

CITY OF MILACA  
CITY COUNCIL MEETING  
COUNCIL AGENDA  
April 16, 2020

1. Call Meeting to Order 6:30 p.m.
2. Pledge of Allegiance
3. Roll Call- Present: Mayor-Pete Pedersen\_\_ Council Members; Dave Dillan\_\_ Lindsee Larson\_\_ Norris Johnson\_\_ Cory Pedersen\_\_  
Absent;\_\_\_\_\_
4. **Approval of Agenda** MB\_\_2<sup>nd</sup>\_\_AIF\_\_O\_\_
5. **Consent Agenda** MB\_\_2<sup>nd</sup>\_\_AIF\_\_O\_\_
  - A. Approval of the Minutes – March 16, 2020
  - B. Approval of Bills
  - C. Resolution 20-16 Donation
  - D. Resolution 20-17 3.2 Liquor License Coborn’s Holiday
6. **Citizen Open Forum-**
7. **Requests and Communications-**
8. **Ordinances and Resolutions-**
  - E. Ordinance No. 458 City Council Continuance of a Local Emergency MB\_\_2<sup>nd</sup>\_\_AIF\_\_O\_\_ MB\_\_2<sup>nd</sup>\_\_AIF\_\_O\_\_
  - F. Ordinance No. 459 Adopting the Supplement to the code of Ordinances MB\_\_2<sup>nd</sup>\_\_AIF\_\_O\_\_ MB\_\_2<sup>nd</sup>\_\_AIF\_\_O\_\_
9. **Reports of Departments, Boards and Commissions**
  - G. Police Department- Monthly Activity- Acknowledge New Police Chief- Quinn Rasmussen
  - H. Parks Commission- No Meeting
  - I. Public Works Department- Activity Report- Decide if Playground Equipment to stay open. MB\_\_2<sup>nd</sup>\_\_AIF\_\_O\_\_
  - J. Planning Commission – No Meeting
  - K. Economic Development Commission-No April 20<sup>th</sup>
  - L. Fire Department-
  - M. Liquor Store- Temporary Hazard Pay MB\_\_2<sup>nd</sup>\_\_AIF\_\_O\_\_
  - N. MCAT-IF
  - O. Joint Powers Board- No Activity
  - P. Safety Committee-
  - Q.
10. **Unfinished Business**
11. **New Business-**
12. Discuss Water and Sewer bills MB\_\_2<sup>nd</sup>\_\_AIF\_\_O\_\_
13. **Council Comments**
14. **Adjourn** \_\_\_\_\_ p.m. MB\_\_2<sup>nd</sup>\_\_AIF\_\_O\_\_

# MILACA CITY COUNCIL MINUTES

March 19, 2020

## MEETING

### **Call to Order Roll Call**

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

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

**Staff Present:** City Manager Tammy Pfaff, Damien Toven, Police Chief Todd Quaintance, Gary Kirkeby Vicki Jeys, and Marshall Lind.

Also Present: Tim Hennagir, Maynard Swartz.

### **Approval of the Agenda**

Mayor Pedersen called for a motion to approve the agenda. Motion by C. Pedersen to approve the agenda, the motion was seconded by Dillan. Motion carried unanimously.

### **Consent Agenda**

Motion by Johnson, second by Dillan to approve the consent agenda. Motion carried unanimously.

- a) Minutes of the February 19, 2020 City Council Meeting.
- b) Approval of Bills
- c) Resolution 20-08 Renewal Consumption and Display Liquor License-Back Alley Bowl.
- d) Resolution 20-09 Assess unpaid water and sewer bill.
- e) Resolution 20-10 Part-time Police Officer Declaration for PERA.

### **Citizens Forum** —

Mayor Pedersen stated he would move the Police Department trespass of Maynard Swartz up on the agenda. Todd informed the council of the multiple incidents the city offices and the fire department have encountered with Mr. Swartz and recommends he is trespassed from city hall and the fire department.

The council upon a motion by Dillan and seconded by Johnson will place a trespass on Mr. Swartz for a term of one year. Motion carried unanimously.

**Requests and Communications** — **Aiden Staup – Eagle Project** — Request to install of a campfire fire pit in Rec Park. Upon a motion by Johnson and seconded by Dillan the project is approved. Motion carried unanimously.

### **Ordinances and Resolutions**

#### **PROCLAMATION AND DECLARATION OF EMERGENCY**

##### **Ordinance No. 457-First Reading- City Council to Mayoral Declaration of a Local Emergency.**

**Electronic meetings only.** First Reading suspended upon a motion by C. Pederson and seconded by Larsen. Motion carried unanimously. Second Reading adopted the ordinance as read, upon a motion by Johnson and seconded by Larsen. Motion carried unanimously.

