

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

The Board of Supervisors of the Town of May met at their regular monthly meeting on Thursday, October 2, 2014, at the May Town Hall. Those present included: Bill Voedisch, Board Chair; John Pazlar, Supervisor; John Adams, Supervisor; Cheryl Bennett, Town Treasurer; Dave Snyder, Town Attorney; Mark Erichson, Town Engineer; Pete Kluegel, Building Inspector; Nate Sparks, Town Planner; and residents of the Town of May. Absent: Linda Klein, Town Clerk. Voedisch called the meeting to order at 7:00.

**Minutes, Checks, Treasurer's Report**

Voedisch moved, seconded by Adams, to approve the regular minutes of the September 7, 2014, board meeting. All approved.

Pazlar moved, seconded by Adams, to approve checks 17893 through 17926 as well as electronic funds transfers EFTS1014, EFTF1014 to the State and IRS, respectively as presented. All approved. The check register and treasurer's report are attached to these minutes and serve as the official record.

Adams moved, seconded by Voedisch, to approve the Treasurer's Report as presented. All approved.

Adams moved, seconded by Voedisch, to transfer from the 201 Sewer Fund \$6,650.00 to the 201 Sewer Pumping Fund, \$5,000.00 to the 201 Sewer Replacement Fund and \$500.00 to the General Fund. All approved.

Adams moved, seconded by Voedisch, to sell a 201 Sewer Replacement CD in the amount of \$92,758.12 and repurchase a 201 Sewer Replacement CD in the amount of \$70,410.12. All approved.

Adams moved, seconded by Voedisch, to add \$6,650 to the current 201 Sewer Pumping CD for a total amount of \$13,309.79. All approved.

Supervisor Pazlar reported that he has reviewed the bank statement from September.

**Planning Commission**

**Public Hearing – Jutz Variance**

PC Chairman Arnason reported that Kevin Jutz has requested a variance to place a detached accessory building on his property located at 15235 Square Lake Trail, which is on the corner of Square Lake Trail and a private road. The proposed building would be located closer to both the front and side roads than the house. The site is 1.5 acres with a house in the center of the property. The lot is heavily wooded with a lot of steep slopes. There is concern by neighbors about the building changing the character of the neighborhood. PC recommends approval due to the fact that there is no other reasonable location on the site, and they provide the following conditions: the corner of the new building shall be no nearer the existing garage than 13 ft.; the top of slab will be a foot below current high spot; and any expansion of the driveway shall

conform to the Town Code; the garage will be pushed as close to the edge of the hill as possible. Also, a small business may not operate on the property. A screening condition may be added by the Board.

Jim Whipkey, neighbor to the south, indicated that he is opposed to the building. Emersson Ward, Mr. Whipkey's son-in-law, stated that ordinance 705.05 B. 1 deals with accessory building setbacks etc., but also states that it is not legal to store commercial property in any accessory building. It also violated the subdivision's covenants.

Voedisch acknowledged the conflict with our policy of encouraging the hiding of business equipment in buildings and 705.05 B.1., and gave his view that the Town needed to review that ordinance.

Voedisch stated that the Town does not enforce covenants in a development; these are private matters. It is up to the Town to decide if there is a reasonable complying site and in this case it appears there is not without a massive amount of fill and much tree removal, plus encroaching on the well and septic. Also, a change to state law that replaced "hardship" with "practical difficulties" makes it much harder to deny this type of variance.

The Board asked why the planning commission was specifying the slab height. Steve Magner said he struggled with concerns of the applicant and neighbor to make it work. The accessory building is taller than attached garage. If the accessory building is lower, it will make the structure look smaller for the neighbors. However, Voedisch and Pazlar agreed that the Board had never before added such a condition (make it as low as possible) and Voedisch asked Pete Kluegel to verify the maximum height, just so everyone was aware of that limit.

Rather than getting involved in aesthetic discussions, Pazlar suggested one good sized evergreen on either side of the driveway as a way to minimize the sight impact of the building.

Voedisch brought forth Resolution 2014-10 which includes a statement that storing business equipment is a violation of the code and that this lot is too small to have a small business permit. Condition #8 was added to the resolution by hand:

8. The Town Board may require a reasonable amount of screening after the building is constructed.

Snyder reviewed ordinance 705.05 B. 1 and doesn't believe this code can be enforced. For example, commercial storage could be bringing home a chainsaw or a company vehicle each night which could be a violation. This needs to be reviewed.

