

MILACA CITY COUNCIL AGENDA  
OCTOBER 16, 2008

6:30

Call meeting to order  
Roll Call

Consent Agenda

Minutes

Bills for payment

Call for special meeting on Oct. 21 to consider demolition bids

Call for special meeting on Nov. 6 at 6 p.m. to canvas election results

Resolution No. 08 – 50 Appreciation for Darryl Stimmler

Resolution No. 08 – 51 Assessing unpaid water and sewer bills

Resolution No. 08 – 52 Assessing mowing charges

Resolution No. 08 – 53 Assessing unpaid fire charge

Approve Water Emergency and Conservation plan

Appoint Cindy Biederman to Parks commission

City Treasurer's report

Citizens Forum

Public Hearing

Requests and Communications

Jim's Mille Lacs Disposal

Ordinances and Resolutions

Ordinance No. 378 – Resplitting lots

Ordinance No. 379 – Amending liquor ordinance

Ordinance No. 380 – Amending WAC and SAC rates

Ordinance No. 381 – Natural Gas Franchise

Reports of Boards and Commissions

Planning commission

Economic Development commission

Airport commission

Parks commission

Downtown Initiative

Unfinished Business

New Business

Council Comments

Adjourn

**This agenda and attachments are available on the city's website, [www.cityofmilaca.org](http://www.cityofmilaca.org)**

MILACA CITY COUNCIL MINUTES  
SEPTEMBER 11, 2008

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: Totzke, Dillan, Bekius, and Judd.

Staff present: Lerud, Gann, and Mott.

Others present: Jan Kolb, Russ Jude, Mitch and Edie Kuperus, Zach Jorgensen, Ken Muller, Martin Shir, John Przymus, Terry Boltjes, Stacey Weidewitsch, Eric Minks, and Jeremy Hawley.

Motion by Totzke, second by Bekius to approve the consent agenda:

1. Minutes of the August 21 regular Council meeting.
2. General bills, 8198E-8202E, #35328-35334, #35405-35409, #35411, #35413-35461, totaling \$295,753.88; Liquor bills, 908029E-908033, #20701-20713, #20745-20759, totaling \$138,221.47.
3. Adopting policy on lot resplits, with corrected title.
4. Temporary gambling permit for Zion Lutheran Church.
5. Temporary gambling permit for Trinity Lutheran Church

Unanimous consent.

Dick Schieffer arrived at 6:35 p.m.

Mayor Pedersen opened citizen's forum and invited anyone to speak to an item not on the agenda. No one came forward. Mayor Pedersen closed citizen's forum.

Greg Moyer arrived at 6:40 p.m.

Mayor Pedersen introduced Zach Jorgensen. Zach is a student at the University of Minnesota and has been working with the city and Healthy Community Partnership group to prepare some visual ideas for downtown. He went through his renderings of pedestrian walkways, park improvements, and tying Rec Park and the river to downtown. Mayor Pedersen thanked him for his work. Council member Dillan said he appreciated all the work that Jorgensen put into the project, and his ideas are a starting point for continuing discussion.

A letter of appreciation from the City of Bock was presented. A letter from the Mille Lacs County Sheriff was presented. No action taken on either.

Paul Jackson arrived at 6:50 p.m.

Council member Bekius offered Resolution No. 08-49 and moved for its adoption, second by Judd

RESOLUTION NO. 08 – 49  
RESOLUTION APPROVING THE PRELIMINARY 2009 BUDGET AND PROPOSED  
2009 TAX LEVY  
(entire text appears in Resolution book)

Mayor Pedersen said the process for the budget discussion will be as follows: There would first be a time for the public to comment, then the council will go through the budget department by department and fund by fund. Following that there would then be a time for public comment.

Mayor Pedersen asked for any comments from the public. There were none. The council went through the budget. Mayor Pedersen asked if the council should include a project on SW River Drive. The consensus was not to take any action until the decision was made as to the location of water and sewer mains under that street.

Bob Wig arrived at 7:10 p.m.

Mayor Pedersen asked for comments from the public. Eric Minks expressed concern about the police department reorganization being considered. Mitch Kuperas asked if the population was going down in Milaca. Jan Kolb said she was concerned that the new part time shifts would not be able to be filled. A discussion followed about the police department budget.

Upon voting for the Resolution, all voted in favor.

There was no planning commission meeting so there was no report.

The economic development commission meets next week so there was no report.

The written airport commission report was presented.

Mayor Pedersen said there was not a park commission meeting, but the skate park equipment was installed by volunteers and donated time from Ultimate Exteriors. He thanked all who help raise funds and who donated to the project.

Council member Dillan said the Healthy Community Partnership group had a meeting last month and continues to work on their focus groups.

Lerud said that at the last meeting the Council asked staff to come back with recommendations on the storm sewer ditch south of 5<sup>th</sup> Street SW. Lerud said Burklund got an estimate to install 300 feet of storm sewer pipe for \$45,000. Lerud said he spoke with the DNR and they were not in favor of installing a pipe, and in fact, they said they

would prefer a storm pond be installed just south of 5<sup>th</sup> that would allow time for the solids to settle out. Lerud said that would be a good and less expensive option than the pipe, except there is not enough right-of-way to construct it. He said he walked the ditch a couple of weeks ago and there does appear to be a weed problem, and if they were cut, it might solve the problem.

Mayor Pedersen suggested that the ditch be burned off this fall or next spring, as a starting point. Wig said it would be a work in progress.

Lerud presented a resolution regarding the number of garage sales that can be held in a year, and an ordinance relating to truck parking that was not included in the city code. Lerud said these were passed by the council years ago, but are not enforceable. He asked if the council wanted to create ordinances on these matters. The consensus of the council was to have the city attorney prepare ordinances for consideration at the next meeting.

Mayor Pedersen called for council comments.

Mayor Pedersen thanked the Treasurer and City Manager for their work on the budget.

Council member Bekius said that park usage, particularly in Reineke Park, increased substantially and he credited Moyer and his staff for their great work in the parks.

Council member Dillan said the Mega cross country meet is next Saturday. He said 115 schools have registered with about 3,500 runners.

With no other business a motion to adjourn was made by Judd, second by Totzke, all voted in favor and the meeting adjourned at 7:40 p.m.

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Mayor Harold Pedersen

ATTEST

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Greg Lerud, City Manager

**\*Check Detail Register©**

SEPTEMBER 2008

Check Amt Invoice Comment

**10100 General Bank**

Paid Chk#	008230E	9/18/2008	CENTERPOINT ENERGY MINNEGASCO		
E 208-49010-381	Utilities		\$15.98	5813915	NATURAL GAS-SR CENTER
E 101-45600-381	Utilities		\$15.98	5817670	NATURAL GAS-HISTORICAL SOCIETY
E 101-43000-381	Utilities		\$80.26	5826633	NATURAL GAS-PW
E 101-41940-381	Utilities		\$25.45	5831068	NATURAL GAS-CITY HALL
E 101-42280-381	Utilities		\$22.26	6122593	NATURAL GAS-FIRE
E 602-49400-381	Utilities		\$57.27	6672186	NATURAL GAS-LIBRARY
E 101-45500-381	Utilities		\$60.72	7142283	NATURAL GAS-WATER TRMT
<b>Total CENTERPOINT ENERGY MINNEGASCO</b>			<b>\$277.92</b>		

Paid Chk#	008231E	9/7/2008	EAST CENTRAL ENERGY		
E 603-49450-381	Utilities		\$34.00	201875902	ELECTRIC
E 200-46500-437	Other Miscellaneous		\$50.67	203902702	ELECTRIC-CREAMERY
E 603-49450-381	Utilities		\$66.92	203981301	ELECTRIC
E 101-43000-380	Street Lights		\$2,651.74	204619700	ELECTRIC
E 101-45200-381	Utilities		\$48.41	205400900	ELECTRIC
E 602-49400-381	Utilities		\$1,312.08	206041500	ELECTRIC
E 101-45500-381	Utilities		\$899.03	206085200	ELECTRIC
E 101-45200-381	Utilities		\$37.13	5379600	ELECTRIC
E 101-49810-381	Utilities		\$104.18	5448100	ELECTRIC
E 101-42110-437	Other Miscellaneous		\$59.14	6302100	ELECTRIC
E 603-49450-381	Utilities		\$82.51	6678100	ELECTRIC
E 101-42280-381	Utilities		\$190.27	6751501	ELECTRIC
E 200-46500-437	Other Miscellaneous		\$17.75	6922402	ELECTRIC-DRYING PLANT
E 101-42280-381	Utilities		\$349.49	7546001	ELECTRIC
E 101-41940-381	Utilities		\$813.15	8145502	ELECTRIC
E 101-49810-381	Utilities		\$76.75	830700	ELECTRIC
E 101-49810-381	Utilities		\$61.84	831000	ELECTRIC
E 101-43000-380	Street Lights		\$231.97	831300	ELECTRIC
E 101-43000-381	Utilities		\$567.69	831500	ELECTRIC
E 603-49450-381	Utilities		\$486.09	832000	ELECTRIC
E 602-49400-381	Utilities		\$87.75	832100	ELECTRIC
E 101-45600-381	Utilities		\$130.87	832400	ELECTRIC
E 603-49450-381	Utilities		\$81.15	832500	ELECTRIC
E 603-49450-381	Utilities		\$99.22	832600	ELECTRIC
E 602-49400-381	Utilities		\$199.72	833100	ELECTRIC
E 602-49400-381	Utilities		\$60.37	833300	ELECTRIC
E 101-45200-381	Utilities		\$35.43	833400	ELECTRIC
E 101-45200-381	Utilities		\$224.97	833600	ELECTRIC
E 208-49010-381	Utilities		\$175.62	9084202	ELECTRIC
E 602-49400-381	Utilities		\$995.84	970110800	ELECTRIC
E 101-42110-437	Other Miscellaneous		\$28.92	97017300	ELECTRIC
<b>Total EAST CENTRAL ENERGY</b>			<b>\$10,260.67</b>		

Paid Chk#	008232E	9/15/2008	MILACA LOCAL LINK		
E 619-49900-321	Telephone		\$96.07	320-982-1099	PHONE SERVICE-DEP REG
E 101-45500-321	Telephone		\$36.91	320-982-1549	ALARM LINE - LIBRARY
E 101-42280-321	Telephone		\$86.72	320-982-3465	PHONE SERVICE-FIRE
<b>Total MILACA LOCAL LINK</b>			<b>\$219.70</b>		

Paid Chk#	008233E	9/8/2008	UNION SECURITY INSURANCE CO.		
G 101-21707	Disability		\$299.63	4022335-0-1	LTD
<b>Total UNION SECURITY INSURANCE CO.</b>			<b>\$299.63</b>		

Paid Chk#	008235E	9/18/2008	UNITED CARRIER NETWORKS		
E 101-42280-321	Telephone		\$7.73	4020342	LONG DISTANCE SERVICE-FIRE
E 101-41940-321	Telephone		\$59.25	4020370	LONG DISTANCE SERVICE-CITY HALL

**\*Check Detail Register©**

**SEPTEMBER 2008**

	Check Amt	Invoice	Comment
E 101-43000-321 Telephone	\$4.19	4020375	LONG DISTANCE SERVICE-PW
E 101-42110-321 Telephone	\$50.59	4021370	LONG DISTANCE SERVICE-PD
E 619-49900-321 Telephone	\$12.36	4021396	LONG DISTANCE SERVICE-DEP REG
E 101-41940-321 Telephone	\$12.58	4021397	LONG DISTANCE SERVICE-LIQUOR
E 602-49400-321 Telephone	\$2.73	4021432	LONG DISTANCE SERVICE-WATER
E 101-45200-321 Telephone	\$6.38	4580547	LONG DISTANCE SERVICE-PARKS
<b>Total UNITED CARRIER NETWORKS</b>	<u>\$155.81</u>		
<b>10100 General Bank</b>			<b>\$11,213.73</b>

**Fund Summary**

	10100 General Bank
101 GENERAL FUND	\$7,279.63
200 ECONOMIC DEV. FUND	\$68.42
208 CHARITABLE GAMBLING FUND	\$191.60
602 WATER FUND	\$2,715.76
603 SEWER FUND	\$849.89
619 DEPUTY REGISTRAR FUND	\$108.43
	<u>\$11,213.73</u>

**\*Check Detail Register©**

OCTOBER 2008

Check Amt Invoice Comment

**10100 General Bank**

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
<b>10100 General Bank</b>					
Paid Chk# 035478	10/16/2008	<b>ADVANCED BAR CODE SOLUTIONS</b>			
E 619-49900-240		Small Tools and Minor Equip	\$46.89	19540	BAR CODE SCANNER STAND
		<b>Total ADVANCED BAR CODE SOLUTIONS</b>	\$46.89		
Paid Chk# 035479	10/16/2008	<b>ALERT ALL CORPORATION</b>			
E 101-42280-217		Other Operating Supplies	\$717.44	8090841	FIRE PREVENTION
		<b>Total ALERT ALL CORPORATION</b>	\$717.44		
Paid Chk# 035480	10/16/2008	<b>AMERIPRIDE</b>			
E 101-45500-310		Other Professional Services	\$23.83	S538166	RUGS-LIBRARY
E 619-49900-310		Other Professional Services	\$14.98	S538167	RUGS-DEP REG
E 101-41940-310		Other Professional Services	\$6.50	S538167	RUGS-CITY HALL
E 101-45500-217		Other Operating Supplies	\$54.14	S543048	SOAP
E 101-45500-310		Other Professional Services	\$23.83	S543048	RUGS-LIBRARY
E 619-49900-310		Other Professional Services	\$14.98	S543049	RUGS-DEP REG
E 101-41940-310		Other Professional Services	\$6.50	S543049	RUGS-CITY HALL
		<b>Total AMERIPRIDE</b>	\$144.76		
Paid Chk# 035481	10/16/2008	<b>BONESTROO ROSENE ANDERLIK</b>			
E 602-49400-303		Engineering Fees	\$504.00	158433	2006 WATERTMT PLANT
E 602-49400-303		Engineering Fees	\$882.00	159383	2006 WATERTMT PLANT
E 101-43000-303		Engineering Fees	\$386.86	160561	COUNTY SITE PLAN
E 603-49450-303		Engineering Fees	\$218.00	160562	MPCA WELL DATA
E 101-43000-303		Engineering Fees	\$556.25	160563	2008 SEALCOAT
E 501-43100-303		Engineering Fees	\$1,445.52	160565	169 INDUSTRIAL PARK
E 602-49400-303		Engineering Fees	\$393.75	160566	2008 WELL HOUSE
E 602-49400-303		Engineering Fees	\$123.00	160567	08-09 GIS MAPPING
E 603-49450-303		Engineering Fees	\$123.00	160567	08-09 GIS MAPPING
		<b>Total BONESTROO ROSENE ANDERLIK</b>	\$4,632.38		
Paid Chk# 035482	10/16/2008	<b>BRAUN INTERTEC</b>			
E 200-46500-310		Other Professional Services	\$276.75	298970	CREAMERY/SUPERIOR FEED SVCS
E 200-46500-310		Other Professional Services	\$3,186.00	299750	CREAMERY/DRYING PLANT DEMO
		<b>Total BRAUN INTERTEC</b>	\$3,462.75		
Paid Chk# 035483	10/16/2008	<b>CAPP, INC.</b>			
E 603-49450-217		Other Operating Supplies	\$124.70	656041	CHART PAPER
		<b>Total CAPP, INC.</b>	\$124.70		
Paid Chk# 035484	10/16/2008	<b>CORNER MART</b>			
E 101-45200-212		Auto Expense (Fuel/Repair)	\$316.83		GAS-PARKS
E 101-43000-212		Auto Expense (Fuel/Repair)	\$855.16		GAS-PW
E 101-42110-212		Auto Expense (Fuel/Repair)	\$956.31		GAS-PD
E 208-49020-406		Trail Maintenance	\$30.91		GAS-TRAILS
E 700-50000-212		Auto Expense (Fuel/Repair)	\$157.00		GAS-JP
E 602-49400-212		Auto Expense (Fuel/Repair)	\$40.50		GAS-WATER
E 101-49810-212		Auto Expense (Fuel/Repair)	\$143.77		GAS-AIRPORT
		<b>Total CORNER MART</b>	\$2,500.48		
Paid Chk# 035485	10/16/2008	<b>DEATONS MAILING SYSTEMS</b>			
E 101-41940-201		Accessories (paper, pens, etc)	\$45.37	25414	POSTAGE LABELS
		<b>Total DEATONS MAILING SYSTEMS</b>	\$45.37		
Paid Chk# 035486	10/16/2008	<b>DOVE FRET LAND &amp; VAN VALKENBURG</b>			
E 101-41610-304		Legal Fees	\$875.00	50747	CIVIL RETAINER
E 101-41610-304		Legal Fees	\$3,114.15	50748	CRIMINAL RETAINER

