

MILACA CITY COUNCIL AGENDA
JANUARY 21, 2016

6:30

Call meeting to order
Roll Call

Consent Agenda

Minutes of the December 17 regular council meeting
Bills for payment
Official Appointments
Resolution No. 16 – 01 Approving charitable gambling premises permit
Resolution No. 16 – 02 Approving 2015 budget adjustments
Resolution No. 16 – 03 Recognizing donations to city
Approve Peddler license for Sara Liebeck
City Treasurer's Report

Citizens Forum

Public Hearing

Requests and Communications

Letter from City Engineer

Ordinances and Resolutions

Resolution No. 16 – 04 Approving club liquor license for VFW

Reports of Boards and Commissions

Planning commission
Airport commission
Parks commission – Community center rental
MCAT

Unfinished Business

Prior month citizen forum comments

New Business

Todd Quaintance – Project LifeSaver and police reserve

Council Comments

Adjourn

MILACA CITY COUNCIL MINUTES
DECEMBER 17, 2015 MEETING

The regular meeting of the Milaca City Council was called to order at 6:30 p.m. by Mayor Harold Pedersen. Upon roll call the following council members were present: Dillan, Muller, Johnson, and Gahm.

Staff present: Lerud, Gann-Olehy, Toven

Others present: Leah Staup, Collin Staup, Lola Vedders, Roberta Nickerson, Don Slegers, and Jeff Hage.

Motion by Muller, second by Johnson to approve the consent agenda:

1. Minutes of the November 19 regular council meeting.
2. General bills; 815278E-815283E, #41783-41786, #41842-41853, #41859-41928, \$108,869.05; Liquor bills; 915043E-915046E, #23475-23492, #23527-23538, totaling \$148,975.69.
3. RESOLUTION NO. 15 – 25 RESOLUTION ASSESSING UNPAID WATER AND SEWER BILL (entire text appears in Resolution book.)
4. RESOLUTION NO. 15 – 26 ASSESSING UNPAID FIRE DEPARTMENT SERVICE CHARGE (entire text appears in Resolution book.)
5. Approve \$1000 transfer from Rec Fest Fund to Band Shell Reserve.
6. Joint Powers agreement with City of Ogilvie.
7. Appoint 2016 Fire Department officers.
8. City Treasurer's report

Unanimous consent.

Mayor Pedersen opened citizen's forum and invited anyone to speak to an item not on the agenda. Collin Staup said he is working on his Eagle Scout project and he said he had a couple of ideas to do in conjunction with the new rec park building. He said the first step it so meet with the council to see if they are in favor of the project. He said he would like to do a flag pole or a fire pit. Mayor Pedersen said he thought that either of the projects could be done in conjunction with the planned sign project. The consensus of the council was his ideas sounded good.

Don Slegers, 610 2nd Avenue NW said he had a couple of issues he wanted to raise with the council. First, he said he was concerned about loaded semi-trucks on city streets. Lerud said several years ago, the council considered the issue, and took no action prohibiting semi-trucks from city streets. He said the city does have a weight limit on its streets, but that limit has to be posted, and the city needs to also have a scale to weight trucks. Slegers suggested the city contact the highway patrol as they have portable scales. Mr. Slegers also asked how many dogs can a home have. He said his neighbor has four. Lerud said the present limit is two and the council is considering an increase to three. Slegers also said the dogs run at large and leave messes outside their property. He suggested that police stop people walking their dogs and make sure they have something to pick up the dog stool in. Mr. Slegers also

asked if the city tickets cars that get plowed around. Lerud said the city does and actually receives complaints that tickets are written.

No one else came forward.

Mayor Pedersen opened the public hearing and invited comments from the public for the proposed 2016 budget and levy. Lola Vedders explained the increase in her taxes and said that they are very high for the valuation of the property without water and sewer. Lerud explained the city portion of her taxes. Roberta Nickerson, SW River Drive said that her valuation has increased significantly and thought the taxes were quite high for the valuation. She said that SW River Drive is also in very poor condition and it reflects poorly on the city. Lerud said that the city has considered SW River Drive for a project, but until water and sewer was extended he did not think it made sense to put a new road in, only to dig it up a couple of years later to put in water and sewer. He said the city proposed a water and sewer project on SW River Drive and invited all the residents and there was zero support for a water and sewer project. Lerud said the school is considering a project on land they own west of town, and if that project starts, then water and sewer will be put down the road.

Mayor Pedersen said one change he would like to see is move the cost for the reserve force into the parks department, as that is where the real need is.

There were no other comments from the public. Mayor Pedersen closed the citizen's forum.

A letter from the golf course was reviewed. Lerud said the golf course is considering purchasing the Lunn Construction property just north of the city maintenance building and they are requesting the city engineer investigate the feasibility of water and sewer extensions in that area to serve the city shop, the building they are considering, and the Roger Eisen property. Mayor Pedersen said that the Eisen property is outside city limits and if utilities are extended to that property, they should be required to come into city limits. Motion by Johnson, second by Dillan to proceed with the request, unanimous consent.

Motion by Johnson, second by Gahm to hold the second hearing and for passage of Ordinance No. 416. Lerud said the other question was regarding water and sewer access fees. He said they are scheduled to go back up at the end of the year, and staff recommended keeping them at their present lower rate. Council recommended keeping the lower rates. Mayor Pedersen suggested the idea of putting a gate at the crosswalk that would only be accessible by people who are renting a shelter or who pay an annual fee. After a brief discussion it was decided to not proceed.

ORDINANCE NO. 416
AN ORDINANCE SETTING FEES

Unanimous consent.

Council member Dillan, second by Johnson to pass Ordinance No. 417

ORDINANCE NO. 417
AN ORDINANCE AMENDING TITLE IX (GENERAL REGULATIONS) CHAPTER 95 (ANIMALS) SECTION 95.06
(KENNELS) OF THE CITY OF MILACA CODE OF ORDINANCES

Unanimous consent.

Council member Dillan offered Resolution No. 15 – 27 and moved for its adoption, second by Johnson

RESOLUTION NO. 15 – 27
RESOLUTION APPROVING THE 2016 BUDGET AND PROPOSED 2016 TAX LEVY
(entire text appears in Resolution book)

Mayor Pedersen reiterated his recommendation to move the amount in the police reserve line item to the parks department. Lerud said that police reserve forces are common, and therefore there is a framework and policies for organization and operating a reserve force. Lerud said the costs to the reserve are primarily uniforms and some vehicle charges. The reserve officers will be volunteers. He said the city council can set the policy for the reserve force, and if the council wants to make patrolling the park a large part of what their duties will be, then the council can do that. But he recommended that the program remain under the police department.

Upon voting all voted in favor.

Council member Dillan offered Resolution No. 15 – 28 and moved for its adoption contingent on all license applicants meeting the requirements for a license, second by Muller

RESOLUTION NO. 15 – 28
RESOLUTION APPROVING 2016 LICENSES
(entire text appears in Resolution book)

Unanimous consent.

There was no planning commission meeting in December.

Lerud said the minutes of last month's economic development commission meeting were in the agenda packet, and the commission meets tomorrow morning.

Council member Muller said the airport commission met last night without a quorum. He said they discussed the medical reform bill that passed the Senate, and is going to the House, where there is more support, and then to the President if it passes. He said that should help increase economic activity at the airport. Muller said the commission is looking at offering premium gas instead of 100 low-lead because most planes can burn premium, and the low-lead is very expensive. He said it might be something to look at in 2016.

Mayor Pedersen said the parks commission supported moving the barricades up to the stop sign for the winter. He suggested the city set an open house date on the new building. It was decided to have a ribbon cutting/open house close to the first day of skating. Mayor Pedersen said Andrew Fullen did not finish his Eagle Scout project before turning 18. The band shell dedication is set for Sept. 17.

Council member Dillan said MCAT is working on Snow Dayz. It will coincide with the school's Snow Dayz, with most activities happening on February 19 and 20th.

Lerud said about four years ago, some greater MN parks departments and organizations got together with the purpose of organizing to try and increase the amount of State funding for greater MN parks and trails. As a result of that effort, the Greater MN Regional Parks and Trails Commission was formed. Milaca has been involved since the beginning. Over the past two years the Commission has evolved, elected a board, and adopted policies regarding future regional parks and trails in Greater MN. Two years ago the city applied for Regional Park status for Rec Park, the forest preserve, and the school property, but just missed the cut off. The City applied again late last year, and our application scored the highest in parks.

The next step toward being designated as a regional park is to complete a master plan. He said he has been in contact with the Rural Design center at the University of MN to assist with the process. It is important to be designated as a regional park because only regional parks will be eligible to receive Legacy funding in the future. No action was required tonight, but Lerud said he would be bringing their proposal to a future meeting for consideration.

Mayor Pedersen called for council comments. Council member Gahm said John Herman, Fairview Northland President said to let the council know there is a provider who is very interested in Milaca. Mayor Pedersen said he is proclaiming December 31 to be Dr. Chawla day in Milaca.

Council member Gahm said she spoke to an employee who did not feel safe. Lerud said they have been discussing the idea of putting a glass barrier at the counter in the police department, and the decision was made to do something, but it has not been done yet.

With no other business a motion to adjourn was made by Gahm, second by Johnson, all voted in favor and the meeting adjourned at 7:30 p.m.

Mayor Harold Pedersen

ATTEST

Greg Lerud, City Manager

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DECEMBER 2015

Check Amt Invoice Comment

10100 General Bank

Paid Chk# 815293E 12/20/2015 CENTERPOINT ENERGY

E 208-49010-381	Utilities	\$46.40	5813915	NATURAL GAS-SR CENTER
E 101-45600-381	Utilities	\$70.72	5817670	NATURAL GAS-HISTORICAL SOCIETY
E 101-43000-381	Utilities	\$247.84	5826633	NATURAL GAS-PW
E 101-41940-381	Utilities	\$46.48	5831068	NATURAL GAS-CITY HALL
E 101-42280-381	Utilities	\$58.89	6122593	NATURAL GAS-FIRE
E 602-49400-381	Utilities	\$135.11	6672186	NATURAL GAS-WATER TRMT
E 101-45500-381	Utilities	\$211.10	7142283	NATURAL GAS-LIBRARY
Total CENTERPOINT ENERGY		\$816.54		

Paid Chk# 815294E 12/7/2015 EAST CENTRAL ENERGY

E 603-49450-381	Utilities	\$36.00	201875902	ELECTRIC
E 603-49450-381	Utilities	\$68.67	203981301	ELECTRIC
E 101-43000-380	Street Lights	\$3,052.46	204619700	ELECTRIC
E 101-45200-381	Utilities	\$33.64	205400900	ELECTRIC
E 602-49400-381	Utilities	\$974.20	206041500	ELECTRIC
E 101-45500-381	Utilities	\$645.56	206085200	ELECTRIC
E 602-49400-381	Utilities	\$407.40	206734200	ELECTRIC
E 101-45200-381	Utilities	\$30.52	5379600	ELECTRIC
E 101-49810-381	Utilities	\$108.92	5448100	ELECTRIC
E 101-42110-437	Other Miscellaneous	\$59.62	6302100	ELECTRIC
E 603-49450-381	Utilities	\$82.92	6678100	ELECTRIC
E 101-42280-381	Utilities	\$348.67	6751501	ELECTRIC
E 101-42280-381	Utilities	\$333.80	7546001	ELECTRIC
E 101-41940-381	Utilities	\$646.97	8145502	ELECTRIC
E 101-49810-381	Utilities	\$72.24	830700	ELECTRIC
E 101-49810-381	Utilities	\$49.97	831000	ELECTRIC
E 101-43000-380	Street Lights	\$92.30	831300	ELECTRIC
E 101-43000-381	Utilities	\$525.76	831500	ELECTRIC
E 603-49450-381	Utilities	\$488.00	832000	ELECTRIC
E 602-49400-381	Utilities	\$79.18	832100	ELECTRIC
E 101-45600-381	Utilities	\$123.58	832400	ELECTRIC
E 603-49450-381	Utilities	\$79.59	832500	ELECTRIC
E 603-49450-381	Utilities	\$102.47	832600	ELECTRIC
E 602-49400-381	Utilities	\$80.64	833100	ELECTRIC
E 602-49400-381	Utilities	\$49.55	833300	ELECTRIC
E 101-45200-381	Utilities	\$30.52	833400	ELECTRIC
E 101-45200-381	Utilities	\$35.01	833600	ELECTRIC
E 208-49010-381	Utilities	\$125.26	9084202	ELECTRIC
E 602-49400-381	Utilities	\$273.24	970110800	ELECTRIC
E 101-42110-437	Other Miscellaneous	\$34.06	97017300	ELECTRIC
Total EAST CENTRAL ENERGY		\$9,070.72		

Paid Chk# 815295E 12/20/2015 MILACA LOCAL LINK

E 619-49900-321	Telephone	\$95.28	320-982-1099	PHONE SERVICE-DEP REG
E 101-45200-321	Telephone	\$51.17	320-982-1549	INTERNET-REC PARK
E 101-45500-321	Telephone	\$46.18	320-982-1549	ALARM LINE - LIBRARY
E 101-42280-321	Telephone	\$89.14	320-982-3465	PHONE SERVICE-FIRE
Total MILACA LOCAL LINK		\$281.77		

Paid Chk# 815296E 12/4/2015 UNION SECURITY INSURANCE CO.