Voedisch moved, seconded by Adams, to approve Resolution 14-10 with Condition # 8 added, to approve a variance for Kevin Jutz to construct a detached accessory building closer to the road than the existing house and attached garage. Roll call vote: Adams, yes ; Pazlar, yes ; Voedisch yes. Resolution adopted.

### **Public Hearing – Conservancy Ordinance**

Arnason stated that our ordinance needs to be reviewed in light of the County getting out of Planning / Zoning in the Townships except for riparian lands and mining activities, thus amending the ordinance is necessary. Voedisch added that, because the Wilder property is being divested, the first portion going to Warner, it behooves the Town to review the Conservancy ordinance now in anticipation of new uses that might come forward.

Several non-profits have indicated interest in commenting and working on this ordinance. Jyneen Thatcher and Lester Rydeen have volunteered to help with this ordinance. Thatcher will send her concerns to the Board before the meeting on October 30<sup>th</sup>.

Voedisch also indicated that the Conservancy ordinance is only 2 pages out of our nearly 300 page code book, and that so much more work needs to be done to see where the County provides code coverage where we do not. Another draft will be created and sent out to the Board, PC and the non-profits.

### **Public Hearing – Lot Line Adjustment**

Ordinance 2014-03 was drafted to add 901.04.08 to the code to reflect our procedures for reviewing lot line adjustments. The fee schedule of \$400 will be added to Chapter 13. The PC approved the ordinance.

Voedisch moved, seconded by Adams to approve Ordinance 2014-03 to amend the town code by adding 901.04.08, memorializing the existing procedure for review and approval of lot line adjustments, and establishing an escrow in chapter 13 for such requests. Roll call vote: Adams, yes; Pazlar, yes; Voedisch, yes. Ordinance has been adopted.

### **Site Visits**

#### **145xx Oldfield Rd – erosion from construction site floods neighbor**

Tracy Mazanec stated that the property needed to be clear cut to build the new home. The silt fences have failed 3 times and sent soils onto his property and water into his basement, finished and unfinished space, and under his deck. He said the contractor stated he would clean out the extra fill from under his deck and this has not been done. After a modest amount of rain this past week, soils flowed again onto his property and his basement flooded again. Voedisch, Engineer Kasper, Dennis O'Donnell (Washington County), Jim Shaver (CMSC Watershed), Jed Chesnut and James Landini (Washington Conservation District) all visited the site and commented on the problems. Voedisch presented a list of eleven (11) conditions that need attention, a copy of which is attached to these minutes.

The major concerns are water and sediments passing through improper silt fences, the potential failure of the large boulder retaining wall and failed drainage pipe.

David with Boulder Images, who constructed the retaining wall, spoke to state that there is fabric to hold back the soil from between the boulders. Voedisch stated he put his hand between the boulders and could feel the fabric bulging under the strain of soils trying to escape, and feels it may be ready to fail.

The builder, Paul Husnik, from Husnik Homes presented pictures and stated that the damage in Mazanec's home is from years of being wet, not just this project. Voedisch said the silt flowing onto Mazanec's property began with the Haugen project so we need to stay focused here. Mr. & Mrs. Haugen commented that they want to be good neighbors and that a new silt fence was installed today.

Mr Husnik indicated that problems will be resolved as the house logically proceeds, but Voedisch countered that fixes for erosion and site stability needed to be made *now*. Attorney Snyder recommends a "stop work order" be placed on site so that the property can be stabilized and the storm water problems fixed right away. He stated it is also better for the homeowner that these problems be resolved before it causes more problems for them.

Pazlar stated that he got the impression that Paul Husnik is not willing to work with the Town. Mr. Haugen stated that Mr. Husnik will get to the problems immediately.

Voedisch moved, seconded by Pazlar, that a Stop Work order be placed on the site and that Engineer Kasper be the coordinator of all the agencies to get things resolved, and that a single Town Board member and Katie have the authority to lift the SWO when conditions warrant. All approved.

#### **Eibner – lot access is blocked**

Voedisch noted the Eibner's are not present. Engineer Kasper, Voedisch and Tom Schroeder will review the matter on site. It's a storm water management basin, built by the Town, that prevents access to a lot.

#### **Krizak screening**

Voedisch noted screening on the Krizak property is complete and follows the approved plan.

#### **Colombo**

Kasper and Voedisch also visited with Colombo to review the work needed on his lot as part of the Hunter's Ridge project.

#### **201 Sewer Update**

**System Management:** The engineering staff has met with Tom Birkland with Natural Systems and Dave Garden of TPC on site at the lift station, to discuss the telemetry upgrade.