**\*Check Detail Register©**

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			Check Amt	Invoice	Comment
<b>tal DOVE FRETLAND &amp; VAN VALKENBURG</b>			\$3,989.15		
Paid Chk#	10/16/2008	<b>EGGEN'S DIRECT SERVICE</b>			
E 208-49020-406	Trail Maintenance		\$61.80		GAS-TRAILS
E 101-43000-212	Auto Expense (Fuel/Repair)		\$211.10		GAS-PW
E 101-42110-212	Auto Expense (Fuel/Repair)		\$14.00		GAS-PD
E 101-45200-212	Auto Expense (Fuel/Repair)		\$251.70		GAS-PARKS
E 101-42280-212	Auto Expense (Fuel/Repair)		\$253.33		GAS-FIRE
<b>Total EGGEN'S DIRECT SERVICE</b>			\$791.93		
Paid Chk#	10/16/2008	<b>EMERGENCY MEDICAL PRODUCTS</b>			
E 101-42110-240	Small Tools and Minor Equip		\$144.35	1099953	BATTERY
E 101-42110-240	Small Tools and Minor Equip		\$71.15	1102326	DEFIB PADS (2 PAIR)
<b>Total EMERGENCY MEDICAL PRODUCTS</b>			\$215.50		
Paid Chk#	10/16/2008	<b>ENVIROBATE METRO INC</b>			
E 404-49100-310	Other Professional Services		\$104,690.00	PAY REQ #1	CREAMERY/DRYING PLANT HAZ MAT PRJ
<b>Total ENVIROBATE METRO INC</b>			\$104,690.00		
Paid Chk#	10/16/2008	<b>FIRE EQUIPMENT SPECIALTIES INC</b>			
E 101-42280-434	Uniforms		\$59.20	5833	GOGGLE KIT w/ATTACHMENTS
<b>Total FIRE EQUIPMENT SPECIALTIES INC</b>			\$59.20		
Paid Chk#	10/16/2008	<b>FIRE INSTRUCTION &amp; RESCUE ED.</b>			
E 101-42280-208	Training and Travel		\$270.00	05668	SCBA TRAINING
<b>Total FIRE INSTRUCTION &amp; RESCUE ED.</b>			\$270.00		
Paid Chk#	10/16/2008	<b>FRONTIER</b>			
E 602-49400-321	Telephone		\$1.92	983-0121	PHONE SVC-WATER
E 101-49810-321	Telephone		\$48.80	983-2648	PHONE SVC-AIRPORT
E 101-41940-321	Telephone		\$184.45	983-3141	PHONE SVC-CITY HALL
E 101-45500-321	Telephone		\$16.20	983-3141	PHONE SVC-LIBRARY
E 101-41940-321	Telephone		\$47.16	983-3142	PHONE SVC-CITY HALL
E 619-49900-321	Telephone		\$88.58	983-3143	PHONE SVC-DEP REG
E 101-42280-321	Telephone		\$47.49	983-3465	PHONE SVC-FIRE
E 101-45200-321	Telephone		\$43.22	983-5729	PHONE SVC-PARKS
E 602-49400-321	Telephone		\$121.75	983-6134	PHONE SVC-WATER
E 101-42110-321	Telephone		\$93.07	983-6166	PHONE SVC-POLICE
E 101-43000-321	Telephone		\$99.51	983-6547	PHONE SVC-PW
<b>Total FRONTIER</b>			\$792.15		
Paid Chk#	10/16/2008	<b>GALL'S INC.</b>			
E 101-42110-437	Other Miscellaneous		\$128.67	595910170002	FLARES(3)/OXYGEN BAG
<b>Total GALL'S INC.</b>			\$128.67		
Paid Chk#	10/16/2008	<b>GANN, TRACY</b>			
E 101-41510-208	Training and Travel		\$99.91		2008 TIF BASICS TRNG
<b>Total GANN, TRACY</b>			\$99.91		
Paid Chk#	10/16/2008	<b>GOLDSMITH, JAMES</b>			
E 700-50000-208	Training and Travel		\$48.50		MILEAGE
<b>Total GOLDSMITH, JAMES</b>			\$48.50		
Paid Chk#	10/16/2008	<b>GRANITE ELECTRONICS</b>			
E 101-42110-226	Radio Repair		\$83.60	440626	RADIO EQUIPMENT
<b>Total GRANITE ELECTRONICS</b>			\$83.60		
Paid Chk#	10/16/2008	<b>HACH COMPANY</b>			
E 602-49400-217	Other Operating Supplies		\$477.97	5909449	TESTING SUPPLIES

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			Check Amt	Invoice	Comment
E 602-49400-240	Small Tools and Minor Equip		\$3,207.78	5916522	TESTER
	<b>Total HACH COMPANY</b>		<b>\$3,685.75</b>		
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Paid Chk# 035498	10/16/2008	<b>HALI-BRITE INC.</b>			
E 101-49810-217	Other Operating Supplies		\$212.07	14193	LIGHT BULBS
	<b>Total HALI-BRITE INC.</b>		<b>\$212.07</b>		
<hr/>					
Paid Chk# 035499	10/16/2008	<b>HARDY AUTO PARTS</b>			
E 101-43000-221	Equipment Parts/Repairs		\$78.98	3141	BATTERY
E 101-43000-221	Equipment Parts/Repairs		\$18.98	3141	OIL FILTER/ANTIFREEZE
	<b>Total HARDY AUTO PARTS</b>		<b>\$97.96</b>		
<hr/>					
Paid Chk# 035500	10/16/2008	<b>HARTMAN, PAMELA</b>			
E 619-49900-208	Training and Travel		\$56.24		MV/DL ANNL TRNG
E 619-49900-208	Training and Travel		\$34.58		MDRA ANNL MTG
	<b>Total HARTMAN, PAMELA</b>		<b>\$90.82</b>		
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Paid Chk# 035501	10/16/2008	<b>HAWKINS, INC.</b>			
E 602-49400-216	Chemicals and Chem Products		\$2,773.09	1232306	CHEMICALS
	<b>Total HAWKINS, INC.</b>		<b>\$2,773.09</b>		
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Paid Chk# 035502	10/16/2008	<b>HENCHEN, KANDACE</b>			
E 619-49900-208	Training and Travel		\$6.83		MV/DL ANNL TRNG
	<b>Total HENCHEN, KANDACE</b>		<b>\$6.83</b>		
<hr/>					
Paid Chk# 035503	10/16/2008	<b>HJORT EXCAVATING</b>			
E 101-49810-530	Improv Other Than Bldgs		\$1,000.00	2008.320	CULVERT EXTENSIONS
	<b>Total HJORT EXCAVATING</b>		<b>\$1,000.00</b>		
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Paid Chk# 035504	10/16/2008	<b>JOHNSON OIL CO.</b>			
E 101-42110-212	Auto Expense (Fuel/Repair)		\$31.09		SERVICE 07 SQUAD
E 101-42110-212	Auto Expense (Fuel/Repair)		\$41.69		SERVICE 05 SQUAD
	<b>Total JOHNSON OIL CO.</b>		<b>\$72.78</b>		
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Paid Chk# 035505	10/16/2008	<b>K.E.E.P.R.S.</b>			
E 101-42110-221	Equipment Parts/Repairs		\$63.88	99649	SQUAD LIGHT BATTERY
E 101-42110-434	Uniforms		\$390.22	99649-01	UNIFORM-NAUMANN
E 101-42110-434	Uniforms		\$56.99	99649-02	PANTS-NAUMANN
	<b>Total K.E.E.P.R.S.</b>		<b>\$511.09</b>		
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Paid Chk# 035506	10/16/2008	<b>KATKE, DELORIS</b>			
E 101-43000-384	Refuse/Garbage Disposal		\$15.00		REIMB PW APPLIANCE RECYCLING
	<b>Total KATKE, DELORIS</b>		<b>\$15.00</b>		
<hr/>					
Paid Chk# 035507	10/16/2008	<b>KDV TECHNOLOGY AND CONSULTING</b>			
E 101-42110-309	EDP, Software and Design		\$50.06		DVD RW DRIVE
E 101-41940-309	EDP, Software and Design		\$825.00		SEPT NETWORK
E 101-42110-309	EDP, Software and Design		\$21.30		NERO 8.3
	<b>Total KDV TECHNOLOGY AND CONSULTING</b>		<b>\$896.36</b>		
<hr/>					
Paid Chk# 035508	10/16/2008	<b>KOCH'S HARDWARE HANK</b>			
E 101-42280-217	Other Operating Supplies		\$6.70		SUPPLIES-FIRE
E 101-45500-217	Other Operating Supplies		\$13.91		SUPPLIES-LIBRARY
E 101-49810-217	Other Operating Supplies		\$40.70		SUPPLIES-AIRPORT
E 101-42110-437	Other Miscellaneous		\$55.31		SUPPLIES-POLICE
E 101-45200-215	Shop Supplies		\$634.49		SUPPLIES-PARKS
E 101-43000-240	Small Tools and Minor Equip		\$61.74		SLEDGEHAMMER-PW
E 101-43000-215	Shop Supplies		\$275.53		SUPPLIES-PW
E 101-45200-437	Other Miscellaneous		\$83.52		PAINT SUPPLIES-PARKS

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			Check Amt	Invoice	Comment
E 208-49020-406	Trail Maintenance		\$5.94		SUPPLIES-TRAILS
E 602-49400-217	Other Operating Supplies		\$69.11		SUPPLIES-WATER
<b>Total KOCH'S HARDWARE HANK</b>			\$1,246.95		
<hr/>					
Paid Chk# 035509	10/16/2008	<b>M.E. PLUMBING &amp; HEATING</b>			
E 101-42280-401	Repairs/Maint Buildings		\$253.29	28409	WATER FILTER & LINE
<b>Total M.E. PLUMBING &amp; HEATING</b>			\$253.29		
<hr/>					
Paid Chk# 035510	10/16/2008	<b>METRO FIRE</b>			
E 101-42280-240	Small Tools and Minor Equip		\$10.36	32648	EQUIPMENT
<b>Total METRO FIRE</b>			\$10.36		
<hr/>					
Paid Chk# 035511	10/16/2008	<b>MEYER'S MILACA BTB</b>			
E 101-45200-240	Small Tools and Minor Equip		\$10.64	2071	MECH STETHESCOPE
E 101-45200-221	Equipment Parts/Repairs		\$17.81	2071	PARTS-PARKS
E 603-49450-240	Small Tools and Minor Equip		\$124.55	2071	JETTER-SEWER
E 208-49020-406	Trail Maintenance		\$74.27	2071	PARTS-TRAILS
<b>Total MEYER'S MILACA BTB</b>			\$227.27		
<hr/>					
Paid Chk# 035512	10/16/2008	<b>MILACA AUTO VALUE</b>			
E 101-43000-221	Equipment Parts/Repairs		\$14.56		PARTS-PW
E 101-42110-221	Equipment Parts/Repairs		\$17.97		PARTS-POLICE
<b>Total MILACA AUTO VALUE</b>			\$32.53		
<hr/>					
Paid Chk# 035513	10/16/2008	<b>MILACA FIRE RELIEF ASSOC.</b>			
E 101-42280-124	Fire Pension Contributions		\$30,499.00		2008 FIRE STATE AID
<b>Total MILACA FIRE RELIEF ASSOC.</b>			\$30,499.00		
<hr/>					
Paid Chk# 035514	10/16/2008	<b>MILACA LAWN &amp; GARDEN</b>			
E 101-43000-221	Equipment Parts/Repairs		\$3.14	106073	SPARK PLUG-PW
E 208-49020-406	Trail Maintenance		\$23.33	108731	CHAIN SHARPENING-PARKS
E 101-43000-221	Equipment Parts/Repairs		\$499.48	108947	PARTS-PW
<b>Total MILACA LAWN &amp; GARDEN</b>			\$525.95		
<hr/>					
Paid Chk# 035515	10/16/2008	<b>MILACA SUPER VALU</b>			
E 101-41410-217	Other Operating Supplies		\$6.90	3141018	SUPPLIES-ELECTION
<b>Total MILACA SUPER VALU</b>			\$6.90		
<hr/>					
Paid Chk# 035516	10/16/2008	<b>MILACA UNCLAIMED FREIGHT</b>			
E 101-45200-221	Equipment Parts/Repairs		\$23.54		PARTS-PARKS
E 101-43000-240	Small Tools and Minor Equip		\$16.55		PARTS-PW
<b>Total MILACA UNCLAIMED FREIGHT</b>			\$40.09		
<hr/>					
Paid Chk# 035517	10/16/2008	<b>MILLE LACS COUNTY TIMES</b>			
E 101-41940-433	Dues and Subscriptions		\$26.00		SUBSCRIPTION RENEWAL
<b>Total MILLE LACS COUNTY TIMES</b>			\$26.00		
<hr/>					
Paid Chk# 035518	10/16/2008	<b>MN COPY SYSTEMS, INC.</b>			
E 101-41940-310	Other Professional Services		\$205.93	11909	CORRECT CHK#35380
E 619-49900-310	Other Professional Services		(\$205.93)	11909	CORRECT CHK#35380
E 101-41940-310	Other Professional Services		\$125.69	15787	COPIER MAINTENANCE
E 619-49900-310	Other Professional Services		\$59.75	15787	COPIER MAINTENANCE
<b>Total MN COPY SYSTEMS, INC.</b>			\$185.44		
<hr/>					
Paid Chk# 035519	10/16/2008	<b>MN VALLEY TESTING LABS</b>			
E 602-49400-310	Other Professional Services		\$66.00	413645	TESTING
<b>Total MN VALLEY TESTING LABS</b>			\$66.00		
<hr/>					
Paid Chk# 035520	10/16/2008	<b>ONE CALL CONCEPTS</b>			

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			Check Amt	Invoice	Comment
E 602-49400-310	Other Professional Services		\$42.05	8091340	SEPT LOCATES
	<b>Total ONE CALL CONCEPTS</b>		\$42.05		
<hr/>					
Paid Chk# 035521	10/16/2008	<b>PRAHL, DARLENE</b>			
E 619-49900-208	Training and Travel		\$5.98		MV/DL ANNL TRNG
	<b>Total PRAHL, DARLENE</b>		\$5.98		
<hr/>					
Paid Chk# 035522	10/16/2008	<b>PREUSSER CONSTRUCTION INC</b>			
E 602-49400-520	Buildings and Structures		\$14,011.69	PAY REQ #3	WELL HOUSE
	<b>Total PREUSSER CONSTRUCTION INC</b>		\$14,011.69		
<hr/>					
Paid Chk# 035523	10/16/2008	<b>PSYCHOTHERAPEUTIC RESOURCES</b>			
E 101-42110-305	Medical and Dental Fees		\$21.34		PSYCH - Z ROBERTSON
	<b>Total PSYCHOTHERAPEUTIC RESOURCES</b>		\$21.34		
<hr/>					
Paid Chk# 035524	10/16/2008	<b>QUILL CORPORATION</b>			
E 602-49400-201	Accessories (paper, pens, etc)		\$45.24	1086548	RECEIPT BOOKS-WATER
E 603-49450-201	Accessories (paper, pens, etc)		\$45.23	1086548	RECEIPT BOOKS-SEWER
E 603-49450-201	Accessories (paper, pens, etc)		\$3.41	1241299	CALENDAR
E 607-42400-201	Accessories (paper, pens, etc)		\$19.61	1241299	CALENDARS
E 602-49400-201	Accessories (paper, pens, etc)		\$128.69	1241299	CALENDARS/TONER
E 101-43000-217	Other Operating Supplies		\$36.44	1241299	CALENDARS
E 101-41310-201	Accessories (paper, pens, etc)		\$9.81	1241299	CALENDAR
E 101-45200-215	Shop Supplies		\$13.43	1241299	CALENDARS
E 101-41940-201	Accessories (paper, pens, etc)		\$13.53	1241299	CALENDAR/LIQUID PAPER
E 619-49900-201	Accessories (paper, pens, etc)		\$11.77	1241299	CALENDAR
E 101-41510-201	Accessories (paper, pens, etc)		\$13.73	1241299	CALENDAR
E 101-42110-201	Accessories (paper, pens, etc)		\$79.66	1317224	SUPPLIES-PD
E 101-42280-217	Other Operating Supplies		\$78.79	1384904	PAPER TOWELS-FIRE
E 603-49450-201	Accessories (paper, pens, etc)		\$16.76	1558978	ROLODEX SUPPLIES-SEWER
E 602-49400-201	Accessories (paper, pens, etc)		\$16.77	1558978	ROLODEX SUPPLIES-WATER
E 101-41940-201	Accessories (paper, pens, etc)		\$17.55	1558978	PAPER-CITY
	<b>Total QUILL CORPORATION</b>		\$550.42		
<hr/>					
Paid Chk# 035525	10/16/2008	<b>ROHMAN LAWN CARE</b>			
E 101-49200-450	Unallocated		\$135.00	13944	MOWING
	<b>Total ROHMAN LAWN CARE</b>		\$135.00		
<hr/>					
Paid Chk# 035526	10/16/2008	<b>SPRINT PCS</b>			
E 101-43000-321	Telephone		\$30.43	613620816	OCT CELL SVC
E 101-45200-321	Telephone		\$30.42	613620816	OCT CELL SVC
E 101-42280-321	Telephone		\$30.43	613620816	OCT CELL SVC
	<b>Total SPRINT PCS</b>		\$91.28		
<hr/>					
Paid Chk# 035527	10/16/2008	<b>STREICHER'S</b>			
E 101-42110-434	Uniforms		\$228.33	1551372	TRAFFIC SAFETY VESTS
E 101-42110-434	Uniforms		\$42.58	1555138	BADGE & COLLAR BRASS
	<b>Total STREICHER'S</b>		\$270.91		
<hr/>					
Paid Chk# 035528	10/16/2008	<b>THE AUTO CLUB GROUP</b>			
E 101-42110-437	Other Miscellaneous		\$65.00	3265	CROSSING GUARD FLAGS
	<b>Total THE AUTO CLUB GROUP</b>		\$65.00		
<hr/>					
Paid Chk# 035529	10/16/2008	<b>TRAUT WELLS</b>			
E 101-49810-530	Improv Other Than Bldgs		\$4,948.50	209847	AIRPORT WELL INSTALL
	<b>Total TRAUT WELLS</b>		\$4,948.50		
	<b>10100 General Bank</b>		\$185,467.08		

