

**TOWN of MAY
WASHINGTON COUNTY, MINNESOTA
OFFICIAL TOWN BOARD MINUTES
November 17, 2020**

The Board of Supervisors of the Town of May convened a special meeting on Tuesday, November 17, 2020 at 8:00 a.m. via virtual telephone/video conference. Those present included: Board members John Adams, John Pazlar, and Bill Voedisch; Clerk/Treasurer Linda Tibbetts. Voedisch called the meeting to order at 8:06 a.m.

The sole purpose of this special meeting is to discuss and approve CARES Act final funding. Public Notice of the meeting was posted on the website as well as at the Town Hall at least 72 hours before.

Tibbetts has provided a spreadsheet outlining all expenses applied to the CARES Act. As previously reported, Tibbetts applied for and the township received \$70,850.00 in CARES Act funding in late July. Money not spent by November 15, 2020 will be sent to Washington County.

The township spent \$17,181.80 out of the \$70,850.00. Purchases included personal protective equipment for the primary and general elections; election judge salary for cleaning of the booths during both elections; technology equipment for virtual meetings; and upgrading the town's website to increase communication capabilities with its citizenry.

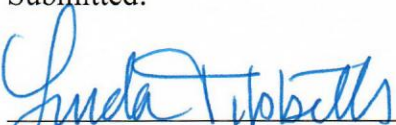
Tibbetts drafted Resolution 2020-12 which outlines the purchases as well as directing the remaining \$53,031.20 to Washington County. Tibbetts contacted Washington County alerting them of the \$53,031.20 being sent in CARES money. The county said the money will be used for immediate funding of COVID-19 priorities in the community.

Voedisch moved, seconded by Adams, to adopt Resolution 2020-12, a resolution approving expending Coronavirus Aid, Relief, and Economic Security ("CARES") Act Funds, and authorizing the return of unused funds, as presented. By Roll Call Vote: Adams: YES; Pazlar: YES; Voedisch: YES. Resolution Adopted.

Adams moved, seconded by Pazlar, to adjourn the meeting. By Roll Call Vote: Adams: YES; Pazlar: Absent; Voedisch: YES. Motion passed.


Meeting adjourned at 8:28 a.m.

Submitted:



Linda Tibbetts
Clerk/Treasurer

Approved:



Bill Voedisch
Board Chair



**TOWN of MAY
WASHINGTON COUNTY, MINNESOTA
RESOLUTION NO. 2020 - 12**

**A RESOLUTION APPROVING EXPENDING CORONAVIRUS AID, RELIEF, AND
ECONOMIC SECURITY (“CARES”) ACT FUNDS, AND AUTHORIZING THE
RETURN OF UNUSED FUNDS**

WHEREAS, the State of Minnesota provided May Township (“Town”) with local government aid funding through the Federal CARES Act to mitigate the unexpected costs and burdens of the COVID-19 pandemic on the Town; and-

WHEREAS, Federal guidance on CARES Act expenditures allows the Town to be reimbursed for their COVID-19 related expenses if the Board of Supervisors reasonably believes the expenses meet the following three criteria:

1. The expense must be necessary in response to the COVID-19 pandemic’s effect on the Town;
2. The expense was not accounted for in the Town’s 2020 budget adopted March 12, 2019, and could not be funded using a line item, allotment, or other allocation within the budget;
3. The expense was incurred between March 1, 2020, and December 1, 2020.; and-

WHEREAS, the Town received \$70,850.00 in CARES Act Funding; and-

WHEREAS, the Town Board will follow the rules and guidance provided by the Federal Government and State of Minnesota concerning the use of CARES Act funding; and-

WHEREAS, the Town has identified the following expenses for the use of the Township’s CARES Act funding:

1. Technology;
2. Communication;
3. Elections; and
4. Administrative.

WHEREAS, the expense of \$3,624.42 for technology was a necessary part of the Town’s response to the COVID-19 pandemic as it allowed the Town Board to continue meeting virtually, with the added ability to invite the Town’s other officials and consultants, its citizenry and others with interest, to Town Board meetings; and-

WHEREAS, the expense of \$11,473.73 for communication via updated website/public record scanning to enable communication about public safety, and to reduce human contact between officials, staff and the public in sharing documents, which is a necessary part of the Town’s response to the COVID-19 pandemic, and to protect its citizenry and election judges at the Town Hall; and-

WHEREAS, the expense of \$1,880.65 for elections via PPE is a necessary part of the Town’s response to the COVID-19 pandemic, to protect its citizenry and election judges at the Town Hall; and-

WHEREAS, the expense of \$840.00 for administration which is a necessary part of the Town's response to the COVID-19 pandemic as it allows Town staff to respond to the pandemic and provide the Town with safety precautions; and-

WHEREAS, the Town Board finds the expenses listed herein to be a necessary part of the Town's response to the COVID-19 pandemic;

WHEREAS, the Town Board finds the expenses listed herein were not accounted for in the Town's 2020 budget adopted March 12, 2019; and-

WHEREAS, the expenses listed herein cannot be funded using a line item, allotment, or other allocation within the budget that are of substantially the same purpose of use; and-

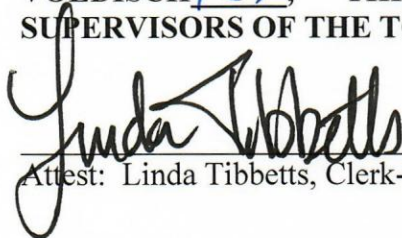
WHEREAS, the expenses listed herein were made between March 1, 2020 and December 1, 2020;

WHEREAS, the Town Board desires to transfer its unused CARES Act funding allocation to the County of Washington, State of Minnesota;

WHEREAS, the Town Board finds the expenses listed herein to be authorized uses of public funds that serve a public purpose.

NOW THEREFORE BE IT THEREFORE RESOLVED, that the Town Board elects to use its CARES Act funding on the expenses listed herein, and to return the unused CARES funds of \$53,031.20 to Washington County, Minnesota.

**BY VOTE OF THE TOWN BOARD: ADAMS Yes, PAZLAR Yes,
VOEDISCH Yes, THIS RESOLUTION IS ADOPTED BY THE BOARD OF
SUPERVISORS OF THE TOWN OF MAY THIS 17th DAY OF NOVEMBER, 2020.**


Attest: Linda Tibbetts, Clerk-Treasurer


Bill Voedisch, Chair