### **Reports of Departments, Boards and Commissions**

**Police Department** — Council reviewed the monthly report.

**Parks Commission** — No Meeting.

**Public Works Department** — Activity report review. Gary presented before the council the quotes for the street sealcoating project. Quote received; Allied- \$83,683, Pearson- \$92,460 and Astech- \$89,780. Gary recommended to council the quote by Allied of \$83,683. Gary informed the council that this quote goes over the budgeted amount. Council stated to have him cut costs in other parts of his budget. Upon a motion by Johnson and seconded by Larsen to accept the quote from Allied. Motion carried unanimously.

**Planning and Zoning Commission — Variance – John and Gwen Geithman.** Marshall Lind explained to council that the applicant is asking for a variance to have an accessory structure closer to the rear property line than what is required when a garage is designed to be entered directly from the alley. Marshall informed the council that the Planning Commission approved the variance on March 9<sup>th</sup>, 2020 with the hardship of the shared driveway that was not created by the land owner. Marshall stated that Resolution 20-11, the variance would have the three conditions: 1. No parking vehicles cannot sit outside the garage between the garage and alley. 2. No additions to the structure would be allowed to the east, reducing the distance to the rear property line. 3. If the structure was to be destroyed, damage beyond repair or removed, any new structure would have to meet the current zoning requirements. Mayor Pedersen called for a motion to approve Resolution 20-11 - Resolution approving a variance request to have an accessory structure closer to the rear property line when the structure is to be entered directly from the alley. Upon a motion by Johnson to approve the resolution, the motion was seconded by C. Pedersen. Motion carried unanimously.

**Economic Development Commission-** No meeting.

**Fire Department — FEMA Grant Approval.** Mayor Pedersen called for a motion to approve Resolution 2-12 for the FEMA grant. Upon a motion by Larsen and seconded by C. Pedersen. Motion carried unanimously.

**Liquor Store —** Vicki stated they sanitizing the liquor store every half hour.

**RRCF- Rum River Community Foundation —** Dillan announced the indoor fishing event will be cancelled.

**Museum Agreement-** Mayor Pedersen called for a motion to approve the agreement. Upon a motion by Dillan and seconded by Johnson the agreement is approved. Motion carried unanimously.

#### New Business-

**Resolution 20-13** Emergency Operation Plan-Pandemic. Mayor Pedersen called for a motion to approve Resolution 20-13 for the Emergency Operation Plan-Pandemic. Motion for approval by Johnson and seconded by Dillan. Motion carried unanimously.

**Resolution 20-14** Emergency Personnel Planning Policy. Discussion of the council a staff to determine how staff would be paid should they become ill from the COVID-19. Full-time employees diagnosed with the COVID-19 virus, the city will pay them 100% of the regular pay for 14 days. Part-time employees, the city will pay 100% of the regular pay based on the part-time employee's average hours over a six-month period. This pay includes family members and childcare. No deduction of sick time will and the employee will continue to accrue sick and vacation time. The council limited this pay for a period of 30 days. Employees will need note from a doctor. If work available departments can work elsewhere within the city. Should a department be closed they are due the paid leave, when paid leave is expired, then employees have to use sick or vacation to cover hours. Full time employees who become ill with COVID-19 are eligible for short-term disability if diagnosed by a physician. Mayor Pedersen called for a motion to approve Resolution 20-14. Motion for approval by Dillan and seconded by Johnson. Motion carried unanimously.

**Remote Computer Policy.** Mayor Pedersen called for a motion to approve the policy. Upon a motion by Dillan and seconded by Larsen the policy is approved. Motion carried unanimously. Discussion as to section 5.2 to be amended for any exception to the policy must be approved by the city council. Mayor

Pederson called for an amended to the policy for section 5.2. Motion for approval by C. Pedersen and seconded by Dillan. Motion carried unanimously.

Peddlers Application- Ice cream machine for May through October. Mayor Pedersen called for a motion to approve the application. Upon a motion by Johnson and seconded by Dillan the peddlers application is approved. Motion carried unanimously.

**Adjourn**

With no other business presented before the council, Mayor Pedersen called for a motion to adjourn and a motion was made by Johnson and seconded by Larsen. Motion carried unanimously. Meeting adjourned at 8:38 p.m.