G 101-21707	Disability	\$440.04	4022335-0-1	LTD-DEC 2015
Total UNION SECURITY INSURANCE CO.		\$440.04		

Paid Chk# 815297E 12/30/2015 INCONTACT INC

E 101-42280-321	Telephone	\$7.51	4020342	LONG DISTANCE SERVICE-FIRE
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DECEMBER 2015

	Check Amt	Invoice	Comment
E 101-41940-321 Telephone	\$27.46	4020370	LONG DISTANCE SERVICE-CITY HALL
E 101-43000-321 Telephone	\$4.18	4020375	LONG DISTANCE SERVICE-PW
E 101-42110-321 Telephone	\$9.59	4021370	LONG DISTANCE SERVICE-PD
E 619-49900-321 Telephone	\$5.07	4021396	LONG DISTANCE SERVICE-DEP REG
E 602-49400-321 Telephone	\$1.35	4021432	LONG DISTANCE SERVICE-WATER
E 101-45200-321 Telephone	\$10.48	4580547	LONG DISTANCE SERVICE-PARKS
Total INCONTACT INC	\$65.64		
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Paid Chk# 815298E 12/6/2015	MIDCONTINENT COMMUNICATIONS		
E 101-42110-321 Telephone	\$65.00	147990801	INTERNET-DEC
Total MIDCONTINENT COMMUNICATIONS	\$65.00		
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Paid Chk# 815317E 12/30/2015	CENTERPOINT ENERGY		
E 101-45200-381 Utilities	\$45.38	10551998	NATURAL GAS-COMM BLDG
E 101-45500-381 Utilities	\$262.13	7142283	NATURAL GAS-LIBRARY
Total CENTERPOINT ENERGY	\$307.51		
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Paid Chk# 815318E 12/31/2015	ENDICIA ACCOUNTING		
E 101-41940-322 Postage	\$500.00		POSTAGE FOR METER
Total ENDICIA ACCOUNTING	\$500.00		
10100 General Bank	\$11,547.22		

Fund Summary

10100 General Bank	
101 GENERAL FUND	\$8,416.89
208 CHARITABLE GAMBLING FUND	\$171.66
602 WATER FUND	\$2,000.67
603 SEWER FUND	\$857.65
619 DEPUTY REGISTRAR FUND	\$100.35
	\$11,547.22

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JANUARY 2016

Check Amt Invoice Comment

10100 General Bank

Paid Chk# 041949 1/21/2016 ACCURATE RADAR SPECIALTIES

G 101-20200	Accounts Payable	\$90.00	2665	RADAR CALIBRATION
Total ACCURATE RADAR SPECIALTIES		\$90.00		

Paid Chk# 041950 1/21/2016 AMAZON

E 101-41940-201	Accessories (paper, pens, etc)	\$13.38	047239110574	FLASH DRIVES-CITY
G 101-20200	Accounts Payable	\$5.50	050542610475	DVD SLEEVES-POLICE
E 101-42110-201	Accessories (paper, pens, etc)	\$8.33	065971443756	FLASH DRIVE-POLICE
E 101-43000-215	Shop Supplies	\$8.33	065971443756	FLASH DRIVE-PW
E 101-41510-201	Accessories (paper, pens, etc)	\$8.33	065971443756	FLASH DRIVE-TREASURER
E 603-49450-201	Accessories (paper, pens, etc)	\$24.99	065971443756	FLASH DRIVES-SEWER
E 602-49400-201	Accessories (paper, pens, etc)	\$24.99	065971443756	FLASH DRIVES-WATER
E 101-45200-215	Shop Supplies	\$31.75	118339605119	TOILET PAPER-PARKS
E 101-41940-201	Accessories (paper, pens, etc)	\$27.99	137005585532	FLASH DRIVES-CITY
G 101-20200	Accounts Payable	\$233.85	228786512266	TOILET PAPER DISPENSERS-LIBRARY
Total AMAZON		\$387.44		

Paid Chk# 041951 1/21/2016 AMERIPRIDE

G 101-20200	Accounts Payable	\$33.56	2200726131	RUGS-LIBRARY
G 101-20200	Accounts Payable	\$9.28	2200726132	RUGS-CITY HALL
G 619-20200	Accounts Payable	\$19.28	2200726132	RUGS-DEP REG
G 101-20200	Accounts Payable	\$33.56	2200730901	RUGS-LIBRARY
G 101-20200	Accounts Payable	\$9.28	2200730902	RUGS-CITY HALL
G 619-20200	Accounts Payable	\$19.28	2200730902	RUGS-DEP REG
Total AMERIPRIDE		\$124.24		

Paid Chk# 041952 1/21/2016 ARAMARK

G 603-20200	Accounts Payable	\$317.53	16583792	UNIFORMS
G 602-20200	Accounts Payable	\$317.53	16583792	UNIFORMS
G 603-20200	Accounts Payable	\$24.99	16588542	UNIFORMS
G 602-20200	Accounts Payable	\$24.99	16588542	UNIFORMS
Total ARAMARK		\$685.04		

Paid Chk# 041953 1/21/2016 ASSOC. OF MN BLDG OFFICIALS

E 700-50000-433	Dues and Subscriptions	\$100.00		2016 DUES
Total ASSOC. OF MN BLDG OFFICIALS		\$100.00		

Paid Chk# 041954 1/21/2016 AUTO BODY TECHNICIANS

G 101-20200	Accounts Payable	\$1,258.14	2722	09 SQUAD BODY REPAIRS
Total AUTO BODY TECHNICIANS		\$1,258.14		

Paid Chk# 041955 1/21/2016 AVENET, LLC

E 101-41940-309	EDP, Software and Design	\$550.00	37909	2016 WEBSITE HOSTING
Total AVENET, LLC		\$550.00		

Paid Chk# 041956 1/21/2016 BAAS CONSTRUCTION, INC

G 500-20200	Accounts Payable	\$15,473.36	DRAW 6	COMMUNITY CENTER/SPLASH PAD
Total BAAS CONSTRUCTION, INC		\$15,473.36		

Paid Chk# 041957 1/21/2016 BANK OF ZUMBROTA

E 384-47000-610	Interest Expense	\$1,339.00	9129361	PED BRIDGE EQUIP CERT-INTEREST
E 384-47000-605	Equip Certificate Loan Pmt	\$19,000.00	9129361	PED BRIDGE EQUIP CERT-PRINCIPAL
Total BANK OF ZUMBROTA		\$20,339.00		

Paid Chk# 041958 1/21/2016 BAN-KOE SYSTEMS, INC.

E 101-41940-310	Other Professional Services	\$330.00	93548	FIRE ALARM SYSTEM
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JANUARY 2016

			Check Amt	Invoice	Comment
Total BAN-KOE SYSTEMS, INC.			\$330.00		
Paid Chk#	041959	1/21/2016	BARCO PRODUCTS CO		
G 101-20200	Accounts Payable		\$331.48	121506022	PARKING STOPS-COMM BLDG
Total BARCO PRODUCTS CO			\$331.48		
Paid Chk#	041960	1/21/2016	BILLINGS SERVICE		
G 101-20200	Accounts Payable		\$66.06		GAS-PARKS
G 101-20200	Accounts Payable		\$189.50		GAS-FIRE
G 101-20200	Accounts Payable		\$281.30		GAS-POLICE
G 101-20200	Accounts Payable		\$1,017.13		GAS-PW
Total BILLINGS SERVICE			\$1,553.99		
Paid Chk#	041961	1/21/2016	BREKKE, TOM		
R 602-37100	Water Sales		\$18.79		OVERPAYMENT-235 1ST ST W
Total BREKKE, TOM			\$18.79		
Paid Chk#	041962	1/21/2016	CORNER MART		
G 700-20200	Accounts Payable		\$77.00		GAS-JP
G 101-20200	Accounts Payable		\$833.23		GAS-POLICE
G 101-20200	Accounts Payable		\$294.28		GAS-PW
G 101-20200	Accounts Payable		\$211.80		GAS-PARKS
G 603-20200	Accounts Payable		\$61.75		GAS-SEWER
Total CORNER MART			\$1,478.06		
Paid Chk#	041963	1/21/2016	DEPUTY REGISTRAR #093		
E 101-42280-433	Dues and Subscriptions		\$16.00		LICENSE TABS-FIRE
E 700-50000-433	Dues and Subscriptions		\$16.00		LICENSE TABS-JP
E 101-49810-437	Other Miscellaneous		\$16.00		LICENSE TABS-AIRPORT
E 101-43000-433	Dues and Subscriptions		\$144.00		LICENSE TABS-PW
E 101-45200-437	Other Miscellaneous		\$48.00		LICENSE TABS-PARKS
Total DEPUTY REGISTRAR #093			\$240.00		
Paid Chk#	041964	1/21/2016	DOVE FRET LAND & VAN VALKENBURG		
G 101-20200	Accounts Payable		\$875.00	70962	CIVIL RETAINER-DEC 2015
G 101-20200	Accounts Payable		\$3,103.16	70963	CRIMINAL RETAINER-DEC 2015
tal DOVE FRET LAND & VAN VALKENBURG			\$3,978.16		
Paid Chk#	041965	1/21/2016	E.C.M. PUBLISHERS, INC.		
G 211-20200	Accounts Payable		\$106.51	284133	HOLIDAY SOUNDS AD-HCP
Total E.C.M. PUBLISHERS, INC.			\$106.51		
Paid Chk#	041966	1/21/2016	EAGLE RIDGE ENTERPRISES		
G 208-20200	Accounts Payable		\$266.83	36589	ATV PARTS/REPAIR-TRAILS
Total EAGLE RIDGE ENTERPRISES			\$266.83		
Paid Chk#	041967	1/21/2016	EMERGENCY RESPONSE SOLUTIONS		
G 101-20200	Accounts Payable		\$218.58	5452	SCBA SHEST STRAPS
otal EMERGENCY RESPONSE SOLUTIONS			\$218.58		
Paid Chk#	041968	1/21/2016	ESS BROTHERS & SONS LLC		
G 603-20200	Accounts Payable		\$286.00	UU9547	MANHOLE COVER
Total ESS BROTHERS & SONS LLC			\$286.00		
Paid Chk#	041969	1/21/2016	FIRE EQUIPMENT SPECIALTIES INC		
G 101-20200	Accounts Payable		\$570.47	9001	EQUIPMENT-FIRE
G 101-20200	Accounts Payable		\$295.00	9014	FIRE HOSE
G 101-20200	Accounts Payable		\$310.57	9025	FIRE HOSE

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JANUARY 2016

			Check Amt	Invoice	Comment
Total FIRE EQUIPMENT SPECIALTIES INC			\$1,176.04		
Paid Chk#	041970	1/21/2016	FIRE INSTRUCTORS ASSOC OF MN		
E 101-42280-208	Training and Travel		\$85.00	2016122	REGISTRATION-BILLINGS-ANNL CONF
Total FIRE INSTRUCTORS ASSOC OF MN			\$85.00		
Paid Chk#	041971	1/21/2016	GENERATOR POWER SYSTEMS		
G 602-20200	Accounts Payable		\$632.50	21329	GENERATOR REPAIR-WATER
Total GENERATOR POWER SYSTEMS			\$632.50		
Paid Chk#	041972	1/21/2016	GK CONSULTING LLC		
E 101-41940-309	EDP, Software and Design		\$900.00	1117	JANUARY NETWORK
Total GK CONSULTING LLC			\$900.00		
Paid Chk#	041973	1/21/2016	GOPHER STATE ONE CALL		
G 602-20200	Accounts Payable		\$15.95	154447	DEC LOCATES
Total GOPHER STATE ONE CALL			\$15.95		
Paid Chk#	041974	1/21/2016	GRAFIX SHOPPE		
G 101-20200	Accounts Payable		\$294.09	104789	2009 SQUAD DECALS
Total GRAFIX SHOPPE			\$294.09		
Paid Chk#	041975	1/21/2016	GRANITE ELECTRONICS		
G 602-20200	Accounts Payable		\$80.60	153000829-1	RADIO REPAIR
G 603-20200	Accounts Payable		\$80.60	153000829-1	RADIO REPAIR
G 101-20200	Accounts Payable		\$114.00	153000930-1	BATTERIES-RADIO-FIRE
Total GRANITE ELECTRONICS			\$275.20		
Paid Chk#	041976	1/21/2016	GRANITE LEDGE ELECTRICAL CONTR		
G 101-20200	Accounts Payable		\$2,395.50	D15597	NEW LIGHTS-HOCKEY RINK
Total GRANITE LEDGE ELECTRICAL CONTR			\$2,395.50		
Paid Chk#	041977	1/21/2016	HACH COMPANY		
G 602-20200	Accounts Payable		\$135.34	9715872	TESTING SUPPLIES
Total HACH COMPANY			\$135.34		
Paid Chk#	041978	1/21/2016	HARDY AUTO PARTS		
G 101-20200	Accounts Payable		\$21.49	130356	CRIMPING TOOL-FIRE
Total HARDY AUTO PARTS			\$21.49		
Paid Chk#	041979	1/21/2016	HARLICKER, SCOTT		
G 101-20200	Accounts Payable		\$25.00		FEB 2014 PLANNING COMMISSION
Total HARLICKER, SCOTT			\$25.00		
Paid Chk#	041980	1/21/2016	HUSKY SPRING		
G 101-20200	Accounts Payable		\$45.27	S2-142506	99 DODGE PARTS-PW
Total HUSKY SPRING			\$45.27		
Paid Chk#	041981	1/21/2016	HY-TECH AUTOMOTIVE		
G 700-20200	Accounts Payable		\$79.99	23667	WHEEL ALIGNMENT-JP
Total HY-TECH AUTOMOTIVE			\$79.99		
Paid Chk#	041982	1/21/2016	INT L CODE COUNCIL		
E 700-50000-433	Dues and Subscriptions		\$135.00	3075497	2016 DUES
Total INT L CODE COUNCIL			\$135.00		
Paid Chk#	041983	1/21/2016	INTERNATIONAL CODE COUNCIL		
E 700-50000-208	Training and Travel		\$276.00	1000643675	M LIND REGISTRATION