**Gopher State One Call:** Pete Ganzel, Washington County, has verified the GIS points are GPS coordinates for tanks and lift stations. This will allow us to locate the individual septic tanks, but does not allow us to map any pipes, either on lots or under roads. Voedisch noted that a goal of the transition project was the production of an accurate "as built" schematic (map) of the system, but which was never done. Only Pete Ganzel can produce such a map.

Voedisch presented a draft letter to Lowell Johnson and Fran Miron at Washington County asking for help to map the entire system, and to get the help from Pete Ganzel. Engineer Kasper will review the letter before Voedisch sends it.

The engineering has contacted Infratech regarding the capabilities to locate the existing gravity main and force main throughout the 201 system and to locate the junctions within the main for each property. It's unclear if they can do all that needs to be done on each lot to find all the lines.

Additional issues: Two of the keys from Washington County are missing to get to the drain field and the control panel. Tom Birkland requested we rekey and have a master key. Also, TPC and SensaPhone revised their proposal and an additional \$343 will be needed for a monitor.

Voedisch moved, seconded by Adams to approve changing the locks and having one master key. All approved.

Pazlar moved, seconded by Voedisch, to purchase three 1.5 hp step station pumps as backups. All approved.

## **Engineering and Roads**

### **Monthly Engineering Report**

**2014 Crack Fill Project:** Astech Corp has completed the crack fill improvements throughout the township. The severity of the cracks exceeded the amount of material originally estimated so the total for crack fill came to \$15,355, which is \$ 370 above the original estimate.

Voedisch moved, seconded by Adams to approve the additional amount for crack sealing totaling \$15,355.00. All approved.

**2014 Pothole Repairs:** The pothole repairs, as approved at the September Board meeting, have been completed by BF Lauzon Enterprises Inc., with the exception of the anticipated road patch within the Hunter's Ridge development after the drainage and subgrade improvements are completed by Rick Fuhr. Staff has received the invoice from Lauzon for the improvements completed to date, totaling \$2,549.00. Upon completion of the improvements proposed by Rick Fuhr, Lauzon will patch the disturbed area as soon as possible. The remaining work to be completed, as originally proposed, will total \$1,284. \$ 2,549 was approved with the bills tonight.

**Tree Trimming:** Upon receipt of the tree trimming quote, as received from Helkes Tree Service, Inc., the Board decided last month to reject the quote as it exceeded the budget. The original listing of roadways, along with corresponding costs, as received by Helkes Tree Service, Inc., included the following:

• Queens Way/Quail Way	\$ 2,500.00
• Arcola Trail	\$ 7,800.00
• 136 <sup>th</sup> Street	\$ 800.00
• Morgan Avenue	\$ 1,500.00
• 150 <sup>th</sup> Street	\$ 1,200.00
• 131 <sup>st</sup> Street	\$ 600.00
• <u>Ozark Trail</u>	<u>\$ 1,800.00</u>
	\$16,200.00

Voedisch reported that dead trees on 150<sup>th</sup> were removed by the crew but that the crew needs help in pruning live trees. After further discussion with Tommy, Voedisch discussed prioritizing Ozark Trail and Arcola Trail for tree trimming in 2014 and 2015. The total cost to trim both roadways in is \$9,600, as quoted by Helkes Tree Service, Inc.

Tommy has requested that we do Ozark this year and plan at least part of Arcola next year. Pruning will protect our road equipment.

Voedisch moved, seconded by Adams to approve the tree trimming on Ozark with Voedisch to oversee the procedure to make sure the trimming is not excessive. All approved.

### **May Roadway Funding:**

This will be discussed at a special meeting later this month with a date to be determined.

## **Old Business**

### **Board Walk Across a Wetland – Maywood South Lot 2, Block 2**

In 2002 Jay Andrews came forward to ask for approval to build a boardwalk to get to the lake. The Town approved the request at that time via a CUP. It was never built and now new owners Rick and Laura Gessler would like to have a post supported design, not a floating design. Jed Chesnut, Washington Conservation District, discussed the difference between the thinking back then and now. Under wetland conservation act, current rule 8420, fill does not include posts to build docks or a walkway, but docks that rest on vegetation is now considered fill. Since the WCA application of 12 years ago was not exercised, its 5-year term expired and a new WCA application is needed.

The original structure was approved at 800' but Mr. Geisler is thinking about 500'. It appears that the new WCA permit will be granted but we are still waiting to hear from the Army Corp of Engineers.