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## Fund Summary

	10100 General Bank	
101 GENERAL FUND	\$51,751.84	
200 ECONOMIC DEV. FUND	\$3,462.75	
208 CHARITABLE GAMBLING FUND	\$196.25	
404 TIF# 1-10 DOWNTOWN	\$104,690.00	
501 INDUSTRIAL PARK PROJ.	\$1,445.52	
602 WATER FUND	\$22,905.31	
603 SEWER FUND	\$655.65	
607 BLDG INSPECTION FUND	\$19.61	
619 DEPUTY REGISTRAR FUND	\$134.65	
700 BRAHAM-MILACA JOINT POWERS	\$205.50	
	<hr/>	
	\$185,467.08	

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**10100 General Bank**

<b>Paid Chk# 035412 9/9/2008 THE DRIVE IN</b>					
E 101-41410-217	Other Operating Supplies	\$113.33			ELECTION JUDGE MEALS 9/9/08
<b>Total THE DRIVE IN</b>		\$113.33			
<b>Paid Chk# 035462 9/10/2008 MILACA BLDG CENTER</b>					
E 619-49900-217	Other Operating Supplies	\$6.23	3141		SUPPLIES-DEP REG
E 101-43000-215	Shop Supplies	\$20.19	3141		SUPPLIES-PW
E 101-49810-217	Other Operating Supplies	\$23.09	3141		SUPPLIES-AIRPORT
E 101-45200-437	Other Miscellaneous	\$85.94	3141		SUPPLIES-PARKS
<b>Total MILACA BLDG CENTER</b>		\$135.45			
<b>Paid Chk# 035463 9/23/2008 BLUE CROSS BLUE SHIELD OF MINN</b>					
G 101-21706	Medical Insur.	\$11,216.00	7S034-M0 4		MEDICAL INSUR
<b>Total BLUE CROSS BLUE SHIELD OF MINN</b>		\$11,216.00			
<b>Paid Chk# 035464 9/23/2008 CERTIFIED LABORATORIES</b>					
E 101-43000-215	Shop Supplies	\$153.36	427049		GREASE
<b>Total CERTIFIED LABORATORIES</b>		\$153.36			
<b>Paid Chk# 035465 9/23/2008 EHLERS AND ASSOCIATION</b>					
E 404-49100-310	Other Professional Services	\$185.00	337997		TIF #-1-10 - INTERFUND LOAN
<b>Total EHLERS AND ASSOCIATION</b>		\$185.00			
<b>Paid Chk# 035466 9/23/2008 FIRE EQUIPMENT SPECIALTIES INC</b>					
E 101-42280-240	Small Tools and Minor Equip	\$44.30	5815		UNDERWATER LIGHTS/CLIPS
E 101-42280-434	Uniforms	\$131.57	5817		BOOTS
<b>Total FIRE EQUIPMENT SPECIALTIES INC</b>		\$175.87			
<b>Paid Chk# 035467 9/23/2008 L.E.L.S.</b>					
G 101-21710	Union Dues	\$168.00	LOCAL #238		POLICE UNION DUES
<b>Total L.E.L.S.</b>		\$168.00			
<b>Paid Chk# 035468 9/23/2008 METRO FIRE</b>					
E 101-42280-240	Small Tools and Minor Equip	\$687.58	32503		CHEST CARRIER/HARNESS
<b>Total METRO FIRE</b>		\$687.58			
<b>Paid Chk# 035469 9/23/2008 MN BENEFITS</b>					
G 101-21712	Dental	\$427.70			LIFE/DENTAL
G 101-21709	Life Insur.	\$179.14			LIFE/DENTAL
<b>Total MN BENEFITS</b>		\$606.84			
<b>Paid Chk# 035470 9/23/2008 SELECT ACCOUNT-HSA</b>					
G 101-21705	Health Saving Account	\$13,960.00			4TH QTR CONTRIBUTIONS
<b>Total SELECT ACCOUNT-HSA</b>		\$13,960.00			
<b>Paid Chk# 035471 9/23/2008 USABLE LIFE</b>					
G 101-21707	Disability	\$216.15	101408001G		DISABILITY/LIFE
<b>Total USABLE LIFE</b>		\$216.15			
<b>Paid Chk# 035472 9/30/2008 M.D.R.A.</b>					
R 619-36200	Miscellaneous Revenues	\$12.50			25 MAPS
<b>Total M.D.R.A.</b>		\$12.50			
<b>Paid Chk# 035473 9/30/2008 U.S. POSTMASTER</b>					
E 602-49400-322	Postage	\$104.01			SEPT BILLINGS
E 603-49450-322	Postage	\$104.01			SEPT BILLINGS
<b>Total U.S. POSTMASTER</b>		\$208.02			

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	Check Amt	Invoice	Comment
10100 General Bank	\$27,838.10		

Fund Summary

	10100 General Bank	
101 GENERAL FUND	\$27,426.35	
404 TIF# 1-10 DOWNTOWN	\$185.00	
602 WATER FUND	\$104.01	
603 SEWER FUND	\$104.01	
619 DEPUTY REGISTRAR FUND	\$18.73	
	<hr/>	
	\$27,838.10	

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**10900 Liquor Bank**

Paid Chk#	Date	Payee	Check Amt	Invoice	Comment
<b>10900 Liquor Bank</b>					
Paid Chk# 908034E	9/15/2008	MILACA, CITY OF (WATER/SEWER)			
E 609-49750-381	Utilities		\$25.17	01-00015990	WATER/SEWER
<b>Total MILACA, CITY OF (WATER/SEWER)</b>			\$25.17		
<hr/>					
Paid Chk# 908035E	9/7/2008	EAST CENTRAL ENERGY			
E 609-49750-381	Utilities		\$2,060.48	7115200	ELECTRIC
<b>Total EAST CENTRAL ENERGY</b>			\$2,060.48		
<hr/>					
Paid Chk# 908036E	9/11/2008	CENTERPOINT ENERGY MINNEGASCO			
E 609-49750-381	Utilities		\$21.25	128-000-782-1	NATURAL GAS
<b>Total CENTERPOINT ENERGY MINNEGASCO</b>			\$21.25		
<hr/>					
Paid Chk# 908037E	9/18/2008	MN DEPT OF REVENUE			
G 609-20800	Sales Tax Payable		\$13,985.00	9576201	LIQUOR SALES TAX
<b>Total MN DEPT OF REVENUE</b>			\$13,985.00		
<b>10900 Liquor Bank</b>			<b>\$16,091.90</b>		

Fund Summary

609 MUNICIPAL LIQUOR FUND	10900 Liquor Bank	\$16,091.90
		<u>\$16,091.90</u>

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**10900 Liquor Bank**

Paid Chk#	Date	Description	Check Amt	Invoice	Comment
Paid Chk# 020778	10/16/2008	<b>7-UP BOTTLING</b>			
E 609-49750-254		Mix/Non Alcoholic	\$69.20	40964	NA
E 609-49750-254		Mix/Non Alcoholic	\$69.20	41076	NA
E 609-49750-254		Mix/Non Alcoholic	\$43.60	41244	NA
<b>Total 7-UP BOTTLING</b>			<b>\$182.00</b>		

Paid Chk#	Date	Description	Check Amt	Invoice	Comment
Paid Chk# 020779	10/16/2008	<b>AMERIPRIDE</b>			
E 609-49750-310		Other Professional Services	\$61.97	S535661	RUGS
E 609-49750-310		Other Professional Services	\$28.42	S538173	RUGS
E 609-49750-310		Other Professional Services	\$61.97	S540628	RUGS
E 609-49750-310		Other Professional Services	\$28.42	S543054	RUGS
E 609-49750-310		Other Professional Services	\$50.79	S545534	RUGS
<b>Total AMERIPRIDE</b>			<b>\$231.57</b>		

Paid Chk#	Date	Description	Check Amt	Invoice	Comment
Paid Chk# 020780	10/16/2008	<b>BELLBOY CORP.</b>			
E 609-49750-217		Other Operating Supplies	\$50.83	5724800	SUPPLIES-DISPLAY
E 609-49750-256		Tobacco Products For Resale	\$551.74	5724800	TOBACCO
E 609-49750-214		Liquor Store Paper Supplies	\$51.50	81295500	PAPER SUPPLIES
E 609-49750-259		Other For Resale	\$75.60	81295500	MISC
E 609-49750-259		Other For Resale	\$120.00	81326300	MISC
E 609-49750-259		Other For Resale	\$4.40	81356100	MISC
<b>Total BELLBOY CORP.</b>			<b>\$854.07</b>		

Paid Chk#	Date	Description	Check Amt	Invoice	Comment
Paid Chk# 020781	10/16/2008	<b>CRYSTAL SPINGS ICE</b>			
E 609-49750-259		Other For Resale	\$278.00	300003925	ICE
E 609-49750-259		Other For Resale	\$232.60	300003970	ICE
E 609-49750-259		Other For Resale	\$282.10	300004037	ICE
E 609-49750-259		Other For Resale	(\$55.40)	50599c	CREDIT
<b>Total CRYSTAL SPINGS ICE</b>			<b>\$737.30</b>		

Paid Chk#	Date	Description	Check Amt	Invoice	Comment
Paid Chk# 020782	10/16/2008	<b>DOENGES, PAT</b>			
E 609-49750-256		Tobacco Products For Resale	\$144.00	757154	TOBACCO
<b>Total DOENGES, PAT</b>			<b>\$144.00</b>		

Paid Chk#	Date	Description	Check Amt	Invoice	Comment
Paid Chk# 020783	10/16/2008	<b>FRONTIER</b>			
E 609-49750-321		Telephone	\$102.13	983-6255	OCT PHONE BILL
<b>Total FRONTIER</b>			<b>\$102.13</b>		

Paid Chk#	Date	Description	Check Amt	Invoice	Comment
Paid Chk# 020784	10/16/2008	<b>GRANITE CITY JOBBING</b>			
E 609-49750-254		Mix/Non Alcoholic	\$1.76	580705	NA
E 609-49750-333		Freight and Express	\$4.25	580705	DELIVERY
E 609-49750-259		Other For Resale	\$111.87	580705	MISC
E 609-49750-256		Tobacco Products For Resale	\$175.52	580705	TOBACCO
E 609-49750-259		Other For Resale	\$100.80	581028	MISC
E 609-49750-333		Freight and Express	\$4.25	581459	DELIVERY
E 609-49750-254		Mix/Non Alcoholic	\$1.76	581459	NA
E 609-49750-256		Tobacco Products For Resale	\$112.42	581459	TOBACCO
E 609-49750-214		Liquor Store Paper Supplies	\$55.56	582186	PAPER SUPPLIES
E 609-49750-333		Freight and Express	\$4.25	582186	DELIVERY
E 609-49750-256		Tobacco Products For Resale	\$832.73	582186	TOBACCO
E 609-49750-217		Other Operating Supplies	\$30.84	582874	SUPPLIES
E 609-49750-259		Other For Resale	\$29.12	582874	MISC
E 609-49750-254		Mix/Non Alcoholic	\$23.15	582874	NA
E 609-49750-333		Freight and Express	\$4.25	582874	DELIVERY
E 609-49750-256		Tobacco Products For Resale	\$495.06	582874	TOBACCO
E 609-49750-333		Freight and Express	\$4.25	583553	DELIVERY
E 609-49750-254		Mix/Non Alcoholic	\$87.57	583553	NA

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			Check Amt	Invoice	Comment
E 609-49750-256	Tobacco Products For Resale		\$250.43	583553	TOBACCO
E 609-49750-217	Other Operating Supplies		\$25.92	583553	SUPPLIES
	<b>Total GRANITE CITY JOBBING</b>		\$2,355.76		
<hr/>					
Paid Chk# 020785	10/16/2008	<b>J &amp; DS MEATS</b>			
E 609-49750-259	Other For Resale		\$40.50	6206-25	MISC
E 609-49750-259	Other For Resale		\$32.40	7600-42	MISC
	<b>Total J &amp; DS MEATS</b>		\$72.90		
<hr/>					
Paid Chk# 020786	10/16/2008	<b>KOCH'S HARDWARE HANK</b>			
E 609-49750-217	Other Operating Supplies		\$12.01		TRASH BAGS/SUPER GLUE
	<b>Total KOCH'S HARDWARE HANK</b>		\$12.01		
<hr/>					
Paid Chk# 020787	10/16/2008	<b>MILACA SUPER VALU</b>			
E 609-49750-217	Other Operating Supplies		\$28.66	6255018	WINE TASTING SUPPLIES
	<b>Total MILACA SUPER VALU</b>		\$28.66		
<hr/>					
Paid Chk# 020788	10/16/2008	<b>MILLER TRUCKING</b>			
E 609-49750-333	Freight and Express		\$66.00	2016	DELIVERY
	<b>Total MILLER TRUCKING</b>		\$66.00		
<hr/>					
Paid Chk# 020789	10/16/2008	<b>QUILL CORPORATION</b>			
E 609-49750-201	Accessories (paper, pens, etc)		\$11.70	1558978	ADDING MACHINE TAPE
	<b>Total QUILL CORPORATION</b>		\$11.70		
<hr/>					
Paid Chk# 020790	10/16/2008	<b>SEGERSTROM, VICTORIA</b>			
E 609-49750-208	Training and Travel		\$76.63		PAUSTIS/VNCPA BUYERS SHOW
E 609-49750-208	Training and Travel		\$80.67		JOHNSONS BUYERS SHOW
E 609-49750-259	Other For Resale		\$406.64		MISC
E 609-49750-208	Training and Travel		\$69.84		GRIGGS BUYERS SHOW
	<b>Total SEGERSTROM, VICTORIA</b>		\$633.78		
<hr/>					
Paid Chk# 020791	10/16/2008	<b>TOTAL REGISTER SYSTEMS, INC.</b>			
E 609-49750-217	Other Operating Supplies		\$46.01	23174	CARD READER CLEANER & LABELS
	<b>Total TOTAL REGISTER SYSTEMS, INC.</b>		\$46.01		
<hr/>					
Paid Chk# 020792	10/16/2008	<b>VIKING BOTTLING CO.</b>			
E 609-49750-254	Mix/Non Alcoholic		\$328.30	22228093	NA
E 609-49750-254	Mix/Non Alcoholic		\$205.90	22229519	NA
E 609-49750-254	Mix/Non Alcoholic		\$206.55	22230984	NA
E 609-49750-254	Mix/Non Alcoholic		(\$76.80)	471576	CREDIT
	<b>Total VIKING BOTTLING CO.</b>		\$663.95		
	<b>10900 Liquor Bank</b>		\$6,141.84		
<hr/>					
<b>Fund Summary</b>					
		10900 Liquor Bank	\$6,141.84		
609 MUNICIPAL LIQUOR FUND			\$6,141.84		

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**10900 Liquor Bank**

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
Paid Chk# 020734	9/3/2008	<b>BELLBOY CORP.</b>			
E 609-49750-251		Liquor For Resale	\$4,780.04	45820000	LIQUOR
E 609-49750-251		Liquor For Resale	\$106.00	45956600	LIQUOR
E 609-49750-253		Wine For Resale	\$160.00	45956600	WINE
<b>Total BELLBOY CORP.</b>			<b>\$5,046.04</b>		

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
Paid Chk# 020735	9/3/2008	<b>BERNICKS</b>			
E 609-49750-254		Mix/Non Alcoholic	\$43.80	105291	NA
E 609-49750-252		Beer For Resale	\$1,333.15	105292	BEER
E 609-49750-259		Other For Resale	\$18.45	107844	MISC
E 609-49750-252		Beer For Resale	\$722.30	107845	BEER
E 609-49750-254		Mix/Non Alcoholic	\$21.90	110354	NA
E 609-49750-252		Beer For Resale	\$1,314.50	110355	BEER
E 609-49750-254		Mix/Non Alcoholic	\$125.10	113045	BEER
E 609-49750-252		Beer For Resale	\$2,050.90	113046	BEER
<b>Total BERNICKS</b>			<b>\$5,630.10</b>		

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
Paid Chk# 020736	9/3/2008	<b>C &amp; L DISTRIBUTING CO.</b>			
E 609-49750-260		Deposits	\$30.00	162743	DEPOSITS
E 609-49750-252		Beer For Resale	\$6,187.70	162743	BEER
E 609-49750-254		Mix/Non Alcoholic	\$160.75	162743	NA
E 609-49750-252		Beer For Resale	\$241.20	163036	BEER
E 609-49750-260		Deposits	\$150.00	163036	DEPOSITS
E 609-49750-252		Beer For Resale	\$240.00	163336	BEER
E 609-49750-252		Beer For Resale	\$7,188.95	163694	BEER
E 609-49750-252		Beer For Resale	(\$14.20)	163694	CREDIT
E 609-49750-254		Mix/Non Alcoholic	\$108.55	163694	NA
E 609-49750-260		Deposits	(\$90.00)	163694	DEPOSITS
E 609-49750-252		Beer For Resale	\$10,114.30	164733	BEER
E 609-49750-254		Mix/Non Alcoholic	\$130.20	164733	NA
E 609-49750-217		Other Operating Supplies	\$85.00	164733	SUPPLIES
E 609-49750-260		Deposits	\$240.00	164733	DEPOSITS
E 609-49750-252		Beer For Resale	\$33.00	165205	BEER
E 609-49750-260		Deposits	(\$90.00)	165525	DEPOSITS
E 609-49750-252		Beer For Resale	\$8,534.05	165525	BEER
<b>Total C &amp; L DISTRIBUTING CO.</b>			<b>\$33,249.50</b>		