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Total INTERNATIONAL CODE COUNCIL			\$276.00		
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Paid Chk#	041984	1/21/2016	JOHN DEERE FINANCIAL		
G 101-20200	Accounts Payable		\$14.62	1188414	PARTS-PARKS
G 101-20200	Accounts Payable		\$1,912.24	1195544	SKIDSTEER REPAIR-PARKS
G 101-20200	Accounts Payable		\$728.44	1200307	PARTS-PW
Total JOHN DEERE FINANCIAL			\$2,655.30		
<hr/>					
Paid Chk#	041985	1/21/2016	JOHNSON OIL CO.		
G 700-20200	Accounts Payable		\$389.80	1637	NEW TIRES-JP
G 700-20200	Accounts Payable		\$34.00	1639	OIL CHANGE-JP
Total JOHNSON OIL CO.			\$423.80		
<hr/>					
Paid Chk#	041986	1/21/2016	JOHNSON, ARLA		
G 101-20200	Accounts Payable		\$25.00		FEB 2014 PLANNING COMMISSION
Total JOHNSON, ARLA			\$25.00		
<hr/>					
Paid Chk#	041987	1/21/2016	JOHNSONS AUTO TRANSPORT/TOW		
G 101-20200	Accounts Payable		\$90.00	3582	TOW-FORD TAURUS-POLICE
Total JOHNSONS AUTO TRANSPORT/TOW			\$90.00		
<hr/>					
Paid Chk#	041988	1/21/2016	K.E.E.P.R.S.		
G 101-20200	Accounts Payable		\$231.98	294208	MAGAZINES-GLOCK
Total K.E.E.P.R.S.			\$231.98		
<hr/>					
Paid Chk#	041989	1/21/2016	KOCHS HARDWARE HANK		
G 101-20200	Accounts Payable		\$92.11	3181	SHOP SUPPLIES-PARKS
G 101-20200	Accounts Payable		\$21.98	3181	SUPPLIES-CITY
G 101-20200	Accounts Payable		\$37.98	3181	GLOVES-PW
G 101-20200	Accounts Payable		\$237.62	3181	SHOP SUPPLIES-PW
G 101-20200	Accounts Payable		\$198.95	3181	UNIFORMS-PARKS
G 101-20200	Accounts Payable		\$39.99	3181	PARTS-PARKS
G 211-20200	Accounts Payable		\$30.00	3181	GIFT CARD-HCP
G 101-20200	Accounts Payable		\$11.98	3181	SUPPLIES-FIRE
G 208-20200	Accounts Payable		\$27.00	3181	SUPPLIES-TRAILS
G 101-20200	Accounts Payable		\$74.73	3181	OFC SUPPLIES-POLICE
G 101-20200	Accounts Payable		\$169.98	3181	DRILL/ANGLE GRINDER-PARKS
Total KOCHS HARDWARE HANK			\$942.32		
<hr/>					
Paid Chk#	041990	1/21/2016	KOTSMITH, LUKE		
G 101-20200	Accounts Payable		\$25.00		FEB 2014 PLANNING COMMISSION
Total KOTSMITH, LUKE			\$25.00		
<hr/>					
Paid Chk#	041991	1/21/2016	LANDSCAPE STRUCTURES INC		
G 500-20200	Accounts Payable		\$54,079.00	12949	SPLASH PAD EQUIP FINAL PMT
Total LANDSCAPE STRUCTURES INC			\$54,079.00		
<hr/>					
Paid Chk#	041992	1/21/2016	LEAGUE OF MN CITIES INSUR TRST		
G 603-20200	Accounts Payable		\$175.00	31199	14 - 15 WORK COMP AUDIT
G 101-20200	Accounts Payable		\$710.00	31199	14 - 15 WORK COMP AUDIT
G 602-20200	Accounts Payable		\$100.00	31199	14 - 15 WORK COMP AUDIT
Total LEAGUE OF MN CITIES INSUR TRST			\$985.00		
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Paid Chk#	041993	1/21/2016	LITTLE FALLS MACHINE, INC.		
G 101-20200	Accounts Payable		\$420.54	57350	PLOW PARTS-PW
Total LITTLE FALLS MACHINE, INC.			\$420.54		
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Paid Chk#	041994	1/21/2016	MEYERS MILACA PARTS CITY		

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G 101-20200	Accounts Payable		\$300.98	2071	PARTS-PARKS
Total MEYERS MILACA PARTS CITY			\$300.98		
Paid Chk# 041995 1/21/2016 MIDWEST MACHINERY CO.					
G 101-20200	Accounts Payable		\$1,786.96	1198003	JD TRACTOR REPAIR-PW
Total MIDWEST MACHINERY CO.			\$1,786.96		
Paid Chk# 041996 1/21/2016 MILACA AUTO VALUE					
G 101-20200	Accounts Payable		\$143.45	1302823	PARTS-PW
G 101-20200	Accounts Payable		\$18.36	1302823	PARTS-AIRPORT
Total MILACA AUTO VALUE			\$161.81		
Paid Chk# 041997 1/21/2016 MILACA, CITY OF					
E 101-42400-300	Professional Svcs		\$45,325.00	2016002	JOINT POWERS EXPENSE
Total MILACA, CITY OF			\$45,325.00		
Paid Chk# 041998 1/21/2016 MILLE LACS CO. SHERIFF					
E 101-42110-310	Other Professional Services		\$2,900.00		2016 PORTABLE RADIO
E 101-42120-310	Other Professional Services		\$580.00		2016 PORTABLE RADIO
Total MILLE LACS CO. SHERIFF			\$3,480.00		
Paid Chk# 041999 1/21/2016 MILLE LACS COUNTY DAC					
G 101-20200	Accounts Payable		\$270.91	114378	CLEANING SVCS - NOV
Total MILLE LACS COUNTY DAC			\$270.91		
Paid Chk# 042000 1/21/2016 MILLER, PATTI					
G 101-20200	Accounts Payable		\$119.34		DEC 2015 OGILVIE MILEAGE
Total MILLER, PATTI			\$119.34		
Paid Chk# 042001 1/21/2016 MIRACLE RECREATION EQUIPMENT					
G 101-20200	Accounts Payable		\$1,631.28	770548	PLAYGROUND EQUIPMENT
Total MIRACLE RECREATION EQUIPMENT			\$1,631.28		
Paid Chk# 042002 1/21/2016 MN COMPUTER SYSTEMS INC					
G 619-20200	Accounts Payable		\$145.15	177759	COPIER MAINTENANCE-DEP REG
G 101-20200	Accounts Payable		\$86.11	178246	COPIER MAINTENANCE-CITY HALL
Total MN COMPUTER SYSTEMS INC			\$231.26		
Paid Chk# 042003 1/21/2016 MN DEPT OF AGRICULTURE					
E 101-45200-437	Other Miscellaneous		\$10.00	20019927	2016 PESTICIDE APPLICATOR LICENSE
Total MN DEPT OF AGRICULTURE			\$10.00		
Paid Chk# 042004 1/21/2016 MN STATE FIRE DEPT ASSOC REG 7					
E 101-42280-433	Dues and Subscriptions		\$200.00		2016 DUES
Total MN STATE FIRE DEPT ASSOC REG 7			\$200.00		
Paid Chk# 042005 1/21/2016 MN STATE FIRE DEPT. ASSOC					
E 101-42280-433	Dues and Subscriptions		\$240.00		2016 DUES
Total MN STATE FIRE DEPT. ASSOC			\$240.00		
Paid Chk# 042006 1/21/2016 MN VALLEY TESTING LABS					
G 602-20200	Accounts Payable		\$83.00	788325	TESTING
Total MN VALLEY TESTING LABS			\$83.00		
Paid Chk# 042007 1/21/2016 MTI DISTRIBUTING					
G 101-20200	Accounts Payable		\$541.26	1044991	TORO BROOM PARTS-PARKS
G 101-20200	Accounts Payable		\$138.14	1046524	TORO BROOM PARTS-PARKS
Total MTI DISTRIBUTING			\$679.40		

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Paid Chk# 042008 1/21/2016 NELSON AUTO CENTER					
E 101-42110-550	Motor Vehicles		\$27,783.95	F6368	2016 FORD POLICE INTERCEPTOR
Total NELSON AUTO CENTER			\$27,783.95		
Paid Chk# 042009 1/21/2016 NORTHLAND SECURITIES INC					
E 101-41940-310	Other Professional Services		\$435.00	4381	LTD CONT DISCLOSURE RPTG
Total NORTHLAND SECURITIES INC			\$435.00		
Paid Chk# 042010 1/21/2016 NORTHLAND TRUST SERVICES, INC					
E 380-47000-601	Debt Srv Bond Principal		\$50,000.00	MILACA09A	GO 2009A PRINCIPAL
E 380-47000-611	Bond Interest		\$800.00	MILACA09A	GO 2009A INTEREST
E 603-49450-611	Bond Interest		\$2,310.00	MILACA10A	GO 2010A INTEREST
E 603-49450-620	Fiscal Agent s Fees		\$247.50	MILACA10A	GO 2010A FISCAL AGENT FEE
E 603-49450-601	Debt Srv Bond Principal		\$30,000.00	MILACA10A	GO 2010A PRINCIPAL
E 602-49400-611	Bond Interest		\$372.50	MILACA10A	GO 2010A INTEREST
E 602-49400-601	Debt Srv Bond Principal		\$5,000.00	MILACA10A	GO 2010A PRINCIPAL
E 382-47000-620	Fiscal Agent s Fees		\$247.50	MILACA10A	GO 2010A FISCAL AGENT FEE
E 382-47000-611	Bond Interest		\$11,090.00	MILACA10A	GO 2010A INTEREST
E 382-47000-601	Debt Srv Bond Principal		\$85,000.00	MILACA10A	GO 2010A PRINCIPAL
E 383-47000-611	Bond Interest		\$6,130.00	MILACA12A	GO 2012A INTEREST
E 383-47000-620	Fiscal Agent s Fees		\$495.00	MILACA12A	GO 2012A FISCAL AGENT FEE
E 383-47000-601	Debt Srv Bond Principal		\$85,000.00	MILACA12A	GO 2012A PRINCIPAL
Total NORTHLAND TRUST SERVICES, INC			\$276,692.50		
Paid Chk# 042011 1/21/2016 NOVAK, PAM					
G 101-20200	Accounts Payable		\$25.00		FEB 2014 PLANNING COMMISSION
Total NOVAK, PAM			\$25.00		
Paid Chk# 042012 1/21/2016 POWERPLAN					
G 101-20200	Accounts Payable		\$92.43	P93568	PARTS-PW
G 101-20200	Accounts Payable		\$77.40	P93736	PARTS-PW
Total POWERPLAN			\$169.83		
Paid Chk# 042013 1/21/2016 QUILL CORPORATION					
G 101-20200	Accounts Payable		\$9.49	1120716	SUPPLIES-B&Z
G 101-20200	Accounts Payable		\$78.78	1120716	SUPPLIES-CITY
G 101-20200	Accounts Payable		\$186.35	1731161	SUPPLIES-TREASURER
G 101-20200	Accounts Payable		\$39.99	1731161	TOILET PAPER-LIBRARY
G 101-20200	Accounts Payable		\$11.99	1738855	SUPPLIES-POLICE
G 101-20200	Accounts Payable		\$50.31	1757822	CLEANING SUPPLIES-CITY HALL
G 101-20200	Accounts Payable		\$23.99	1757822	SUPPLIES-CITY
G 101-20200	Accounts Payable		\$53.96	1757822	KLEENEX/PAPER TOWELS-LIBRARY
G 101-20200	Accounts Payable		\$62.99	1799084	SUPPLIES-B&Z
G 101-20200	Accounts Payable		\$19.99	1822604	1099s-TREASURER
G 101-20200	Accounts Payable		(\$64.69)	9848236	SUPPLIES-B&Z
Total QUILL CORPORATION			\$473.15		
Paid Chk# 042014 1/21/2016 SCHRAMM, JENNIFER D.					
G 101-20200	Accounts Payable		\$9.00		CROSSING GUARD-1 HR-12/11
Total SCHRAMM, JENNIFER D.			\$9.00		
Paid Chk# 042015 1/21/2016 TEALS MARKET					
G 101-20200	Accounts Payable		\$18.97	3141018	SUPPLIES-CITY
Total TEALS MARKET			\$18.97		
Paid Chk# 042016 1/21/2016 VACUUM CENTER & SEWING ROOM					
E 101-41940-217	Other Operating Supplies		\$62.89	159946	ROLLER BRUSH-CITY

