

**TOWN of MAY**  
**WASHINGTON COUNTY, MINNESOTA**  
**OFFICIAL TOWN BOARD MINUTES**  
**May 2<sup>nd</sup>, 2024**

The Board of Supervisors of the Town of May convened their regular monthly meeting on Thursday, May 2<sup>nd</sup>, 2024, at the May Town Hall. Those present included: Board members John Pazlar, Steve Magner, and Don Rolf. Clerk/Treasurer Bobbi Hummel; Deputy Clerk/Treasurer Marsha Olson; Planner Nate Sparks; Engineer Mark Erichson, and those with business before the Town. Attorney David Snyder was absent. Chair John Pazlar called the meeting to order at 7:01 p.m.

**MINUTES**

Pazlar moved, seconded by Rolf to approve the minutes from the April 4<sup>th</sup>, 2024 Board Meeting. All in favor. Motion passed.

Pazlar moved, seconded by Rolf to approve the minutes from the April 5<sup>th</sup>, 2024 Special Meeting on the 201 Budget. All in favor. Motion passed.

Pazlar moved, seconded by Rolf to approve the minutes from the April 17<sup>th</sup>, 2024 Special Meeting for the Local Boards of Appeal and Equalization. All in favor. Motion passed.

**CHECKS AND TREASURER'S REPORT**

Treasurer Marsha Olson presented the Treasurer's report, showing total cash and investments of \$2,119,859.39 of which \$713,124.50 is in investments. \$1,936,029.98, is committed. \$183,823.41 is non committed.

Pazlar moved, seconded by Rolf to approve the cash control statement from 04/01/2024 to 04/30/2024. All in favor. Motion passed.

Checks #22051 to #22088 (checks 22083-22085 were voided due to printer error) and EFT0524B, EFT0524F, and EFT0524S are also presented.

Pazlar moved, seconded by Rolf to approve the Treasurers Report. All in favor. Motion passed.

**PLANNING COMMISSION**

Nothing to report

**201 SEWER SYSTEM**

Engineer Erichson and staff at WSB have worked to put a map of the current user sewer lines. This will allow for a clear understanding of lots that could be subdivided and which parcels can connect in the future. They are also working on who is in charge of permitting of new users. Mr. Erichson

estimates 36 available connections remaining on the system. Required system updates are pending with the state, the township is hoping/watching for financial relief opportunities (grants) to help with the cost. One of the goals of this work is to have a good handle how the system works and have a comprehensive manual. This is vital work as town Board and staff will continually change.

## **ENGINEERING AND ROADS**

### **Spring Road Tour**

The spring Road Tour is happening tomorrow starting at 8:30a.m. Concerns will be address on the road tour and possibilities/recommendations for repairs will be discussed. Magner will discuss plans at a future meeting.

### **Calcium Chloride**

The spring application is tentatively scheduled for May 22<sup>nd</sup>.

### **126th Street Project**

Magner motions to approve the 125% cash escrow for the street/home on 126<sup>th</sup>. Releasing the grading permit and allow Inspector Kramer to issue the Certificate of Occupancy. Seconded by Pazlar. All in favor. Motion passed.

### **Panorama Ave. Basin Project**

The Board has previously agreed to contribute \$60,000.00 to pave Panorama (hill). The project has evolved into a Watershed project and has grown to a total cost estimated close to \$800,000.00. A meeting was held last week and there are some concerns about how the project is moving forward. Supervisor Magner, Attorney Snyder, and Engineer Erichson have met to discuss the following concerns;

- The township has not received 100% plans, and does not have a date of when those will be received.
- The township would like verification that the \$60,000.00 contribution is used only for the public portion of the road.
- The township would like clear and defining maintenance agreements established for the public portion, private portion, and the section of 133<sup>rd</sup>. Also, the maintenance of the storm sewer and the outlet to the lake and stormwater pond.
- Review the MOU for the private section of the road.
- Information on how the township is held harmless during construction.
- Information/confirmation that there is a bond by the entity that is overseeing the project.
- Identify who is going to issue the permits - public and private sections.
- Get current application information for a relocation of a gas line to ensure protection of the township 201 system in the same area.

There may be a need to be mindful of situations like this in the future to possibly put an end date or sunset date on the contribution agreement.

Engineer Erichson mentions that the initial road design was inadequate. The watershed has made several design changes and he is pleased with those.

Due to new large homes and landscaping the water doesn't have anywhere to go. The water runs down until it finds a place to get to the lake at the bottom of the hill and behind the homes. The watershed's plan is to collect the water in basins and pump it to a central location off of the public section in a large depressed parcel. The road will also get pitched back to the hillside. The hillside will be surfaced in traprock and the water will run along the hillside edge.

Total current funding for the project is broken down to; \$60,000 from the township, \$205,000.00 from a national watershed organization, \$460,000.00 from the watershed taxpayer levy. The \$205,000.00 sunsets at the end of the year. Construction will not start until 2025. The watershed is working to on an extension to keep the \$205,000.00.

Magner believes there might be other options to correct or rectify the issue with far less expense. And, there are other roads in the township that have similar issues.

### **176th St. maintenance request**

A request for maintenance was received with several pictures. 176<sup>th</sup> has heavily wooded portions. Some properties on this short road are maintained, some are not. There are dead trees along the un-maintained portions. Magner's recommendation is to look at the road and possibly solicit bids to clean it up. This would be above and beyond what the township typically does.

## **VIOLATIONS/COMPLAINTS**

Resident, Elizabeth Eaton addressed the Board about a violation letter she received regarding her boat that is parked on her property/yard, just off the roadside. She would like clarification on the ordinances cited in the letter. Planner Sparks acknowledges a complaint had been received and that discussion with Ms. Eaton has previously occurred. The remedy in this situation would have been more obtrusive to the township so further action was halted. The decision to drop the enforcement action was communicated.

