND LAKE ELMO BANK ("THE PARTIES") LOT LINE ADJUSTMENT**

**WHEREAS**, on February 7, 2012, the Town Board was presented with a survey depicting a proposed lot line adjustment between the parties which would involve a strip of land 7 feet X 150 feet deeded ("Property to be Deeded" as legally described in the attached LEGAL DESCRIPTIONS) to Colombo to eliminate an encroachment; and

**WHEREAS**, Jon R. Colombo and Tamilyn A. Colombo are the owners of a parcel located at 12082 Quail Avenue North ("Existing Parcel A" as legally described in the attached LEGAL DESCRIPTIONS); and

**WHEREAS**, Lake Elmo Bank is the owner of an undeveloped, unaddressed parcel ("Existing Parcel B" as legally described in the attached LEGAL DESCRIPTIONS); and

**WHEREAS**, the parties propose to alter the common boundary by conveying the Property to be Deeded from Parcel B to Parcel A, as reflected in the Proposed Parcel A and Proposed Parcel B as described in the attached LEGAL DESCRIPTIONS, along the common boundary of Parcel B and Parcel A; and

**WHEREAS**, on March 1, 2012, the Town Board determined that said lot line adjustment meets all the requirements of an administrative approval, namely that (1) no new lots are being created, (2) no conforming lots are made non-conforming, (3) there is no net increase in development rights across all parcels, and (4) no variances are needed.

**NOW THEREFORE BE IT RESOLVED** by the May Town Board that:

1. The Town Board finds that the proposal meets all of the requirements of an administrative lot line adjustment approval as stated above, and approves this request.
2. The parties will submit to the Town Attorney deeds and surveys that reflect this approval, with such deeds being reviewed and then recorded at the County.
3. The Parties shall reimburse the Town for all administrative costs and recording fees necessary in the processing of their request.

BY ROLL CALL VOTE OF THE TOWN BOARD: ADAMS YES, PAZLAR YES,  
VOEDISCH YES THIS RESOLUTION IS ADOPTED NOT ADOPTED BY THE  
MAY TOWN BOARD OF SUPERVISORS ON THIS 1ST DAY OF MARCH, 2012.

TOWN OF MAY

By: William Voedisch

William Voedisch, Chairman

Attest:

By: Linda Klein

Linda Klein, Clerk



**LEGAL DESCRIPTIONS**

**Property to be Deeded**

The west 7.00 feet of the north 150.00 feet of Lot 2, Block 1, HUNTERS RIDGE 2<sup>ND</sup> ADDITION, Washington County, Minnesota.

**Existing Parcel A**

Parcel Number – 36.031.20.44.0004

Lot 1, Block 1, HUNTERS RIDGE 2ND ADDITION, Washington County, Minnesota.

**Existing Parcel B**

Parcel Number – 36.031.20.44.0005

Lot 2, Block 1, HUNTERS RIDGE 2ND ADDITION, Washington County, Minnesota.

**Proposed Parcel A**

Lot 1 and the west 7.00 feet of the north 150.00 feet of Lot 2, all in Block 1, HUNTERS RIDGE 2ND ADDITION, Washington County, Minnesota.

**Proposed Parcel B**

Lot 2, Block 1, HUNTERS RIDGE 2ND ADDITION, Washington County, Minnesota, EXCEPT the west 7.00 feet of the north 150.00 feet thereof.

TOWN of MAY  
WASHINGTON COUNTY, MINNESOTA

RESOLUTION NO. 2012-04

A RESOLUTION RE-ESTABLISHING AN UNCHANGED PRECINCT AND  
UNCHANGED POLLING PLACE

WHEREAS, the boundaries of the Town of May, Washington Country, Minnesota, were not changed as the result of the state legislative redistricting; and

WHEREAS the polling place for the Town of May need not change as the result of the state legislative redistricting.

NOW THEREFORE BE IT RESOLVED by the May Town Board that:

1. The Town of May hereby re-establishes this precinct with the existing boundaries of the Town of May as required by Minnesota Statutes 204B.14, subsection 3(c); and
2. The Town herby re-establishes the May Town Hall as the designated polling place for this precinct in accordance with Minnesota Statutes 204B.16.