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
Paid Chk# 020737	9/3/2008	<b>D&amp;D BEER CO</b>			
E 609-49750-252		Beer For Resale	\$604.65	356059	BEER
E 609-49750-254		Mix/Non Alcoholic	\$34.00	356059	NA
E 609-49750-254		Mix/Non Alcoholic	\$69.15	356731	NA
E 609-49750-259		Other For Resale	\$52.00	356731	MISC
E 609-49750-252		Beer For Resale	\$981.45	356731	BEER
<b>Total D&amp;D BEER CO</b>			<b>\$1,741.25</b>		

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
Paid Chk# 020738	9/3/2008	<b>DAHLHEIMER DISTRIBUTING CO.</b>			
E 609-49750-254		Mix/Non Alcoholic	\$28.80	85629	NA
E 609-49750-260		Deposits	(\$120.00)	85629	DEPOSITS
E 609-49750-252		Beer For Resale	\$2,863.97	85629	BEER
E 609-49750-254		Mix/Non Alcoholic	\$15.20	86309	NA
E 609-49750-252		Beer For Resale	\$1,325.30	86309	BEER
E 609-49750-252		Beer For Resale	\$144.00	86816	BEER
E 609-49750-260		Deposits	\$60.00	86816	DEPOSITS
E 609-49750-252		Beer For Resale	\$3,776.15	86966	BEER
E 609-49750-260		Deposits	\$30.00	86966	DEPOSITS
E 609-49750-252		Beer For Resale	\$56.85	87425	BEER
E 609-49750-252		Beer For Resale	\$1,942.52	87639	BEER

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SEPTEMBER 2008

			Check Amt	Invoice	Comment
E 609-49750-260	Deposits		(\$61.20)	87639	DEPOSITS
<b>Total DAHLHEIMER DISTRIBUTING CO.</b>			\$10,061.59		
<hr/>					
Paid Chk#	020739	9/3/2008	<b>GRIGGS, COOPER &amp; CO., INC.</b>		
E 609-49750-251	Liquor For Resale		\$1,392.68	101948	LIQUOR
E 609-49750-333	Freight and Express		\$22.50	101948	DELIVERY
E 609-49750-333	Freight and Express		\$4.50	101949	DELIVERY
E 609-49750-253	Wine For Resale		\$359.85	101949	WINE
E 609-49750-333	Freight and Express		\$9.00	105307	DELIVERY
E 609-49750-254	Mix/Non Alcoholic		\$30.40	105307	NA
E 609-49750-253	Wine For Resale		\$426.44	105307	WINE
E 609-49750-251	Liquor For Resale		\$3,734.97	105308	LIQUOR
E 609-49750-333	Freight and Express		\$54.00	105308	DELIVERY
E 609-49750-251	Liquor For Resale		\$189.09	92764	LIQUOR
E 609-49750-333	Freight and Express		\$8.10	92764	DELIVERY
<b>Total GRIGGS, COOPER &amp; CO., INC.</b>			\$6,231.53		
<hr/>					
Paid Chk#	020740	9/3/2008	<b>GROSSLEIN BEVERAGES, INC.</b>		
E 609-49750-252	Beer For Resale		\$1,652.95	340834	BEER
E 609-49750-333	Freight and Express		\$3.00	340834	DELIVERY
E 609-49750-252	Beer For Resale		\$2,114.25	341218	BEER
E 609-49750-260	Deposits		\$90.00	341218	DEPOSITS
E 609-49750-333	Freight and Express		\$3.00	341218	DELIVERY
E 609-49750-333	Freight and Express		\$3.00	341621	DELIVERY
E 609-49750-252	Beer For Resale		\$6,890.00	341621	BEER
E 609-49750-260	Deposits		\$30.00	341939	DEPOSITS
E 609-49750-333	Freight and Express		\$3.00	341939	DELIVERY
E 609-49750-252	Beer For Resale		\$3,721.75	341939	BEER
<b>Total GROSSLEIN BEVERAGES, INC.</b>			\$14,510.95		
<hr/>					
Paid Chk#	020741	9/3/2008	<b>JOHNSON BROTHERS LIQUOR CO.</b>		
E 609-49750-251	Liquor For Resale		\$594.36	1484062	LIQUOR
E 609-49750-333	Freight and Express		\$25.12	1484062	DELIVERY
E 609-49750-253	Wine For Resale		\$463.95	1484062	WINE
E 609-49750-252	Beer For Resale		\$120.00	1487711	BEER
E 609-49750-251	Liquor For Resale		\$1,053.99	1487711	LIQUOR
E 609-49750-333	Freight and Express		\$48.79	1487711	DELIVERY
E 609-49750-253	Wine For Resale		\$339.50	1487711	WINE
E 609-49750-253	Wine For Resale		\$760.70	1491221	WINE
E 609-49750-254	Mix/Non Alcoholic		\$34.99	1491221	NA
E 609-49750-333	Freight and Express		\$34.54	1491221	DELIVERY
E 609-49750-251	Liquor For Resale		\$137.50	1491221	LIQUOR
E 609-49750-333	Freight and Express		\$54.95	1494829	DELIVERY
E 609-49750-251	Liquor For Resale		\$539.43	1494829	LIQUOR
E 609-49750-253	Wine For Resale		\$1,029.00	1494829	WINE
E 609-49750-253	Wine For Resale		(\$40.02)	389097	CREDIT
E 609-49750-251	Liquor For Resale		(\$9.92)	389098	CREDIT
<b>Total JOHNSON BROTHERS LIQUOR CO.</b>			\$5,186.88		
<hr/>					
Paid Chk#	020742	9/3/2008	<b>PHILLIPS WINE AND SPIRITS</b>		
E 609-49750-253	Wine For Resale		\$48.00	2641566	WINE
E 609-49750-254	Mix/Non Alcoholic		\$30.00	2641566	NA
E 609-49750-333	Freight and Express		\$10.99	2641566	DELIVERY
E 609-49750-251	Liquor For Resale		\$640.50	2641566	LIQUOR
E 609-49750-333	Freight and Express		\$106.76	2644444	DELIVERY
E 609-49750-251	Liquor For Resale		\$3,524.39	2644444	LIQUOR
E 609-49750-253	Wine For Resale		\$951.50	2644444	WINE
E 609-49750-251	Liquor For Resale		\$165.60	2647172	LIQUOR

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			Check Amt	Invoice	Comment
E 609-49750-333	Freight and Express		\$9.42	2647172	DELIVERY
E 609-49750-253	Wine For Resale		\$229.70	2647172	WINE
E 609-49750-253	Wine For Resale		\$530.71	2649910	WINE
E 609-49750-254	Mix/Non Alcoholic		(\$6.00)	2649910	NA
E 609-49750-259	Other For Resale		(\$7.00)	2649910	MISC
E 609-49750-251	Liquor For Resale		\$2,035.27	2649910	LIQUOR
E 609-49750-333	Freight and Express		\$46.03	2649910	DELIVERY
<b>Total PHILLIPS WINE AND SPIRITS</b>			<b>\$8,315.87</b>		
<hr/>					
Paid Chk#	020743	9/3/2008	<b>VINTAGE ONE WINES</b>		
E 609-49750-333	Freight and Express		\$10.00	12092	FREIGHT
E 609-49750-253	Wine For Resale		\$160.00	12092	WINE
<b>Total VINTAGE ONE WINES</b>			<b>\$170.00</b>		
<hr/>					
Paid Chk#	020744	9/3/2008	<b>WINE MERCHANTS</b>		
E 609-49750-253	Wine For Resale		\$103.50	240709	WINE
E 609-49750-333	Freight and Express		\$1.57	240709	DELIVERY
E 609-49750-333	Freight and Express		\$1.57	243171	DELIVERY
E 609-49750-253	Wine For Resale		\$103.50	243171	WINE
<b>Total WINE MERCHANTS</b>			<b>\$210.14</b>		
<hr/>					
Paid Chk#	020760	9/23/2008	<b>BUDGET LIGHTING, INC.</b>		
E 609-49750-217	Other Operating Supplies		\$137.21	427990	COOLER BULBS
<b>Total BUDGET LIGHTING, INC.</b>			<b>\$137.21</b>		
<hr/>					
Paid Chk#	020761	9/23/2008	<b>SENTRY SYSTEMS, INC.</b>		
E 609-49750-310	Other Professional Services		\$140.81	584946	ALARM MONITORING-4TH QTR
<b>Total SENTRY SYSTEMS, INC.</b>			<b>\$140.81</b>		
<hr/>					
Paid Chk#	020762	9/23/2008	<b>ZAP/ZAPP SPORTING GOODS</b>		
E 609-49750-434	Uniforms		\$29.00	1204	UNIFORM-HOODIE
<b>Total ZAP/ZAPP SPORTING GOODS</b>			<b>\$29.00</b>		

10900 Liquor Bank \$90,660.87

Fund Summary

609 MUNICIPAL LIQUOR FUND	10900 Liquor Bank	\$90,660.87
		<b>\$90,660.87</b>

RESOLUTION NO 08-50

RESOLUTION OF APPRECIATION FOR DARRYL STIMMLER

WHEREAS Darryl Stimmler has worked for the city of Milaca for Twenty-Five years this month; and

WHEREAS he spent his career as a maintenance worker in the public works department; and,

WHEREAS Darryl is widely regarded among the community and his co workers for his hard work, knowledge of the city's utility systems, his customer service and rapport with the public, and in particular, his unparalleled reliability and dedication to his job and the city as a whole.

NOW THEREFORE BE IT RESOLVED that the Milaca City Council wishes to express its thanks and appreciation to Darryl Stimmler for his quarter-century of dedicated service to the City of Milaca and its residents.

Adopted this 16<sup>th</sup> day of October, 2008.

\_\_\_\_\_  
Mayor Harold Pedersen

ATTEST

\_\_\_\_\_  
Greg Lerud, City Manager

RESOLUTION #08 – 51

RESOLUTION ASSESSING UNPAID WATER/SEWER BILL

BE IT RESOLVED that the following unpaid water and sewer bills be levied against the described property at a rate of 7 percent per annum:

PID #	OWNER	ADDRESS	ASSESSED
21-041-0600	Wipper, Kelly S.	327 3 <sup>rd</sup> Ave NW	\$126.96
21-041-0680	Deutsche Bank Trust Co	355 4 <sup>th</sup> St NW	\$30.33
21-265-0200	Johnson, Candace	1316 4 <sup>th</sup> Ave NE	\$520.97
21-265-0400	Northern Lakes Const.	1301 4 <sup>th</sup> Ave NE	\$110.03

Adopted this 16th day of October 2008.

\_\_\_\_\_  
Mayor Harold Pedersen

ATTEST

\_\_\_\_\_  
Greg Lerud, City Manager

RESOLUTION #08 – 52

RESOLUTION ASSESSING MOWING COSTS

BE IT RESOLVED by the Milaca City Council that the council hereby assess the following cost of a nuisance abatement for a period of one year at the rate of seven percent, for the following properties:

PID #	OWNER	ADDRESS	ASSESSED	DATE(S)
21-043-0670	Edwards, James & Carol	355 4 <sup>th</sup> Ave SE	\$65.00	09-21-08
21-760-0020	Spolar, Dawn VantHof	330 11 <sup>th</sup> St NW	\$35.00	09-21-08
21-760-0030	Rodin, Jeff & Beth	1165 Woodland Court	\$35.00	09-21-08

Adopted this 16th day of October, 2008.

\_\_\_\_\_  
Mayor Harold Pedersen

ATTEST

\_\_\_\_\_  
Greg Lerud, City Manager

RESOLUTION NO. 08 – 53

A RESOLUTION ASSESSING UNPAID FIRE DEPARTMENT CHARGES FOR SERVICE

BE IT RESOLVED BY THE MILACA CITY COUNCIL, that the City Council, pursuant to Ordinance No. 368, hereby assesses the following fire department charges for service against the benefited properties for a payment period of one year and an interest rate of seven percent.

\$125.00  
David West  
14263 80<sup>th</sup> Street  
Milaca, MN 56353  
PID # 12-033-0300

Adopted this 16th day of October, 2008.

\_\_\_\_\_  
Mayor Harold Pedersen

ATTEST

\_\_\_\_\_  
Greg Lerud, City Manager

**DEPARTMENT OF NATURAL RESOURCES - DIVISION OF WATERS and  
METROPOLITAN COUNCIL  
WATER EMERGENCY AND CONSERVATION PLANS**

These guidelines are divided into four parts. The first three parts, Water Supply System Description and Evaluation, Emergency Response Procedures and Water Conservation Planning apply statewide. Part IV, relates to comprehensive plan requirements that apply only to communities in the Seven-County Twin Cities Metropolitan Area. If you have questions regarding water emergency and conservation plans, please call (651) 296-0512 or (651) 297-4600 or e-mail your question to [wateruse@dnr.state.mn.us](mailto:wateruse@dnr.state.mn.us). Metro Communities can also direct questions to the Metropolitan Council at [watersupply@metc.state.mn.us](mailto:watersupply@metc.state.mn.us) or (651) 602-1066.

DNR Water Appropriation Permit Number(s)	1972-0092
Name of Water Supplier	City of Milaca
Address	255 First Street East
Contact Person	Steve Burkland
Title	Public Works Director
Phone Number	320-983-6547
E-Mail Address	sburkland@milacacity.com

**PART I. WATER SUPPLY SYSTEM DESCRIPTION AND EVALUATION**

The first step in any water supply analysis is to assess the current status of demand and supplies. Information in Part I, can be used in the development of Emergency Response Procedures and Conservation Plans.

**A. ANALYSIS OF WATER DEMAND.**

Fill in Table 1 for the past 10 years water demand. If your customer categories are different than the ones listed in Table 1, please note the changes below.

**TABLE 1 Historic Water Demand**

Year	Total Population	Population Served	Total Connections	Residential Water Sold (MG)	C/I/I Water Sold (MG)	Wholesale Deliveries (MG)	Total Water Sold (MG)	Total Water Pumped (MG)	Percent Unmetered/Unaccounted	Average Demand (MGD)	Maximum Demand (MGD)	Residential gallons/capita/day	Total gallons/capita/day
2006	2750		1018	47,629,203	32,987,718		80,616,921	113,539,000	29	.311	591,000	47.45	80.32
2005	2729		1006	44,221,012	34,177,272		78,398,284	97,222,000	19	.261	622,000	44.39	78.65
2004	2690		1009	47,550,105	31,730,005		79,280,110	95,283,000	17	.260	632,000	48.43	80.75
2003	-		1017	60,655,320	24,219,400		84,874,720	102,752,000	17	.282	1,144,000	-	-
2002	2580		914	80,003,592	-		80,003,592	102,140,000	22	.280	460,000	84.96	84.96
2001	2580		895	78,077,179	-		78,077,179	102,403,000	24	.281	568,000	82.91	-
2000	2580		873	-	-		69,284,045	97,482,000	29	.266	NA	43.93	-
1999	2385		808	38,245,076	40,841,149		79,086,224	92,658,000	15	.254	NA	43.93	90.85
1998	-		805	35,813,328	45,010,521		80,823,849	91,070,200	11	.249	NA	-	-
1997	2355		760	34,532,289	41,952,817		76,485,106	99,859,000	23	.274	NA	40.17	88.98

MG – Million Gallons

MGD – Million Gallons per Day

C/I/I- Commercial, Industrial, Institutional

**Residential.** Water used for normal household purposes, such as drinking, food preparation, bathing, washing clothes and dishes, flushing toilets, and watering lawns and gardens.

**Institutional.** Hospitals, nursing homes, day care centers, and other facilities that use water for essential domestic requirements. This includes public facilities and public metered uses. You may want to maintain separate institutional water use records for emergency planning and allocation purposes.

**Commercial.** Water used by motels, hotels, restaurants, office buildings, commercial facilities, both civilian and military.

**Industrial.** Water used for thermoelectric power (electric utility generation) and other industrial uses such as steel, chemical and allied products, food processing, paper and allied products, mining, and petroleum refining.

**Wholesale Deliveries.** Bulk water sales to other public water suppliers.

**Unaccounted.** Unaccounted for water is the volume of water withdrawn from all sources minus the volume sold.

**Residential Gallons per Capita per Day** = total residential sales in gallons/population served/365 days    **Total Gallons per Capita per Day** = total water withdrawals/population served/365 days

**NOTE:** Non-essential water uses defined by Minnesota Statutes 103G.291, include lawn sprinkling, vehicle washing, golf course and park irrigation and other non-essential uses. Some of the above categories also include non-essential uses of water.

# WATER CONSERVATION REPORT

## Part I.

### Table 1 - Water Use Trends

Over the past ten years the city's population and total water connections have increased (16 percent and 34 percent, respectively). Over the same time the total water pumped has only increased five percent.

#### 1. D. Projection method

Used two percent population growth, and 0.05 percent growth in usage. Both numbers are consistent with historical averages.