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Total VACUUM CENTER & SEWING ROOM		\$62.89		
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Paid Chk# 042017	1/21/2016	VIKING TROPHIES, INC.		
E 101-42280-217	Other Operating Supplies	\$76.73	123824	EQUIPMENT-FIRE
Total VIKING TROPHIES, INC.		\$76.73		
<hr/>				
Paid Chk# 042018	1/21/2016	WELLS FARGO		
E 303-47000-601	Debt Srv Bond Principal	\$115,000.00	0018-601994F	LIBRARY BOND PRINCIPAL
E 303-47000-611	Bond Interest	\$22,041.00	0018-601994F	LIBRARY BOND INTEREST
Total WELLS FARGO		\$137,041.00		
10100 General Bank		\$611,493.89		

Fund Summary

10100 General Bank	
101 GENERAL FUND	\$103,742.64
208 CHARITABLE GAMBLING FUND	\$293.83
211 INITIATIVE FOUNDATION	\$136.51
303 2006 LIBRARY REVENUE BOND	\$137,041.00
380 2009 G.O. REFUNDING BOND	\$50,800.00
382 2010 G.O. BOND	\$96,337.50
383 2012 G.O. BOND	\$91,625.00
384 2012 EQUIP CERTIFICATE	\$20,339.00
500 CAPITAL PROJECT FUND	\$69,552.36
602 WATER FUND	\$6,806.19
603 SEWER FUND	\$33,528.36
619 DEPUTY REGISTRAR FUND	\$183.71
700 BRAHAM-MILACA JOINT POWERS	\$1,107.79
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	\$611,493.89

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10100 General Bank

Paid Chk# 041854	12/4/2015	FIRST NATIONAL BANK MILACA			
E 386-47000-611	Bond Interest		\$9,781.14		2015 GO PARK BOND-INTEREST
Total		FIRST NATIONAL BANK MILACA	\$9,781.14		

Paid Chk# 041855	12/4/2015	FRONTIER			
E 602-49400-321	Telephone		\$1.80	320-983-0121	PHONE SVC-WATER
E 101-49810-321	Telephone		\$49.23	320-983-2648	PHONE SVC-AIRPORT
E 101-45500-321	Telephone		\$16.20	320-983-3141	PHONE SVC-LIBRARY
E 101-41940-321	Telephone		\$200.41	320-983-3141	PHONE SVC-CITY HALL
E 101-41940-321	Telephone		\$50.54	320-983-3142	PHONE SVC-CITY HALL
E 619-49900-321	Telephone		\$96.28	320-983-3143	PHONE SVC-DEP REG
E 101-42280-321	Telephone		\$49.64	320-983-3465	PHONE SVC-FIRE
E 101-45200-321	Telephone		\$47.54	320-983-5729	PHONE SVC-PARKS
E 602-49400-321	Telephone		\$146.08	320-983-6134	PHONE SVC-WATER
E 101-42110-321	Telephone		\$100.23	320-983-6166	PHONE SVC-POLICE
E 101-43000-321	Telephone		\$106.04	320-983-6547	PHONE SVC-PW
Total		FRONTIER	\$863.99		

Paid Chk# 041856	12/4/2015	HOOKUPS			
E 101-45200-240	Small Tools and Minor Equip		\$700.00	293	CAMERAS-PARKS
Total		HOOKUPS	\$700.00		

Paid Chk# 041857	12/4/2015	JIMS MILLE LACS DISPOSAL			
E 101-45200-310	Other Professional Services		\$215.00	1761092	PORTA POTTYS-REC PARK
E 101-43000-310	Other Professional Services		\$250.00	1832413	STREET SWEEPING-NOV
E 101-42280-384	Refuse/Garbage Disposal		\$25.00	211948	GARBAGE-FIRE
E 101-43000-312	Compost		\$300.00	211948	COMPOST-NOV
E 101-43000-384	Refuse/Garbage Disposal		\$68.68	211948	GARBAGE-CITY
E 101-45200-384	Refuse/Garbage Disposal		\$38.64	211948	GARBAGE-PARKS
E 101-43000-310	Other Professional Services		\$600.00	2421648	HAULING DIRT-NOV
Total		JIMS MILLE LACS DISPOSAL	\$1,497.32		

Paid Chk# 041858	12/4/2015	MILACA BLDG CENTER			
E 602-49400-217	Other Operating Supplies		\$8.99	3141	SUPPLIES-WATER
Total		MILACA BLDG CENTER	\$8.99		

Paid Chk# 041929	12/23/2015	AMAZON			
E 101-42110-240	Small Tools and Minor Equip		\$83.10	001413104565	SQUAD MEDICAL SUPPLIES
E 101-42110-240	Small Tools and Minor Equip		\$41.09	004134992334	SQUAD MEDICAL SUPPLIES
E 101-42110-240	Small Tools and Minor Equip		\$46.99	199571435328	SQUAD MEDICAL SUPPLIES
E 101-42110-201	Accessories (paper, pens, etc)		\$103.43	211269912954	SUPPLIES-POLICE
Total		AMAZON	\$274.61		

Paid Chk# 041930	12/23/2015	FAMILY HERITAGE			
G 101-21707	Disability		\$135.00	552848	SUPPL LIFE INS - DEC 2015
Total		FAMILY HERITAGE	\$135.00		

Paid Chk# 041931	12/23/2015	JOHNSON, WARNE			
E 101-43000-434	Uniforms		\$139.50		WORK BOOTS
Total		JOHNSON, WARNE	\$139.50		

Paid Chk# 041932	12/23/2015	MTI DISTRIBUTING			
E 101-45200-221	Equipment Parts/Repairs		\$333.32	1044643	TORO PARTS-PARKS
E 101-45200-221	Equipment Parts/Repairs		(\$302.16)	1044992	TORO PARTS-PARKS
Total		MTI DISTRIBUTING	\$31.16		

Paid Chk# 041933	12/23/2015	OLDENBURG, JOHN			
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E 101-43000-434	Uniforms	\$172.98		WORK BOOTS & JACKET
Total OLDENBURG, JOHN		\$172.98		
Paid Chk# 041934 12/23/2015 SELECT ACCOUNT-HSA				
G 101-21705	Health Saving Account	\$1,225.00		2015 EE CONTRIBUTION-BURKLUND
Total SELECT ACCOUNT-HSA		\$1,225.00		
Paid Chk# 041935 12/23/2015 VERIZON WIRELESS				
E 101-42110-321	Telephone	\$195.63	9756900052	DEC WIRELESS ROUTER/PHONE SVC
E 602-49400-321	Telephone	\$35.01	9756900052	DEC WIRELESS ROUTER SVC
E 101-43000-321	Telephone	\$75.32	9757032320	CELL PHONE SVC-DEC
E 101-45200-321	Telephone	\$44.07	9757032320	CELL PHONE SVC-DEC
E 101-42280-321	Telephone	\$44.07	9757032320	CELL PHONE SVC-DEC
Total VERIZON WIRELESS		\$394.10		
Paid Chk# 041936 12/23/2015 VISA				
E 101-42280-217	Other Operating Supplies	\$57.62		BATTERY PRODUCTS-SUPPLIES-FIRE
E 101-42280-433	Dues and Subscriptions	\$80.00		MN FIRE SVC CERT BD-TEST REGISTRATION
E 101-42280-217	Other Operating Supplies	\$39.00		ENGRAVING AWARDS-FIRE
E 101-42280-433	Dues and Subscriptions	\$125.00		MN FIRE SVC CERT BD-TEST REGISTRATION
E 101-45200-240	Small Tools and Minor Equip	\$235.05		EASTWOOD CO-PLASMA CUTTER-PARKS
Total VISA		\$536.67		
Paid Chk# 041937 12/29/2015 BLUE CROSS BLUE SHIELD OF MINN				
G 101-21706	Medical Insur.	\$349.24	7S034-F0 1	W JOHNSON-DEC 2015
G 101-21706	Medical Insur.	\$861.19	7S034-F0 1	J OLDENBURG-DEC 2015
Total BLUE CROSS BLUE SHIELD OF MINN		\$1,210.43		
Paid Chk# 041938 12/30/2015 MN BOARD OF ACCOUNTANCY				
E 101-41510-208	Training and Travel	\$375.00		T GANN-OLEHY CPA LATE/DELINQ FEE-23138
Total MN BOARD OF ACCOUNTANCY		\$375.00		
Paid Chk# 041939 12/30/2015 U.S. POSTMASTER				
E 603-49450-322	Postage	\$108.34		DEC BILLINGS
E 602-49400-322	Postage	\$108.34		DEC BILLINGS
Total U.S. POSTMASTER		\$216.68		
10100 General Bank		\$17,562.57		

Fund Summary

10100 General Bank	
101 GENERAL FUND	\$7,276.59
386 2015 GO PARK BOND	\$9,781.14
602 WATER FUND	\$300.22
603 SEWER FUND	\$108.34
619 DEPUTY REGISTRAR FUND	\$96.28
	\$17,562.57

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10900 Liquor Bank				
Paid Chk# 915047E 12/7/2015 EAST CENTRAL ENERGY				
E 609-49750-381	Utilities	\$1,690.29	7115200	ELECTRIC
Total EAST CENTRAL ENERGY		\$1,690.29		
Paid Chk# 915048E 12/11/2015 CENTERPOINT ENERGY				
E 609-49750-381	Utilities	\$128.61	128-000-782-1	NATURAL GAS
Total CENTERPOINT ENERGY		\$128.61		
Paid Chk# 915049E 12/18/2015 MN DEPT OF REVENUE				
E 609-49750-201	Accessories (paper, pens, etc)	\$0.50	9576201	USE TAX-AMAZON INV 250388123058
E 609-49750-201	Accessories (paper, pens, etc)	\$29.50	9576201	USE TAX-AMAZON INV 246596358703
G 609-20800	Sales Tax Payable	\$15,806.00	9576201	LIQUOR SALES TAX
Total MN DEPT OF REVENUE		\$15,836.00		
Paid Chk# 915050E 12/15/2015 MILACA, CITY OF (WATER/SEWER)				
E 609-49750-381	Utilities	\$27.33	01-00015990	WATER/SEWER
Total MILACA, CITY OF (WATER/SEWER)		\$27.33		
10900 Liquor Bank		\$17,682.23		

Fund Summary

10900 Liquor Bank	
609 MUNICIPAL LIQUOR FUND	\$17,682.23
	\$17,682.23

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10900 Liquor Bank				
Paid Chk# 023557 1/21/2016 AMERICAN BOTTLING CO.				
G 609-20200	Accounts Payable	\$182.24	5463170808	NA
Total AMERICAN BOTTLING CO.		\$182.24		
Paid Chk# 023558 1/21/2016 AMERIPRIDE				
G 609-20200	Accounts Payable	\$27.25	2200726139	RUGS
G 609-20200	Accounts Payable	\$71.03	2200728695	RUGS
G 609-20200	Accounts Payable	\$39.80	2200730910	RUGS
E 609-49750-310	Other Professional Services	\$71.03	2200733483	RUGS
E 609-49750-310	Other Professional Services	\$27.25	2200736243	RUGS
Total AMERIPRIDE		\$236.36		
Paid Chk# 023559 1/21/2016 C & L DISTRIBUTING CO.				
G 609-20200	Accounts Payable	\$72.00	355-37	BEER
Total C & L DISTRIBUTING CO.		\$72.00		
Paid Chk# 023560 1/21/2016 CRYSTAL SPRINGS ICE				
G 609-20200	Accounts Payable	\$95.72	001.B001123	ICE
G 609-20200	Accounts Payable	\$73.72	001.B001280	ICE
Total CRYSTAL SPRINGS ICE		\$169.44		
Paid Chk# 023561 1/21/2016 EXTREME BEVERAGES, LLC				
G 609-20200	Accounts Payable	\$136.10	W-1335335	NA
Total EXTREME BEVERAGES, LLC		\$136.10		
Paid Chk# 023562 1/21/2016 GRANITE CITY JOBBING				
G 609-20200	Accounts Payable	\$4.25	880921	DELIVERY
G 609-20200	Accounts Payable	\$45.10	880921	SUPPLIES
G 609-20200	Accounts Payable	\$242.66	880921	TOBACCO
G 609-20200	Accounts Payable	\$679.17	880921	MISC
G 609-20200	Accounts Payable	\$14.76	881687	NA
G 609-20200	Accounts Payable	\$4,024.81	881687	TOBACCO
G 609-20200	Accounts Payable	\$525.39	881687	MISC
G 609-20200	Accounts Payable	\$7.77	881687	SUPPLIES
G 609-20200	Accounts Payable	\$4.25	881687	DELIVERY
G 609-20200	Accounts Payable	\$165.52	882955	MISC
G 609-20200	Accounts Payable	\$14.12	882955	NA
G 609-20200	Accounts Payable	\$4.25	882955	DELIVERY
G 609-20200	Accounts Payable	\$248.67	882955	TOBACCO
Total GRANITE CITY JOBBING		\$5,980.72		
Paid Chk# 023563 1/21/2016 KOCHS HARDWARE HANK				
G 609-20200	Accounts Payable	\$52.28	3752	SUPPLIES
Total KOCHS HARDWARE HANK		\$52.28		
Paid Chk# 023564 1/21/2016 M. AMUNDSON LLP				
G 609-20200	Accounts Payable	\$1,210.49	208090	TOBACCO
G 609-20200	Accounts Payable	\$290.70	208090	MISC
G 609-20200	Accounts Payable	\$113.40	208090	SUPPLIES
G 609-20200	Accounts Payable	\$812.36	208363	TOBACCO
G 609-20200	Accounts Payable	\$81.24	208363	MISC
Total M. AMUNDSON LLP		\$2,508.19		
Paid Chk# 023565 1/21/2016 MILLER TRUCKING				
G 609-20200	Accounts Payable	\$45.02	4450	DELIVERY
Total MILLER TRUCKING		\$45.02		

CITY OF MILACA

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JANUARY 2016

		Check Amt	Invoice	Comment
Paid Chk# 023566 1/21/2016 TRUE BRANDS				
G 609-20200	Accounts Payable	\$131.10	64783	MISC
G 609-20200	Accounts Payable	\$15.73	64783	DELIVERY
G 609-20200	Accounts Payable	\$32.29	68945	NA
G 609-20200	Accounts Payable	\$107.40	68945	MISC
G 609-20200	Accounts Payable	\$123.50	68953	MISC
Total TRUE BRANDS		\$410.02		

Paid Chk# 023567 1/21/2016 VIKING BOTTLING CO.				
G 609-20200	Accounts Payable	(\$7.02)	1667666	NA-CREDIT
G 609-20200	Accounts Payable	\$162.40	1667667	NA
G 609-20200	Accounts Payable	\$114.60	1669837	NA
G 609-20200	Accounts Payable	\$140.30	1669956	NA
Total VIKING BOTTLING CO.		\$410.28		

Paid Chk# 023568 1/21/2016 TEALS MARKET				
G 609-20200	Accounts Payable	\$10.98	6255018	SUPPLIES
Total TEALS MARKET		\$10.98		
10900 Liquor Bank		\$10,213.63		

Fund Summary

10900 Liquor Bank	
609 MUNICIPAL LIQUOR FUND	\$10,213.63
	\$10,213.63

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DECEMBER 2015

Check Amt Invoice Comment

10900 Liquor Bank

Paid Chk# 023509 12/3/2015 ARTISAN BEER COMPANY

E 609-49750-252	Beer For Resale	\$64.00	3064658	BEER
Total ARTISAN BEER COMPANY		\$64.00		

Paid Chk# 023510 12/3/2015 BELLBOY CORP.