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 1st DAY OF MARCH, 2012.

TOWN OF MAY

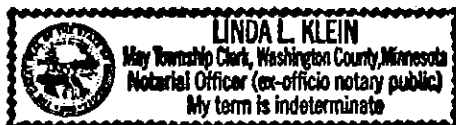
By:

William Voedisch  
William Voedisch, Chairman

Attest:

By:

Linda Klein  
Linda Klein, Clerk



**TOWN of MAY  
WASHINGTON COUNTY, MINNESOTA**

**ORDINANCE 2012 – 03**

**AN ORDINANCE AMENDING THE TOWN CODE BY: (1) DEFINING  
“AGRICULTURAL GARDEN PLOTS;” (2) DEEMING THEM AN “INTERIM USE” IN  
ALL ZONES; (3) ESTABLISHING REASONABLE CONTROLS ON THEIR EXISTENCE  
AND OPERATION SO AS TO PROTECT THE HEALTH, SAFETY AND WELFARE OF  
THE TOWN, ITS CITIZENS AND VISITORS.**

**Section 1. Introduction**

**WHEREAS**, the Town of May, being non-commercial except for the Withrow Ballroom property, has taken great care to manage the neighborhood impacts of permitted operations such as Small Businesses and non-profits, so as to respect the quietude of the Town and its neighborhoods; and

**WHEREAS**, the Town has experienced an influx of leased garden plot activity, which by its nature can lead to one or more of the following, none of which are part of the normal agricultural operations found in the Town:

- a significant number of outside vehicles and visitors coming and going, without regard to a schedule of hours of operation
- parking of vehicles in an unsafe manner
- a lack of human sanitation facilities
- the construction of shelters in a manner that (a) does not meet the Town’s building codes, (b) can make for unsafe conditions in violent weather, and (c) can constitute a neighborhood eyesore; and

**WHEREAS**, the Town requires Small Businesses to operate on at least ten (10) acres where the neighborhood impacts from the businesses are to be subdued and secondary to the primary residential use, yet the impacts of garden plots are by their nature, are open and in public view, invite traffic and people, and may appear to be the primary use on the properties on which they operate. Thus the potential exists for impacts to occur on properties too small to absorb the impacts, and a property minimum size of more than ten (10) acres is appropriate for garden plots; and

**WHEREAS**, the Town now deems it prudent and appropriate to establish reasonable controls on garden plot operations in the form of an ordinance.

**Section 2. Amending the Code**

**NOW THEREFORE THE MAY TOWN BOARD HEREBY ADOPTS THIS ORDINANCE** to amend the Town Code to address the conditions described above, as follows:

- 1.) Section 702.01 is hereby amended to include the following definition:

**Agricultural Garden Plots.** The providing of tracts of land or sub-plots for people who reside off-premise to utilize the land for gardening, such as the growing of produce, herbs, flowers and decorative vegetation, or other similar non-livestock related activities. “Agricultural Garden plots”



does not include traditional large acreage mechanized agriculture, such as the growing and harvesting of small grains, row crops, hay, forage and the like.

2.) Section 708.01 Subd. H is hereby amended to add "Agricultural Garden Plots" as an Interim Use in the Agricultural Zone, to read as follows:

H. Interim Uses. Agri-Entertainment, specifically limited to corn maze, hay rides and "pick your own" produce, Kennels (private and business/commercial), Mining, Mobile Homes, Recreational Vehicles or Trailers, Agricultural Garden Plots, and Small Businesses are permitted in the Agricultural Zone as an Interim Use, if governed by an Interim Use Permit (IUP) issued by the Town Board pursuant to Article 709.

3.) Section 708.02 Subd. J is hereby amended to add "Agricultural Garden Plots" as an Interim Use in the Rural Residential Zone, to read as follows:

J. Interim Uses. Agri-Entertainment, specifically limited to corn maze, hay rides and "pick your own" produce, Kennels (private and business/commercial), Mobile Homes, Recreational Vehicles or Trailers, Agricultural Garden Plots, and Small Businesses are permitted in the Rural Residential Zone as an Interim Use Permit (IUP) issued by the Town Board pursuant to Article 709.