#### 1. E. Sustainability

Resources are adequate to sustain present and projected water demands.

## Part III.

### A.

Unaccounted Water. This should be titled "unexplained & unaccounted for water." As you can see from the second page of this report, the city has approximately 20 percent of unaccounted for water (the difference between water pumped and water sold.) However, there is an explanation for most of this, and they come from six main sources:

1. Filter backwash. In the five previous years starting in 2006, the city averaged a water filter back wash 2.5 times per week, and at 50,0000, that totals 6.5M gallons per year.
2. Flooding the skating rink – 7M gallons per year
3. Hydrant flushing – 150 hydrants at 700 gpm for 10 min each totals 1.05 M gallons per year.
4. Filter under drain. There was a tremendous leak under the old filter tank (one of the reasons we constructed a new WTP. That leaked at 3 gallons per minute totaling 1.572 M gallons per year.
5. Fire department use estimated to be 1 M gallons per year
6. Water main breaks: 2 gallons per minute for 20 hours for the average of 3 breaks per year: totals .02 Million gallons per year

These six uses total 17.142 million gallons per year. Subtracting them out of the total, the unaccounted on average drops to three percent. The city continues to monitor and take appropriate action to reduce unaccounted for water.

**Water Use Trends.** Discuss factors that influence trends in water demand (i.e. growth, weather, industry, conservation). If appropriate, include a discussion of other factors that affect daily water use, such as use by non-resident commuter employees or large water consuming industry.

See Attachment 1

**TABLE 2 Large Volume Users - List the top 10 largest users.**

Customer	Gallons per year	Cubic feet	% of total annual use
Elim Nursing Home	93,943		9
ISD #912	6858		6
Mills Lake County	3625		3
Ireland Sandcastle	2914		3
Milam Laundry	2759		3
Fairview Clinic	2246		2
TiVix International	2033		2
Super 8	954		1
Fitness Connection	827		1
TJ's Adventure	727		1

2006

**B. TREATMENT AND STORAGE CAPACITY.**

**TABLE 3(A) Water Treatment**

<b>Water Treatment Plant Capacity</b>	750,000	Gallons per day
Describe the treatment process used (ie, softening, chlorination, fluoridation, Fe/Mn removal, reverse osmosis, coagulation, sedimentation, filtration, others). Also, describe the annual amount and method of disposal of treatment residuals, if any.		
Filtration for Fe/Mn removal. Chlorination and Fluoridation. Treatment residuals sent to sanitary sewer system now and to a backwash basin starting in 2008.		

**TABLE 3(B) Storage Capacity - List all storage structures and capacities.**

Total Storage Capacity		Average Day Demand (average of last 5 years)	
700,000	Gallons	279,965	Gallons per day
Type of Structure	Number of Structures	Gallons	
Elevated Storage	1	500,000	
Ground Storage	1	200,000	
Other:			

C. **WATER SOURCES.** List all groundwater, surface water and interconnections that supply water to the system. Add or delete lines to the tables as needed.

**TABLE 4(A) Total Water Source Capacity for System (excluding emergency connections)**

<b>Total Capacity of Sources</b>	1,100	Gallons per minute
<b>Firm Capacity (largest pump out of service)</b>	500	Gallons per minute

**TABLE 4(B) Groundwater Sources -** Copies of water well records and well maintenance information should be included with the public water supplier's copy of the plan in Attachment . If there are more wells than space provided or multiple well fields, please use the List of Wells template (see Resources) and include as Attachment

Well # or name	Unique Well Number	Year Installed	Well & Casing Depth (ft)	Well Diameter (in)	Capacity (GPM)	Geologic Unit	Status
72	0241014	1972	98	12"	500"		
97	578107	1997	143	12"	600"		

Status: Active use, Emergency, Standby, Seasonal, Peak use, etc. GPM – Gallons per Minute  
 Geologic Unit: Name of formation(s), which supplies water to the well

**TABLE 4(C) Surface Water Sources**

Intake ID	Resource name	Capacity (GPM/MGD)
	N/A	

GPM – Gallons per Minute MGD – Million Gallons per Day

**TABLE 4(D) Wholesale or Retail Interconnections -** List interconnections with neighboring suppliers that are used to supply water on a **regular basis** either wholesale or retail.

Water Supply System	Capacity (GPM/MGD)	Wholesale or retail
	N/A	

GPM – Gallons per Minute MGD – Million Gallons per Day

**TABLE 4(E) Emergency Interconnections -** List interconnections with neighboring suppliers or private sources that can be used to supply water on an emergency or occasional basis. Suppliers that serve less than 3,300 people can leave this section blank, but must provide this information in Section II C.

Water Supply System	Capacity (GPM/MGD)	Note any limitations on use
	N/A.	

GPM – Gallons per Minute MGD – Million Gallons per Day

### B. 3.

#### Non-conserving rate structures

By the DNR definition, the city's water rate structure does have a portion that is defined as "non-conserving." The city has a problem by just flattening out rates – Approximately 30 percent of the connections only pay the minimum each month. On the other end, eight connections pay 30 percent of the total amount billed each month, and by flattening out a rate, the rate increase would dramatically increase the amount the high-end users pay, leaving the utility exposed to, and an over-reliance on the fortunes of those businesses.

The city, however, has taken steps to mitigate the effect. First, the city instituted a flat connection charge and lowered the minimum usage so users are paying for all the water they are using – in effect flattening out the rate and forcing conservation. Our efforts at a conservation rate structure are supported by the general declining amount of water used per capita. We continue to evaluate our rate structure and make appropriate changes to generate enough revenue as well as promote conservation.

**D. DEMAND PROJECTIONS.**

**TABLE 5 Ten Year Demand Projections**

Year	Population Served	Average Day Demand (MGD)	Maximum Day Demand (MGD)	Projected Demand (MGY)
2009	2775	221,000	250,000	80,500,000
2010	2830	221,105	251,250	80,900,000
2011	2885	223,215	252,500	81,307,000
2012	2945	224,332	253,770	81,713,000
2013	3000	225,453	255,040	82,122,000
2014	3065	226,580	256,310	82,531,000
2015	3125	227,715	257,595	82,945,000
2016	3185	228,851	258,885	83,360,000
2017	3250	230,000	260,175	83,775,000
2018	3315	231,145	261,475	84,195,000

MGD – Million Gallons per Day      MGY – Million Gallons per Year

<b>Projection Method.</b> Describe how projections were made, (assumptions for per capita, per household, per acre or other methods used).
2% population growth      .05 usage growth      See Attachment 1

**E. RESOURCE SUSTAINABILITY**

**Sustainable water use:** use of water to provide for the needs of society, now and in the future, without unacceptable social, economic, or environmental consequences.

**Monitoring.** Records of water levels should be maintained for all production wells and source water reservoirs/basins. Water level readings should be taken monthly for a production well or observation well that is representative of the wells completed in each water source formation. **If water levels are not currently measured each year, a monitoring plan that includes a schedule for water level readings must be submitted as Attachment**

**TABLE 6 Monitoring Wells - List all wells being measured.**

Unique well number	Type of well (production, observation)	Frequency of Measurement (daily, monthly etc.)	Method of Measurement (steel tape, SCADA etc.)
578707	Production	Daily	SCADA

**Water Level Data.** Summarize water level data including seasonal and long-term trends for each ground and/or surface water source. If water levels are not measured and recorded on a routine basis then provide the static water level (SWL) when the well was constructed and a current water level measurement for each production well. Also include all water level data taken during well and pump maintenance.

*See Attached*

**Attachment** : Provide monitoring data (graph or table) for as many years as possible.

**Ground Water Level Monitoring** – DNR Waters in conjunction with federal and local units of government maintain and measure approximately 750 observation wells around the state. Ground water level data are available online [www.dnr.state.mn.us/waters](http://www.dnr.state.mn.us/waters). Information is also available by contacting the Ground Water Level Monitoring Manager, DNR Waters, 500 Lafayette Road, St. Paul, MN 55155-4032 or call (651) 296-4800.

**Natural Resource Impacts.** Indicate any natural resource features such as calcareous fens, wetlands, trout streams, rivers or surface water basins that are or could be influenced by water withdrawals from municipal production wells. Also indicate if resource protection thresholds have been established and if mitigation measures or management plans have been developed.

*N/A*

**Sustainability.** Evaluate the adequacy of the resource to sustain current and projected demands. Describe any modeling conducted to determine impacts of projected demands on the resource.

*See Attachment 1*

**Source Water Protection Plans.** The emergency procedures in this plan are intended to comply with the contingency plan provisions required in the Minnesota Department of Health's (MDH) Wellhead Protection (WHP) Plan and Surface Water Protection (SWP) Plan.

**Date WHP Plan Adopted:**

**Date for Next WHP Update:**

**SWP Plan:**

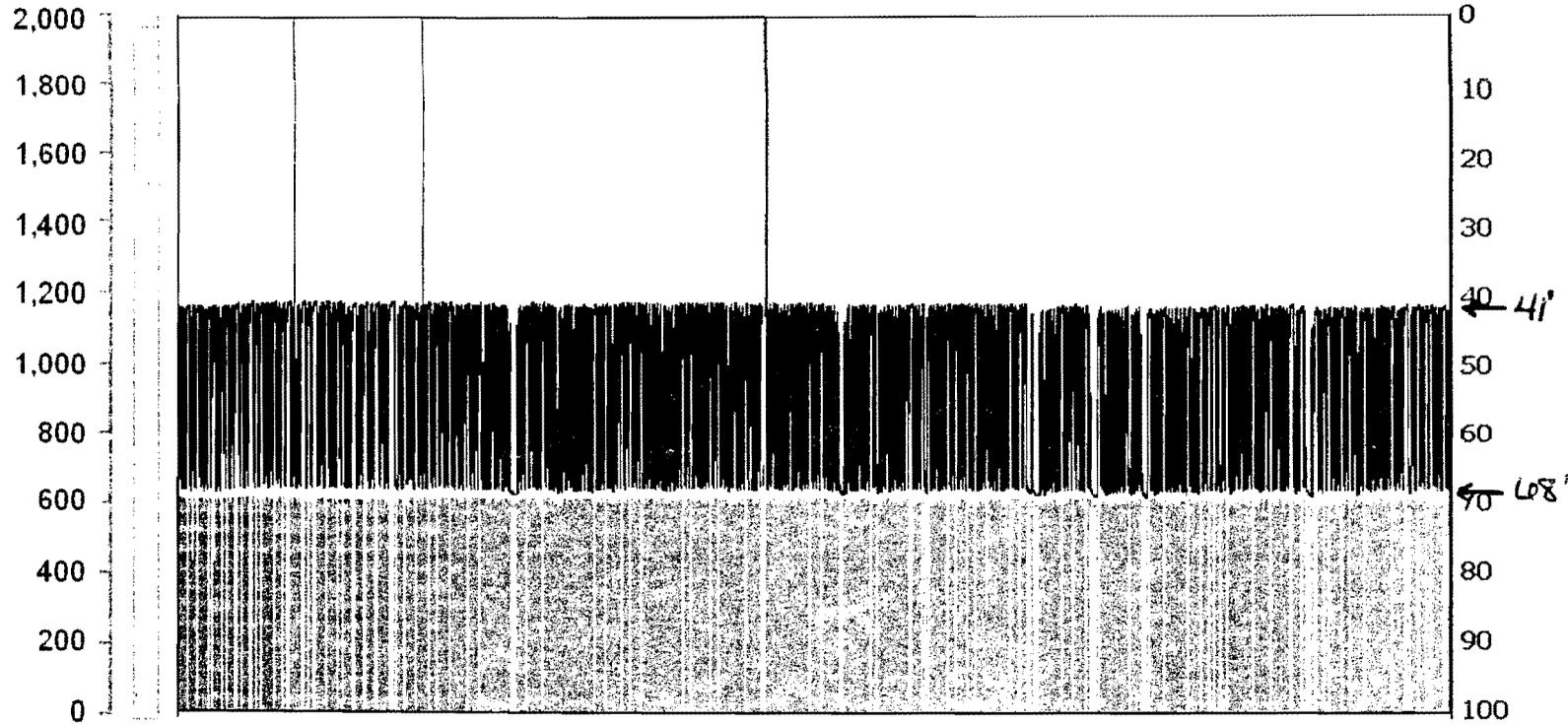
In Process  Completed  Not Applicable

*M.D.H. will do the source water protection plan*

# WELL TRENDS

- Tower
- Generator
- Well 1997
- Well 2006
- Lift Stations
- Filter Overview
- Cell-A Valve Controls
- Cell-A Backwash Controls
- Cell-B Valve Controls
- Cell-B Backwash Controls
- Cell-C Valve Controls
- Cell-C Backwash Controls
- Backwash Rate Control Valve
- Filter Trends
- Lift Station Trends
- Flow Trends
- Custom Trend
- Well Trends
- Chemical Trend
- High Service Pumps
- Air Blower
- Alarm Summary
- Alarm History
- Alarm Inhibits, Filter
- Alarm Inhibits, Supervisory
- Alarm Inhibits, Chemicals
- Communication Map
- Totalizers
- Admin
- Event History
- Chemical Controls (Polym, C-9, Fluor)
- Chemical Controls (CL2)
- Chemical Controls (KMnO4)
- Chemical Controls (POLY NO 5)
- Chemical Setpoints

Jun 07 - 08 14:08:55      Jul 02 14:08:55      Jul 27 14:08:55      Aug 21 14:08:55      Sep 15 - 08 14:08:55



14:08:55

14:08:55

FLOWRATE\_W1997

LEVEL\_DRAWDOWN\_W1997\_UD

0 593

58 32

AUTO-UPDATE

100d

- 1 Hour 1 Day
- 4 Hours 4 Days
- 12 Hours 8 Days

ACKNOWLEDGE ALL ALARMS

User Name: None  
Access Level: 0000

Log On

Log Off

9/15/2008  
2:08:55 PM

Date	Time	State	Value	Comment	Name
				STATIC WATER LEVEL IS 41'	
				DRAW DOWN AT 600 G.P.M. IS 68' YEAR-ROUND	
				THE DAY OF TEST PUMPING IN 1996 THE WELL STATIC WAS 37' FROM GRADE	

**F. CAPITAL IMPROVEMENT PLAN (CIP)**

**Adequacy of Water Supply System.** Are water supply installations, treatment facilities and distribution systems adequate to sustain current and projected demands?  Yes  No If no, describe any potential capital improvements over the next ten years and state the reasons for the proposed changes (CIP Attachment \_\_\_\_\_).

**Proposed Water Sources.** Does your current CIP include the addition of new wells or intakes?  Yes  No If yes, list the number of new installations and projected water demands from each for the next ten years. Plans for new production wells must include the geologic source formation, well location, and proposed pumping capacity.

**Water Source Alternatives.** If new water sources are being proposed, describe alternative sources that were considered and any possibilities of joint efforts with neighboring communities for development of supplies.

*N/A*

**Preventative Maintenance.** Long-term preventative programs and measures will help reduce the risk of emergency situations. Identify sections of the system that are prone to failure due to age, materials or other problems. This information should be used to prioritize capital improvements, preventative maintenance, and to determine the types of materials (pipes, valves, couplings, etc.) to have in stock to reduce repair time.

*No Long term Preventative programs in place*

**PART II. EMERGENCY RESPONSE PROCECURES**

Water emergencies can occur as a result of vandalism, sabotage, accidental contamination, mechanical problems, power failures, drought, flooding, and other natural disasters. The purpose of emergency planning is to develop emergency response procedures and to identify actions needed to improve emergency preparedness. In the case of a municipality, these procedures should be in support of, and part of, an all-hazard emergency operations plan. If your community already has written procedures dealing with water emergencies we recommend that you use these guidelines to review and update existing procedures and water supply protection measures.

**Federal Emergency Response Plan**

Section 1433(b) of the Safe Drinking Water Act as amended by the Public Health Security and Bioterrorism Preparedness and Response Act of 2002 (Public Law 107-188, Title IV – Drinking Water Security and Safety) requires community water suppliers serving over 3,300 people to prepare an Emergency Response Plan. **Community water suppliers that have completed the Federal Emergency Response Plan and submitted the required certification to the U.S. Environmental Protection Agency have satisfied Part II, Sections A, B, and C of these guidelines and need only provide the information below regarding the emergency response plan and source water protection plan and complete Sections D (Allocation and Demand Reduction Procedures), and E (Enforcement).**

Provide the following information regarding your completed Federal Emergency Response Plan:

Emergency Response Plan	Contact Person	Contact Number
Emergency Response Lead		
Alternate Emergency Response Lead	<i>See Attached</i>	
Emergency Response Plan Certification Date		

**Operational Contingency Plan.** An operational contingency plan that describes measures to be taken for water supply mainline breaks and other common system failures as well as routine maintenance is recommended for all utilities. Check here  if the utility has an operational contingency plan. At a minimum a contact list for contractors and supplies should be included in a water emergency telephone list.

*Communities that have completed Federal Emergency Response Plans should skip to Section D.*

*No Plan is in place*

**EMERGENCY RESPONSE PROCEDURES**

**A. Emergency Telephone List.** A telephone list of emergency contacts must be included as Attachment **3** to the plan (complete template or use your own list). The list should include key utility and community personnel, contacts in adjacent communities, and appropriate local, state and federal emergency contacts. Please be sure to verify and update the contacts on the emergency telephone list on a regular basis (once each year recommended). In the case of a municipality, this information should be contained in a notification and warning standard operating procedure maintained by the warning point for that community. Responsibilities and services for each contact should be defined.

