

**CITY OF MILACA
COUNCIL MINUTES
November 16, 2023**

Pledge of Allegiance

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: Ken Muller, Norris Johnson, Lindsee Larsen, Laurie Gahm.

Staff present: City Manager Tammy Pfaff, Communications Specialist Mary Mickelson, City Attorney Damien Toven, Assistant City Clerk Deloris Katke, Fire Chief 1 Jesse Gerads, Fire Chief 2 Chris Ehlen, Police Chief Quinn Rasmussen

Others present: Chloe Smith, Chris Carlson from Borgholm Twp., Misty Anderson and Dan Hollenkamp

Approval of the Agenda

Mayor Dillan called for a motion to approve the agenda. Larsen made a motion for approval, seconded by Johnson. Mayor Dillan stated he had a couple of additions: under #10 Reports of Departments, Boards and Commissions, under Airport to add State of MN State Airports Fund Grant Agreement and Resolution #23-40 for Authorization to Execute MN Dept of Transportation Grant Agreement for Airport Improvement Excluding Land Acquisition. With no further discussion, all in favor of the approval of the agenda; motion passed.

Approval of Consent Agenda

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

- a. Approval of the Minutes – October 19, 2023
- b. Approval of Bills
- c. Resolution #23-37 Accepting Donations
- d. Resolution #23-38 Designating Polling Hours and Location
- e. Resolution #23-39 Assessing Unpaid Water Bills

Mayor Dillan called for a motion to approve the consent agenda. Johnson made a motion for approval of Consent Agenda, seconded by Gahm. 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 Hearings: None

Requests and Communications:

Misty Anderson-Intersection of 3rd Ave NW and 2nd St NW: Misty was present to discuss the stop sign at 3rd Ave NW and 2nd St NW. Specifically on the south side stop sign coming up from Rec Park. Misty stated she herself has personally almost t-boned four vehicles in the past 12 months. Misty had posted on facebook if other people feel the signage is unclear and out of the 12 responses she got, most agreed that that intersection was confusing. Misty stated that she noted of the signs at seven intersections along 3rd Ave NW from 2nd St NW to 10 St NW, 2nd St NW is the only one with a stop sign. All the other intersections had yield signs. Some feel this may be confusing because there is a pedestrian crossing sign above that sign, a mixture of signage on the road (some yield, some stop) or because a vehicle coming up the hill feels they don't have to stop. There is only a 2 way stop with 3rd Ave NW having the right of way. Some suggestions that community members posted was taking away that pedestrian sign on top of the stop sign, extend no parking area because since the Building Center has sold, parking has increased on 3rd Ave NW and is hard to see on-coming traffic, adding a sign that says cross traffic does not stop, a red blinking light, replace current stop sign with a solar stop sign or replacing with a 4 way stop. These are ideas from the facebook page and I would like the council to consider implementing them in order to make this intersection safer.

Fire Chief Gerads commented that there were no stop signs from Hwy 23 to 4th on 3rd Ave NW so it wouldn't be a terrible idea to put a stop sign to at least slow them down. More discussion ensued on traffic.

Ordinances and Resolutions

Ordinance #517 Fire Service Charges-Second Reading: Mayor Dillan called for a motion to approve the second reading of Fire Service Charges. Motion by Johnson to approve, seconded by Muller. Gahm questioned if both the fire department and ambulance charge. Fire Chief Gerads stated it depends on the type of call. Most of time for medical calls they don't bill. It's kind of a discretionary call. No further discussion. All in favor to approve second reading of Ordinance #517 Fire Service Charges, motion passes.

Reports of Departments, Boards and Commissions

City Manager – City Manager Pfaff the open house for the airport road went pretty well. We have residents that still need to come in and sign their easements.

Police – Chief Quinn stated the quote from RW Builders for the police remodel came in at \$16,660.00 but that is only if both the Dep Reg and Police projects were done together. Baas Construction came in at \$13,460.00. My recommendation is to go with Baas Construction. Mayor Dillan called for a motion to approve the quote from Baas Construction in the amount of \$13,460.00. Motion by Johnson, seconded by Muller. No further discussion. All in favor; motion passed.

Public Works – City Manager Pfaff stated there is a parking issue for downtown. Chief Rasmussen did suggest maybe something like parking passes. We would need a motion by council if you decide to do this. The only drawback would be how would it get plowed. If they were assigned parking, each person would be responsible for clearing their own spot. This and other questions would need to be looked at before implementing anything. Chief Rasmussen commented that another rule for parking permits was to set clearing hours set by Public Works like 7 am. City Manager Pfaff suggested to bring back some ideas, etc. for next council meeting and take a look at it next month.

Public Works – Dep Reg Quotes: City Manager Pfaff stated there was a quote from Baas Construction for \$39,771.00 and a quote from RW Builders for \$57,990.00. The quote from Covenant Security Equipment for \$15,659.02 is under state bid. Baas is lower quote on this one. Dep Reg did get \$23,000.00 from the state in early October to be used toward this project. The balance would come from the 2024 budget. The Dep Reg offices would be housed in the council room during the construction.