Road Supervisor Magner made this decision due to the tight parking and lot sizes in this particular area. Under current ordinances, this boat would have to be on an approved surface off the driveway. However, this particular area has extremely small lots with no options to park a boat off a driveway, residents can park boats on the ROW (street). The plowing contractor looked at this situation and he did not see this particular boat to be problem with snow plowing. He is willing to entertain changing ordinances to accommodate different areas within the township, keeping in mind the township has limited staffing for code enforcement.

Sparks notes that it might be worth looking into updating ordinances and/or language for different areas in the township. It would be beneficial to look at each unique situation.

Resident Dave Langer also lives in this same area. Living in a tight area where some residents are out of compliance can create a dangerous or hazardous situations. There are reasons for ordinances and they are only good if they are enforced.

Rolf realizes it is a small area with limited space. Plowing and safety is the highest concern, obstacles need to be out of the way and there is a clear path. Neighbors need to communicate and do their best to work things out.

**13440-120<sup>th</sup> St. N.**

The township reiterated that the campers and debris need to be cleaned by June 1<sup>st</sup>, the owners state they are not able to meeting that deadline due to weather conditions.

Letting violations continue indefinitely is not a good practice. The township has been clear with the property owners and the testimony/hardship provided the owners was not unusual or extraordinary. The weather has been good. Pazlar would like to hold strong to the June 1<sup>st</sup> deadline. Rolf agrees, there has been adequate time. Magner concurs.

A site visit will be conducted in late May/early June. Sparks will communicate with the board as to the status and the next step will be to turn the matter over to Attorney Snyder.

**17750 Olinda Trail N.**

Inspector Kramer spoke with the property owner early this week and requested an on-site inspection to follow up on the progress. The property owner said he has not had time to do anything due to the weather. Kramer drove by the site, and did not see much difference in the amount of debris on-site. The owner was under the impression that he had until July 1<sup>st</sup>.

In January, the property owner had completed some work but was injured, pictures were submitted of the completed work. In February, the matter was tabled until May for discussion and follow up. Sparks recommends that Inspector Kramer notify the owner that he will be visiting before the July Board meeting, if no progress is made, the township will hold a violation hearing.

Pazlar also recommends detailing what needs to be cleaned up - it needs to be definitive. Sparks states that typically a notification is sent of what needs to be disposed of, if it is not removed in a timely fashion, a crew is hired to clean it up at the owner's expense.

Magner motions to have Mr. Sparks re-issue a letter identifying the known violations based on the last site visit by Kramer, noting that the township is expecting all the items are removed by July 1<sup>st</sup>. In addition, request a new site visit just before the June 6<sup>th</sup> Board meeting to get a current update for the next meeting. The letter must be clear around what constitutes full remediation, reinforce that July 1<sup>st</sup> is a hard date, and specify to the owner what steps will be taken if it is not complete. Motion seconded by Rolf. All in favor. Motion passed.

**OLD BUSINESS**

**Historical Structures Study**

Bret Peterson from the Historical Society has interest in discussing a property (home) on the former Kelley Land that may merit more investigation. Mr. Peterson recommended information about the property be requested by the owner before removal. It may have significance for the township, county, state, or possibly nationally. Trust For Public Land has requested an exemption from the moratorium of all buildings on site.

Magner would like more conversation with TPL to identify what should stay on the site. Additionally, the township needs to learn how to document the possible removal of something. He would like to meet again and work together to come up with a remedy that works for everyone. Magner suggests

the Board table this item and requests that Mr. Sparks contact TPL and set up a meeting. Updates will be provided at the June meeting.

## **NEW BUSINESS**

### **2024-2026 Marine Fire Contract**

Pazlar would like to read through the contract again. The 23% increase over the next 3 years is surprising. The 12% for this year was not budgeted/levied for. He will reach out to the contact Marine to get a better understanding of the increase. Contact tabled until June meeting.

### **Town Park Sign Replacement**

Pazlar would like to replace the “Marv Schroader Park” sign that was destroyed in a storm several years ago. He has a vendor in mind. It is important to recognize the work that Marv Schroader has given to the community. Park funds will be used for this project. Pazlar will update costs/timeline/type as soon as possible.

### **Property and Causality Insurance Waiver**

Attorney Snyder will review this required from at the June meeting. Historically, the Board has chosen to not waive the statutory limits.

### **Town Hall Lawn Maintenance Quotes**

Clerk Hummel sent quote requests to 5 vendors. 3 responded. 2 had availability. Mow Joe is \$705.00 per mow. JR Properties is \$295.00 per mow. Rolf motions to approve the contract of RJ Property Maintenance for \$295.00 per mow. Palar seconds. All in favor. Motion passed.

### **Resolution 2024-07. CMSCWD Letters of support**

Pazlar motions to approve resolution 2024-07, recommending David Mandel and Pat Thomas Gleason for appointment to the Carnelian Marine St. Croix Watershed District. Seconded by Magner. All in favor. Motion passed.

### **Changing Meeting Start Time**

This idea was suggested at the 2024 annual meeting in an effort to get through the regular meeting review and approvals (minutes, treasurer’s report) at 6:30 p.m. and allow a 7:00 p.m. start time for meeting agenda items. Clerk Hummel will confirm with Attorney Snyder if that can be changed sooner than later.

Meeting adjourned at 9:30 p.m. without objection.



Bobbi Hummel  
Clerk/Treasurer



John Pazlar  
Board Supervisor, Chair