

**CITY OF MILACA  
COUNCIL MINUTES  
August 21, 2025**

(Due to technical difficulties, meeting was not live-streamed)

**Call to Order Roll Call**

Mayor Dillan called the meeting of the Milaca City Council to order at 6:00 p.m.

**Pledge of Allegiance**

Upon roll call, the following council members were present: Mayor Dave Dillan, Councilors: Norris Johnson, Lindsee Larsen, and Tim Poorker. Ken Muller absent.

Staff present: City Manager Tammy Pfaff, Communications Specialist Mary Mickelson, Assistant City Clerk Deloris Katke, Police Chief Quinn Rasmussen, City Attorney Damien Toven, Public Works Superintendent Gary Kirkeby, Public Works employees John Oldenburg and Troy Roelofs and Fire Chief Jesse Gerads.

Others present: Chloe Smith

**Approval of Agenda**

Mayor Dillan stated there is one thing to add to the agenda under item 10. D. Public Works add Preparation of Feasibility Report for Municipal Utilities for the Proposed Rum River Special Education Cooperative Site. With this addition, Mayor Dillan called for a motion to approve the agenda. Larsen made a motion for approval, seconded by Poorker. With no further discussion, all in favor of the approval of the agenda. Motion passes.

**Approval of Consent Agenda**

Mayor Dillan called for a motion to approve the Consent Agenda.

- a. Approval of Minutes-July 17, 2025
- b. Approval of Bills
- c. Resolution #25-24 Accepting Donations
- d. Resolution #25-25 Approving 2025 Budget Adjustment

Mayor Dillan called for a motion to approve the consent agenda. Larsen made a motion for approval, seconded by Johnson. Poorker questioned what the budget adjustment was for and City Manager Pfaff stated for the Kubota that was totaled. Mayor Dillan then commented that the donation of the AED from First National Bank for Rec Park was a very welcomed donation and one that was much needed. No further discussion. All in favor of the Consent Agenda; motion passes.

**Citizen Open Forum**

Mayor Dillan asked if anybody present wanted to address anything not on the agenda. No one came forward

**Public Hearing:**

a. Sale of EDA Land-Milaca Junction Addition: Public Hearing opened at 6:02 p.m. No one came forward and no comments. Public Hearing closed at 6:03 p.m.

**Requests and Communications**

a. Michelle Huettl was not present. Mayor Dillan stated the Community Roadside Landscape Partnership Program helps communities with the state that helps for beautification along highways like Hwy. 23 and along the sidewalks and roundabouts. They buy the plantings and we get volunteers to put them in. City Manager Pfaff stated it was a grant.

b. Employee Years of Service Recognition:

Police Chief Quinn Rasmussen-10 years of service  
Public Works Maint. III Assistant Supervisor Warne Johnson-10 years of service  
Public Works Maint. II John Oldenburg-10 years of Service  
Public Works Maint. II Troy Roelofs-5 years of service

**Ordinances and Resolutions**

a. **Ordinance #548** Amending Title XI (Business Regulations) Chapter 120 (Tetrahydrocannabinol Products) Section 06(C) (Prohibited Acts): Mayor Dillan called for a motion to waive the second reading. Motion made by Larsen, seconded by Johnson.

b. **Ordinance #548** Amending Title XI (Business Regulations) Chapter 120 (Tetrahydrocannabinol Products) Section 06(C) (Prohibited Acts): Mayor Dillan stated this is for just the one change. City Manager Pfaff stated yes, for the tastings out at the Milaca Liquor Store. No further discussion. All in favor of passing Ordinance #548 Amending Title XI (Business Regulations) Chapter 120 (Tetrahydrocannabinol Products) Section 06(C) (Prohibited Acts). Motion passes.

**Reports of Departments, Boards and Commissions**

*City Manager* – Met with budget committee. Special meeting for preliminary budget to be set later in the meeting.

*Police* –

*Parks* – Pickleball Quotes for Fencing: Mayor Dillan called for a motion to approve one of the quotes for fencing. Motion by Johnson to approve the quote from Arrow Fence in the amount of \$13,256.00, seconded by Poorker. Larsen asked if this was additional. Kirkeby stated \$10,000 was initially set aside from the Park Reserve. This is just the additional amount needed. Install would be in September. No further discussion. All in favor of Pickleball fencing from Arrow Fence in the amount of \$13,256.00. Motion passes.

*Public Works* – Preparation of Feasibility Report for Municipal Utilities for the Proposed Rum River Special Education Cooperative Site: City Manager Pfaff stated this is in regard to the Rum River Special Education Cooperative water/sewer lines to their property. Johnson questioned if they would cover the cost and we would be reimbursed eventually? Pfaff stated it would be a Special Assessment. Johnson asked if we front the money and then we have to wait for the assessment to be paid off? Pfaff said yes in 7 years and we do get interest on this. Poorker asked what the cost was. Pfaff stated about \$260,000. Mayor Dillan stated this school covers about 6 districts. Poorker asked what they plan on doing with the current building. Mayor Dillan stated they do not own the building – they are just leasing but he too is

curious as to what will happen with the building. No further discussion. Mayor asked for a motion to approve. Motion by Johnson, seconded by Larsen. All in favor of Preparation of Feasibility Report for Municipal Utilities for the Proposed Rum River Special Education Cooperative Site. Motion passes.