Mayor Dillan called for a motion to accept the quote from Baas Construction in the amount of \$39,771.00. Motion made by Johnson, seconded by Gahm. No further discussion. Motion passed to accept the quote from Baas Construction.

Fire Department – Fire Chief 1 Gerads stated the handout were the number of fire calls for their fiscal year ending October 31 with a total of 135 calls. FEMA grant is pushed to this spring.

Planning and Zoning: Planning Commission –Public Hearing on 11-13-23 for Zoning Fees Increase Ordinance #518 Zoning Fees Charges-First Reading. Mayor Dillan called for a motion to approve Ordinance #518. Motion made by Muller, seconded by Larsen. No further discussion. Motion for first reading Ordinance #518 passes.

Planning Commission-Public Hearing on 11-13-23 for Zoning Amendment 156.036(E)(9) Ordinance #519 Amending Zoning #156.036(E)(9) – First Reading. Mayor Dillan called for a motion to approve Ordinance #519 Amending Zoning #156.036(E)(9). Motion made by Gahm, seconded by Johnson. Johnson further stated he was the one that requested this change due to society and culture changing. More people are going to smaller more efficient living. The trend is getting away from single family homes. Another reason was because there are other rental properties in town that are in the shadows and hopefully this ordinance would bring them out of the shadows and comply with rental ordinances that would allow the city to inspect the rentals and bring into compliance. This change would possibly increase the value of properties. Another change was to drop the minimum lot size of 10,000 square feet. A lot of the lots in town don't even meet this minimum due to small lots. Properties would also need to meet the parking requirements. City Manager Pfaff stated there was some discussion with the Planning Commission about the possibility of this opening up for tiny houses but they didn't see a problem with this. With no further discussion, first reading of Ordinance #519 passes.

Planning Commission Vacancies: City Manager Pfaff stated Pam Novak has resigned from the Planning Commission effective December 31, 2023. Greg Kuperus was appointed to the Planning Commission.

Airport: State of MN Airports Fund Grant Agreement- Mayor Dillan called for a motion. Motion made by Muller, seconded by Johnson. No further discussion. All in favor. The State of MN Airports Fund Grant passes.

Resolution #23-40 Resolution for Authorization to Execute MN Dept of Transportation Grant Agreement for Airport Improvement Excluding Land Acquisition. Mayor Dillan called for a motion for approval. Motion made by Johnson, seconded by Gahm. No further discussion. All in favor, Resolution #23-40 Resolution for Authorization to Execute MN Dept of Transportation Grant Agreement for Airport Improvement Excluding Land Acquisition passes.

Committees

Budget – Tourism Budget for Review only. Mary is working on Sherpa. Mary Mickelson stated Sherpa is a company that hires content creators to come to your area that you want to promote and see what can be done as far as marketing. Once they (Sherpa) complete their Instagram stories and adventures, The

Milaca Area Tourism Board would own all the rights so then we would be able to use that in marketing, advertising, us it on our website and facebook and Explore Minnesota. City Manager Pfaff stated the Milaca Area Tourism Board is setting up to be a 501(c)6.

EDC – Mayor Dillan stated the City of Milaca had a meeting with Sam Johnson and his engineer and a couple of other people about a week ago out at the property by the bypass to review plans and see the layout. Sam hopes to get going by next summer.

Unfinished Business

Miscellaneous

New Business-Tri-Cap Lease Renewal: City Manager Pfaff stated the only change is Tri-Cap went to a 2 year lease instead of a 3 year lease. Mayor Dave Dillan called for a motion to approve lease with Tri-Cap. Motion made by Johnson, seconded by Larsen. No further discussion. All in favor, motion to approve Tri-Cap lease for 2 year passes.

Call for a Special Meeting for Final Budget and Tax Levy: Mayor Dillan called for a motion to set December 13, 2023 at 6:00 p.m. for a Special Meeting for Final Budge and Tax Levy. Motion made by Muller, seconded by Johnson. No further discussion. All in favor, motion passes.

Council Comments

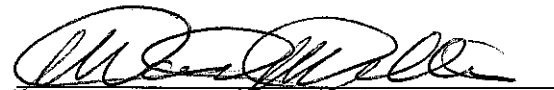
Councilmember Muller thanked Misty Anderson for her presentation on the stop sign.

Mayor Dillan stated that Doug Olson, one of the FFA teachers at Milaca School, asked if signs with the FFA logo could be put up in our community. Mayor Dillan thought it was a good idea since FFA is a big part of this community.


Mayor Dillan asked if the regular council meeting in January and February could be changed due to conflicts with his schedule. Discussion ensued. January 17th and February 21st were decided. Mayor Dillan called for a motion to approve January 17th and February 21st for regular council meetings. Motion made by Johnson, seconded by Gahm. No further discussion. All in favor. Motion passes.

Adjourn:

Mayor Dillan called for a motion to adjourn. Muller made a motion to adjourn, seconded by Larsen. No further discussion. All in favor; motion carried. Meeting adjourned at 7:11 p.m.


Mayor Dave Dillan

Attest:


City Manager Tammy Pfaff