4.) Sections 708.03 and 708.04 which define the Conservancy and General Business / Commercial Zones respectively, are hereby amended to include the following:

E. Interim Uses. The following uses may be permitted as an Interim Use Permit (IUP) issued by the Town Board pursuant to Article 709:

Agricultural Garden Plots

5.) Section 709.08, a Garden Plot Ordinance, is hereby added to read as follows:

#### **Section 709.08: Agricultural Garden Plots**

Agricultural Garden Plots are allowed as an "Interim Use" in all Zoning Districts. The term "Garden Plot(s)" when used herein is equivalent to "Agricultural Garden Plot(s)." All such uses must meet the following standards unless specific exception is granted herein. Owners of property with Garden Plot areas totaling over five (5) acres of Garden Plots must also apply for an Interim Use Permit (IUP).

A. Except for parking, all standards found in Article 402 (Small Business Permit) shall be satisfied for sites that are in the RR and AG Zoning Districts. For standards that differ between Article 402 and this ordinance, the more restrictive shall apply. Parking shall be governed only by this ordinance.

B. All provisions in Section 709.01 (General Provisions for Interim Use Permits) shall be satisfied.

C. The property on which the Garden Plots are located must be a minimum of forty (40) acres. In addition, no more than 15% of a property may be utilized for Garden Plots, or no more than forty

(40) acres, whichever is less. "Property" means all land defined on a single deed, or adjacent properties under the same or joint ownership. Garden plots must be contiguous on the property.

D. Garden Plot activity may take place only between April 1 and October 31. Manure and fertilizer spreading and conventional tractor tillage of the Garden Plots, may be done year round.

E. To avoid after-dark and early-morning traffic and noise affecting neighboring properties, no Garden Plot activity shall be allowed on the site between ½ hour after sunset and 7 am. No overnight stays or camping is allowed.

F. For Garden Plot operations with over five (5) acres of Garden Plots, before any Garden Plot activity or site work can commence each year, the owner or operator of the site will first provide to the Town a site plan, showing all Garden Plots, ingress/egress points, internal driveways, parking, buildings to be constructed, and locations for human sanitary waste facilities. No Garden Plot activity shall commence until the Town Board approves a site plan for the operation.

G. Adequate human sanitary waste facilities shall be provided on site for use by gardeners or other visitors to the site. At a minimum there shall be one (1) sanitary ("Porta-Potty" – type) facility for the first twenty (20) acres of Garden Plots, and an additional sanitary facility for every additional twenty (20) acres of Garden plots or fraction thereof, thereafter. The Town Board may require more sanitary facilities as conditions on a site may dictate. Such facilities shall be screened from view from adjacent properties and rights-of-way, shall not be closer than 150 feet to any property line, and shall be professionally serviced at least weekly, and more frequently as may be directed by the Town.

Parcels with five (5) acres or less of Garden Plots are relieved of this requirement so long as an indoor bathroom facility is made available. No outhouses or privies may be used.

H. The required site plan shall demonstrate adequate traffic circulation via the driveways within the site to allow vehicles to meet and pass, including access by emergency vehicles, all subject to review and approval by the Town Engineer. Ingress and egress shall be limited to those areas designated on the approved site plan. Internal driveways providing access to human sanitation facilities must be sod or gravel so as to accommodate the servicing these facilities after heavy precipitation events.

I. Points of ingress/egress shall meet all driveway standards found in Section 303.07 and are subject to review and approval by the Town Engineer. Further, if located on a County or State road, those authorities must also approve all driveway locations.

J. Parking areas shall be provided that will allow parked vehicles to not block internal roads. Parking areas shall not be closer than 50 feet from a property line if sufficiently screened as determined by the Town, or 150 feet if unscreened, and parking spaces shall not interfere with traffic on the internal driveways.