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

ATTEST:

\_\_\_\_\_  
City Manager Tammy Pfaff

## CITY OF MILACA

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## \*Check Summary Register©

Batch: 032520 LIQ PP,040220 LIQ PP,041020 LIQ PP,041620 LIQ COUNCIL

Name	Check Date	Check Amt	
<b>10900 Liquor Bank</b>			
25189 BELLBOY CORP.	3/25/2020	\$2,229.55	LIQUOR
25190 BENT BREWSTILLERY	3/25/2020	\$30.40	BEER
25191 BREAKTHRU BEVERAGE MN	3/25/2020	\$14,019.96	LIQUOR
25192 DEFIANT DISTRIBUTORS	3/25/2020	\$436.53	LIQUOR
25193 JOHNSON BROTHERS LIQUOR	3/25/2020	\$4,143.03	WINE
25194 PHILLIPS WINE AND SPIRITS	3/25/2020	\$435.30	LIQUOR
25195 SOUTHERN GLAZERS OF MN	3/25/2020	\$950.25	WINE
25196 VERIZON WIRELESS	3/25/2020	\$40.01	DIGITAL SIGN - MARCH
25197 VISA	3/25/2020	\$830.64	AMERICAN FLOOR MATS
25198 WATSON COMPANY	3/25/2020	\$599.14	TOBACCO
25199 BELLBOY CORP.	4/2/2020	\$2,461.50	LIQUOR
25200 BERNICKS	4/2/2020	\$6,230.60	BEER
25201 BREAKTHRU BEVERAGE MN	4/2/2020	\$213.27	LIQUOR
25202 BROOKVIEW WINERY	4/2/2020	\$144.00	WINE
25203 C & L DISTRIBUTING CO.	4/2/2020	\$42,093.92	BEER
25204 DAHLHEIMER DISTRIBUTING CO	4/2/2020	\$34,186.61	BEER
25205 JOHNSON BROTHERS LIQUOR	4/2/2020	\$15,490.52	WINE
25206 PHILLIPS WINE AND SPIRITS	4/2/2020	\$4,029.81	LIQUOR
25207 SOUTHERN GLAZERS OF MN	4/2/2020	\$4,301.57	LIQUOR
25208 WATSON COMPANY	4/2/2020	\$1,237.10	TOBACCO
25209 FRONTIER	4/10/2020	\$146.62	PHONE SVC - LIQUOR
25210 JIMS MILLE LACS DISPOSAL	4/10/2020	\$86.58	GARBAGE - LIQUOR
25211 MILACA BLDG CENTER	4/10/2020	\$31.50	COVID-19 SAFETY
25212 AMERICAN BOTTLING CO.	4/16/2020	\$139.84	NA
25213 AMERIPRIDE	4/16/2020	\$174.17	RUGS - LIQUOR
25214 CRYSTAL SPRINGS ICE	4/16/2020	\$173.86	MISC
25215 DAHLHEIMER DISTRIBUTING CO	4/16/2020	\$4,288.89	BEER
25216 GRANITE CITY JOBBING	4/16/2020	\$3,727.77	TOBACCO
25217 IFIX ELECTRONICS	4/16/2020	\$80.00	REPLACED SECURITY SYSTEM DVR FAN
25218 JEYS, VICTORIA	4/16/2020	\$26.52	REIMBURSE - CLEANING SUPPLIES
25219 JOHNSON BROTHERS LIQUOR	4/16/2020	\$7,987.86	WINE
25220 KOCHS HARDWARE HANK	4/16/2020	\$240.13	CLEANING SUPPLIES/SMALL TOOLS
25221 M. AMUNDSON LLP	4/16/2020	\$2,827.24	TOBACCO
25222 MILACA AUTO VALUE	4/16/2020	\$59.85	TOWELS - CLEANING
25223 MILLER TRUCKING	4/16/2020	\$72.15	DELIVERY
25224 PAUSTIS WINE COMPANY	4/16/2020	\$3,196.25	WINE
25225 PHILLIPS WINE AND SPIRITS	4/16/2020	\$147.30	WINE
25226 RED BULL DISTRIBUTION CO IN	4/16/2020	\$87.75	NA
25227 VIKING BOTTLING CO.	4/16/2020	\$402.85	NA
25228 WATSON COMPANY	4/16/2020	\$1,463.30	TOBACCO
25229 ZABINSKI BUSINESS SERVICES	4/16/2020	\$240.00	ONLINE BACKUP SERVICE
<b>Total Checks</b>		<b>\$159,704.14</b>	

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**\*Check Summary Register©**

Batch: 041320 LIQ ACH

	<b>Name</b>	<b>Check Date</b>	<b>Check Amt</b>	
<b>10900</b>	<b>Liquor Bank</b>			
920018e	CENTERPOINT ENERGY	3/13/2020	\$450.38	NATURAL GAS
920019e	EAST CENTRAL ENERGY	3/9/2020	\$1,783.15	ELECTRIC
920020e	HIBU	3/22/2020	\$129.99	WEB HOSTING-
920021e	MILACA, CITY OF (WATER/SEW	4/10/2020	\$32.98	WATER/SEWER
920022e	MN DEPT OF REVENUE	4/13/2020	\$21,216.00	LIQUOR SALES TAX
		<b>Total Checks</b>	<b>\$23,612.50</b>	