*Fire Department* – Fire Chief Jesse Gerads stated the new engine had a little mishap. There was a part that came off and flew off and landed on a roof but luckily no one got hurt. The company came out and assessed what happened and will be ordering the parts and repairing it. All covered under warranty.

*Planning and Zoning* – **Ordinance #529** Amending Title XI Business Regulations by Adding Chapter 122 Adult Use Cannabis and Cannabis Business and Cultivation and Amending Title XV Land Usage by Amending Chapter 156 by Adding Section 200 Adult Use Cannabis and Cannabis Business and Cultivation-First Reading. Mayor Dillan called for a motion to approve. Motion by Johnson, seconded by Poorker. Mayor stated this is the one that we work with the county correct? Pfaff stated yes. They do the registration and then submit to us to check with zoning and then we go online to say yes, we checked the zoning. Poorker asked if the city was going to get into this business. Pfaff stated she could not comment right now but there are 13 cities lined up to have dispensaries already. Pfaff further stated that it will be interesting to see what happens in 5 years or so. She has spoke with the liquor store manager and at this point they don't think they are at that point because that would mean building a whole new facility. No further discussion. All in favor of Ordinance #529 Amending Title XI Business Regulations by Adding Chapter 122 Adult Use Cannabis and Cannabis Business and Cultivation and Amending Title XV Land Usage by Amending Chapter 156 by Adding Section 200 Adult Use Cannabis and Cannabis Business and Cultivation-First Reading. Motion passes.

**Ordinance #547** Amending Title XV (Land Usage) Chapter 156 (Zoning) Section 056(F)(7) Yard Requirements-First Reading. Mayor Dillan called for a motion to approve. Motion by Poorker, seconded by Larsen. Mayor Dillan asked if this was discussed at Planning Commission and Pfaff stated it had been. It was brought to our attention that the 5x5 was all you could have for a porch and more of the new homes would like larger porches. We are not sure why it was 5x5. Planning Commission did approve this amendment. No further discussion. All in favor of Ordinance #547 Amending Title XV (Land Usage) Chapter 156 (Zoning) Section 056(F)(7) Yard Requirements-First Reading. Motion passes.

*Airport* – Pfaff stated she has had a few people call about building hangars. We did not get grants for the taxiway and the AD building. Mayor Dillan stated the fly-in was well attended – it was a good turnout.

### Committees

Budget:

EDC:

### Unfinished Business

#### New Business

- a. Call for a Special Meeting to discuss preliminary budget: Discussion ensued in regard to a date for the special meeting. September 10, 2025 at 5:30 p.m. was decided on. Mayor Dillan called for a motion to approve. Motion by Poorker, seconded by Johnson. No further discussion. All in favor of having the special meeting on September 10 at 5:30 p.m. Motion passes.
  
- b. Minor Lot Split for Rum River Special Education Coop: Mayor Dillan called for a motion to approve. Motion made by Larsen, seconded by Johnson. Pfaff stated they hope to do some grading

and excavating this fall and building in March 2026. No further discussion. All in favor of Minor Lot Split for Rum River Special Education Coop. Motion passes.

c. Closed Meeting to Discuss Price of Lots and Conditions in Milaca Junction Addition: Mayor Dillan read the script for closed meeting laws to discuss price of lots and conditions in the Milaca Junction Addition. Mayor Dillan called for a motion to approve closed meeting. Motion by Poorker, seconded by Larsen. All in favor. People present: Mayor Dillan, Council members Larsen, Johnson and Poorker, City Manager Pfaff, City Attorney Damien Toven, Public Works Supervisor Kirkeby.

Time Meeting Closed 6:23 p.m.

Time meeting Opened 7:32 p.m.

Mayor Dillan called for a motion to re-open council meeting. Motion by Johnson, seconded by Larsen. Mayor Dillan stated back to Item 13 a. Special Meeting we now need to call for a motion for a second closed meeting to discuss land sales at the Special Meeting on September 10 at 5:30 p.m. Motion made by Johnson, seconded by Poorker.

### Miscellaneous

#### Council Comments

Poorker asked if the city owned land north of Heggies. City Manager stated no. The only land we own is 14 acres along Hwy 169 which is zoned Industrial. He also wanted to thank Mary for the headphones as he can hear.

#### Adjourn:

Mayor Dillan called for a motion to adjourn. Motion made by Poorker, seconded by Johnson to adjourn. No further discussion. All in favor, motion to adjourn passes. Meeting adjourned at 7:33 p.m.



Mayor Dave Dillan

Attest:



Tammy Pfaff, City Manager