**B. Current Water Sources and Service Area.** Quick access to concise and detailed information on water sources, water treatment, and the distribution system may be needed in an emergency. System operation, water well and maintenance records should be maintained in a central secured location so that the records are accessible for emergency purposes and preventative maintenance. A detailed map of the system showing the treatment plants, water sources, storage facilities, supply lines, interconnections, and other information that would be useful in an emergency should also be readily available. Check here  if these records and maps exist and staff can access the documents in the event of an emergency.

**C. Procedure for Augmenting Water Supplies.** List all available sources of water that can be used to augment or replace existing sources in an emergency. In the case of a municipality, this information should be contained in a notification and warning standard operating procedure maintained by the warning point for that community. Copies of cooperative agreements should be maintained with your copy of the plan and include in Attachment . Be sure to include information on any physical or chemical problems that may limit interconnections to other sources of water. Approvals from the MN Department of Health are required for interconnections and reuse of water.

*New well is being installed*

**TABLE 7 (A) Public Water Supply Systems –** List interconnections with other public water supply systems that can supply water in an emergency.

Water Supply System	Capacity (GPM/MGD)	Note any limitations on use
	<i>N/A</i>	

GPM – Gallons per Minute      MGD – Million Gallons per Day

**TABLE 7 (B) - Private Water Sources –** List other sources of water available in an emergency.

Name	Capacity (GPM/MGD)	Note any limitations on use
	<i>N/A</i>	

GPM – Gallons per Minute      MGD – Million Gallons per Day

**D. Allocation and Demand Reduction Procedures.** The plan must include procedures to

address gradual decreases in water supply as well as emergencies and the sudden loss of water due to line breaks, power failures, sabotage, etc. During periods of limited water supplies public water suppliers are required to allocate water based on the priorities established in Minnesota Statutes 103G.261.

**Water Use Priorities (Minnesota Statutes 103G.261)**

**First Priority.** Domestic water supply, excluding industrial and commercial uses of municipal water supply, and use for power production that meets contingency requirements.

*NOTE:* Domestic use is defined (MN Rules 6115.0630, Subp. 9), as use for general household purposes for human needs such as cooking, cleaning, drinking, washing, and waste disposal, and uses for on-farm livestock watering excluding commercial livestock operations which use more than 10,000 gallons per day or one million gallons per year.

**Second Priority.** Water uses involving consumption of less than 10,000 gallons per day.

**Third Priority.** Agricultural irrigation and processing of agricultural products.

**Fourth Priority.** Power production in excess of the use provided for in the contingency plan under first priority.

**Fifth Priority.** Uses, other than agricultural irrigation, processing of agricultural products, and power production.

**Sixth Priority.** Non-essential uses. These uses are defined by Minnesota Statutes 103G.291 as lawn sprinkling, vehicle washing, golf course and park irrigation, and other non-essential uses.

List the statutory water use priorities along with any local priorities (hospitals, nursing homes, etc.) in Table 8. Water used for human needs at hospitals, nursing homes and similar types of facilities should be designated as a high priority to be maintained in an emergency. Local allocation priorities will need to address water used for human needs at other types of facilities such as hotels, office buildings, and manufacturing plants. The volume of water and other types of water uses at these facilities must be carefully considered. After reviewing the data, common sense should dictate local allocation priorities to protect domestic requirements over certain types of economic needs. In Table 8, list the priority ranking, average day demand and demand reduction potential for each customer category (modify customer categories if necessary).

**Table 8 Water Use Priorities**

Customer Category	Allocation Priority	Average Day Demand (GPD)	Demand Reduction Potential (GPD)
Residential	1		
Institutional	2		
Commercial	4		
Industrial	3		
Irrigation	5		
Wholesale	6		
Non-essential	6		
	<b>TOTALS</b>		

GPD – Gallons per Day

**Demand Reduction Potential.** The demand reduction potential for residential use will typically be the base

demand during the winter months when water use for non-essential uses such as lawn watering do not occur. The difference between summer and winter demands typically defines the demand reduction that can be achieved by eliminating non-essential uses. In extreme emergency situations lower priority water uses must be restricted or eliminated to protect first priority domestic water requirements. Short-term demand reduction potential should be based on average day demands for customer categories within each priority class.

**Triggers for Allocation and Demand Reduction Actions.** Triggering levels must be defined for implementing emergency responses, including supply augmentation, demand reduction, and water allocation. Examples of triggers include: water demand >100% of storage, water level in well(s) below a certain elevation, treatment capacity reduced 10% etc. Each trigger should have a quantifiable indicator and actions can have multiple stages such as mild, moderate and severe responses. Check each trigger below that is used for implementing emergency responses and for each trigger indicate the actions to be taken at various levels or stages of severity in Table 9.

- |                                     |  |                          |                         |
|-------------------------------------|--|--------------------------|-------------------------|
| <input checked="" type="checkbox"/> | Water Demand   | <input type="checkbox"/> | Water Main Break        |
| <input type="checkbox"/>            | Treatment Capacity   | <input type="checkbox"/> | Loss of Production      |
| <input checked="" type="checkbox"/> | Storage Capacity   | <input type="checkbox"/> | Security Breach         |
| <input type="checkbox"/>            | Groundwater Levels   | <input type="checkbox"/> | Contamination           |
| <input type="checkbox"/>            | Surface Water Flows or Levels  | <input type="checkbox"/> | Other (list in Table 9) |
| <input type="checkbox"/>            | Pump, Booster Station or Well Out of Service                                 |                          |                         |
| <input type="checkbox"/>            | Governor's Executive Order – Critical Water Deficiency (required by statute) |                          |                         |

**Table 9 Demand Reduction Procedures**

Condition	Trigger(s)	Actions
Stage 1 (Mild)		
Stage 2 (Moderate)		
Stage 3 (Severe)		
<b>Critical Water Deficiency (M.S. 103G.291)</b>	Executive Order by Governor & as provided in above triggers	Stage 1: Restrict lawn watering, vehicle washing, golf course and park irrigation and other nonessential uses Stage 2: Suspend lawn watering, vehicle washing, golf course and park irrigation and other nonessential uses

*Note:* The potential for water availability problems during the onset of a drought are almost impossible to predict. Significant increases in demand should be balanced with preventative measures to conserve supplies in the event of prolonged drought conditions.

**Notification Procedures.** List methods that will be used to inform customers regarding conservation requests, water use restrictions, and suspensions. Customers should be aware of emergency procedures and responses that they may need to implement.

Newspapers - web site - Radio Station (KIBEK)

**E. Enforcement.** Minnesota Statutes require public water supply authorities to adopt and enforce water conservation restrictions during periods of critical water shortages.

**Public Water Supply Appropriation During Deficiency.**  
**Minnesota Statutes 103G.291, Subdivision 1.**

Declaration and conservation.  
(a) If the governor determines and declares by executive order that there is a critical water deficiency, public water supply authorities appropriating water must adopt and enforce water conservation restrictions within their jurisdiction that are consistent with rules adopted by the commissioner.  
(b) The restrictions must limit lawn sprinkling, vehicle washing, golf course and park irrigation, and other nonessential uses, and have appropriate penalties for failure to comply with the restrictions.

An ordinance that has been adopted or a draft ordinance that can be quickly adopted to comply with the critical water deficiency declaration must be included in the plan (include with other ordinances in Attachment 7 for Part III, Item 4). Enforcement responsibilities and penalties for non-compliance should be addressed in the critical water deficiency ordinance.

Sample regulations are available at [www.dnr.state.mn.us/waters](http://www.dnr.state.mn.us/waters)

**Authority to Implement Water Emergency Responses.** Emergency responses could be delayed if city council or utility board actions are required. Standing authority for utility or city managers to implement water restrictions can improve response times for dealing with emergencies. Who has authority to implement water use restrictions in an emergency?

- Utility Manager       City Manager       City Council or Utility Board  
 Other (describe):

**Emergency Preparedness.** If city or utility managers do not have standing authority to implement water emergency responses, please indicate any intentions to delegate that authority. Also indicate any other measures that are being considered to reduce delays for implementing emergency responses.

# WATER CONSERVATION REPORT

## Part I.

### Table 1 - Water Use Trends

Over the past ten years the city's population and total water connections have increased (16 percent and 34 percent, respectively). Over the same time the total water pumped has only increased five percent.

#### 1. D. Projection method

Used two percent population growth, and 0.05 percent growth in usage. Both numbers are consistent with historical averages.

#### 1. E. Sustainability

Resources are adequate to sustain present and projected water demands.

## Part III.

### A.

Unaccounted Water. This should be titled "unexplained & unaccounted for water." As you can see from the second page of this report, the city has approximately 20 percent of unaccounted for water (the difference between water pumped and water sold.) However, there is an explanation for most of this, and they come from six main sources:

1. Filter backwash. In the five previous years starting in 2006, the city averaged a water filter back wash 2.5 times per week, and at 50,0000, that totals 6.5M gallons per year.
2. Flooding the skating rink – 7M gallons per year
3. Hydrant flushing – 150 hydrants at 700 gpm for 10 min each totals 1.05 M gallons per year.
4. Filter under drain. There was a tremendous leak under the old filter tank (one of the reasons we constructed a new WTP. That leaked at 3 gallons per minute totaling 1.572 M gallons per year.
5. Fire department use estimated to be 1 M gallons per year
6. Water main breaks: 2 gallons per minute for 20 hours for the average of 3 breaks per year: totals .02 Million gallons per year

These six uses total 17.142 million gallons per year. Subtracting them out of the total, the unaccounted on average drops to three percent. The city continues to monitor and take appropriate action to reduce unaccounted for water.

B. 3.

Non-conserving rate structures

By the DNR definition, the city's water rate structure does have a portion that is defined as "non-conserving." The city has a problem by just flattening out rates – Approximately 30 percent of the connections only pay the minimum each month. On the other end, eight connections pay 30 percent of the total amount billed each month, and by flattening out a rate, the rate increase would dramatically increase the amount the high-end users pay, leaving the utility exposed to, and an over-reliance on the fortunes of those businesses.

The city, however, has taken steps to mitigate the effect. First, the city instituted a flat connection charge and lowered the minimum usage so users are paying for all the water they are using – in effect flattening out the rate and forcing conservation. Our efforts at a conservation rate structure are supported by the general declining amount of water used per capita. We continue to evaluate our rate structure and make appropriate changes to generate enough revenue as well as promote conservation.

**PART III. WATER CONSERVATION PLAN**

Water conservation programs are intended to reduce demand for water, improve the efficiency in use and reduce losses and waste of water. Long-term conservation measures that improve overall water use efficiencies can help reduce the need for short-term conservation measures. Water conservation is an important part of water resource management and can also help utility managers satisfy the ever-increasing demands being placed on water resources.

Minnesota Statutes 103G.291, requires public water suppliers to implement demand reduction measures before seeking approvals to construct new wells or increases in authorized volumes of water. Minnesota Rules 6115.0770, require water users to employ the best available means and practices to promote the efficient use of water. Conservation programs can be cost effective when compared to the generally higher costs of developing new sources of supply or expanding water and/or wastewater treatment plant capacities.

**A. Conservation Goals.** The following section establishes goals for various measures of water demand. The programs necessary to achieve the goals will be described in the following section.

<b>Unaccounted Water</b> (calculate five year averages with data from Table 1)		
Average annual volume unaccounted water for the last 5 years	21,562,370	gallons
Average percent unaccounted water for the last 5 years		percent
AWWA recommends that unaccounted water not exceed 10%. Describe goals to reduce unaccounted water if the average of the last 5 years exceeds 10%.		
<i>See attachment 6.</i>		

<b>Residential Gallons Per Capita Demand (GPCD)</b>	
Average residential GPCD use for the last 5 years (use data from Table 1)	GPCD
In 2002, average residential GPCD use in the Twin Cities Metropolitan Area was 75 GPCD. Describe goals to reduce residential demand if the average for the last 5 years exceeds 75 GPCD.	
<i>N/A</i>	

<b>Total Per Capita Demand:</b> From Table 1, is the trend in overall per capita demand over the past 10 years <input type="checkbox"/> increasing or <input checked="" type="checkbox"/> decreasing? If total GPCD is increasing, describe the goals to lower overall per capita demand or explain the reasons for the increase.

<b>Peak Demands</b> (calculate average ratio for last five years using data from Table 1)	
Average maximum day to average day ratio	350,000 / 278,800
If peak demands exceed a ratio of 2.6, describe the goals for lowering peak demands.	

**B. Water Conservation Programs.** Describe all short-term conservation measures that are available for use in an emergency and long-term measures to improve water use efficiencies for each of the six conservation program elements listed below. Short-term demand reduction measures must be included in the emergency response procedures and must be in support of, and part of, a community all-hazard emergency operation plan.

- 1. Metering.** The American Water Works Association (AWWA) recommends that every water utility meter all water taken into its system and all water distributed from its system at its customer's point of service. An effective metering program relies upon periodic performance testing, repair, repair and maintenance of all meters. AWWA also recommends that utilities conduct regular water audits to ensure accountability. Complete Table 10 (A) regarding the number and maintenance of customer meters.

**TABLE 10 (A) Customer Meters**

	Number of Connections	Number of Metered Connections	Meter testing schedule (years)	Average age/meter replacement schedule (years)
Residential				1
Institutional				All water meters were replaced in 1997
Commercial				
Industrial				1
Public Facilities				1
Other				1
<b>TOTALS</b>				

**Unmetered Systems.** Provide an estimate of the cost to install meters and the projected water savings from metering water use. Also indicate any plans to install meters.

Meters are tested upon request.

**TABLE 10 (B) Water Source Meters**

	Number of Meters	Meter testing schedule (years)	Average age/meter replacement schedule (years)
Water Source (wells/intakes)	1	10 yrs	NA 1
Treatment Plant	1	New	NA. 1

2. **Unaccounted Water.** Water audits are intended to identify, quantify, and verify water and revenue losses. The volume of unaccounted-for water should be evaluated each billing cycle. The AWWA recommends a goal of ten percent or less for unaccounted-for water. Water audit procedures are available from the AWWA and MN Rural Water Association.

Frequency of water audits:  each billing cycle  yearly  other:

Leak detection and survey:  every year  every years  periodic as needed  
Year last leak detection survey completed:

**Reducing Unaccounted Water.** List potential sources and efforts being taken to reduce unaccounted water. If unaccounted water exceeds 10% of total withdrawals, include the timeframe for completing work to reduce unaccounted water to 10% or less.

See page 13 & Attachment 6

3. **Conservation Water Rates.** Plans must include the current rate structure for all customers and provide information on any proposed rate changes. Discuss the basis for current price levels and rates, including cost of service data, and the impact current rates have on conservation.

**Billing Frequency:**  Monthly  Bimonthly  Quarterly  
 Other (describe):

**Volume included in base rate or service charge:** gallons or cubic feet

**Conservation Rate Structures**

- Increasing block rate: rate per unit increases as water use increases
- Seasonal rate: higher rates in summer to reduce peak demands
- Service charge or base fee that does not include a water volume

**Conservation Neutral Rate Structure**

- Uniform rate: rate per unit is the same regardless of volume

**Non-conserving Rate Structures**

- Service charge or base fee that includes a large volume of water
- Declining block rate: rate per unit decreases as water use increases
- Flat rate: one fee regardless of how much water is used (unmetered)

**Other (describe):**

**Water Rates Evaluated:**  every year  every 2 years  no schedule  
Date of last rate change:

Declining block (the more water used, the cheaper the rate) and flat (one fee for an unlimited volume of water) rates should be phased out and replaced with conservation rates. Incorporating a seasonal rate structure and the benefits of a monthly billing cycle should also be considered along with the development of an emergency rate structure that could be quickly implemented to encourage conservation in an emergency.

**Current Water Rates.** Include a copy of the actual rate structure in Attachment 4 or list current water rates including base/service fees and volume charges below.

**Non-conserving Rate Structures.** Provide justification for the rate structure and its impact on reducing demands or indicate intentions including the timeframe for adopting a conservation rate structure.

*See Attachment 6.*

4. **Regulation.** Plans should include regulations for short-term reductions in demand and long-term improvements in water efficiencies. Sample regulations are available from DNR Waters. Copies of adopted regulations or proposed restrictions should be included in Attachment \_\_\_\_\_ of the plan. Indicate any of the items below that are required by local regulations and also indicate if the requirement is applied each year or just in emergencies.

- Time of Day: no watering between \_\_\_\_\_ am/pm and \_\_\_\_\_ am/pm (reduces evaporation)  year around  seasonal  emergency only
- Odd/Even: (helps reduce peak demand)  year around  seasonal  emergency only
- Water waste prohibited (no runoff from irrigation systems)  
Describe ordinance:
- Limitations on turf areas for landscaping (reduces high water use turf areas)  
Describe ordinance:
- Soil preparation (such as 4"-6" of organic soil on new turf areas with sandy soil)  
Describe ordinance:
- Tree ratios (plant one tree for every \_\_\_\_\_ square feet to reduce turf evapotranspiration)  
Describe ordinance:
- Prohibit irrigation of medians or areas less than 8 feet wide  
Describe ordinance:
- Permit required to fill swimming pool  every year  emergency only
- Other (describe):

CITY OF MILACA

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Page 1

Rate Report

4.