## CITY OF MILACA

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## \*Check Summary Register©

Batch: 032020 GEN PP,032520 GEN PP,032620 GEN PP,041020 GEN PP,041620 GEN COUNCIL

Name	Check Date	Check Amt	
<b>10100 General Bank</b>			
45988 AMAZON	3/25/2020	\$1,272.36	MIRRORS - GORECKI BUILDING
45989 BLUE CROSS BLUE SHIELD OF	3/25/2020	\$16,239.69	MEDICAL INSUR - APR 2020
45990 DELTA DENTAL OF MN	3/25/2020	\$33.50	DENTAL INS - APR 2020
45991 ENGRAVING AWARDS & GIFTS	3/25/2020	\$637.99	AWARD PLAQUE - FD
45992 FAMILY HERITAGE	3/25/2020	\$79.00	SUPPL LIFE INS - APR 2020
45993 FASTSIGNS	3/25/2020	\$1,470.70	120" X 24" BANNER
45994 L.E.L.S.	3/25/2020	\$279.72	POLICE UNION DUES - MAR 2020
45995 MILLE LACS CO. RECORDER	3/25/2020	\$46.00	RECORDING RESOLUTION NO. 20-11
45996 MN BENEFITS	3/25/2020	\$311.85	LIFE/DENTAL - APR 2020
45997 U.S. POSTMASTER	3/25/2020	\$253.72	POSTAGE - APRIL BILLING
45998 UNUM	3/25/2020	\$649.08	LIFE, STD, LTD - APR 2020
45999 VERIZON WIRELESS	3/25/2020	\$890.53	WIRELESS ROUTER SVC
46000 VISA	3/25/2020	\$0.00	MN DOL - TRAINING MARSHALL
46001 ZIEGLER, ANDY	3/25/2020	\$635.56	REIMBURSE - N95 MASKS
46002 VISA	3/25/2020	\$1,403.29	MN DOL - TRAINING MARSHALL
46003 INITIATIVE FOUNDATION	3/26/2020	\$2,000.00	MILACA AREA EMERGENCY RELIEF FUND
46004 FRONTIER	4/10/2020	\$778.75	PHONE SVC-POLICE
46005 GK CONSULTING LLC	4/10/2020	\$1,957.00	NETWORK / OFFICE 365 - CITY
46006 JIMS MILLE LACS DISPOSAL	4/10/2020	\$180.44	GARBAGE-FIRE
46007 MILACA BLDG CENTER	4/10/2020	\$10,617.63	LOCKERS - PD
46008 AMERICAN RAMP COMPANY	4/16/2020	\$36,380.07	SKATE PARK
46009 AMERIPRIDE	4/16/2020	\$89.20	RUGS - LIBRARY
46010 AUTO BODY TECHNICIANS	4/16/2020	\$112.04	SPINDLE FORK
46011 AW RESEARCH LABORATORIES	4/16/2020	\$178.00	COLIFORM TESTING
46012 BILLINGS SERVICE	4/16/2020	\$910.81	GAS - JP
46013 BRAHAM, CITY OF	4/16/2020	\$132.36	MONITOR/MOUSE/KEYBOARD - JP
46014 DOVE FRETLAND PLLP	4/16/2020	\$3,592.60	CIVIL RETAINER
46015 DUANE W. NIELSEN COMPANY	4/16/2020	\$406.65	CALIBRATE MAGMETER - WWTP
46016 E.C.M. PUBLISHERS, INC.	4/16/2020	\$558.79	DEP REG AD
46017 FAIRVIEW HEALTH SERVICES	4/16/2020	\$1,196.00	MEDICAL EXAMS
46018 FLOWERPOT GREENHOUSE	4/16/2020	\$650.00	DOWNTOWN FLOWERS
46019 GALLS INC	4/16/2020	\$139.99	BOOTS - RASMUSSEN
46020 GOPHER STATE ONE CALL	4/16/2020	\$9.45	MARCH TICKETS
46021 HAWKINS, INC.	4/16/2020	\$1,123.43	CHEMICALS
46022 HOLIDAY COMPANIES	4/16/2020	\$952.08	GAS - PD
46023 HOTSY EQUIPMENT OF MN	4/16/2020	\$390.06	PARTS
46024 IPRINT TECHNOLOGIES	4/16/2020	\$746.00	TONER - MARY
46025 JOHNSONS AUTO TRANSPORT/	4/16/2020	\$100.00	TOW - INFINITY
46026 KOCHS HARDWARE HANK	4/16/2020	\$1,297.08	N95 RESPERATOR/SAFETY EYE WEAR
46027 LIND, MARSHALL	4/16/2020	\$74.99	BOOTS - JP
46028 LITTLE FALLS MACHINE, INC.	4/16/2020	\$995.00	WELD FUSION HOOKS
46029 MACQUEEN EQUIPMENT	4/16/2020	\$865.31	PARTS
46030 MANUFACTURERS DISTRIBUTO	4/16/2020	\$717.08	OIL
46031 MILACA AUTO VALUE	4/16/2020	\$393.21	AUTO PARTS - PARKS
46032 MILACA CHAMBER OF COMMER	4/16/2020	\$358.31	LODGING TAX - FEB 2020
46033 MILLE LACS CO. AUDITOR	4/16/2020	\$46.74	2020 SOLID WASTE/DITCH FEES
46034 MILLE LACS CO. SHERIFF	4/16/2020	\$2,900.00	ARMER RENEWAL - FIRE
46035 MILLE LACS COUNTY DAC	4/16/2020	\$502.59	CLEANING SVCS - CITY
46036 MILLE LACS SWCD	4/16/2020	\$50.00	PARK REFUND
46037 MN COMPUTER SYSTEMS INC	4/16/2020	\$62.47	COPIER MAINTENANCE - DEP REG
46038 PFAFF, TAMMY	4/16/2020	\$150.00	APRIL-JUNE 2020
46039 PORTER, REBECCA	4/16/2020	\$27.26	NIBRS TRAINING - MILEAGE
46040 QUALITY FLOW SYSTEMS	4/16/2020	\$844.00	PUMP REPAIR
46041 STANTEC	4/16/2020	\$1,972.75	SURVEYING/MAPPING