E 609-49750-251	Liquor For Resale	\$50.00	50826700	LIQUOR
E 609-49750-251	Liquor For Resale	\$3,072.85	50845200	LIQUOR
E 609-49750-333	Freight and Express	\$2.76	50845200	DELIVERY
E 609-49750-251	Liquor For Resale	\$159.00	50846900	LIQUOR
E 609-49750-251	Liquor For Resale	\$155.90	50956100	LIQUOR
E 609-49750-253	Wine For Resale	\$519.00	51095800	WINE
E 609-49750-251	Liquor For Resale	\$1,504.95	51095800	LIQUOR
E 609-49750-254	Mix/Non Alcoholic	\$106.40	93046100	NA
Total BELLBOY CORP.		\$5,570.86		

Paid Chk# 023511 12/3/2015 BERNICKS

E 609-49750-254	Mix/Non Alcoholic	\$48.90	42920	NA
E 609-49750-252	Beer For Resale	\$1,285.14	42921	BEER
E 609-49750-252	Beer For Resale	\$489.75	47016	BEER
E 609-49750-254	Mix/Non Alcoholic	\$114.50	50959	NA
E 609-49750-252	Beer For Resale	\$1,435.25	50960	BEER
E 609-49750-253	Wine For Resale	\$123.00	50960	WINE
E 609-49750-254	Mix/Non Alcoholic	\$80.40	54487	NA
E 609-49750-252	Beer For Resale	\$442.10	54488	BEER
Total BERNICKS		\$4,019.04		

Paid Chk# 023512 12/3/2015 C & L DISTRIBUTING CO.

E 609-49750-252	Beer For Resale	(\$17.89)	355-32	BEER-CREDIT
E 609-49750-254	Mix/Non Alcoholic	\$21.30	494358	NA
E 609-49750-253	Wine For Resale	\$73.00	494358	WINE
E 609-49750-252	Beer For Resale	\$416.30	494358	BEER
E 609-49750-252	Beer For Resale	\$3,504.90	494359	BEER
E 609-49750-254	Mix/Non Alcoholic	\$141.00	494359	NA
E 609-49750-253	Wine For Resale	\$33.00	494359	WINE
E 609-49750-252	Beer For Resale	\$517.85	497080	BEER
E 609-49750-253	Wine For Resale	\$153.00	497080	WINE
E 609-49750-254	Mix/Non Alcoholic	\$88.68	497081	NA
E 609-49750-252	Beer For Resale	\$4,435.25	497081	BEER
E 609-49750-252	Beer For Resale	\$274.05	499684	BEER
E 609-49750-254	Mix/Non Alcoholic	\$14.95	499685	NA
E 609-49750-252	Beer For Resale	\$4,950.60	499685	BEER
E 609-49750-252	Beer For Resale	\$461.60	502408	BEER
E 609-49750-254	Mix/Non Alcoholic	\$108.40	502409	NA
E 609-49750-252	Beer For Resale	\$2,976.15	502409	BEER
E 609-49750-252	Beer For Resale	\$168.00	503803	BEER
Total C & L DISTRIBUTING CO.		\$18,320.14		

Paid Chk# 023513 12/3/2015 DAHLHEIMER DISTRIBUTING CO.

E 609-49750-252	Beer For Resale	\$9,809.61	1176731	BEER
E 609-49750-254	Mix/Non Alcoholic	\$240.30	1176731	NA
E 609-49750-253	Wine For Resale	\$162.50	1176731	WINE
E 609-49750-252	Beer For Resale	(\$62.40)	117677	BEER-CREDIT
E 609-49750-252	Beer For Resale	\$5,077.00	1176773	BEER
E 609-49750-254	Mix/Non Alcoholic	(\$4.40)	117767	NA
E 609-49750-252	Beer For Resale	\$5,496.75	117767	BEER
E 609-49750-253	Wine For Resale	\$355.25	1180024	WINE

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DECEMBER 2015

			Check Amt	Invoice	Comment
E 609-49750-252	Beer For Resale		\$6,440.15	1180024	BEER
Total DAHLHEIMER DISTRIBUTING CO.			\$27,514.76		
<hr/>					
Paid Chk#	023514	12/3/2015	FRONTIER		
E 609-49750-321	Telephone		\$111.26	320983625511	DEC PHONE SVC
Total FRONTIER			\$111.26		
<hr/>					
Paid Chk#	023515	12/3/2015	J.J. TAYLOR DIST OF MN		
E 609-49750-254	Mix/Non Alcoholic		\$44.60	2415650	NA
E 609-49750-252	Beer For Resale		\$159.40	2415650	BEER
E 609-49750-333	Freight and Express		\$3.00	2415650	DELIVERY
Total J.J. TAYLOR DIST OF MN			\$207.00		
<hr/>					
Paid Chk#	023516	12/3/2015	JIMS MILLE LACS DISPOSAL		
E 609-49750-384	Refuse/Garbage Disposal		\$100.62	219225	REFUSE COLLECTION
Total JIMS MILLE LACS DISPOSAL			\$100.62		
<hr/>					
Paid Chk#	023517	12/3/2015	JOHNSON BROTHERS LIQUOR CO.		
E 609-49750-251	Liquor For Resale		\$4,940.70	5296978	LIQUOR
E 609-49750-253	Wine For Resale		\$1,866.20	5296978	WINE
E 609-49750-333	Freight and Express		\$158.77	5296978	DELIVERY
E 609-49750-251	Liquor For Resale		\$225.25	5296979	LIQUOR
E 609-49750-333	Freight and Express		\$1.62	5296979	DELIVERY
E 609-49750-333	Freight and Express		\$2.25	5304286	DELIVERY
E 609-49750-251	Liquor For Resale		\$12,663.86	5304287	LIQUOR
E 609-49750-333	Freight and Express		\$64.49	5304287	DELIVERY
E 609-49750-251	Liquor For Resale		\$5,491.09	5304288	LIQUOR
E 609-49750-254	Mix/Non Alcoholic		\$175.66	5304288	NA
E 609-49750-253	Wine For Resale		\$4,323.74	5304288	WINE
E 609-49750-333	Freight and Express		\$145.11	5304288	DELIVERY
E 609-49750-253	Wine For Resale		\$74.66	5312922	WINE
E 609-49750-251	Liquor For Resale		\$183.50	5312922	LIQUOR
E 609-49750-333	Freight and Express		\$8.10	5312922	DELIVERY
E 609-49750-251	Liquor For Resale		\$1,110.00	5312923	LIQUOR
E 609-49750-253	Wine For Resale		\$90.60	5312923	WINE
E 609-49750-333	Freight and Express		\$21.33	5312923	DELIVERY
E 609-49750-333	Freight and Express		(\$3.24)	550964	DELIVERY-CREDIT
E 609-49750-253	Wine For Resale		(\$160.00)	550964	WINE-CREDIT
E 609-49750-333	Freight and Express		(\$0.53)	551395	DELIVERY-CREDIT
E 609-49750-251	Liquor For Resale		(\$84.08)	551395	LIQUOR-CREDIT
E 609-49750-333	Freight and Express		(\$1.35)	552238	DELIVERY-CREDIT
E 609-49750-251	Liquor For Resale		(\$63.75)	552238	LIQUOR-CREDIT
E 609-49750-251	Liquor For Resale		(\$12.75)	552239	LIQUOR-CREDIT
Total JOHNSON BROTHERS LIQUOR CO.			\$31,221.23		
<hr/>					
Paid Chk#	023518	12/3/2015	LINCOLN MARKETING		
E 609-49750-343	Other Advertising		\$399.00	40599	ADVERTISING
Total LINCOLN MARKETING			\$399.00		
<hr/>					
Paid Chk#	023519	12/3/2015	MCDONALD DISTRIBUTING		
E 609-49750-252	Beer For Resale		\$47.00	224118	BEER
E 609-49750-253	Wine For Resale		\$54.00	224373	WINE
Total MCDONALD DISTRIBUTING			\$101.00		
<hr/>					
Paid Chk#	023520	12/3/2015	PAUSTIS WINE COMPANY		
E 609-49750-253	Wine For Resale		\$727.00	8524280	WINE
E 609-49750-333	Freight and Express		\$10.00	8524280	DELIVERY

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			Check Amt	Invoice	Comment
Total PAUSTIS WINE COMPANY			\$737.00		
Paid Chk#	023521	12/3/2015	PHILLIPS WINE AND SPIRITS		
E 609-49750-251	Liquor For Resale		(\$193.70)	225137	LIQUOR-CREDIT
E 609-49750-333	Freight and Express		(\$4.86)	225137	DELIVERY-CREDIT
E 609-49750-253	Wine For Resale		\$112.00	2877887	WINE
E 609-49750-251	Liquor For Resale		\$1,437.95	2877887	LIQUOR
E 609-49750-333	Freight and Express		\$30.78	2877887	DELIVERY
E 609-49750-333	Freight and Express		\$2.25	2882976	DELIVERY
E 609-49750-253	Wine For Resale		\$720.30	2882977	WINE
E 609-49750-251	Liquor For Resale		\$7,701.35	2882977	LIQUOR
E 609-49750-333	Freight and Express		\$86.24	2882977	DELIVERY
E 609-49750-251	Liquor For Resale		\$89.00	2885253	LIQUOR
E 609-49750-333	Freight and Express		\$17.00	2885253	DELIVERY
E 609-49750-253	Wine For Resale		\$98.00	2888944	WINE
E 609-49750-251	Liquor For Resale		\$195.70	2888944	LIQUOR
E 609-49750-333	Freight and Express		\$11.62	2888944	DELIVERY
Total PHILLIPS WINE AND SPIRITS			\$10,303.63		
Paid Chk#	023522	12/3/2015	SOUTHERN WINE & SPIRITS OF MN		
E 609-49750-333	Freight and Express		\$6.72	1346971	DELIVERY
E 609-49750-251	Liquor For Resale		\$283.96	1346971	LIQUOR
E 609-49750-333	Freight and Express		\$10.85	1346972	DELIVERY
E 609-49750-253	Wine For Resale		\$400.00	1346972	WINE
E 609-49750-251	Liquor For Resale		\$567.18	1346973	LIQUOR
E 609-49750-333	Freight and Express		\$13.18	1346973	DELIVERY
E 609-49750-253	Wine For Resale		\$252.00	1346974	WINE
E 609-49750-333	Freight and Express		\$9.30	1346974	DELIVERY
Total SOUTHERN WINE & SPIRITS OF MN			\$1,543.19		
Paid Chk#	023523	12/3/2015	THE WINE COMPANY		
E 609-49750-253	Wine For Resale		\$96.00	408912	WINE
E 609-49750-333	Freight and Express		\$5.00	408912	DELIVERY
E 609-49750-253	Wine For Resale		\$892.00	410319	WINE
E 609-49750-333	Freight and Express		\$50.00	410319	DELIVERY
Total THE WINE COMPANY			\$1,043.00		
Paid Chk#	023524	12/3/2015	TRUE BRANDS		
E 609-49750-259	Other For Resale		\$29.50	52195	MISC
E 609-49750-333	Freight and Express		\$5.90	52195	DELIVERY
Total TRUE BRANDS			\$35.40		
Paid Chk#	023525	12/3/2015	WINE MERCHANTS		
E 609-49750-253	Wine For Resale		(\$91.00)	704759	WINE-CREDIT
E 609-49750-333	Freight and Express		(\$1.62)	704759	DELIVERY-CREDIT
E 609-49750-253	Wine For Resale		\$91.00	7052197	WINE
E 609-49750-333	Freight and Express		\$1.62	7052197	DELIVERY
E 609-49750-253	Wine For Resale		\$91.00	7054206	WINE
E 609-49750-333	Freight and Express		\$1.62	7054206	DELIVERY
Total WINE MERCHANTS			\$92.62		
Paid Chk#	023526	12/3/2015	WIRTZ BEVERAGE MN WINE & SPRTS		
E 609-49750-251	Liquor For Resale		\$490.42	1080394144	LIQUOR
E 609-49750-333	Freight and Express		\$7.40	1080394144	DELIVERY
E 609-49750-251	Liquor For Resale		\$6,386.79	1080397051	LIQUOR
E 609-49750-253	Wine For Resale		\$2,130.00	1080397051	WINE
E 609-49750-333	Freight and Express		\$140.61	1080397051	DELIVERY
E 609-49750-251	Liquor For Resale		\$333.15	1080403020	LIQUOR