K. Only passenger-sized vehicles (cars, light trucks, SUV's, small vans) are allowed on site, and in no case shall the number of such visiting vehicles at any one time exceed one for every two (2) acres of Garden Plots.

L. No agricultural livestock or domestic farm animals as defined in this chapter shall be kept in the Garden Plot area.

M. Compost, fertilizer, and other such materials shall not be stored within 150 feet of a property line. Care must be taken to ensure that such materials, as well as garden crops and their attendant waste, are not an attraction for vermin, flies and other pests.

N. All structures placed or erected in or near the garden plot area, such as garden sheds, shacks or shelters, shall comply with the following:

- all such structures must meet the Town building codes, including and especially Section 705.05.
- all such structures are considered temporary and must be dismantled and removed, so as not to be visible between November 1 and March 31.
- while erected, all such structures must be securely anchored to the ground so as to withstand severe weather
- all such structures must be built in a workman-like manner
- all such structures shall be no closer than 150 feet from any property line, and must meet all road setbacks
- all such structures must not be used as living quarters but may be used for temporary shelter

O. No artificial lighting is allowed.

P. All waste, refuse, and garbage shall be kept in a properly sealed closed container intended for such purposes. All refuse containers shall be no closer than 150 feet from any property line and must be screened from neighboring properties and rights-of-way, and accumulated refuse must be removed from the site at least weekly.

Q. Screening shall be provided as required by Section 705.08.

R. No open fires are allowed. Gas or propane cook stoves, or charcoal grills, may be used.

S. Tarps or sheeting fastened or hung in any manner of suspension are not allowed.

T. The Town may establish additional requirements as part of any permit approval or review process.

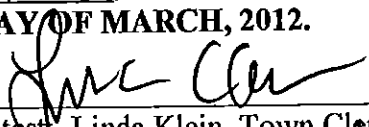
### Section 3. Severability


If any provision herein is found to be invalid, illegal or unenforceable, the validity, legality or enforceability of the remaining provisions shall not be impaired, and shall be deemed valid.

### Section 4. Effective Date

This ordinance is effective when adopted and published according to law.

**BY ROLL CALL VOTE: ADAMS YES, PAZLAR YES, VOEDISCH YES, THIS ORDINANCE IS ADOPTED BY THE MAY TOWN BOARD THIS 1st DAY OF MARCH, 2012.**