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**\*Check Summary Register©**

Batch: 032020 GEN PP,032520 GEN PP,032620 GEN PP,041020 GEN PP,041620 GEN COUNCIL

	Name	Check Date	Check Amt	
46042	TEALS MARKET	4/16/2020	\$22.69	CLEANING SUPPLIES
46043	TOTAL CONTROL SYSTEMS, INC	4/16/2020	\$388.70	1997 WELL
46044	U.S. POSTMASTER	4/16/2020	\$240.00	PERMIT FEE - WATER
46045	ULINE	4/16/2020	\$89.12	DRUG CONTAINER
		<b>Total Checks</b>	<b>\$99,401.64</b>	

CITY OF MILACA

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\*Check Summary Register©

Batch: 041320 GEN ACH,PAY01-06-20G,PAY01-07-20G,PAY06-20GJP,PAY07-20GJP

	Name	Check Date	Check Amt	
<b>10100 General Bank</b>				
820039e	EFTPS-STATE TAXPAYMENT	3/20/2020	\$1,929.50	STATE W/H
820040e	EFTPS-STATE TAXPAYMENT	3/20/2020	\$147.55	STATE W/H
820044e	EFTPS-STATE TAXPAYMENT	4/3/2020	\$1,977.55	STATE W/H
820045e	EFTPS-STATE TAXPAYMENT	4/3/2020	\$147.55	STATE W/H
820048e	CENTERPOINT ENERGY	4/20/2020	\$2,663.52	NATURAL GAS
820049e	EAST CENTRAL ENERGY	4/7/2020	\$12,040.57	ELECTRIC
820050e	FURTHER	4/3/2020	\$19,235.00	XXX QTR CONTRIBUTIONS
820051e	MIDCONTINENT COMMUNICATI	3/18/2020	\$100.00	INTERNET-
820052e	MILACA LOCAL LINK	4/1/2020	\$295.20	PHONE SERVICE
820053e	MN DEPT OF LABOR & INDUSTR	4/2/2020	\$1,120.37	1ST QTR SURCHARGE
	<b>Total Checks</b>		<b>\$39,656.81</b>	

RESOLUTION NO. 20-16

RESOLUTION ACCEPTING DONATIONS

WHEREAS, The City of Milaca is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and bequests for the benefit of recreational services pursuant to Minnesota Statutes Section 471.17; and

WHEREAS, The following persons and entities have offered to contribute the cash in the actual amounts set forth below to the city:

<u>Name of Donor</u>	<u>Amount</u>
Anonymous donation	\$25,000.00

WHEREAS, All such donations have been contributed to assist the city in the establishment and operations of park facilities and programs, as allowed by law; and

WHEREAS, The City Council finds that it is appropriate to accept the donations offered,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MILACA, MINNESOTA, AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and operate the facilities and programs either alone or in cooperation with others, as allowed by law.
2. The city manager is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Adopted this 16<sup>th</sup> day of April, 2020.

