

**CITY OF MILACA
COUNCIL MINUTES**

March 16, 2023

Call to Order Roll Call

Mayor Dillan called the meeting of the Milaca City Council to order at 6:30 p.m.

Upon roll call, the following council members were present: Mayor Dave Dillan; Councilors: Norris Johnson, and Ken Muller. Councilors Absent: Lindsee Larsen, Laurie Gahm

Staff Present: City Manager Tammy Pfaff, Administrative Communications Specialist Mary Mickelson, Assistant City Clerk Deloris Katke, City Attorney Damien Toven, Fire Chief Jesse Gerads, and Fire Chief 2 Chris Ehlen.

Others Present: Dan Hollenkamp, Chloe Smith, Chris Carlson of Borgholm Township

Approval of the Agenda

Mayor Dillan called for a motion to approve the agenda. Johnson made a motion for approval, seconded by Muller. No further discussion. All in favor; motion carried. Mayor Dillan stated there were a couple of additions to the agenda: Add f.(1) Fire Department quotes for ATV Skid Unit and i.(1) Approving Resolution #23-09 Preliminary and Final Plats for Boulder Ridge Fourth Addition and approving Amended Planned Unit Development. With no further additions, Mayor Dillan called for a motion to approve the additions to the agenda. Johnson made a motion for approval of additions, seconded by Muller. No further discussion. All in favor; motion carried.

Approval of Consent Agenda

Mayor Dillan called for a motion to approve the Consent Agenda of the following items:

- a. Approval of the Minutes – February 16, 2023
- b. Approval of Bills
- c. **Resolution #23-07 Resolution Approving a Charitable Gambling Premises Permit**
- d. **Resolution #23-08 Assessing Unpaid Fire Calls**

Johnson made a motion for approval of Consent Agenda, seconded by Muller. No further discussion. All in favor; motion carried.

Citizen Open Forum

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

Requests and Communications

Ordinances and Resolutions

Reports of Departments, Boards and Commissions

City Manager – Electronic Funds Transfer Policy – City Manager Pfaff explained that this will clean up some language from the previous policy we had. The previous policy had only one paragraph.

Mayor Dillan called for a motion to approve the Electronic Funds Transfer Policy. Muller made a motion for approval of Electronic Funds Transfer Policy, seconded by Johnson. No further discussion. All in favor; motion carried.

Police – Nothing.

Parks – Nothing

Public Works – Authorize Completion of Preliminary Engineering for 110th Ave Project – City Manager Pfaff stated that there has been one webinar already and there will be another webinar coming up in how to complete the entire application. Council member Muller stated there is a lot to this grant. City Manager Pfaff stated that they are working on the narrative and Phil is working on the line item budget just as if we were going out for a bid. Council member Muller stated they already have a track record as they did County Road 101 which would be similar. Council member Johnson asked about acquiring the road right of way and asked if that would be for both sides of the road. City Manager Pfaff stated yes it does and that the engineers would be doing all that paperwork and sending out the notices and working with the landowners. There will be a kickoff meeting with residents, townships, etc. It will take a bit to get a meeting lined up. It could take up to 3 months. The environmental review will take the longest. We are hoping to have the kickoff meeting real soon. City Manager Pfaff stated there is still some administrative things she needs to do.

Mayor Dillan called for a motion for approval of the Authorization for Completion of Preliminary Engineering for 110th Ave Project. Muller made a motion for approval. Seconded by Johnson. No further discussion. All in favor; motion carried.

Liquor Store – City Manager Pfaff just stated that the cooler door installation got pushed back a couple of weeks.

Fire Department – Fire Chief Jesse Gerads stated they have received two quotes for the trailer but the quote from Right Auto actually will not work as the track is too big for this trailer. The quote from Power Lodge is 6” wider but it is more money. This trailer also has an aluminum trailer where the trailer from Right Auto was a wood trailer. Fire Chief Gerads is recommending Power Lodge quote for \$9,915.00.

Mayor Dillan called for a motion for approval of the quote from Power Lodge for \$9,915.00. Johnson made a motion for approval. Seconded by Muller. No further discussion. All in favor; motion carried.

Fire Chief Gerads then stated he has three quotes for the skid unit. They had three different brands. One is a plastic unit and the other two are longer. The compact unit would be better. It is a QTAC brand 85EMS-C High Pressure for \$7,695.00. We needed to add the price of the hose and hose reel. That was in the quote in the other one. They just added all this stuff into one quote. Fire Chief 2 Ehlen stated the total price would be \$8,800.00. He further stated that none of the quotes included a foam unit which they would need as well and that would be an additional \$895.00 so a total of about \$9,700. Fire Chief Ehlen further stated that this QTAC 85EMS-C is more compact and folds up and is lighter. This brand also holds more water; this holds 85 gallons instead of 65. Ranger alone has one thousand pay load. They are all eight weeks out. Estimated total around \$9,700.00.

Mayor Dillan called for a motion for approval of the quote from MTECH for the QTAC 85EMS-C. Muller made a motion for approval. Seconded by Johnson. City Manager Pfaff asked for reason as to why going with MTECH and Fire Chief 2 Ehlen stated it was lighter, more water and more compact. No further discussion. All in favor; motion carried.

Planning and Zoning – CKW Developers-Preliminary Plat Boulder Ridge Fourth Addition - Mayor Dillan called for a motion for approval of the Preliminary Plat for Boulder Ridge Fourth Addition. Muller made a motion for approval. Seconded by Johnson. City Manager Pfaff stated that Planning Commission was in favor of everything here. Planning Commission approved the preliminary and final plat. They had a public hearing but no one was present for that. Planning Commission also approved the PUD Amendment. Muller asked if the PUD Amendment was just changing from four-plexes to duplexes.

