

**CITY OF MILACA  
COUNCIL MINUTES  
March 17, 2022**

**Call to Order Roll Call**

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

Upon roll call, the following council members were present: Mayor Harold Pedersen: Councilors: Dave Dillan, Norris Johnson, Lindsee Larsen, and Cory Pedersen. Councilors Absent:

**Staff Present:** City Manager Tammy Pfaff, City Attorney Damien Toven, Public Works Supervisor Gary Kirkeby, City Treasurer Jessica Humphreys, Fire Chief Jesse Gerads, Assistant City Clerk Deloris Katke, Administrative Communications Specialist Mary Mickelson, Liquor Store Manager Vicki Jeys and Public Works Mark Wubben.

**Others Present:** Milaca Trails Initiative- Jordan DeBoer and Kurt Bauerly; Fire Department- Andy Ziegler, Shawn Kadelbach, Chris Ehlen, Mike Nelson, and Tom Christensen.

**Approval of the Agenda**

Mayor Pedersen called for a motion to approve the agenda. Motion by Johnson and seconded by C. Pedersen. Motion carried unanimously upon roll call of all council members.

**Approval of the Minutes – February 23, 2022**

Mayor Pedersen called for a motion to approve the minutes. Motion by Dillan to approve the minutes. Johnson seconded the motion. Motion carried unanimously upon roll call of all council members.

**Approval of Bills**

Mayor Pedersen called for a motion to approve the bills. Motion by C. Pedersen for approval of the bills. Johnson seconded the motion. Motion carried unanimously upon roll call of all council members.

**Open Forum**

**Requests, Communications, Petitions and Complaints**

*Update State --*

*Update County –*

*Update Townships – Discussion on the Agreement with Milaca Township and Borgholm. City Manager will reach out to Borgholm Township.*

**Ordinances and Resolutions**

**Resolution 22-07 – Declaring a Police Officer Part-time Michael Barros.** Mayor Pedersen called for a motion for approval. Motion by Johnson for approval. Larsen seconded the motion. Motion carried unanimously upon roll call of all council members.

**Resolution 22-08 – Resolution Removed from Agenda.**

**Resolution 22-09 – Resolution Outdoor Recreation Grant.** Mayor Pedersen called for a motion for approval. Motion by C. Pedersen for approval. Dillan seconded the motion. Motion carried unanimously upon roll call of all council members.

**Resolution 22-10– Resolution Firefighters increase of PERA Benefit Level from \$3,700 to \$5,000.**

Mayor Pedersen called for a motion for approval. Motion by Johnson for approval. Dillan seconded the motion. Motion carried unanimously upon roll call of all council members.

**Ordinance No. 492-First Reading. Amending City Code, Title XV, Chapter 156 Zoning, adding Brewery, Distillery and Winery to the list of permitted uses in the Light Industrial Zoning District.**

The City Manager stated the Planning and Zoning Commission held the public hearing on March 14. No public comments received. The Planning and Zoning Commission was in favor of the amending the ordinance. Mayor Pedersen called for a motion for approval of the first reading. Motion by Johnson for approval. Dillan seconded the motion. Motion carried unanimously upon roll call of all council members.

**Reports of Departments, Boards and Commissions**

**City Manager** – The city manager stated we would be attending the Job Fair the school is hosting on March 16<sup>th</sup>. The city manager also stated we would be switching IT professional services with a cost savings of \$2,244. The item will come before council next month.

**Police** – Activity report.

**Park**- Item tabled from March meeting. Request to purchase outdoor display in Rec Park, TV, case and kiosk for a total of \$5,800 and to be paid out of the park equipment reserve. Mayor Pedersen called for a motion to remove the tabled item. Motion by C. Pedersen and seconded by Johnson. Discussion as to the item would be paid for from the park equipment reserve. Mayor Pedersen called for a motion for approval for the purchase to come out of the park equipment reserve fund and to do a budget adjustment for the purchase. Motion by Johnson for approval of the purchase and budget adjustment. Dillan seconded the motion. Motion carried unanimously upon roll call of all council members.

**Park**- Park attendant follow up from February meeting. City Treasurer Jessica Humphreys prepared the calculations of impacts on wages if wages are increased from \$12.00 per hour to \$14.00 or \$15.00 per hour. Council discussion on the matter resulted in selecting budget changes to increase the wage to \$14.00 per hour with a budget adjustment of \$3,120 increase to wages. This will allow three seasonal workers at forty hours per week, and one seasonal park attendant at 32 hours per week. Mayor Pedersen called for a motion for approval of the wage increase and budget adjustment. Motion by Johnson for approval. Dillan seconded the motion. Motion carried unanimously upon roll call of all council members.