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DECEMBER 2015

	Check Amt	Invoice	Comment
E 609-49750-253 Wine For Resale	\$356.00	1080403020	WINE
E 609-49750-254 Mix/Non Alcoholic	\$40.90	1080403020	NA
E 609-49750-333 Freight and Express	\$18.50	1080403020	DELIVERY
E 609-49750-251 Liquor For Resale	(\$35.00)	2080114080	LIQUOR-CREDIT
E 609-49750-251 Liquor For Resale	(\$125.01)	2080114081	LIQUOR-CREDIT
otal WIRTZ BEVERAGE MN WINE & SPRTS	\$9,743.76		

Paid Chk# 023539 12/31/2015 MILACA, CITY OF			
E 609-49750-322 Postage	\$500.00		REIMB GENERAL FUND - POSTAGE
Total MILACA, CITY OF	\$500.00		

Paid Chk# 023540 12/31/2015 MILACA, CITY OF			
G 609-20701 Due to General Funds	\$150.00		NSF FEES DUE TO GENERAL
Total MILACA, CITY OF	\$150.00		

10900 Liquor Bank \$111,777.51

Fund Summary

10900 Liquor Bank	
609 MUNICIPAL LIQUOR FUND	\$111,777.51
	\$111,777.51

Official designations and appointments:

Depositories

First National Bank of Milaca, Bremer Bank, Greater Minnesota Credit Union, Prudential-Bache, Salomon Smith Barney, LPL Financial, Morgan Stanley, 4M Fund, any FDIC insured institution

Individuals authorized to conduct Electronic Funds Transfers

Tracy Gann

Greg Lerud

Mayor Protem

Dave Dillan

Newspaper

Mille Lacs County Times

Order of Succession for declaring an emergency

Pedersen – Dillan –Muller – Johnson - Gahm

Parks Commission

Theresa Nelson

Joe Wildman

Cory Grenieger

Dan Meyer

Dustin Hoepner

For term to end:

12/31/2017

12/31/2017

12/31/2018

12/31/2018

12/31/2018

Planning Commission

Arla Johnson

Sherie Billings

For term to end:

12/31/2018

12/31/2018

Airport Commission

Leo Voss

For term to end:

12/31/2018

RESOLUTION NO. 16 - 01

A RESOLUTION APPROVING A CHARITABLE GAMBLING PREMISES PERMIT

BE IT RESOLVED BY THE MILACA CITY COUNCIL that the City Council hereby acknowledges and approves the Milaca Firefighter's Relief Association's charitable gambling premises permit application to the Gambling Control Board for pull tabs.

The following premises' so indicated are located within the City limits:

VFW Post 10794/Siemers-Hakes 145 1st Street West

Any change in application information must be submitted to the City Council within ten (10) days of the change.

Adopted this 21st day of January, 2016.

Mayor Harold Pedersen

ATTEST

Greg Lerud, City Manager

MINNESOTA LAWFUL GAMBLING
LG215 Lease for Lawful Gambling Activity

LEASE INFORMATION

Organization: Milaca Firefighter's Relief Association	License/Site Number: 2413	Daytime Phone: 320-983-3465
Address: 1005 Central Avenue North	City: Milaca	State: Zip: MN 56353
Name of Leased Premises: VFW Post 10794/Siemers-Hokes	Street Address: 145 1st Street West	
City: Milaca	State: Zip: MN 56353	Daytime Phone:
Name of Legal Owner: Great Favor LLC	Business/Street Address: 15436 130th Street	
City: Foreston	State: Zip: MN 56330	Daytime Phone: 320-294-5557
Name of Lessor (if same as legal owner, write "SAME"):	Address:	
City:	State: Zip:	Daytime Phone:

Check applicable item:
 New or amended lease. Effective date: 02/01/2016. Submit changes at least ten days **before** the effective date of the change.
 New owner. Effective date: _____. Submit new lease **within** ten days after new lessor assumes ownership.

CHECK ALL ACTIVITY THAT WILL BE CONDUCTED (no lease required for raffles)

<input checked="" type="checkbox"/> Pull-Tabs (paper)	<input type="checkbox"/> Electronic Pull-Tabs
<input type="checkbox"/> Pull-Tabs (paper) with dispensing device	<input type="checkbox"/> Electronic Linked Bingo
<input type="checkbox"/> Bar Bingo <input type="checkbox"/> Bingo	Electronic games may only be conducted:
<input type="checkbox"/> Tipboards	1. at a premises licensed for the on-sale of intoxicating liquor or the on-sale of 3.2% malt beverages; or
<input type="checkbox"/> Paddlewheel <input type="checkbox"/> Paddlewheel with table	2. at a premises where bingo is conducted as the primary business and has a seating capacity of at least 100.

PULL-TAB, TIPBOARD, AND PADDLEWHEEL RENT (separate rent for booth and bar ops)

BOOTH OPERATION: Some or all sales of gambling equipment are conducted by an employee/volunteer of a licensed organization at the leased premises.

ALL GAMES, including electronic games: Monthly rent to be paid: _____%, not to exceed **10%** of gross profits for that month.
 • Total rent paid from all organizations for only booth operations at the leased premises **may not exceed \$1,750**.
 • The rent cap does not include BAR OPERATION rent for electronic games conducted by the lessor.

BAR OPERATION: All sales of gambling equipment conducted by the lessor or lessor's employee.

ELECTRONIC GAMES: Monthly rent to be paid: _____%, not to exceed **15%** of the gross profits for that month from electronic pull-tab games and electronic linked bingo games.

ALL OTHER GAMES: Monthly rent to be paid: 20%, not to exceed **20%** of gross profits from all other forms of lawful gambling.
 • If any booth sales conducted by a licensed organization at the premises, rent may not exceed **10%** of gross profits for that month and is subject to booth operation **\$1,750** cap.

BINGO RENT (for leased premises where bingo is the primary business conducted, such as bingo hall)

Bingo rent is limited to one of the following:
 • Rent to be paid: _____%, not to exceed **10%** of the monthly gross profit from all lawful gambling activities held during bingo occasions, excluding bar bingo.
 - OR -
 • Rate to be paid: \$ _____ per square foot, not to exceed 110% of a comparable cost per square foot for leased space, as approved by the director of the Gambling Control Board. The lessor must attach documentation, verified by the organization, to confirm the comparable rate and all applicable costs to be paid by the organization to the lessor.
 => **Rent may not be paid for bar bingo.**
 => Bar bingo does not include bingo games linked to other permitted premises.

LEASE TERMINATION CLAUSE (must be completed)

The lease may be terminated by either party with a written 30 day notice. Other terms:

LG215 Lease for Lawful Gambling Activity

Lease Term: The term of this agreement will be concurrent with the premises permit issued by the Gambling Control Board (Board).

Management: The owner of the premises or the lessor will not manage the conduct of lawful gambling at the premises. The organization may not conduct any activity on behalf of the lessor on the leased premises.

Participation as Players Prohibited: The lessor will not participate directly or indirectly as a player in any lawful gambling conducted on the premises. The lessor's immediate family and any agents or gambling employees of the lessor will not participate as players in the conduct of lawful gambling on the premises, except as authorized by Minnesota Statutes, Section 349.181.

Illegal Gambling: The lessor is aware of the prohibition against illegal gambling in Minnesota Statutes 609.75, and the penalties for illegal gambling violations in Minnesota Rules 7865.0220, Subpart 3. In addition, the Board may authorize the organization to withhold rent for a period of up to 90 days if the Board determines that illegal gambling occurred on the premises or that the lessor or its employees participated in the illegal gambling or knew of the gambling and did not take prompt action to stop the gambling. Continued tenancy of the organization is authorized without payment of rent during the time period determined by the Board for violations of this provision, as authorized by Minnesota Statutes, Section 349.18, Subd. 1(a).

To the best of the lessor's knowledge, the lessor affirms that any and all games or devices located on the premises are not being used, and are not capable of being used, in a manner that violates the prohibitions against illegal gambling in Minnesota Statutes, Section 609.75.

Notwithstanding Minnesota Rules 7865.0220, Subpart 3, an organization must continue making rent payments under the terms of this lease, if the organization or its agents are found to be solely responsible for any illegal gambling, conducted at this site, that is prohibited by Minnesota Rules 7861.0260, Subpart 1, item H, or Minnesota Statutes, Section 609.75, unless the organization's agents responsible for the illegal gambling activity are also agents or employees of the lessor.

The lessor must not modify or terminate the lease in whole or in part because the organization reported, to a state or local law enforcement authority or to the Board, the conduct of illegal gambling activity at this site in which the organization did not participate.

Other Prohibitions: The lessor will not impose restrictions on the organization with respect to providers (distributor or linked bingo game provider) of gambling-related equipment and services or in the use of net profits for lawful purposes.

The lessor, the lessor's immediate family, any person residing in the same residence as the lessor, and any agents or employees of the lessor will not require the organization to perform any action that would violate statute or rule. The lessor must not modify or terminate this lease in whole or in part due to the lessor's violation of this provision. If there is a dispute as to whether a violation occurred, the lease will remain in effect pending a final determination by the Compliance Review Group (CRG) of the Board. The lessor agrees to arbitration when a violation of this provision is alleged. The arbitrator shall be the CRG.

Access to Permitted Premises: Consent is given to the Board and its agents, the commissioners of revenue and public safety and their agents, and law enforcement personnel to enter and inspect the permitted premises at any reasonable time during the business hours of the lessor. The organization has access to the premises during any time reasonable and when necessary for the conduct of lawful gambling.

Lessor Records: The lessor must maintain a record of all money received from the organization, and make the record available to the Board and its agents, and the commissioners of revenue and public safety and their agents upon demand. The record must be maintained for 3-1/2 years.

Rent All-Inclusive: Amounts paid as rent by the organization to the lessor are all-inclusive. No other services or expenses provided or contracted by the lessor may be paid by the organization, including but not limited to:

- trash removal
- electricity, heat
- snow removal
- storage
- janitorial and cleaning services
- other utilities or services
- lawn services
- security, security monitoring
- cost of any communication network or service required to conduct electronic pull-tabs games or electronic bingo
- in the case of bar operations, cash shortages.

Any other expenditures made by an organization that is related to a leased premises must be approved by the director of the Board. Rent payments may not be made to an individual.

ACKNOWLEDGMENT OF LEASE TERMS

I affirm that this lease is the total and only agreement between the lessor and the organization, and that all obligations and agreements are contained in or attached to this lease and are subject to the approval of the director of the Gambling Control Board.

Other terms of the lease:

The Milaca Firefighter's Relief Association shall be the exclusive pull tab sellers on the premises.

Lessor shall reimburse Association for lost games.

Signature of Lessor: *Danny Sandberg* Date: *1-18-16*

Signature of Organization Official (Lessee): *Thomas DeVries* Date: *1-18-16*

Print Name and Title of Lessor: *Danny Sandberg*

Print Name and Title of Lessee: *Gambinns*
Thomas DeVries Manager

Questions? Contact the Licensing Section, Gambling Control Board, at 651-539-1900. This publication will be made available in alternative format (i.e. large print, braille) upon request. **Data privacy notice:** The information requested on this form and any attachments will become public information when received by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.