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

ATTEST

\_\_\_\_\_  
Tammy Pfaff, City Manager

RESOLUTION NO. 20-17

RESOLUTION APPROVING A 3.2% MALT LIQUOR OFF-SALE LICENSE FOR  
COBORN'S DBA HOLIDAY STATIONSTORE #4064 LOCATED AT 410 10TH AVENUE  
SE, MILACA, MN

**WHEREAS**, Coborn's DBA Holiday Stationstore #4064 has applied for a 3.2% Malt Liquor Off-Sale License for the time frame of April 20 – December 31, 2020; and

**WHEREAS**, the City has received all the necessary documentation to process the application for Coborn's DBA Holiday Stationstore #4064; and

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Milaca hereby approves the 3.2% Malt Liquor Off-Sale License for Coborn's DBA Holiday Stationstore #4064 for the period of April 20 – December 31, 2020.

Adopted this 16th day of April, 2020.

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

ATTEST

\_\_\_\_\_  
Tammy Pfaff, City Manager

**ORDINANCE NO. 458**

**CITY COUNCIL CONTINUANCE OF THE DECLARATION OF A LOCAL  
EMERGENCY  
CITY OF MILACA, MINNESOTA**

WHEREAS, the Mayor of the City of Milaca, Minnesota ("Mayor") declared an Emergency to exist in the City of Milaca, Minnesota ("City") effective on March 19, 2020 upon signing the Declaration ("Declaration"); and

WHEREAS, Minnesota Statutes Section 12.29 authorizes the Mayor to declare the existence of the Emergency, invoke necessary portions of the Emergency Management Plan, and authorize aid and services in accordance with interjurisdictional agreements. In order for the Declaration of the Emergency to continue beyond three days the City Council of the City of Milaca, Minnesota ("City Council") must consent to the Declaration; and

WHEREAS, the Milaca City Council Passed Ordinance No. 457 Consenting to the Mayoral Declaration of a Local Emergency with sunset provisions of either 30 days or the date of the end of the local emergency, whichever is the first to occur; and

WHEREAS, the City Council has determined the local emergency continues; and

WHEREAS, the City Council is the official governing body of the City; and

WHEREAS, Minnesota Statutes Section 12.37 authorizes the City, acting through its governing body, to:

"(1) enter into contracts and incur obligations necessary to combat the disaster by protecting the health and safety of persons and property and by providing emergency assistance to the victims of the disaster; and

(2) exercise the powers vested by this subdivision in the light of the exigencies of the disaster without compliance with time-consuming procedures and formalities prescribed by law pertaining to:

- (i) the performance of public work;
- (ii) entering into contracts;
- (iii) incurring of obligations;
- (iv) employment of temporary workers;
- (v) rental of equipment;
- (vi) purchase of supplies and materials;
- (vii) limitations upon tax levies;
- (viii) the appropriation and expenditure of public funds, for example, but not limited to, publication of ordinances and resolutions, publication of calls for bids, provisions of civil service laws and rules, provisions relating to low bids, and requirements for budgets"

WHEREAS, City Code of Ordinances, Section 215.01 provides for emergency regulations: "Because of the existing possibility of the occurrence of disasters of unprecedented size and destruction resulting from fire, flood, tornado, blizzard, destructive winds, or other natural causes, or from sabotage, hostile action, or from hazardous material mishaps of catastrophic measure; and in order to insure that preparations of this city will be adequate to deal with those disasters, and generally, to provide for the common defense and to protect the public peace, health, and safety, and to preserve the lives and property of the people of this city, it is hereby found and declared to be necessary:

(A) To establish a city emergency management organization responsible for city planning and preparation for emergency government operations in time of disasters;

(B) To provide for the exercise of necessary powers during emergencies and disasters;

(C) To provide for the rendering of mutual aid between this city and other political subdivisions of this state and of other states with respect to the carrying out of emergency preparedness functions; and

(D) To comply with the provisions of M.S. 12.25, as it may be amended from time to time, which requires that each political subdivision of the state shall establish a local organization for emergency management."; and

WHEREAS, City Code of Ordinances, Section 32.03 provides for the establishment of an emergency management organization, the terms of which are incorporated herein by reference; and,

WHEREAS, City Code of Ordinances, Section 32.04 enumerates the powers and duties, the terms of which are hereby incorporated by reference; and,

WHEREAS, City Code of Ordinances, Section 32.05 enumerates the manner in which a local emergency, the terms of which are hereby incorporated by reference; and,

WHEREAS, City Code of Ordinances, Section 32.06 enumerates the regulation of declared emergencies; the terms of which are hereby incorporated by reference; and,

WHEREAS, the City Council finds that the Emergency is sudden and unforeseen and could not have been anticipated; and

WHEREAS, the City Council finds that conditions in Minnesota and the threat to the visitors to and inhabitants of the City has worsened considerably as a result of the Emergency; and

WHEREAS, the City Council finds that this situation threatens the health, safety, and welfare of the citizens of the community and threatens the provision and delivery of city services as a result of the Emergency; and

WHEREAS, the City Council finds that the Emergency poses the risk of and may cause catastrophic loss of public health, safety, and welfare if not immediately addressed; and

WHEREAS, the City Council finds that traditional sources of relief are not able to repair or prevent the injury and loss.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MILACA, MINNESOTA,  
DOES HEREBY ORDAIN:

Section 1. The foregoing recitals of the preamble are incorporated herein by reference.