Rate Number	Rate Name	Base Charge	Minimum Charge	Tier	From	To	Amount
Rate Number 1	1 Water	\$10.00	\$2.50	1	1	999999999	3.75
Rate Number 2	2 SEWER	\$1.75	\$8.25	1	1	11	2.45
	2 SEWER	\$1.75	\$8.25	2	12	999999999	0
Rate Number 3	3 COM SEWER	\$1.75	\$8.25	1	1	999999999	2.45
Rate Number 4	4 SEWER ONLY	\$0.00	\$15.00	1	1	999999999	15
Rate Number 5	5 COM WATER	\$10.00	\$2.50	1	1	20	3.75
	5 COM WATER	\$10.00	\$2.50	2	21	50	2.75
	5 COM WATER	\$10.00	\$2.50	3	51	100	2.5
	5 COM WATER	\$10.00	\$2.50	4	101	999999999	2
Rate Number 6	6 Ballfield	\$0.00	\$12.50	1	1	20	3.75
	6 Ballfield	\$0.00	\$12.50	2	21	50	2.75
	6 Ballfield	\$0.00	\$12.50	3	51	100	2.5
	6 Ballfield	\$0.00	\$12.50	4	101	999999999	2
Rate Number 99	99 ZERO RATE	\$0.00	\$0.00	1	1	999999999	0

ORDINANCE # 98-1

The Milaca City Council ordains as follows:

Section 230:11 of the municipal code is hereby added.

Section 230:11. Water Use Restriction.

Whenever the City Council shall determine that a shortage of the water supply threatens the City, the Council may, by Resolution, limit the use of the City water supply system for lawn and garden sprinkling and irrigation. From May first to September first annually, all property with addresses that end with an odd number may be sprinkled on odd numbered days, and property with address that end with an even number may be sprinkled on even numbered days. The Council may also ban the use of water for lawn and garden sprinkling and irrigation. Notice of water use restriction shall be given in such a manner as the Council may determine including, but not limited to, notice on city bulletin boards or signs newspaper articles, and radio broadcast, stating the date on which the limitation is effective. This Section does not apply to private wells used for irrigation.

Passed this 21<sup>st</sup> day of May 1998.

\_\_\_\_\_  
Mayor Randy Furman

ATTEST

\_\_\_\_\_  
Greg Lerud, City Manager

**State and Federal Regulations (mandated)**

Rainfall sensors on landscape irrigation systems. Minnesota Statute 103G.298 requires "All automatically operated landscape irrigation systems shall have furnished and installed technology that inhibits or interrupts operation of the landscape irrigation system during periods of sufficient moisture. The technology must be adjustable either by the end user or the professional practitioner of landscape irrigation services."

Water Efficient Plumbing Fixtures. The 1992 Federal Energy Policy Act established manufacturing standards for water efficient plumbing fixtures, including toilets, urinals, faucets, and aerators.

**Enforcement.** Are ordinances enforced?  Yes  No If yes, indicate how ordinances are enforced along with any penalties for non-compliance.

--

5. **Education and Information Programs.** Customers should be provided information on how to improve water use efficiencies a minimum of two times per year. Information should be provided at appropriate times to address peak demands. Emergency notices and educational materials on how to reduce water use should be available for quick distribution during an emergency. If any of the methods listed in the table below are used to provide water conservation tips, indicate the number of times that information is provided each year and attach a list of education efforts used for the last three years.

Current Education Programs	Times/Year
Billing inserts or tips printed on the actual bill	
Consumer Confidence Reports	1
Local news papers	1
Community news letters	4
Direct mailings (water audit/retrofit kits, showerheads, brochures)	
Information at utility and public buildings	
Public Service Announcements	
Cable TV Programs	
Demonstration projects (landscaping or plumbing)	
K-12 Education programs (Project Wet, Drinking Water Institute)	
School presentations	
Events (children's water festivals, environmental fairs)	
Community education	
Water Week promotions	
Information provided to groups that tour the water treatment plant	1
Website (include address: <u>www.cityofminnecia.org</u> )	
Targeted efforts (large volume users, users with large increases)	
Notices of ordinances (include tips with notices)	As passed.
Emergency conservation notices (recommended)	
Other:	

List education efforts for the last three years in Attachment \_\_\_\_\_ of the plan. Be sure to indicate whether educational efforts are on-going and which efforts were initiated as an emergency or drought management effort.

**Proposed Education Programs.** Describe any additional efforts planned to provide conservation information to customers a minimum of twice per year (required if there are no current efforts).

A packet of conservation tips and information can be obtained by contacting DNR Waters or the Minnesota Rural Water Association (MRWA). The American Water Works Association (AWWA) [www.awwa.org](http://www.awwa.org) or [www.waterwiser.org](http://www.waterwiser.org) also has excellent materials on water conservation that are available in a number of formats. You can contact the MRWA 800/367-6792, the AWWA bookstore 800/926-7337 or DNR Waters 651/296-0512 for information regarding educational materials and formats that are available.

6. **Retrofitting Programs.** Education and incentive programs aimed at replacing inefficient plumbing fixtures and appliances can help reduce per capita water use as well as energy costs. It is recommended that communities develop a long-term plan to retrofit public buildings with water efficient plumbing fixtures and that the benefits of retrofitting be included in public education programs. You may also want to contact local electric or gas suppliers to see if they are interested in developing a showerhead distribution program for customers in your service area.

A study by the AWWA Research Foundation (Residential End Uses of Water, 1999) found that the average indoor water use for a non-conserving home is 69.3 gallons per capita per day (gpcd). The average indoor water use in a conserving home is 45.2 gpcd and most of the decrease in water use is related to water efficient plumbing fixtures and appliances that can reduce water, sewer and energy costs. In Minnesota, certain electric and gas providers are required (Minnesota Statute 216B.241) to fund programs that will conserve energy resources and some utilities have distributed water efficient showerheads to customers to help reduce energy demands required to supply hot water.

**Retrofitting Programs.** Describe any education or incentive programs to encourage the retrofitting of inefficient plumbing fixtures (toilets, showerheads, faucets, and aerators) or appliances (washing machines).

*City currently does not have a retrofitting program*

**Plan Approval.** Water Emergency and Conservation Plans must be approved by the Department of Natural Resources (DNR) every ten years. Please submit plans for approval to the following address:

DNR Waters  
Water Permit Programs Supervisor  
500 Lafayette Road  
St. Paul, MN 55155-4032

or Submit electronically to  
[wateruse@dnr.state.mn.us](mailto:wateruse@dnr.state.mn.us).

**Adoption of Plan.** All DNR plan approvals are contingent on the formal adoption of the plan by the city council or utility board. Please submit a certificate of adoption (example available) or other action adopting the plan.

Metropolitan Area communities are also required to submit these plans to the Metropolitan Council. Please see PART IV. ITEMS FOR METROPOLITAN AREA PUBLIC SUPPLIERS.

NA

METROPOLITAN COUNCIL

PART IV. ITEMS FOR METROPOLITAN AREA PUBLIC SUPPLIERS

Minnesota Statute 473.859 requires water supply plans to be completed for all local units of government in the seven-county Metropolitan Area as part of the local comprehensive planning process. Much of the required information is contained in Parts I-III of these guidelines. However, the following additional information is necessary to make the water supply plans consistent with the Metropolitan Land Use Planning Act upon which local comprehensive plans are based. Communities should use the information collected in the development of their plans to evaluate whether or not their water supplies are being developed consistent with the Council's Water Resources Management Policy Plan.

**Policies.** Provide a statement(s) on the principles that will dictate operation of the water supply utility: for example, "It is the policy of the city to provide good quality water at an affordable rate, while assuring this use does not have a long-term negative resource impact."  
NA

**Impact on the Local Comprehensive Plan.** Identify the impact that the adoption of this water supply plan has on the rest of the local comprehensive plan, including implications for future growth of the community, economic impact on the community and changes to the comprehensive plan that might result.

**Demand Projections**

Year	Population Served*	Average Day Demand (MGD)	Maximum Day Demand (MGD)	Projected Demand (MGY)
2010				
2020				
2030				
Ultimate				

\* Population projections should be consistent with those in the Metropolitan Council's 2030 Regional Development Framework.

**REVIEW OF THE PLAN**

The plan must be prepared by the city according to the sequence outlined in Minnesota Statutes 473.175, and submitted to the Metropolitan Council, adjacent communities, and the county for review and comment. The Council determines if the plan is complete for review within 10 days. If incomplete, the Council will notify the community and request the necessary information. When complete the Council will complete its review within 60 days or a mutually agreed upon extension. The community officially adopts the plan after it is returned with comments by the Council.

## **PLAN SUBMITTAL**

Plans can be submitted electronically to the Council; however, the review process will not begin until the Council receives a paper copy of the materials. Electronic submissions can be via a CD, 3 1/2" floppy disk or to the email address below. Metropolitan communities should submit their plans to:

Reviews Coordinator  
Metropolitan Council  
230 E 5<sup>th</sup> Street,  
St. Paul, MN 55101

electronically to:  
[watersupply@metc.state.mn.us](mailto:watersupply@metc.state.mn.us)

# JIM'S MILLE LACS DISPOSAL, INC.

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205 2nd Ave NE  
PO Box 275  
Milaca, MN 56353

Phone: 320-983-6474  
Fax: 320-983-2804

October 11, 2008

City of Milaca  
Greg Lerud  
255 1st St E  
Milaca, MN 56353

Re: Contract renewal

Dear Greg,

It is time to renew our contract with the City of Milaca. We would like to thank the City for their past and present patronage.

Even though we are going through turbulent economic times we are pleased to inform you we anticipate no increase in rates for the next four years. This is due to the many changes made in our company's operating procedures, contract negotiations and bulk fuel purchasing power we are able to maintain our current low rates for a few more years. Therefore, we are able to pass the savings on to our customers.

We would like to City Council to consider renewing our contract under the same terms and conditions of the previous contract.

Please contact me with any questions or concerns you may have.

Sincerely,



James Gerads  
President

**ORDINANCE NO. 378**

**AN ORDINANCE RE-SPLITTING PREVIOUSLY COMBINED  
SINGLE FAMILY RESIDENTIAL LOTS**

**THE CITY COUNCIL OF THE CITY OF MILACA, MINNESOTA DOES ORDAIN AS  
FOLLOWS:**

SECTION ONE: CHAPTER 155, SUBD. CONTROL OF THE ORDINANCES OF THE CITY OF MILACA, MINNESOTA IS AMENDED BY THE ADDITION OF § 155.131.1. RE-SPLIT LOTS.

- (A) For the purpose of this Chapter, the following definition shall apply unless the context clearly indicates or requires a different meaning.

RE-SPLIT LOT. Two or more previously platted lots which have been combined into a single lot and which the owners thereof apply for and obtain City Council approval to revert to the lot configuration as originally platted.

- (B) The City Council may approve a Re-split Lot without otherwise requiring application of the provisions of these subdivision regulations, upon the following conditions:
- (1) The size of each Re-split Lot is equal to or greater than its original platted size;
  - (2) The applicant executes a development contract for the immediate construction of a principal residential building on one or more of the Re-split Lots;
  - (3) The Re-split Lot and the proposed development meet all the requirements of the City Zoning Ordinance, Chapter 156;
  - (4) Separate application for any variance request must be made and approved separately and independently of the City Council's decision on the Re-split Lot application.

SECTION TWO: EFFECTIVE DATE

The Ordinance shall become effective upon passage and publication.

Adopted by the City Council of the City of Milaca this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

\_\_\_\_\_  
Mayor Harold Pedersen

ATTEST:

Greg Lerud, City Manager

First reading \_\_\_\_\_  
Second reading \_\_\_\_\_  
Published \_\_\_\_\_

ORDINANCE NO. 379

AN ORDINANCE AMENDING CHAPTER 114: LIQUOR REGULATIONS

THE CITY COUNCIL OF THE CITY OF MILACA, MINNESOTA DOES ORDAIN AS FOLLOWS:

SECTION ONE:

Chapter 114 of the Ordinances of the City of Milaca, Minnesota, is amended as follows:  
(Underlining indicates new matter, strikeouts indicate deletions)

SECTION TWO:

§ 114.03 LICENSE CLASSIFICATIONS is hereby amended as follows:

(A)(6) Banquet Facilities.

SECTION THREE:

§ 114.08 INELIGIBLE PERSONS AND PLACES is hereby amended as follows:

(B)(2) Except for Banquet Facilities, ~~N~~ no license shall be granted within 300 feet of any school or within 300 feet of any church.

SECTION FOUR:

§ 114.25 DEFINITIONS is hereby amended as follows:

(B) BANQUET FACILITIES. An establishment which provides transient occupation of hotel and motel rooms for a fee, together with congregate dining in connection with scheduled events but does not provide restaurant facilities.

SECTION FIVE: EFFECTIVE DATE

The Ordinance shall become effective \_\_\_\_\_.

Adopted by the City Council of the City of Milaca this \_\_\_\_ day of \_\_\_\_\_, 2008.

\_\_\_\_\_  
Mayor Harold Pedersen

ATTEST

\_\_\_\_\_  
Greg Lerud, City Manager

First reading \_\_\_\_\_  
Second reading \_\_\_\_\_  
Published \_\_\_\_\_

ORDINANCE NO. 380

AN ORDINANCE AMENDING UTILITY CONNECTION CHARGES

THE MILACA CITY COUNCIL ordains the following:

Subd. 1. The city establishes the following Residential Equivalency Charges (REC) so each user of the city water and sewer system shall be paying a fair price for their proportionate use of the system:

FACILITY	PARAMETER	REC UNITS
Apartment Buildings	3 unit	1
Automobile Service	2 service bays	1
Banquet Room	3,000 sq. ft. GFA	1
Barber Shop	4 chairs	1
Beauty Parlors	8 stations	1
Bowling alley	8 alleys	1
Car wash (self service)	1 stall	2
Car wash (automatic)	1 bay	4
Churches	300 seats	1
Clubs/Lodges	3,000 sq. ft.	1
Day Care Centers	20 people(clients and staff)	1
Gas station		1
Convenience Store	1,000 sq. ft GFA	1
Group Home	7 beds	1
Health club (showers)	1,000 sq. ft GFA	1
Health club (no showers)	3,000 sq. ft GFA	1
Laundromat	8 washing machines	1
Library	3,000 sq. ft	1
Liquor store (on-sale)	40 seats	1
Motel/Hotel	8 rooms	1
Museum	5,000 sq. ft GFA	1
Nursing Home	4 beds	1
Office (general)	5,000 sq. ft GFA	1
Office (medical/dental)	1,000 sq. ft GFA	1
Restaurant (full service)	12 seats	1
Restaurant (fast service)	30 seats	1
Retail stores	6,000 sq. ft. GFA	1
Schools	3,000 sq. ft. GFA	1
Swimming pools	900 sq. ft. pool area	1
Theaters	75 seats	1
Warehouses	20 employees	1

The REC for a facility not included in the above list will be determined by the city council.

Passed this \_\_\_\_\_ day of November, 2008.

\_\_\_\_\_  
Mayor Harold Pedersen

ATTEST

\_\_\_\_\_  
Greg Lerud, City Manager

1<sup>st</sup> reading \_\_\_\_\_  
2<sup>nd</sup> reading \_\_\_\_\_  
Published \_\_\_\_\_

## Water and Sewer Access Charge comparison

The city created the REC in 2001, and at that time the connection charge was \$1,750 (\$1,000 water and \$750 sewer.) The current charge is \$5,300 (\$2,300 water and \$3,000 sewer.)

On this chart all "REC Units" are 1 unless otherwise noted.)

FACILITY	PARAMETER		REC UNITS	
	Old	New	Old	New
Apartment Buildings	1	3 unit		
Automobile Service	2	2 service bays		
Banquet Room	1,000	3,000 sq. ft. GFA		
Barber Shop	4	4 chairs		
Beauty Parlors	8	8 stations		
Bowling alley	8	8 alleys		
Car wash (self service)	1	1 stall	3	2
Car wash (automatic)		1 bay	6	4
Churches	250	300 seats		
Clubs/Lodges	1,150	3,000 sq. ft.		
Day Care Centers		20 people(clients and staff)		
Gas station			1	
Convenience Store	500	1,000 sq. ft GFA		
Group Home	5	7 beds		
Health club (showers)	700	1,000 sq. ft GFA		
Health club (no showers)	2,400	3,000 sq. ft GFA		
Laundromat	6	8 washing machines		
Library	2,400	3,000 sq. ft		
Liquor store (on-sale)	20	40 seats		
Motel/Hotel	2	8 rooms		
Museum	2,400	5,000 sq. ft GFA		
Nursing Home	3	4 beds		
Office (general)	2,400	5,000 sq. ft GFA		
Office (medical/dental)	825	1,000 sq. ft GFA		
Restaurant (full service)	8	12 seats		
Restaurant (fast service)	22	30 seats		
Retail stores	3,000	6,000 sq. ft. GFA		
Schools	1,000	3,000 sq. ft. GFA		
Swimming pools		900 sq. ft. pool area		
Theaters	60	75 seats		
Warehouses	15	20 employees		

ORDINANCE NO. 381

AN ORDINANCE GRANTING CENTERPOINT ENERGY RESOURCES CORP., d/b/a CENTERPOINT ENERGY MINNESOTA GAS (“CENTERPOINT ENERGY”), ITS SUCCESSORS AND ASSIGNS, A NONEXCLUSIVE FRANCHISE TO CONSTRUCT, OPERATE, REPAIR AND MAINTAIN FACILITIES AND EQUIPMENT FOR THE TRANSPORTATION, DISTRIBUTION, MANUFACTURE AND SALE OF GAS ENERGY FOR PUBLIC AND PRIVATE USE AND TO USE THE PUBLIC WAYS AND GROUNDS OF THE CITY OF MILACA, MILLE LACS, COUNTY, MINNESOTA, FOR SUCH PURPOSE; AND, PRESCRIBING CERTAIN TERMS AND CONDITIONS THEREOF

THE CITY COUNCIL OF THE CITY OF MILACA, MILLE LACS COUNTY, MINNESOTA, ORDAINS:

SECTION 1. DEFINITIONS.