Attorney Snyder stated that Conditional Use Permits can be modified if there is not a substantial change. Voedisch indicated that administratively the Board can approve non-substantial change but we need to make a decision on degree here. Jyneen Thatcher and Jed Chesnut, past and present Washington Conservation District WCA representatives for the Town, indicated that the wetland rules have changed and in 2002 water was higher and the floating design was probably the best option at that time. Now the floating dock would be considered fill as it would rest on vegetation not water. Thatcher would like to review the file. Winter construction may be easier time to build. Chesnut's opinion is that a floating dock sitting on vegetation, would be in violation now.

In deference to the neighborhood, the Board agreed that the Gessler's would need to apply for a modification to the CUP.

Voedisch move, seconded by Adams to have Jed Chesnut notify the agencies about the dock. All approved.

Voedisch moved, seconded by Adams to have Gessler's make a formal application and post \$400 escrow along with \$100 application fee. Further, this need not fall to the Planner since a report from Chesnut to the Board would act as the planning report. All approved.

**New Business**

**Fire Zone Discussion**

Planner Sparks presented a map of new fire service areas. All the fire contracts will need to be revised since they disagree with the boundaries defined (centerlines of boundary roads) by the new "911" system at Washington County. All 3 fire district contracts expire at the end of 2014.

**Election Judges**

Voedisch moved, seconded by Pazlar, to approve the slate of election judges for the November General election, including: Sue St. Sauver, Jim Beatty, Nancy Rosenbower, Jan Ahlgren, Bob Swinehart, Gretchen Davidson, Mitchell Otterson, Mary Burke, Jacci Hogan, Jane Norbin and Connie Ryan Oakes. All approved.

**Certificate of Compliance**

Voedisch moved, seconded by Pazlar, to approve the Bruce Lundeen's Certificate of Compliance. All approved.

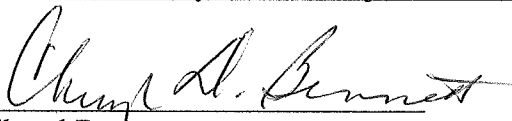
**Executive Session**

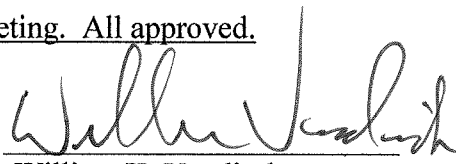
Voedisch moved, seconded by Adams, to adjourn to Executive Session to discuss pending litigation with assigned counsel. All approved.

Voedisch moved, seconded by Adams to accept the Release executed by the Reibels in order to resolve the litigation without further burden and expense and to pay the Reibels \$10,000 as cost of defense without admitting liability. The Treasurer will prepare the check immediately. All approved.

Voedisch moved, seconded by Pazlar to adjourn the meeting. All approved.

ATTEST:

  
Cheryl Bennett  
Town Treasurer

  
William K. Voedisch  
Town Board Chairman

## 145xx Oldfield Road – Haugen Home Site

### Failed Storm Water Management and Erosion Control Conditions

Observed Oct 1 and 2, 2014

#### Conditions needing attention:

1. The grading/drainage plan prepared by RFC Engineering for the builder and approved by the Conservation District and made part of all approvals, is not being followed. RFC should get to the site ASAP and prepare a plan to remedy all failures. Once the plan is approved by all agencies, major rework can begin. Until then the items listed below should be remedied ASAP. As it stands the project is in violation of variance approval conditions and permits. (Dennis O'Donnell, Washington County)
2. Provide the promised photo documentation of the infiltration system, piping and French drains. (Jim Shaver, CMSC Watershed District)
3. Sediment is leaving the property. The silt fence used is not as specified and approved. It needs to be heavy duty and reinforced ... steel posts, wire fence. (Jed Chesnut and James Landini, Washington CD)
4. The 4" drain pipe at the top is failing as no water can flow through. The silt sock gets saturated with material and the water starts ponding. It needs a proper inlet protection device that will allow water to flow through, but not silt. (Jed Chesnut; also Bill Voedisch and Katie Kasper, May Township)
5. Provide engineering that shows a 4" pipe to be sufficient to drain this large area during various rain event levels (Bill Voedisch and Katie Kasper, May Township)
6. The main retaining wall is failing and water is flowing out the bottom. The backing fabric is under heavy strain by soils at many points where there are large holes between rocks. (Bill Voedisch and Katie Kasper, May Township)
7. One wall is over 4 feet in height and should be reviewed per the State Building Code (James Landini, Wash CD)
8. There are 5 retaining walls yet the approved plans of 2/27/14 show 7. Also, the walls are built with boulders allowing large gaps. The design calls for walls built of close fitting modular landscape block. (James Landini, Wash CD)
9. The grading on the north side of the house shows no swale to retrain surface water on this lot; the grade slopes towards the neighbor (Bill Voedisch and Katie Kasper, May Township; also James Landini, Wash CD)
10. Gutters and downspouts are not finished and all roof water has become storm water. Complete all gutters, downspouts and send drain leader flow to underground pipe (Bill Voedisch and Katie Kasper, May Township).
11. Consider moving the driveway further south to allow for more infiltration near the north boundary. (Jim Shaver, CMSC Watershed District)