Section 2. The Governor of Minnesota issued Emergency Executive Order 20-01 declaring a Peacetime Emergency and Coordinating Minnesota's Strategy to Protect Minnesotans from COVID-19 on March 13, 2020.

Section 3. The City faces an imminent threat to life and public health resulting from the novel coronavirus and the resulting COVID-19 disease.

Section 4. The City is confronted with a worldwide pandemic creating threat of disaster of major proportions, which the safety and welfare of the guests to and inhabitants of the City are jeopardized and placed at extreme peril, in which timely action to contain and mitigate the risk to human life.

Section 5. The City Declares, under Minnesota Statutes, Section 13D.021, that in-person meetings of the City Council, Planning Commission, and other advisory commissions of the City of Milaca are not practical or prudent due to the COVID-19 health pandemic and the peacetime emergency declared by Governor Walz pursuant to Minnesota Statutes, Chapter 12, and hereby directs that meetings of the City Council, Planning Commission, and other advisory commissions of the City shall be conducted by telephone or other electronic means, and hereby directs City Staff to take such action as may be necessary to enable such meetings to occur via telephone or other electronic means pursuant to Minnesota Statutes, Section 13D.021, until such time as it is no longer impractical or imprudent for the City Council, Planning Commission, and other advisory commission to resume in-person meetings.

Section 6. This Ordinance hereby continues the declaration of a local emergency.

Section 7. To the extent normal state laws and city policies and procedures impede an efficient response or compliance with federal and state directives and recommendations, the City Manager, Emergency Management Team, and their designees are hereby authorized to suspend compliance with those laws, policies, and procedures as authorized by Emergency Executive Order 20-01 and by Minnesota Statutes, Sections 12.32 and 12.37, and to take those actions necessary to protect the public health, safety, and welfare.

Section 8. This Ordinance shall take effect immediately upon passage as permitted by the City Council.

Section 9. This Ordinance shall be in effect for 30 days, or until the termination of the local emergency, whichever occurs first, as permitted by Section 215.06 (C) of the City Code.

Section 10. The City Manager is authorized and directed to file and to post notice of this Ordinance and any emergency regulations as authorized and required by State law and City Code.

Passed and adopted this 16<sup>th</sup> day of April, 2020

ATTEST:

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Mayor Harold Pedersen

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City Manager Tammy Pfaff

ORDINANCE NO. 459

AN ORDINANCE ENACTING AND ADOPTING A SUPPLEMENT TO THE CODE OF ORDINANCES FOR THE CITY OF MILACA, MN

WHEREAS, American Legal Publishing Corporation of Cincinnati, Ohio, has completed the S-15 Supplement to the Code of Ordinances of the Political Subdivision, which supplement contains all ordinances of a general and permanent nature enacted since the prior supplement to the Code of Ordinances of this Political Subdivision; and

WHEREAS, American Legal Publishing Corporation has recommended the revision or addition of certain sections of the Code of Ordinances which are based on or make reference to sections of the Minnesota code; and

WHEREAS, it is the intent of the city council to accept these updated sections in accordance with the changes of the law of the State of Minnesota; and

WHEREAS, it is necessary to provide for the usual daily operation of the municipality and for the immediate preservation of the public peace, health, safety and general welfare of the municipality that this ordinance take effect at an early date;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL FOR THE CITY OF MILACA:

Section 1. That the 2020 S-15 Supplement to the Code of Ordinance of the City of Milaca as submitted by American Legal Publishing Corporation of Cincinnati, Ohio, and as attached hereto, be and the same is hereby adopted by reference as if set out in its entirety.

Section 2. Such supplement shall be deemed published as of the day of its adoption and approval by the Milaca City Council, and the City Manager is hereby authorized and ordered to insert such supplement into the copy of the Code of Ordinances kept on file in the Office of the City Manager.

Section 3. This Ordinance is declared to be an emergency measure necessary for the immediate preservation of the peace, health, safety and general welfare of the people of this municipality, and shall take effect at the earliest date provided by law.

Passed this 16th day of April, 2020.