  
Attest: Linda Klein, Town Clerk

  
Bill Voedisch, Board Chair

*Linda*

Fund Name: All Funds  
Date Range: 03/01/2012 to 03/01/2012

<u>Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Check #</u>	<u>Total</u>	<u>Account #</u>	<u>Amount</u>
03/01/2012	Payroll Period Ending 03/01/2012		16771	\$1,291.13	100-41510-100	\$1,291.13
03/01/2012	Payroll Period Ending 03/01/2012		16772	\$2,127.76	100-41400-100	\$2,127.76
03/01/2012	Payroll Period Ending 03/01/2012		16773	\$290.00	100-41110-100	\$290.00
03/01/2012	Payroll Period Ending 03/01/2012		16774	\$2,772.67	201-43102-100	\$2,772.67
03/01/2012	Payroll Period Ending 03/01/2012		16775	\$2,196.49	201-43103-100	\$2,196.49
03/01/2012	Payroll Period Ending 03/01/2012		16776	\$290.00	100-41110-100	\$290.00
03/01/2012	Payroll Period Ending 03/01/2012		16777	\$290.00	100-41110-100	\$290.00
03/01/2012	CARQUEST AUTO PARTS	Additive for Freightliner	16778	\$23.98	201-43126-438	\$23.98
03/01/2012	FRONTIER AG & TURF	Filters for grader	16779	\$65.32	201-43126-438	\$65.32
03/01/2012	HANSON TIRE SERVICE, INC	Tires for grader	16780	\$5,386.80	201-43126-438	\$5,386.80
03/01/2012	MARVIN L. SCHROEDER	Building rental - February, Health insurance-March	16781	\$685.00	201-43100-412	\$600.00
					201-43102-130	\$85.00
03/01/2012	BLUE CROSS & BLUE SHIELD OF MN	Health & life insurance	16782	\$480.80	100-41510-130	\$20.90
					201-43103-130	\$459.90
03/01/2012	WASHINGTON COUNTY - PUBLIC HEALTH	4th quarter maintenance 2011	16783	\$3,368.14	230-49450-400	\$3,368.14
03/01/2012	CONNEXUS ENERGY	201 Sewer Electric	16784	\$146.57	230-49490-380	\$146.57
03/01/2012	PIONEER PRESS	Legal notices - January 12	16785	\$20.60	100-41001-351	\$20.60
03/01/2012	WASHINGTON CO TREASURER	Audit Report	16786	\$35.00	100-41001-430	\$35.00
03/01/2012	PAUSZEK INC	Assessor	16787	\$1,250.00	100-41950-314	\$1,250.00
03/01/2012	COUNTRY MESSENGER	Legal notices	16788	\$16.00	100-41001-351	\$16.00
03/01/2012	CENTURY LINK	Town hall phone	16789	\$159.16	100-41940-380	\$159.16
03/01/2012	WILLIAM & KAREN SHEA	Return of escrow	16790	\$245.83	100-49499-450	\$245.83
03/01/2012	LINDA L. KLEIN	Mileage, insurance, office supplies	16791	\$307.75	100-41001-200	\$20.35
					100-41001-331	\$44.40
					100-41400-130	\$243.00
03/01/2012	CHERYL D. BENNETT	Insurance, postage, license Freightliner	16792	\$273.65	100-41001-322	\$1.90
					100-41510-130	\$255.75
					201-43126-334	\$16.00

Town of May

Disbursements Register

03/01/2012

<u>Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Check #</u>	<u>Total</u>	<u>Account #</u>	<u>Amount</u>
03/01/2012	M. J. RALEIGH TRUCKIN INC.	Sand and Salt	16793	\$3,360.00	201-43125-442	\$3,360.00
03/01/2012	LARSONALLEN, LLP	Audit fees - 2011 partial	16794	\$8,000.00	100-41530-301	\$8,000.00
03/01/2012	WSB & ASSOCIATES, INC	Engineering	16795	\$703.50	201-41911-303	\$703.50
03/01/2012	NAC	Planning & zoning	16796	\$348.40	100-41001-320 100-41130-317 100-41910-317 100-49498-317	\$33.00 \$112.20 \$132.00 \$71.20
03/01/2012	JOHNSON/TURNER ATTORNEYS AT LAW	Legal fees	16797	\$3,636.00	100-41130-304 100-41610-304 100-41610-905 100-41610-907 100-49498-304 100-49499-304	\$630.00 \$2,422.00 \$90.00 \$162.00 \$180.00 \$152.00
03/01/2012	PERA	Coordinated & DCP w/holdings/616000	16798	\$1,452.73	100-41110-121 100-41400-121 100-41510-121 201-43102-121 201-43103-121	\$93.00 \$275.34 \$188.42 \$478.01 \$417.96
03/01/2012	IRS - INTERNAL REVENUE SERVICE	Federal withholdings	EFTF312	\$2,626.86	100-41110-170 100-41400-170 100-41400-171 100-41400-172 100-41510-170 100-41510-171 100-41510-172 201-43102-170 201-43102-171 201-43102-172 201-43103-170 201-43103-171 201-43103-172	\$27.00 \$79.84 \$286.35 \$218.61 \$54.64 \$195.95 \$280.36 \$102.68 \$368.24 \$229.18 \$89.78 \$321.98 \$372.25
03/01/2012	MN DEPARTMENT OF REVENUE	State withholdings ID# 2478214	EFTS312	\$502.22	100-41400-173 100-41510-173 201-43102-173 201-43103-173	\$113.80 \$111.98 \$117.60 \$158.84