Subject to change based on further site inspections and observed conditions.

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**TOWN OF MAY  
WASHINGTON COUNTY, MINNESOTA  
RESOLUTION NO. 2014 - 10**

**A RESOLUTION WITH SUPPORTING FINDINGS OF FACT APPROVING A  
VARIANCE FOR KEVIN JUTZ TO CONSTRUCT A DETACHED ACCESSORY  
BUILDING CLOSER TO THE ROAD THAN THE EXISTING HOUSE AND ATTACHED  
GARAGE AT 15235 SQUARE LAKE TRAIL**

**WHEREAS**, Kevin Jutz ("the applicant") is seeking approval for a variance to construct a detached accessory building; and

**WHEREAS**, the subject site is located at 15235 Square Lake Trail ("the property") and is legally described as:

Lot 1, Block 1 of Pine Glow Estates 2<sup>nd</sup> Addition; and

**WHEREAS**, the property is identified in Washington County Records with the identification number of 26.031.20.11.0016; and

**WHEREAS**, the property is approximately 1.5 acres in size; and

**WHEREAS**, the Town received complaints about the exterior storage of up to two business trailers on the property; and

**WHEREAS**, the applicant intends to utilize this structure for the housing of the business trailers; and

**WHEREAS**, the Town views the inside storage, rather than outside storage, of business equipment as a proper goal, yet 705.05 B. 1. of the Town Code appears to prohibit such storage unless a Small Business Permit is obtained; and

**WHEREAS**, the Applicant's lot is of insufficient size to qualify for a Small Business Permit, thus the storage of his business trailers inside the building will constitute a violation of the Town Code as it exists; and

**WHEREAS**, it is the intention of the Town to review 705.05 B.1 of the Town Code to determine if it may need revision; and.

**WHEREAS**, the existing house on the property is situated 65 feet from the right-of-way of the road serving the property and 130 feet from the right-of-way for Square Lake Trail; and

**WHEREAS**, the applicant proposed to place a detached accessory structure 40 feet from the right-of-way of the road serving the house and 115 feet from the Square Lake Trail right-of-way; and

**WHEREAS**, Section 705.05-D-1 of the Town Code states that no detached accessory building shall be located nearer the front or side road than the principal building on the lot; and

**WHEREAS**, the proposed location will place the building closer to the road than 80% of the house setback from the road and thus, a Certificate of Compliance for setback relief can not be granted, and a variance must be sought; and

**WHEREAS**, the topography of the lot makes the construction of the building difficult in a conforming location without substantial fill; and

**WHEREAS**, the lot is heavily wooded and to place the structure in a conforming location would also require a large amount of tree removal; and

**WHEREAS**, notwithstanding terrain and heavy woods noted above, the well and septic are both on the side of the house where a complying location might exist, and these features need to be avoided; and

**WHEREAS**, the Planning Commission reviewed the application and held a duly noticed public hearing at its regularly scheduled meeting on September 25, 2014; and

**WHEREAS**, the Planning Commission reconvened the meeting on October 2, 2014 to visit the property for a review of the building's placement; 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 topography of the property and heavily wooded nature of the site present a practical difficulty in placing a structure in a conforming location.
4. Placing the building at the desired location is a reasonable use of the property which is not permitted by the zoning ordinance.

5. The plight of the landowner is due to circumstances unique to the property not created by the landowner.
6. The variance will not alter the essential character of the locality.