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

ATTEST

\_\_\_\_\_  
Tammy Pfaff, City Manager

1<sup>st</sup> reading: 04-16-20

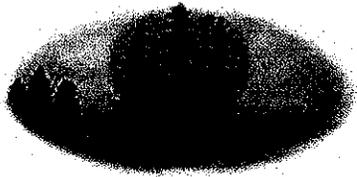
2<sup>nd</sup> reading: 04-16-20

Published \_\_\_\_\_

# Calls for Service By Type

3/1/2020 to 3/31/2020

Code	Description	Total
011 Hang Up		1
Accident		2
Agency Assist		20
Alarm		6
Animal		6
Assault		3
Burglary		3
CDTP		4
Child Custody		2
Civil Issue		1
Community Contact		5
Community Contact		1
Danco Violation		2
Death Investigation		1
Disturbance		4
Driving Complaint		4
Drugs		2
Family Services Referral		6
Fire		2
Found Property		1
Fraud-Forgery-Scam		4
Funeral Escort		1
Garbage Dumping		2
Gas Drive Off		7
Gas Leak		1
Harassment Complaint		4
Icr Misc		33
Lockout		3
Medical		25
Missing Juvenile		1
Motorist Assist		1
Noise Complaint		3
OFP Violation		3
Parking Complaint		27
Property Exchange		1
Property Watch		1
Public Assist		28
Remove Unwanted		2
Suicidal Party		3
Suspicious Activity		19
Theft		10
Threats Complaint		4
Traffic		16
Vulnerable Adult Report		3
Welfare Check		13
<b>Grand Total</b>		<b>291</b>



# Milaca Public Works

## *Supervisor's Report for March – April*

### **Public Works:**

- Things are looking good; we are ahead of schedule this year with the lack of snow in February and March we were able to get ahead on a lot of maintenance.
- Finished maintenance on lawn mowers.
- Maintained and put away snow plowing equipment.
- Pot holes patched with the last of our cold mix asphalt (cracks will be filled once hot mix plants open up, Mid May)
- Ditches between 6<sup>th</sup> Ave NE and 8<sup>th</sup> St NE have been dug out to allow better drainage.
- Museum office area painted.
- Alleys have been aerated, will be graded as soon as they dry out a little more.
- Sweeper has been out every day; the whole town will have been swept by the end of this week.
- Started new safety training online through the League of MN Cities, this also allows staff to get continuing credit hours to maintain their water and wastewater license renewals.
- Adding cellular connection to City's water wells. This will allow us control in the event the radio communication system ever goes down. It is important to have 2 modes of communication to ensure water delivery is never interrupted.

### **Parks:**

- Need council to decide if playground equipment is open or closed during <sup>little more</sup> shutdown. Under the Governors order parks are open, it is left up to the council if they want to keep people off the playground equipment or allow it to remain open.
- Hockey rink closed, cleaned up warming house area.
- Gorecki addition nearing completion.
- Anticipate mowing to begin Early May in parks.
- Pickleball courts will be painted and equipment installed in early May.
- Skate park installation scheduled to begin June 8<sup>th</sup>.
- Asphalt and remaining concrete work in Rec Park to be completed in June. <sup>little more</sup>

**Tammy Pfaff**

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**From:** Frontier Desk <liquor@frontiernet.net>  
**Sent:** Tuesday, April 14, 2020 10:13 AM  
**To:** Tammy Pfaff  
**Subject:** hazard pay

Milaca Liquor Store  
Hazard pay proposal

Amid all of the CO-VID issues, we are staying safe and well stocked through this difficult time. We are taking every precaution to keep everyone safe. This is taking more time, but with the reduction of store hours being open, we are keeping up.

We have many situations that have arose, that we have to deal with on a daily basis.

My Employee's are being yelled at, sworn at, told we are stupid, dumb and are being led around like sheep. Not to mention much more.

My most recent challenge is not only do I have more ordering duties, because sales

people are not allowed in the stores. We are now dealing with deliveries. Our delivery drivers must deliver only through the back door. Our back door in not accesable

now, and may not be until late summer. So we must now bring in all of our own cases from the parking lot, because drivers can not come onto the sales floor. <sup>daily basis</sup>

I know this will get more complicated before it get better, but we are trying to keep everyone happy.

I feel my staff should receive Hazard pay for the last 2 pay periods, and for the next 30days. My suggestion would be \$2.00/ hour, and take a look at things next month, and hopefully we will be past the worst part of this. We are looking at about \$1500.00

per pay period if you include my hours. With the Hazard pay, I would be willing to extend our Hours from 10-6, to 9-9. I feel we can better serve all customers by being open longer and still maintain the cleaning and stocking. I feel this may go well into the summer and I would like to have a comfortable handle on the hours for staff and customers. Our customers do not like change, and we have had many lately, it will be nice for us to have something constant (hours). I have spoke with a few other stores and everyone is doing something different. Big Lake gave employee's \$4.00/hour, and Elk

River re-opened with on-line ordering only and curbside pick up.

I would like to thank everyone for your time and consideration on this matter.

Vicki Jeys, Your City Liquor Store Manager.