Total For Period

\$42,352.36

Total Year To Date

\$141,178.04

For the Period 02/01/2012 to 02/29/2012

Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance	Less Deposits In Transit	Plus Outstanding Checks	Total Per Bank Statement
General Fund	\$109,075.10	\$2,754.62	\$10,484.43	\$101,345.29			
Road & Bridge Fund	\$333,510.06	\$27,535.93	\$23,431.17	\$337,614.82			
Fire Fund	\$92,701.58	\$33.36	\$0.00	\$92,734.94			
Levied Park Fund	\$2,106.18	\$0.75	\$0.00	\$2,106.93			
Park Fund	\$5,227.82	\$1.89	\$0.00	\$5,229.71			
201 Sewer Fund	\$35,357.81	\$12.71	\$117.20	\$35,253.32			
Capital Projects Fund	\$339.79	\$0.13	\$0.00	\$339.92			
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>\$580,818.34</b>	<b>\$30,339.39</b>	<b>\$34,032.80</b>	<b>\$577,124.93</b>	<b>\$30,339.39</b>	<b>\$34,421.80</b>	<b>\$581,207.34</b>

MONTH OF FEBRUARY

February 29, 2012

CASH	CHECKING	MONEY MARKET	PLANNING FEES AS OF 3/1/12	ARCOLA MILLS	SUSAN GRIFFITH	NASVIK/ALEXANDERS	JOHN & JILL REEDY	KEY ENTERPRISES - ROTH	WM & KAREN SHEA
	\$1,000.00								
		\$573,624.93							
<b>TOTAL CASH</b>	<b>\$574,624.93</b>								
<b>ESCROW</b>	<b>\$3,529.61</b>								
	CONNEXUS ENERGY	\$0.00							
	FRONTIER UTILITY ESCROW	\$3,056.00							
	SCIENCE MUSEUM OF MN	\$0.00							
	WILDER FOUNDATION	(\$251.20)							
	XCEL UTILITY ESCROW	\$5,216.29							
	ROAD ESCROWS	\$0.00							
	PLANNING FEES ESCROW	(\$326.10)							
<b>TOTAL ESCROW</b>	<b>\$7,694.99</b>								
<b>TOTAL CASH &amp; INVESTMENTS*</b>	<b>\$1,061,004.45</b>								

\*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 2/29/12

### 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 3/6/12	\$100,926.68
Gravel expires 3/17/12	\$24,385.08
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>\$234,427.92</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	\$483,879.52
<b>TOTAL INVESTMENTS</b>	<b>\$483,879.52</b>

**DESIGNATED AND UNDESIGNATED DOLLARS BY FUND**

As of 2/29/12

**GENERAL FUND**

MONEY MARKET	\$101,345.29
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>\$36,552.37</b>

**ROAD & BRIDGE FUND**

MONEY MARKET	\$337,614.82
INVESTMENTS	\$234,427.92
<b>DESIGNATED</b>	
SIGNS	\$1,000.00
BRUSHING/MOWING	\$0.00
GRAVEL TAX (MAY AVE.)	\$36,814.67
CAPITAL PROJECTS:	
ROAD CONSTRUCTION	\$0.00
INVESTMENTS	\$22,569.83
BLACKTOPPING	\$90,000.00
INVESTMENTS	\$175,043.42
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>\$635,965.42</b>
<b>UNDESIGNATED</b>	<b>(\$63,922.68)</b>

**FIRE FUND**

MONEY MARKET	\$92,734.94
<b>DESIGNATED</b>	
CASH FLOW	\$83,620.00
<b>DESIGNATED TOTAL</b>	<b>\$83,620.00</b>
<b>UNDESIGNATED</b>	<b>\$9,114.94</b>

**LEVIED PARK FUND**

MONEY MARKET	\$2,106.93
<b>DESIGNATED</b>	
CASH FLOW	\$2,437.00
<b>DESIGNATED TOTAL</b>	<b>\$2,437.00</b>
<b>UNDESIGNATED</b>	<b>(\$330.07)</b>

**CAPITAL FUND**

MONEY MARKET	\$339.92
INVESTMENTS	\$37,500.00
<b>DESIGNATED</b>	
HEAVY EQUIPMENT	\$37,839.92
<b>DESIGNATED TOTAL</b>	<b>\$37,839.92</b>