**WHEREAS**, the Board of Supervisors reviewed the application and the Planning Commission's recommendations at their October 2, 2014 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 Kevin Jutz's request for a variance as presented in this application, 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 proposed construction shall adhere to the submitted plans.
2. The applicant shall ~~receive~~ <sup>obtain</sup> all necessary permits.
3. Pending a review by the Town of 705.05 B. 1. of the Town Code, the Town provides no permission for the applicant to store equipment related to his business within the structure. Should such review lead to an ordinance change that would permit such storage in the absence of a Small Business Permit, the Town will notify the applicant of such change in the Town Code.
4. In no case will the exterior storage of business equipment be allowed without first obtaining a Small Business Permit.
5. The building shall have a compatible appearance to the principal structure as presented in the applicant's plans.
6. Any expansion of the driveway shall conform to Town Code requirements.
7. The applicant shall seek approval from Washington County, if necessary.

**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 2<sup>ND</sup> DAY OF OCTOBER, 2014.**

  
Attest: Linda Klein, Clerk

  
Bill Voedisch, Chairman

8. The Town Board may require a reasonable amount of screening after the building is constructed.

For the Period 09/01/2014 to 09/30/2014

Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance	Less Deposits In Transit	Plus Outstanding Checks	Total Per Bank Statement
General Fund	\$191,091.43	\$3,032.15	\$22,850.02	\$171,273.56			
Road & Bridge Fund	\$320,912.53	\$164.54	\$76,451.80	\$244,625.27			
Fire Fund	\$93,879.74	\$20.49	\$0.00	\$93,900.23			
Levied Park Fund	\$6,162.09	\$1.34	\$320.33	\$5,843.10			
Park Fund	\$6,869.56	\$1.51	\$0.00	\$6,871.07			
201 Sewer Fund	\$3,107.11	\$7,187.39	\$1,098.25	\$9,196.25			
Capital Projects Fund	\$48,610.84	\$10.61	\$0.00	\$48,621.45			
201 Sewer Replacement	\$0.00	\$0.00	\$0.00	\$0.00			
201 Sewer Pumping Fund	\$0.00	\$0.00	\$0.00	\$0.00			
Midcontinent Com Security	\$5,000.00	\$0.00	\$0.00	\$5,000.00			
Vets Rest Camp Security	\$0.00	\$0.00	\$0.00	\$0.00			
<b>Total</b>	<b>\$675,633.30</b>	<b>\$10,418.03</b>	<b>\$100,720.40</b>	<b>\$585,330.93</b>	<b>\$10,418.03</b>	<b>\$103,845.43</b>	<b>\$678,758.33</b>

MONTH OF SEPTEMBER

September 30, 2014

CASH

CHECKING	\$1,000.00
MONEY MARKET	\$579,330.93
<b>TOTAL CASH</b>	<b>\$580,330.93</b>

ESCROW

CENTURY LINK	\$3,529.61
CONNEXUS ENERGY	\$338.00
FRONTIER UTILITY ESCROW	\$3,056.00
SCIENCE MUSEUM OF MN	\$0.00
WILDER FOUNDATION	\$51.91
XCEL UTILITY ESCROW	\$4,916.29
ROAD ESCROWS	\$2,000.00
PLANNING FEES ESCROW	\$295.85
<b>TOTAL ESCROW</b>	<b>\$14,187.66</b>

TOTAL CASH & INVESTMENTS\*

\$1,117,358.35

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

Letters of Credit: None

PLANNING FEES AS OF 10/2/14

HAUGEN - HUSNICK HOMES	\$837.75
KEVIN M JUTZ	\$756.85
JAMES KRIZAK	(\$1,298.75)
<b>TOTAL</b>	<b>\$295.85</b>

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

As of 9/30/14

**GENERAL FUND**

MONEY MARKET	\$171,273.56
INVESTMENTS	\$59,683.94
<b>COMMITTED</b>	
ROAD ESCROWS	\$2,000.00
ESCROWS	\$14,187.66
CONTINGENCY	\$50,000.00
CASH FLOW	\$70,682.00
<b>COMMITTED TOTAL</b>	<b>\$136,869.66</b>
<b>UNCOMMITTED</b>	<b>\$94,087.84</b>

**ROAD & BRIDGE FUND**

MONEY MARKET	\$244,625.27
INVESTMENTS	\$224,001.88
<b>COMMITTED</b>	
GRAVEL TAX (MAY AVE.)	\$24,571.85
CAPITAL PROJECTS:	
ROAD CONSTRUCTION	\$0.00
INVESTMENTS	\$22,886.57
BLACKTOPPING	\$2,381.00
INVESTMENTS	\$176,543.46
LYNCH ROAD	\$67,000.00
CALCIUM CHLORIDE	\$15,107.20
SEALCOATING/CRACK SEALING	\$51,493.50
LYNCH ROAD	\$25,000.00
<b>COMMITTED TOTAL</b>	<b>\$384,983.58</b>
<b>UNCOMMITTED</b>	<b>\$83,643.57</b>