RESOLUTION NO. 16 – 02

RESOLUTION APPROVING BUDGET ADJUSTMENTS

BE IT RESOLVED by the Milaca City Council that the Council hereby approves the following budget changes for 2015:

Act Type	Account		Original Budget	Increase	Decrease
General Fund					
R	101-33160	Other Grants/Gifts	-	97,800.00	
R	101-33408	Fire Pension State Aid	30,000.00	17,650.00	
R	101-33422	Other State Aid Grants	-	34,850.00	
R	101-34750	Rec Fest Charges	10,000.00		10,000.00
R	101-36204	Miscellaneous Refunds	6,000.00	1,540.00	
R	101-36230	Contributions and Donations	-	600.00	
R	101-39203	Transfer from Other Fund	7,500.00	1,000.00	
R	101-39204	Transfer from Fire Dept Reserv	35,000.00	65,000.00	
E	101-41110-103	Part-time Employees	6,600.00		1,800.00
E	101-42280-124	Fire Pension Contributions	30,000.00	17,650.00	
E	101-42280-208	Fire Dept Training and Travel	5,000.00	2,975.00	
E	101-42280-221	Equipment Parts/Repairs	10,000.00	2,500.00	
E	101-42280-226	Radio Repair	2,000.00	600.00	
E	101-42280-240	Small Tools & Minor Equip	5,000.00	2,200.00	
E	101-42280-241	Reserve Purchase	-	26,000.00	
E	101-42280-580	Other Equipment	-	135,618.00	
E	101-45200-109	Temp-Trail Maintenance	4,650.00	500.00	
E	101-45200-310	Other Professional Services	5,000.00	93,705.00	
E	101-45200-437	Other Miscellaneous	10,000.00	6,280.00	
E	101-45500-310	Other Professional Services	4,000.00	6,150.00	
E	101-45700-310	Other Professional Services	7,000.00		7,000.00
E	101-45700-343	Other Advertising	2,000.00		2,000.00
E	101-45700-437	Other Miscellaneous	1,000.00		1,000.00
E	101-49200-450	Unallocated	8,000.00	22,410.00	
E	101-49200-455	Farmers Market	-	1,540.00	
E	101-49200-730	Transfer to Other Fund	5,345.00	300.00	
E	101-49810-310	Other Professional Services	500.00	29,630.00	

Act Type	Account		Original Budget	Increase	Decrease
Special Revenue Funds					
R	210-36230	Contributions and Donations	35,000.00	65,000.00	
E	210-42280-700	Transfer to General Fund	35,000.00	65,000.00	
E	211-49000-730	Transfer to Other Fund	-	300.00	
R	214-34750	Rec Fest Charges	-	13,670.00	
R	214-39203	Transfer from Other Fund	-	600.00	
E	214-49000-310	Other Professional Services	-	7,000.00	
E	214-49000-343	Other Advertising	-	2,000.00	
E	214-49000-437	Other Miscellaneous	-	4,670.00	
E	214-49000-730	Transfer to Other Fund	-	1,000.00	
Debt Service Funds					
E	375-47000-730	Transfer to Other Fund	-	120,650.00	
R	383-39203	Transfer from Other Fund	-	120,650.00	
E	386-47000-611	Bond Interest	-	9,785.00	
Enterprise Funds					
R	619-37911	Driver License	33,550.00	2,650.00	
E	619-49900-240	Small Tools and Minor Equip	3,000.00	2,000.00	
E	619-49900-310	Other Professional Services	1,000.00	650.00	

Adopted this 21st day of January, 2016.

Mayor Harold Pedersen

ATTEST

Greg Lerud, City Manager

RESOLUTION NO. 16 – 03

RESOLUTION ACCEPTING DONATIONS

WHEREAS, The City of Milaca is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and bequests for the benefit of recreational services pursuant to Minnesota Statutes Section 471.17; and

WHEREAS, The following persons and entities have offered to contribute the cash amounts set forth below to the city:

<u>Name of Donor</u>	<u>Amount</u>
Benton Telecomm Foundation	\$ 11,000
Midcontinent Communications	2,000
Scott/Mary Fuller	550
Knife River	2,000
Granite Ledge Electrical	650
Milaca Township	11,350
Teal's/Bernicks	700
Siemers Funeral Home	50
Milaca Ministerial Association	50
Jan Jude Law Office	100
Prince Bait	25
Cory Bremer	25
Jensen Anderson	50
SG Peterson	100
Billings Service Station	25
Broberg's Country Store	25
Mike Doty, DDS	100
First National Bank of Milaca	900
Hayland Township	100
United Country Real Estate	500
Anoka Winter Knights	600
Mille Lacs County Search and Rescue	300
Grand Casino	700

WHEREAS, All such donations have been contributed to assist the city in the establishment and operation of recreational facilities and programs either alone or in cooperation with others, as allowed by law; and

WHEREAS, The City Council finds that it is appropriate to accept the donations offered.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MILACA, MINNESOTA, AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and operate recreational facilities and programs either alone or in cooperation with others, as allowed by law.

2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

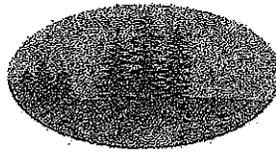
Adopted this 21st day of January, 2016.

Mayor Harold Pedersen

ATTEST

Greg Lerud, City Manager

CITY OF MILACA
255 1st St E
MILACA MN 56353



JAN 11 2016
320-983-3141
320-983-3142 FAX
www.cityofmilaca.org

PLEASE CHECK ONE OF THE FOLLOWING THAT BEST DESCRIBES YOUR APPLICATION:

Peddler Application: A person who goes from house-to-house, door-to-door, business-to-business, street-to-street, or any other type of place-to-place, for the purpose of offering for sale, displaying or exposing for sale, selling or attempting to sell, and delivering immediately upon sale, the goods, wares, products, merchandise or other personal property that the person is carrying or otherwise transporting. The term **PEDDLER** shall mean the same as the term **HAWKER**. Fee of \$10.00

Solicitor Application: A person who goes from house-to-house, door-to-door, business-to-business, street-to-street, or any other type of place-to-place, for the purpose of obtaining or attempting to obtain orders for goods, wares, products, merchandise, other personal property, or services, of which he or she may be carrying or transporting samples, or that may be described in a catalog or by other means, and for which delivery or performance shall occur at a later time. The absence of samples or catalogs shall not remove a person from the scope of this provision if the actual purpose of the person's activity is to obtain or attempt to obtain orders as discussed above. The term shall mean the same as the term **CANVASSER**. No Fee

Transient Merchant Application: A person who temporarily sets up business out of a vehicle, trailer, boxcar, tent, other portable shelter, or empty storefront for the purpose of exposing or displaying for sale, selling or attempting to sell, and delivering, goods, wares, products, merchandise, or other personal property and who does not remain or intend to remain in any one location for more than 14 consecutive days. Fee of \$25.00

NAME OF APPLICANT: Sara Beth Liebeck
FIRST FULL MIDDLE LAST

OTHER OFFICIAL NAMES USED BY APPLICANT: _____

PERMANENT ADDRESS: 4260 Lake Ridge Drive Big Lake MN 55309
CITY STATE ZIP

APPLICANT HOME PHONE: _____ APPLICANT CELL PHONE: _____

APPLICANT IS: Individual Partnership Corporation Other Organization

FULL NAME OF BUSINESS OR ORGANIZATION: The Ice Cream Machine

BUSINESS ADDRESS: Same _____
CITY STATE ZIP

BUSINESS TELEPHONE: _____ BUSINESS CELL PHONE: _____

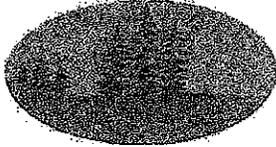
If employed, name of employer: _____
Address of employer: _____

If you checked Partnership, Corporation, or Other Organization, please complete the following.

- Is Partnership, Corporation or Other Organization organized under Minnesota Law? Yes _____ No
- a) If no, State in which organized: _____
- b) Is Organization authorized to do business in Minnesota: Yes _____ No
- c) Attach a copy of Certificate of Authority to transact business in Minnesota.

Address of registered office of registered agent in State of Minnesota:
625 Robert Street N St. Paul MN 55155-2538
City State Zip

BACKGROUND CONSENT FORM



This form to be completed ONLY if Peddler Application was checked on Page 1

The Milaca Police Department is required and authorized to conduct criminal history background checks on all Peddler Applicants for the City of Milaca. Upon completing this form, you consent to this criminal history background check. Failure to complete form will result in denial of your Peddler Application.

Name Sara Beth Liebeck
First Name Full Middle Name Last Name

Home Address 4260 Lake Ridge Drive Big Lake MN 55309
Street City St Zip

Home Telephone: _____ Cell Phone: _____

Driver's License # _____ State: _____

Please include a copy of your driver's license.

Date of Birth _____
Month Day Year

Have you ever been convicted of any crime, misdemeanor or violation of any municipal ordinance?
 _____ Yes _____ No

(If yes, please attach a statement describing the nature of the offense(s) and the penalty)

Have you ever used or been known by a name other than your true name stated on Page 1 of this application?
 Yes _____ No

If yes, please state name(s), date(s) and place(s) used:

Sara Beth Johnson

I hereby declare that the information I have provided is true and correct and authorize the City of Milaca to conduct a criminal history background check and make whatever inquiries that are deemed necessary to verify the information provided to be used in determination with this application. I release the City of Milaca and the Milaca Police Department and any of its agents or employees from any and all liability for its receipt and use of information and records received pursuant to this consent.

Sara Liebeck

Signature of Individual Authorizing Release

ACTION	DATE	INITIALED BY
Date to Police for Criminal History Check	01.13.16	JK
Date Criminal History Returned		
Criminal History	Clear 1/13/16 Not Clear	KA
Date Approved		

Attach a list of every agent or employee of the applicant who will transact business within the City of Milaca on behalf of the applicant. If you checked Peddler Applicant on front page, each person must also submit a Background Consent Form. Please make copies if needed.

Name: Sara Liebeck Address: 4260 Lake Ridge Dr Big Lake MN 55309 Telephone Number: [Redacted] Driver's License #: [Redacted]

Type of business to be conducted: Ice Cream Truck

Have goods to be sold been grown or produced by you? Yes No [X]

Location where business will be conducted: (Please list streets or describe precise area. If business is to be conducted from one location, please give street address: Street to street

Length of time license is desired: Days From to

Hours From to

Months from April to October

Describe vehicle(s) to be used, if any: 1993 Chevy multi [Redacted]

Year Make Color License #

Do you have similar licenses in any other city: Yes No [X]

If yes, please name cities: Foley, St. Michael, Rice

Please attach a copy of Permit for retail sales issued by the State of Minnesota, pursuant to MN Statutes #297A.

Sara Liebeck

1/7/16

Applicant's Signature

Date

If you checked Peddler Applicant on Page 1, please submit payment of \$10.00 and complete Background Consent Form (Attached)

If you checked Solicitor Applicant, there is no fee.

If you checked Transient Merchant Applicant, please submit payment of \$25.00

Please make check payable to City of Milaca, 255 1st St E, Milaca MN 56353

HAVE YOU INCLUDED THE FOLLOWING WITH APPLICATION:

[X] COPY OF DRIVER'S LICENSE(S)

[X] CHECK FOR \$10.00 OR \$25.00 (SEE ABOVE FEES)

[] PERMIT FOR RETAIL SALES (If applicable)

[X] Certificate of Authority to transact business in Minnesota

[X] BACKGROUND CONSENT FORM(S) (If applicable)

Date Paid: 01.11.16

Cash Check # 1050

Approved/Denied by:

Date

RESOLUTION NO. 16 – 04

RESOLUTION APPROVING 2016 LICENSES

BE IT RESOLVED that the Milaca City Council hereby approves the Club On-Sale Retail Liquor license for:

Siemers-Hakes VFW Post 10794 at 145 1st Street West

Adopted this 21st day of December, 2016.

Mayor Harold Pedersen

ATTEST

Greg Lerud, City Manager



January 14, 2016

Greg Lerud, City Manager
City of Millaca
255 First Street East
Millaca, MN 56353

Re: Possible SW River Drive Street and Utility Improvement Project
Order Feasibility Report

Dear Greg:

For several years the city has discussed different options for maintenance and improvements to SW River Drive between TH-23 and the cemetery. This road is one of the few remaining roads that in town that has not been addressed as part of the city's pavement management program.

This portion of SW River Drive is presently a paved rural section road approximately 20 to 22 feet in width. The condition of the pavement has failed in several locations.

Recently city staff has once again discussed options for SW River Drive. Discussions of a possible new school building west of the city have brought up issues of sanitary sewer and water main extension. One way to document discussions on what improvements might be possible for SW River Drive would be to complete a formal Feasibility Study for a possible improvement project.

The project would include extending sanitary sewer and water mains southward from the existing water treatment plant area. The street would be reconstructed after the utilities were installed.

If the council wishes to pursue this project, a Feasibility Report should be ordered. A Feasibility Report would be prepared in letter form and would provide more detailed information on the scope of the improvements and the estimated costs. A Feasibility Report would also review possible assessments in accordance with the city's assessment practice.

The estimated cost to complete the Feasibility Report as described herein is \$4,000 assuming that city hall staff can provide property owner information for the preliminary assessment roll. At this time, we request that the council formally **authorize preparation of a Feasibility Report for the SW River Drive Street and Utility Improvement Project**. This action should be completed by resolution in accordance with the Minnesota Chapter 429 Public Improvement process.

Feel free to contact us if you have any questions or require any additional information.

Regards,
Stantec

A handwritten signature in black ink that reads "Phil Gravel".

Phil Gravel, City Engineer



Minnesota Department of Public Safety
ALCOHOL AND GAMBLING ENFORCEMENT DIVISION
 444 Minnesota St., Suite 222, St. Paul, MN 55101-5133
 (651) 201-7507
 FAX (651) 297-5259 TTY (651) 282-6555
 WWW.DPS.STATE.MN.US



APPLICATION FOR CLUB ON SALE RETAIL LIQUOR LICENSE

An officer of the club seeking a license shall complete this application. This application and the proof of liquor liability insurance must be filed with the city clerk or the county auditor. To qualify for a license a club must have at least thirty members, been in continuous existence for at least three years, have an elected governing board and limit sales to members and bona fide guests only. The annual license fee is set by statute (M.S. 340A.408). Granting of a license by the city or county is discretionary.