**Park**- Funds 216 and 217. City Treasurer Jessica Humphreys prepared the summary reconciliations for funds 216 and 217. Council discussed fund 217 and reviewed an increase to the budgeted transfer to fund 215 (Events fund) for \$5,000, making the total annual transfer amount increase to \$10,000 for the years 2022 to 2029. This will leave a net reserve balance in 2029 of \$44,500 remaining in fund 217. Mayor Pedersen called for a motion increasing the transfer to \$10,000. Motion by Dillan to increase the transfer of \$5,000 resulting in an annual budgeted transfer of \$10,000 and approval for the budget adjustment. Larsen seconded the motion. Motion carried unanimously upon roll call of all council members.

Council discussed fund 216 and reviewed the fund balances and upcoming expenses of the parking lot in Rec Park and the fence replacement on the railroad bridge. After the upcoming expenses are paid, the

available balance will be \$124,811.16. Council discussed reserving \$100,000 for Trimble Park, resulting in a total reserved balance increase of \$175,000 for future maintenance. Mayor Pedersen called for a motion of approval. Motion by Johnson and seconded by Dillan. Motion carried unanimously upon roll call of all council members.

**Public Works – 2022 Street Project Construction Contract approval to Knife River Corp-North Central.** Mayor Pedersen called for a motion to approve the contract to Knife River Corp. – North Central \$432,959.20. Motion by C. Pedersen for approval. Johnson seconded the motion. Motion carried unanimously upon roll call of all council members.

**Public Works – Water Meter replacement-Stantec to assist with preparation of the bid documents.** Mayor Pedersen called for a motion for approval. Motion by Dillan for approval. Johnson seconded the motion. Motion carried unanimously upon roll call of all council members.

**Public Works – Gorecki Center Parking Area Pavement.** Gary will bring back in April.

**Liquor Store –** The Liquor Store Manager provided three quotes for decorative mosaic flooring for the beer cave. The quotes were Swedbro \$6,535 and a top coating cost of \$1,815. The Coating Crew \$6,500 and Extreme coatings \$6,408. Vicki requested to use Swedbro as they are on the state contract program and requested the top coat to prevent it from scrapes. Mayor Pedersen called for a motion to approve Swedbro to be paid from the liquor fund. Motion for approval by C. Pedersen. Johnson seconds the motion. Motion carried unanimously upon roll call of all council members.

**Fire Department –** Jesse stated they have a house burn April 2 north on Hwy 169.

**Planning Commission –**

**Personnel Committee –**

**Budget Committee –**

**Tourism –**

**EDC –**

**Unfinished Business-**

Mayor Pedersen called for a motion to remove the tabled item. Motion by Johnson and seconded by C. Pedersen. 125<sup>th</sup> Anniversary Mural quotes. The City Manager informed the council that we were selected to receive the grant for \$7,133. Quotes were reviewed from Lili Lennox \$9,010, and council selected going with the panels. Greg Preslicka quote \$10,000. Council selected Lili Lennox. Mayor Pedersen called for a motion to approve the quote from Lili Lennox. Motion by Johnson for approval. Larsen seconds the motion. Motion carried unanimously upon roll call of all council members.

Our cost portion of the mural will come from the cost savings we will have from switching IT services.

**New Business**

**AT & T First Amendment to Telecommunications Site Agreement** – AT & T needs to add a generator to the site which will increase the monthly rent \$200.00. The location of the generator will not interfere with traveling in and out of the area. Mayor Pedersen called for a motion for approval. Motion by Larsen for approval. Johnson seconded the motion. Motion carried unanimously upon roll call of all council members.

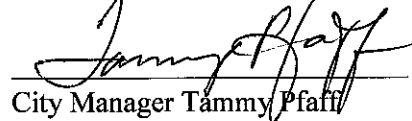
**Adjourn**

With no other business presented before the council, Mayor Pedersen called for a motion to adjourn. Motion by Johnson to adjourn. Larsen seconded the motion. Motion carried unanimously upon roll call of all council members. Meeting adjourned at 7:32 p.m.



Mayor Harold Pedersen

ATTEST:

  
City Manager Tammy Pfaff