**FIRE FUND**

MONEY MARKET	\$93,900.23
<b>COMMITTED TOTAL</b>	<b>\$93,900.23</b>

**LEVIED PARK FUND**

MONEY MARKET	\$5,843.10
<b>COMMITTED TOTAL</b>	<b>\$5,843.10</b>

**CAPITAL FUND**

MONEY MARKET	\$48,621.45
INVESTMENTS	\$62,020.46
<b>COMMITTED</b>	
HEAVY EQUIPMENT	\$110,641.91
<b>COMMITTED TOTAL</b>	<b>\$110,641.91</b>

<b>Total Money Market</b>	<b>\$564,263.61</b>
<b>Total Investments</b>	<b>\$345,706.28</b>
	<b>\$909,969.89</b>

<b>Total Committed</b>	<b>\$732,238.48</b>
<b>Total Uncommitted</b>	<b>\$177,731.41</b>
	<b>\$909,969.89</b>

## Town of May

## Disbursements Register

10/01/2014

Fund Name: All Funds  
Date Range: 10/01/2014 to 10/02/2014

<u>Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Check #</u>	<u>Total</u>	<u>Account #</u>	<u>Amount</u>
10/02/2014	Payroll Period Ending 10/01/2014		17893	\$290.00	100-41110-100	\$290.00
10/02/2014	Payroll Period Ending 10/01/2014		17894	\$1,366.24	100-41510-100	\$1,366.24
10/02/2014	Payroll Period Ending 10/01/2014		17895	\$2,271.50	100-41400-100	\$2,271.50
10/02/2014	Payroll Period Ending 10/01/2014		17896	\$290.00	100-41110-100	\$290.00
10/02/2014	Payroll Period Ending 10/01/2014		17897	\$2,956.91	201-43102-100	\$2,956.91
10/02/2014	Payroll Period Ending 10/01/2014		17898	\$2,345.54	201-43103-100	\$2,345.54
10/02/2014	Payroll Period Ending 10/01/2014		17899	\$290.00	100-41110-100	\$290.00
10/02/2014	THOMAS SCHROEDER	Tractor for mowing	17900	\$2,520.00	201-43126-415	\$2,520.00
10/02/2014	MARVIN L. SCHROEDER	Building rental - September	17901	\$800.00	201-43100-412	\$800.00
10/02/2014	WALLY CARLSON AND SONS INC	Fuel	17902	\$1,827.00	201-43126-212	\$1,827.00
10/02/2014	CARQUEST AUTO PARTS	Parts for mower & shop supplies	17903	\$106.20	201-43126-438	\$106.20
10/02/2014	BF LAUZON ENTERPRISES, INC	Asphalt repair	17904	\$2,549.00	201-43121-439	\$2,549.00
10/02/2014	BLUE CROSS & BLUE SHIELD OF MN	Health insurance - Marvin & Thomas Schroeder	17905	\$536.16	201-43102-130	\$109.00
					201-43103-130	\$427.16
10/02/2014	ON SITE SANITATION	Porta potties for park - 2	17906	\$270.00	220-45202-387	\$270.00
10/02/2014	MARONEY'S SANITATION, INC	Garbage pickup - park	17907	\$81.93	220-45202-384	\$81.93
10/02/2014	RELIANCE ELECTRIC MOTORS	Motor repair for 201 Sewer	17908	\$165.00	230-49451-404	\$165.00
10/02/2014	C & B EXCAVATING/SEWER, INC	Monthly service charge & lift station maintenance	17909	\$335.00	230-49450-400	\$150.00
					230-49451-300	\$185.00
10/02/2014	CONNEXUS ENERGY	201 Sewer Electric	17910	\$166.22	230-49490-380	\$166.22
10/02/2014	COUNTRY MESSENGER	Legal notices	17911	\$42.00	100-41001-351	\$42.00
10/02/2014	VISI - dba ONE NECK IT SOLUTIONS	Website - domain name	17912	\$60.00	100-41000-320	\$60.00
10/02/2014	HELMER PRINTING, INC	Envelopes - Treasurer	17913	\$70.00	100-41001-200	\$70.00
10/02/2014	CENTURY LINK	Town hall phone, clerks, 201 Sewer phone	17914	\$238.43	100-41940-380	\$203.18
					230-49489-380	\$35.25
10/02/2014	XCEL ENERGY	Town hall electric	17915	\$152.23	100-41940-380	\$152.23