For purposes of this Ordinance, the following capitalized terms listed in alphabetical order shall have the following meanings:

**City.** The City of Milaca, County of Mille Lacs, State of Minnesota.

**City Utility System.** Facilities used for providing public utility service owned or operated by City or agency thereof, including sewer, storm sewer, water service, street lighting and traffic signals, but excluding facilities for providing heating, lighting, or other forms of energy.

**Commission.** The Minnesota Public Utilities Commission, or any successor agency or agencies, including an agency of the federal government, which preempts all or part of the authority to regulate gas retail rates now vested in the Minnesota Public Utilities Commission.

**Company.** CenterPoint Energy Resources Corp., d/b/a CenterPoint Energy Minnesota Gas (“CenterPoint Energy”) its successors and assigns including all successors or assigns that own or operate any part or parts of the Gas Facilities subject to this Franchise.

**Gas Energy.** Gas Energy includes both retail and wholesale natural, manufactured or mixed gas.

**Gas Facilities.** Gas transmission and distribution pipes, lines, ducts, fixtures, and all necessary equipment and appurtenances owned or operated by the Company for the purpose of providing Gas Energy for retail or wholesale use.

**Notice.** A writing served by any party or parties on any other party or parties. Notice to Company shall be mailed to CenterPoint Energy, Minnesota Division Vice President, 800 LaSalle Avenue, Minneapolis, Minnesota 55402. Notice to the City shall be mailed to City of Milaca, City Manager, 255 1<sup>st</sup> St. East, Milaca, Minnesota 56353. Any party may change its respective address for the purpose of this Ordinance by written Notice to the other parties.

**Ordinance.** This gas franchise ordinance, also referred to as the Franchise.

**Public Way.** Any highway, street, alley or other public right-of-way within the City.

**Public Ground.** Land owned or otherwise controlled by the City for utility easements, park, trail, walkway, open space or other public property, which is held for use in common by the public or for public benefit.

## **SECTION 2. ADOPTION OF FRANCHISE.**

2.1 **Grant of Franchise.** City hereby grants Company, for a period of 20 years from the date this Ordinance is passed and approved by the City, the right to import, manufacture, distribute and sell Gas Energy for public and private use within and through the limits of the City as its boundaries now exist or as they may be extended in the future and also the right to transport Gas Energy through the limits of the City for use outside of the City limits. For these purposes, Company may construct, operate, repair and maintain Gas Facilities in, on, over, under and across the Public Ways and Public Grounds, subject to the provisions of this Ordinance. Company may do all reasonable things necessary or customary to accomplish these purposes, subject, however, to such reasonable regulations as may be imposed by the City pursuant to a public right-of-way ordinance or permit requirements adopted consistent with state law.

2.2 **Effective Date; Written Acceptance.** This Franchise shall be in force and effect from and after the passage of this Ordinance and publication as required by law and its acceptance by Company. If Company does not file a written acceptance with the City within 60 days after the date the City Council adopts this Ordinance, or otherwise inform the City, at any time, that the Company does not accept this Franchise, the City Council by resolution shall revoke this Franchise.

2.3. **Service and Gas Rates.** The terms and conditions of service and the rates to be charged by Company for Gas Energy in City are subject to the exclusive jurisdiction of the Commission.

2.4. **Publication Expense.** Company shall pay the expense of publication of this Ordinance.

2.5. **Dispute Resolution.** If either party asserts that the other party is in default in the performance of any obligation hereunder, the complaining party shall notify the other party of the default and the desired remedy. The notification shall be written. Representatives of the parties must promptly meet and attempt in good faith to negotiate a resolution of the dispute. If the dispute is not resolved within 30 days of the written Notice, the parties may jointly select a mediator to facilitate further discussion. The parties will equally share the fees and expenses of this mediator. If a mediator is not used or if the parties are unable to resolve the dispute within 30 days after first meeting with the selected mediator, either party may commence an action in District Court to interpret and enforce this Franchise or for such other relief as may be permitted by law or equity.

2.6. **Continuation of Franchise.** If the City and the Company are unable to agree on the terms of a new franchise by the time this Franchise expires, this Franchise will remain in effect until a new franchise is agreed upon, or until 90 days after the City or the Company serves written Notice to the other party of its intention to allow Franchise to expire. However, in no event shall this Franchise continue for more than one year after expiration of the 20-year term set forth in Section 2.1.

### **SECTION 3. LOCATION, OTHER REGULATIONS.**

3.1. **Location of Facilities.** Gas Facilities shall be located, constructed, and maintained so as not to interfere with the safety and convenience of ordinary travel along and over Public Ways and so as not to disrupt normal operation of any City Utility System. Gas Facilities may be located on Public Grounds in a location selected by the City. The location and relocation of Gas Facilities shall be subject to reasonable regulations of the City consistent with authority granted the City to manage its Public Ways and Public Grounds under state law, to the extent not inconsistent with a specific term of this Franchise.

3.2. **Street Openings.** Company shall not open or disturb the surface of any Public Way or Public Ground for any purpose without first having obtained a permit from the City, if required by a separate ordinance, for which the City may impose a reasonable fee, unless the City is receiving a franchise fee pursuant to this Ordinance, in which case all permit fees will be waived. Permit conditions imposed on Company shall not be more burdensome than those imposed on other public-right-of-way users for similar facilities or work. Company may, however, open and disturb the surface of any Public Way or Public Ground without a permit if (i) an emergency exists requiring the immediate repair of Gas Facilities and (ii) Company gives telephone, email or similar Notice to the City before commencement of the emergency repair, if reasonably possible. Within two business days after commencing the repair, Company shall apply for any required permits and pay any required fees.

3.3. **Restoration.** After undertaking any work requiring the opening of any Public Way or Public Ground, the Company shall restore the Public Ways or Public Grounds in accordance with Minnesota Rules, 7819.1100. Company shall restore the Public Ground to as good a condition as formerly existed, and shall maintain the surface in good condition for six months thereafter. All work shall be completed as promptly as weather permits, and if Company shall not promptly perform and complete the work, remove all dirt, rubbish, equipment and material, and put the Public Ground in the said condition, the City shall have, after demand to Company to cure and the passage of a reasonable period of time following the demand, but not to exceed five days, the right to make the restoration of the Public Ways or Public Grounds at the expense of Company. Company shall pay to the City the cost of such work done for or performed by the City. The Company shall not be required to post a construction performance bond.

3.4. **Avoid Damage to Gas Facilities.** The Company must take reasonable measures to prevent the Gas Facilities from causing damage to persons or property. The Company must take reasonable measures to protect the Gas Facilities from damage that could be inflicted on the Gas Facilities by persons, property, or the elements. The Company must take protective measures when

the City performs work near the Gas Facilities, if given reasonable Notice by the City of such work prior to its commencement.

3.5. **Notice of Improvements to Streets.** The City will give Company reasonable written Notice of plans for improvements to Public Ways and Public Grounds where the City has reason to believe that Gas Facilities may affect or be affected by the improvement. The Notice will contain: (i) the nature and character of the improvements, (ii) the Public Ways or Public Grounds upon which the improvements are to be made, (iii) the extent of the improvements, (iv) the time when the City will start the work, and (v) if more than one Public Way or Public Grounds is involved, the order in which the work is to proceed. The Notice will be given to Company a sufficient length of time, considering seasonal working conditions, in advance of the actual commencement of the work to permit Company to make any additions, alterations or repairs to its Gas Facilities the Company deems necessary.

3.6 **Mapping Information.** If requested by City, the Company must promptly provide complete and accurate mapping information for any of its Gas Facilities in accordance with the requirements of Minnesota Rules 7819.4000 and 7819.4100.

3.7. **Emergency Response.** As emergency first-responders, when a public safety concern exists both the City and Company shall respond to gas emergencies within the City without additional direct fee or expense to either City or Company.

#### **SECTION 4. RELOCATIONS.**

4.1. **Relocation in Public Ways and Public Grounds.** The Company and City shall comply with the provisions of Minnesota Rules 7819.3100, with respect to requests for the Company to relocate Gas Facilities located in either Public Ways or Public Grounds.

4.2. **Projects with Federal Funding.** Relocation, removal, or rearrangement of any Company Gas Facilities made necessary because of the extension into or through City of a federally aided highway project shall be governed by the provisions of Minnesota Statutes Sections 161.45 and 161.46.

#### **SECTION 5. INDEMNIFICATION.**

5.1. **Indemnity of City.** Company shall indemnify and hold the City harmless from any and all liability, on account of injury to persons or damage to property occasioned by the construction, maintenance, repair, inspection, the issuance of permits, or the operation of the Gas Facilities located in the Public Ways and Public Grounds. The City shall not be indemnified for losses or claims occasioned through its own negligence or otherwise wrongful act or omission except for losses or claims arising out of or alleging the City's negligence as to the issuance of permits for, or inspection of, Company's plans or work.

5.2. **Defense of City.** In the event a suit is brought against the City under circumstances where this agreement to indemnify applies, Company at its sole cost and expense shall defend the City in such suit if written Notice thereof is promptly given to Company within a period wherein

Company is not prejudiced by lack of such Notice. If Company is required to indemnify and defend, it will thereafter have control of such litigation, but Company may not settle such litigation without the consent of the City, which consent shall not be unreasonably withheld. This section is not, as to third parties, a waiver of any defense or immunity otherwise available to the City. The Company, in defending any action on behalf of the City, shall be entitled to assert in any action every defense or immunity that the City could assert in its own behalf. This Franchise agreement shall not be interpreted to constitute a waiver by the City of any of its defenses of immunity or limitations on liability under Minnesota Statutes, Chapter 466.

#### **SECTION 6. VACATION OF PUBLIC WAYS AND PUBLIC GROUNDS.**

The City shall give Company at least two weeks prior written Notice of a proposed vacation of a Public Ways or Public Grounds. The City and the Company shall comply with Minnesota Rules 7819.3200 with respect to any request for vacation.

#### **SECTION 7. CHANGE IN FORM OF GOVERNMENT.**

Any change in the form of government of the City shall not affect the validity of this Ordinance. Any governmental unit succeeding the City shall, without the consent of Company, succeed to all of the rights and obligations of the City provided in this Ordinance.

#### **SECTION 8. FRANCHISE FEE.**

8.1. **Form.** During the term of the franchise hereby granted, the City may charge the Company a franchise fee. The Company will administer the collection and payment of franchise fees to City in lieu of permit fees, or other fees that may otherwise be imposed on the Company in relation to its operations as a public utility in the City. The franchise fee will be collected on a flat per meter basis, or by some other method that is mutually acceptable to both City and Company for each retail customer within the corporate limits of the City. The amount of the fee collected may differ for each customer class. The City will use a formula that provides a stable and predictable amount of fees, without placing the Company at a competitive disadvantage. Such fee shall not exceed any amount that the Company may legally charge to its customers prior to payment to the City. If the Company claims that the City required fee formula is discriminatory or otherwise places the Company at a competitive disadvantage, the Company will provide a formula that will produce a substantially similar fee amount to the City. If the City and Company are unable to agree, the disagreement shall be subject to the Dispute Resolution provisions of this Ordinance.

8.2. **Separate Ordinance.** The franchise fee shall be imposed by separate ordinance duly adopted by the City Council, which ordinance shall not be adopted until at least sixty (60) days after written Notice enclosing such proposed ordinance has been served upon the Company by certified mail. The Company is not required to collect a franchise fee if the terms of the fee agreement are inconsistent with this franchise or state law, provided the Company notifies the City Council of the same within the sixty (60) day period.

8.3. **Condition of Fee.** The separate ordinance imposing the fee shall not be effective against the Company unless it lawfully imposes a fee of the same or substantially similar amount on

the sale of energy within the City by any other energy supplier, provided that, as to such supplier, the City has the authority or contractual right to require a franchise fee or similar fee through an agreed-upon franchise.

8.4. **Collection of Fee.** The franchise fee shall be payable not less than quarterly during complete billing months of the period for which payment is to be made. The franchise fee formula may be changed from time to time, however, the change shall meet the same Notice and acceptance requirements and the fee may not be changed more often than annually. Such fee shall not exceed any amount that the Company may legally charge to its customers prior to payment to the City. Such fee is subject to subsequent reductions to account for uncollectibles and customer refunds incurred by the Company. The Company shall not be responsible to pay City fees that Company is unable to collect under Commission rules or order. The Company agrees to make available for inspection by the City at reasonable times all records necessary to audit the Company's determination of the franchise fee payments.

8.5. **Continuation of Franchise Fee.** If this Franchise expires and the City and the Company are unable to agree upon terms of a new franchise, the franchise fee, if any being imposed by the City at the time this Franchise expires, will remain in effect until a new franchise is agreed upon. However, the franchise fee will not remain in effect for more than one year after the franchise expires as stated in Section 2.6 of this Franchise. If for any reason the Franchise terminates, the franchise fee will terminate at the same time.

#### **SECTION 9. ABANDONED FACILITIES.**

The Company shall comply with Minnesota Statutes, Section 216D.01 *et seq.* and Minnesota Rules 7819.3300, as they may be amended from time to time with respect to abandoned facilities located in Public Ways and Public Grounds. The Company shall maintain records describing the exact location of all abandoned and retired Gas Facilities within the Public Ways and Public Grounds, produce such records at the City's request and comply with the location requirements of Section 216D.04 with respect to all Gas Facilities, including abandoned and retired Gas Facilities not located in Public Ways and Public Grounds.

#### **SECTION 10. PROVISIONS OF ORDINANCE.**

10.1. **Severability.** Every section, provision, or part of this Ordinance is declared separate from every other section, provision, or part; and if any section, provision, or part shall be held invalid, it shall not affect any other section, provision, or part. Where a provision of any other City ordinance conflicts with the provisions of this Ordinance, the provisions of this Ordinance shall prevail.

10.2. **Limitation on Applicability.** This Ordinance constitutes a franchise agreement between the City and Company as the only parties. No provisions herein shall in any way inure to the benefit of any third person (including the public at large) so as to constitute any such person as a third party beneficiary of this Ordinance or of any one or more of the terms hereof, or otherwise give rise to any cause of action in any person not a party hereto.

**SECTION 11. AMENDMENT-PROCEDURE.**

Either party may propose at any time that this Franchise Ordinance be amended. Franchise Ordinance may be amended at any time by the City passing a subsequent ordinance declaring the provisions of the amendment, which amendatory ordinance shall become effective upon the filing of Company's written consent thereto with the City Clerk within 60 days after the effective date of the amendatory ordinance. If the Company does not consent to the amendment, the ordinance containing the amendment shall be revoked by City.

Passed the \_\_\_\_\_ day of \_\_\_\_\_, 2008.

\_\_\_\_\_  
Mayor Harold Pedersen

Attest:

\_\_\_\_\_  
Greg Lerud, City Manager

MILACA ECONOMIC DEVELOPMENT COMMISSION  
SEPTEMBER 17, 2008

The regular meeting of the Milaca Economic Development commission was called to order at 7:40 by Chairman Joe Cronin. The following commission members were present: Barb Zakrajsek, Brad Maitland, Pat Nelson, Pete Thomes, and Greg Lerud.

Some drawings from the Center for Rural Design were presented. Lerud said the city received a grant from the Initiative Foundation to assist with the preparation of renderings for the downtown area. He said the city has been working with Zach Jorgensen, who is enrolled in the Landscape Architecture program at the University of Minnesota. Lerud said Jorgenson prepared drawings showing pedestrian connections to downtown, as well as park improvements to Trimble Park, and also some streetscape drawings. He said these were a starting point for discussion.

Cronin said that the Healthy Community Partnership program had a meeting on August 19 and from that meeting there were four primary areas that the group will focus on: Industrial Park development, Downtown development and a farmers market. He said the group also identified the school referendum as a project they wanted to work on, but the group believed it wasn't appropriate for the HCP group to spearhead that effort.

Cronin said there will be another community visioning meeting on September 29 beginning at 6:30 at Milaca City Hall.

The old Alfred Olson building has been razed. There were not imminent plans for development, but the bank wanted to take advantage of additional tax increment when the district is planned to be certified next year.

Lerud said asbestos removal has started on the Old Creamery and Superior Feed building. He said he didn't anticipate any building demolition would be done in 2008.

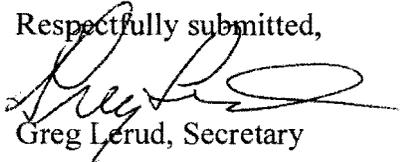
Thomes announced that Safeguard Insurance is holding an open house at their new location on October 2 from 4:00 to 7:00 and all are invited.

The HCP Mission Statement:

To promote citizen involvement and community pride by developing a shared identity and an atmosphere conducive to working towards common goals for the Milaca Area.

With no other business the meeting adjourned at 8:05 a.m.

Respectfully submitted,



Greg Lerud, Secretary