City Manager stated they had four-plexes and they went to two-plexes. No further discussion. All in favor; motion carried.

Planning and Zoning – CKW Developers-Final Plat Boulder Ridge Fourth Addition - Mayor Dillan called for a motion for approval of the Final Plat for Boulder Ridge Fourth Addition. Johnson made a motion for approval. Seconded by Muller. No further discussion. All in favor; motion carried.

Planning and Zoning – CKW Developers-Planned Unit Development Amendment - Mayor Dillan called for a motion for approval of the amended Planned Unit Development for Boulder Ridge. Johnson made a motion for approval. Seconded by Muller. No further discussion. All in favor; motion carried.

Resolution #23-09 Resolution Approving Preliminary and Final Plat for Boulder Ridge Fourth Addition and Approving Amended Planned Unit Development – Mayor Dillan called for a motion for approval of Resolution #23-09. Muller made a motion for approval. Seconded by Johnson. No further discussion. All in favor; motion carried.

Airport – Nothing

Committees

Budget –

EDC –

Unfinished Business

Councilmember Johnson asked if there should be discussion on the airport plowing. City Manager Pfaff stated she talked with John this morning and the airport is so soft already so they probably won't be plowing any more this year.

New Business

Petition to Vacate Alley – City Attorney Damien stated Erik & Alyssa Nordvik applied for a vacation of an alley by their property. They were told they needed to do this by their title company or title company would not issue title insurance coverage. They are selling to Ziwicki. Title company may be requiring this because they (Nordvik's) have constructed a driveway within the platted alley way and they wanted to insure a measure of coverage. After talking with City Manager and Deloris and discussing what procedures would be needed, it was decided this was not a good idea for the city as we could not guarantee that the underline goal would be met but more importantly there are utility easements that we (the city) need to make sure we can always have access to. It would have been a fairly significant amount of time to approve this and then go through recommendations of securing those rights again when we already have them. Recommendation is to deny the application for alley vacation so the right of way remains as is. You don't have to worry about it. The second component in speaking with the title company is if they could secure an access easement through a form of a format, that would be sufficient for their purposes and they would be able to do a title opinion and allow the closing to proceed. I saw no issues with that. All the city would be granting them is what exists for everybody anyway, as a matter of law, which is the right to go across the platted dedicated right of way. So they have prepared an Ingress/Egress Easement, specifically by the city because we are owners of the right of way, granting to them the right of access ingress/egress over a specific legally defined easement right of way prepared by the surveyor. I reviewed it, it matches up and everything is good. So, I would recommend to approve the easement, execute the same, and have Tammy or Deloris send over to the closer and that will be part of the closing documents and then they will send up to the recorder's office and it will be recorded against the property.

Mayor Dillan called for a motion to deny the application to vacate an alley. Muller made a motion for denial of the application. Seconded by Johnson. No further discussion. All in favor of denying the application; motion carried.

Mayor Dillan called for a motion for approval of the Ingress/Egress Easement. Johnson made a motion for approval. Seconded by Muller. No further discussion. All in favor; motion carried.

Community Funding Project and Grant Agreement – City Manager Pfaff stated she needed the council to approve this grant agreement and have an authorized official, which would be herself, to apply for this application and go into HUD and sign documents and submit for payments back to us. Motion to approve Community Funding Project and Grant Agreement that authorizes City Manager Pfaff as an authorized representative for this grant. Johnson made a motion for approval. Seconded by Muller. No further discussion. All in favor; motion carried.

Rum River Life Choices Special Event Application – Mayor Dillan stated this is an event they have every year. Mayor Dillan called for a motion for approval of Rum River Life Choices Special Event Application. Muller made a motion for approval. Seconded by Johnson. No further discussion. All in favor; motion carried.

Miscellaneous

Council Comments

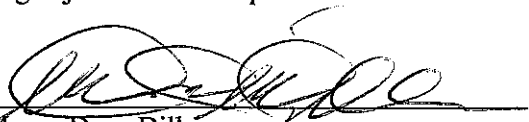
Councilmember Muller commented that he feels the Public Works crew has done a great job for plowing with all the extra snow we got.

Councilmember Johnson stated he is pleased with Public Works plowing as well.

Mayor Dillan commented that the Rum River Community Foundation gala is April 22 at 5:30 p.m. at the Gorecki Center. El Jalisco is catering, Trent Bergeron is doing music and Matt from the Initiative Foundation will be speaking. There will be a meal and music and we are going to give information on what the foundation is and how we can benefit your non-profit business. We currently will be giving out \$8,000 worth of grants and we only have 2 applications. We have money to give out but we don't have people putting applications in. The more we can grow our endowment, the more grants we can give out to non-profits. Every dollar that goes to the foundation, goes to the Milaca area non-profits. You have to be in the surrounding cities and townships to apply so all the monies stay here. It's gone from everything from Special Olympics, youth athletics, Pease fireworks, one of the townships built a picnic area, all kinds of different organizations. Food Shelf. Go to the Rum River Foundation website to register.

Adjourn:

Mayor Dillan called for a motion to adjourn. Muller made a motion to adjourn. Seconded by Johnson. No further discussion. All in favor; motion carried. Meeting adjourned at 6:54 p.m.


Mayor Dave Dillan

Attest:


City Manager Tammy Pfaff