**WASHINGTON COUNTY  
TOWN OF MAY  
OFFICIAL TOWN BOARD ROAD BUDGET MINUTES  
October 22, 2014**

The Board of Supervisors of the Town of May met at a specially called meeting for the purpose of discussing future road projects and budgets on Wednesday, October 22, 2014, at the May Town Hall. Those present included: Bill Voedisch, Board Chair; John Pazlar, Supervisor; John Adams, Supervisor; Cheryl Bennett, Town Treasurer; and Mark Erichson, Town Engineer. Voedisch called the meeting to order at 8:15 AM.

Engineer Erichson indicated that he went on his own road tour, when costs for Morgan were projected so high. We need to project out for about 10 years what needs to be seal coated, crack sealed, reclaimed and overlaid. He presented a spreadsheet with costs of the various projects, but did not include the timeline for these projects.

Voedisch stated he examined a stretch of road south of Oldfield off Ostlund and stated it is in good shape. Ostlund in good shape around Wilder. Damage (pits) in middle of road and could be fixed with patches. Mill and overlay never been done on this road. Erichson remembers the damage going down about inch or so and will look at Ostlund trail when he leaves the meeting.

Erichson stated that request for quotes will need to be sent out late winter/early spring to get the best prices and get at the top of contractors list. He stated that Engineer Kasper prepared the estimates with Engineer Hankee for the Morgan Road project. They were using current bid prices in the industry. He feels that there will be increased costs again this year. Their bids are not guessing high nor on a percentage, but based on time, material and hourly rates. Costs have been increasing between 12 and 13% rate. 28% originally quoted is for much more complex projects. A couple ways to decrease costs is to have fewer inspections and eliminate surveying. However, Erichson feels inspection is the most important aspect of any road construction. The board agreed that some projects in the past did not have inspections and the roads were not built properly.

Morgan Avenue cost/sq. yd. is higher because of drainage issues and culverts may be needed. Voedisch wants details of why. Erichson will review both 122<sup>nd</sup> St and Morgan Avenue. Morgan has asphalt curbing for drainage issues and that is why it is higher.

Pazlar and Bennett indicated that we need a spreadsheet that breaks down what work needs to be done when. Pazlar would like individual roads what needs to be done and when and best guess for costs. Erichson will bring a spreadsheet with just the paved road projects to the November board meeting.

Discussion was held on assessing the benefiting property owners for the paved road projects. Erichson stated that Marine on St. Croix does not do any assessing, whereas City of Grant assesses 100% of their road work. He presented Cities of Scandia and Hugo's road assessment policies. Several of the town's blacktop roads benefit only the homeowners on the road since the roads are not thoroughfares.

Erichson indicated that crack sealing and crack filling should be done every 7 years. Sealcoating is to keep your good roads good. Lynch needs to be done soon to keep it in good condition. Sealcoating puts down more asphalt and rock, which keeps the road in good shape and allows the road to expand and contract and not break up during the freeze/thaw cycles.

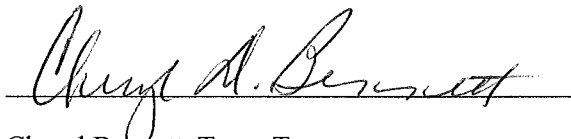
Erichson indicated that saw-cut joints on Ravine Circle will save the township money in the long run because it allows the road to expand and contract. He state that currently all cities with new developments are having the developer put up money for the first crack sealing and sealcoating. This process could also ease us into assessments.

Treasurer Bennett indicated we have blacktopping and sealcoating dollars in our money market account and would like to purchase Certificates of Deposits with these dollars.

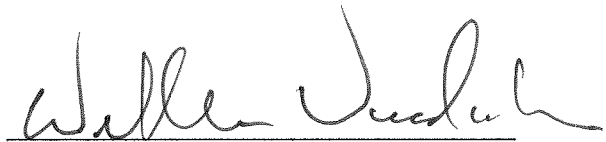
Voedisch moved, seconded by Adams, to approve the purchase of a blacktopping CD in the amount of \$67,000 for a 6 month period. All approved.

Adams moved, seconded by Voedisch, to approve the purchase of a sealcoating CD in the amount of \$25,000 for a 6 month period. All approved.

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



Cheryl Bennett, Town Treasurer



William K. Voedisch, Chairman