Workers Compensation Insurance Company NA Policy # NA
 Licensee's MN Sales and Use Tax ID Number 2110950 To apply for MN sales and use tax number call (651) 296-6181
 Licensee's Federal Tax ID # 41-1724172

Corporation Name <u>Sigmars-Hakes VPW Post 10794</u>		Club Trade Name or DBA <u>Sigmars-Hakes VPW Post 10794</u>	
License Location (Street Address) <u>145 West 1st St</u>		License Period FROM <u>1-1-16</u> TO <u>12-31-16</u>	Business Phone <u>(612) 356-4114</u>
Municipality <u>Milaca</u>	County <u>Mille Lacs</u>	State <u>Mn.</u>	Zip Code <u>56353</u>
Building Owner's Name <u>Great Favor Properties, LLC</u>		Building Owner's Address <u>PO Box 121 - Foreston, Mn - 56330</u>	
Are there any delinquent taxes on the property? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Club Manager's Name <u>NA</u>	
Name of Member of Managing Board <u>Denny Sandberg</u>	DOB [REDACTED]	Social Security # [REDACTED]	Address <u>10919 80th St Princeton, Mn. 55371</u>
Name of Member of Managing Board <u>Frank Creams</u>	DOB [REDACTED]	Social Security # [REDACTED]	Address <u>505 4th Ave SE Milaca, Mn. 56353</u>
Name of Member of Managing Board <u>Douglas Hansen</u>	DOB [REDACTED]	Social Security # [REDACTED]	Address <u>410 4th Ave NW Milaca, Mn. 56353</u>
Name of Member of Managing Board	DOB	Social Security #	Address

The Licensee must have one of the following:
 CHECK ONE

A. Liquor Liability Insurance (Dram Shop) - \$50,000 per person: \$100,000 more than one person: \$10,000 property destruction: \$50,000 and \$100,000 for loss of means of support. ATTACH "CERTIFICATE OF INSURANCE" TO THIS FORM

OR

B. A Surety bond from a surety company with minimum coverage as specified above in A.

OR

C. A certificate from the State Treasurer that the Licensee has deposited with the State, Trust Funds having a market value of \$100,000 or \$100,000 in cash or securities.

Give Date of Club Charter If Veterans or Fraternal Organization <u>Aug 7, 1989</u>	Date of Incorporation <u>Jan 19, 1991</u>	Number of Years of Continuous Existence of the Club <u>26</u>
Number of Years in Current Quarters <u>- 0 -</u>	Number of Club Members <u>125</u>	Will the Club be issued a Lawful Gambling License? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO

MILACA ECONOMIC DEVELOPMENT COMMISSION MINUTES
JANUARY 15, 2016 MEETING

The meeting of the Milaca economic development commission was called to order at 7:40 by Chairman Joe Cronin with the following commission members present: Brad Maitland, Joe Tapp, Ken Muller, Richard Baker, Rich Melvin, Rodney DeFouw, and Greg Lerud.

The secretary's report from the December meeting was approved as read.

The 2016 goals were discussed. Among other ideas, it was suggested to highlight the economic development tab at the website. The goals were approved as amended.

Baker said the county economic development task force has a meeting next Thursday and probably one more meeting to finish up the economic development plan and recommend approval to the county board. He said the University of MN extension service will have the visitor profile study ready to go in a month. Baker said they are also working on the area profile study. He said the county received three Blandin grants to assist with the engineering study of broad band, and also a take/rate study. Baker said a company contacted him about their willingness to put in wireless broadband with participation from the county in providing routers.

Lerud presented a map of the by-pass development area and explained the history behind the development. He said the city owns undeveloped land between the current development and the north-bound exit ramp that the city would like to develop. There was a discussion about how to obtain access and work with the land owners to get access to the city's parcels. The consensus of the group was the city should work toward obtaining access to allow for development options.

DeFouw shared information about the Sam Adams business assistance program

Lerud said the owner of the Highway Café business will be opening at the old Pizza Hut location around the first of February. Muller said the Legion is also serving breakfast.

With no other business the meeting adjourned at 9:05.

Respectfully submitted,



Greg Lerud, Secretary

Milaca Economic Development Commission

RESERVE OFFICER(S) DUTIES AND RESPONSIBILITIES

RESERVE OFFICERS

The authority to organize the Milaca Police Reserve was granted by the Mayor and the City Council for the City of Milaca. The purpose of the Police Reserve shall be to cooperate with and assist the legally constituted police department of the City of Milaca under the order and directions of the Chief of Police. In accordance with MN SS 626.84 subd. 1 (G) under definitions and scope a reserve officer means an individual whose services are utilized by a law enforcement agency to provide supplementary assistance at special events, traffic or crowd control, and administrative or clerical assistance. A reserve officer's duties do not include enforcement of the general criminal laws of the state, and the officer does not have full powers of arrest or authorization to carry a firearm on duty. Also, in accordance with MN SS 169.98 subd. 1 b, number 4, a marked vehicle that is operated by a reserve officer providing supplementary assistance at the direction of the chief law enforcement officer or the officer's designee, when a licensed peace officer as defined in MN SS 626.84 subd. 1, Para. (C) who is employed by the political subdivision, is on duty within the political subdivision, is permissible.

1. Services of the Police Reserve shall not be used in any manner in which to circumvent guidelines put in place by State Statute.

PURPOSE

1. The services of the Police Reserve shall not be used in any manner which could circumvent the development of the regular department to its proper strength, nor shall the services of the individual members be used to the detriment of the personnel of the regular police department.
2. The policy of the Police Reserve shall be non-partisan, and said organization, as such, shall not take part in political activities of any kind.
3. When, in the opinion of the Chief of Police, the public health, welfare and safety is endangered, the Police Reserve may be activated and assigned to duties and responsibilities which are in the competence of the members of the Police Reserve to discharge.
4. All officers and members of the Police Reserve shall serve without compensation, except in those instances where the service of Police Reserve are requested on a compensated basis in a non-emergency situation.
5. The Reserve Officers are a part of and work for the Police Department with a very clear definable chain of command. Their tenure of duty will be at the pleasure of the Chief of Police.
6. Personnel accepted as active Reserve Officers for the Police Department will be expected to abide by all laws, rules, regulations, policies and procedures expected of any law enforcement agency.

COMMANDING OFFICERS

The Chief of Police of the City of Milaca shall be the commanding officer of the Milaca Reserves. He/She may appoint an assistant, Reserve Commander, from the regular police officers, who may be assigned such duties and responsibilities as the Chief shall direct.

1. The Reserve Commander shall preside at all reserve meetings. He/She shall be responsible for the actions, training, conduct and personal appearance of the Reserve Officer. The Reserve Commander reports directly to the Chief and is answerable for any violations or misconduct of the Reserve Officers.
2. Regular license officer(s) shall have charge over any situation when aided by a reserve officer.

MEMBERSHIP

1. There shall be one class of membership. However, one reserve officer may be promoted to the rank of sergeant at the appointment of the Chief of Police and/or Reserve Commander. The Police Reserve Sergeant will assist the Reserve Commander with various tasks and responsibilities. The Sergeant will be ranked within the Police Reserves only and will not outrank any licensed peace officer.
2. The total membership of the Police Reserve shall be maintained at not less than one commander and 4 Reserve Officers. Whenever the membership falls below the minimum number, every effort shall be made to recruit additional personnel.
3. Applicants for membership shall be required to pass a satisfactory physical examination, be fingerprinted, photographed, thoroughly investigated, be at least 18 years of age, have a clear police record, and must possess a high school diploma or GED equivalent.
4. Applicants must have a valid Minnesota driver's license and a good driving record.
5. There shall be no discrimination in the selection, appointment, compensation, terms, conditions, facilities, or privileges of members because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, age or disability.
6. All members of the Police Reserve once accepted shall hold appointment as long as a record of satisfactory performance and attendance is maintained.

DUTIES, GRIEVANCES, ETC.

1. The duties of the officer of the Police Reserve:
 - A. The Commander of the Reserve shall be appointed by the Chief of Police. The commander shall preside at all reserve meetings. The Commander shall be responsible to the Chief for the actions, training, conduct and personal appearance of the Reserve Officer. The commander reports directly to the Chief and is answerable for any violations or misconduct of the Reserve Officers.

- B. The Reserve Officers will be expected to comply with the instructions, written or verbal, of the Reserve Commander. Disagreement with any course of action received from the Commander will not be cause to disobey. Upon completion of the instruction, the Reserve Officer may submit complaints through the Commander or the Chief for a solution. If a disagreement does occur, the Reserve member will not argue with the Commander, or Police Chief, but shall retire from his tour of duty until he/she can submit it in writing to the Chief.
- 2. Disciplinary and Grievance Procedures:
 - A. The same disciplinary and grievance procedures shall be followed as per the Milaca Employees Association's labor agreement.
- 3. Familiarization:
 - A. Each member of the Police Reserve is requested to read and understand the full police manual and policy.
- 4. Operations, orders governing Reserve activity:
 - A. Operations – Orders are instructions issued by the Chief of Police to direct the operations of the Police Department. As such, they include all subject related to police activities. Compliance with the Police Department orders and instruction is of utmost importance. Additionally, however, it must be stressed that at times there will be orders, directives, rules and regulations, and procedures written specifically for Reserve Officers.
 - B. It is mandatory that when members of the Reserve are in active Reserve capacity, their conduct and actions will be controlled by police policy. Other related documents such as procedures, rules and regulations, and general orders include instructions will be promulgated by the Chief and will be compiled with the same as operations orders.
 - C. Members of the Milaca Police Reserve, either on or off duty, will conduct themselves at all times in such a manner so as not to being discredit upon themselves, the Police Reserve, or the Milaca Police Department. While on or off duty, Reserve members will not present themselves as police officers.
- 5. Data Privacy Act.
 - A. Absolutely no information regarding juveniles, adults, civil cases, criminal cases or investigations will be given out to the public, friends, or family members. All police records are off-limits to all Reserve members.

REWARDS AND GRATUITIES

Members shall not, either while on duty or off, through the representation of any position or connection with the department, solicit or accept any reward or gratuity of any nature, including money or any form of merchandise, personal services, admissions to entertainment, or the receiving of special discounts or privileges.

MERITS AWARDS

Since extended service to the community as a volunteer Police Reserve Officer is commendable and noteworthy, awards may be presented for recognition of services rendered by Reserve Officers when deemed appropriate.

TRAINING

1. Upon acceptance, the following training is required:
 - A. Firearms
 - B. Self Defense
 - C. Department Manual (Rules and Regulations)
 - D. General Police Operations
 - E. Use of Department Issued Gear and Vehicles

WEAPONS

1. As previously stated by MN SS 626.84 definitions and scope under subd. 1 (G) definition of Reserve Officers last sentence: A Reserve Officer's duties does not include enforcement of the general criminal laws of the State, and the officer does not have full powers of or authorization to carry a firearm while on duty.
2. The only exception that will be allowed for a Reserve Officer to use a firearm while on duty would be as a last resort to protecting the Reserve Officer's life from the immediate threat of great bodily harm.

LOST, STOLEN, DAMAGED PROPERTY

1. Members are responsible for the proper care of department property and equipment assigned to them. Damaged or lost property may subject the responsible individual to reimbursement charges and appropriate disciplinary action.
 - A. Members shall immediately report to the officer on duty and in writing to the Chief of Police with a copy to the Reserve Commander any loss, stolen, or damaged department property assigned to or used by them.
2. Members shall surrender all department property in their possession upon separation from the Reserve. Failure to return any non-expendable items will require the person to reimburse the department for the fair market value of the articles not turned in.

POLICE VEHICLES

1. In compliance with MN SS 169.98 subd. 1 b: Operation of marked vehicles (4) A marked vehicle that is operated by a Reserve Officer providing supplementary assistance at the direction of the Chief Law Enforcement Officer or the Officer's designee, when a licensed Police Officer as defined in MN SS 626.84, subd. 1, Para. (C) who is employed by the political subdivision, is on duty within the political subdivision, is permissible.
2. Again, in accordance with 169.98, subd. 1 a: Vehicle stops: No Reserve Officers will at any time be allowed to make a vehicle stop when operating a motor vehicle of a municipal Police Department whether that vehicle be marked or unmarked.
3. When may a Reserve Officer use a police vehicle's red lights?
 - A. When directing funeral traffic or leading funeral procession.
 - B. After arriving at the scene of an accident for safety reasons.
 - C. When directing traffic during community functions as directed by the Police Chief or his/her designee.
 - D. When offering supplementary back-up to a full-time officer during a traffic stop only after arriving at the scene. In this particular case the amber flashing lights to the rear of the squad if at all possible should be the only lights used.
 - E. When so ordered by the Police Chief or his/her designees, except where it may violate state law.

JOB DESCRIPTION – PRIMARY OBJECTIVE OR POSITION:

1. Patrols assigned areas on foot or in squad car.
2. Preserves law and order.
3. Protect life and property.
4. Facilitate traffic flow.
5. Prepares reports when needed or directed to.
6. Provides counsel, guidance and service to the public.
7. Responds to all calls when directed to.
8. Administers first aid.
9. Transport or arranges transportation of injured to hospital as needed.
10. Maintains order at accident or crime scenes.
11. Calls for assistance as needed.

12. Responds to Fire Department alarms.
13. Collects and preserves evidence as directed.
14. Shares information with the Milaca Police Officers only.
15. Assist in making arrests and searches when directed to do so and safely transports prisoners as may be required in accordance with approved department policies.
16. Directs traffic to relieve congestion.
17. Checks security of business establishments and vacant residences.
18. Checks public gathering places.
19. Cleans office area.
20. Perform minor squad maintenance.
21. Performs other duties, where competent to do so, and responsibilities as assigned.
22. Respond to all dog complaints as directed, transport dogs to the city pound and fill out impoundment sheet.
23. Assists with all safety programs sanctioned by the Milaca Police Department.
24. Assists in the protection and promotion of public safety, health and welfare in the City of Milaca during civil defense emergencies.
25. Keeps daily log with number of hours worked.