

MILACA CITY COUNCIL AGENDA  
DECEMBER 20, 2012

6:30

Call meeting to order  
Roll Call

Consent Agenda

Minutes of November 15 regular council meeting  
Bills for payment  
Approve contract with Ogilvie  
Close Industrial park construction fund  
Approve police policy regarding license plate readers  
City Treasurer's report

Citizens Forum

2013 budget and levy public comment period

Public Hearing

Requests and Communications

Letter from State Fire Marshal's office  
Small Cities Grant application

Ordinances and Resolutions

Ordinance No. 396 Pawn shop (2<sup>nd</sup> reading)  
Resolution No. 12 – 49 Approving 2013 budget and levy  
Resolution No. 12 – 50 Approving 2013 licenses  
Resolution No. 12 – 51 Supporting local Deputy Registrar Services

Reports of Boards and Commissions

Planning commission  
Economic Development commission  
Airport commission  
Parks commission  
Downtown Initiative

Unfinished Business

New Business

SW River Drive water and sewer

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  
NOVEMBER 15, 2012 REGULAR MEETING

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: Dillan, Bekius, and Johnson. Council member Muller was absent.

Staff present: Lerud, Burklund, and Schieffer

Others present: Jim, Roxanne, and Jesse Gerads, Mark Janovec, Mark Wettlaufer, Lugene Veruink, Chuck Biesner, and Lynn Carter.

Motion by Johnson, second by Dillan to approve the consent agenda:

1. Minutes of the October 18 regular meeting, and the November 8 special meeting.
2. General bills; 812226E-812232E, 812241E, #38916-38918, #38986-38994, #38998-39060, totaling \$71,662.09; Liquor bills, 912042E-912046E, #22342-22357, #22386-22403, totaling \$225,727.26.
3. RESOLUTION NO. 12 – 45 RESOLUTION ASSESSING UNPAID WATER/SEWER BILL (entire text appears in Resolution book.)
4. RESOLUTION NO. 12 – 46 A RESOLUTION ASSESSING AN UNPAID WATER SERVICE CHARGE (entire text appears in Resolution book.)
5. RESOLUTION NO. 12 – 47 A RESOLUTION ASSESSING AN UNPAID WATER SERVICE CHARGE (entire text appears in Resolution book.)
6. Approve city treasurer's report.

All present voted in favor.

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

Council member Muller arrived at 6:32.

Mayor Pedersen opened the public hearing for the adoption of the well head protection plan.

Mark Janovec introduced himself and said he was the lead person with Stantec responsible for preparing the well head protection plan. He said the process is required by the EPA, and in Minnesota, the Department of Health oversees the program. All public water supplies are required to complete a plan, and the city of Milaca's began more than a year ago when the State of MN completed part one. Janovec said part one is delineating the aquifer area, identifying low and high vulnerability within that area, and then delineate the Drinking Water Supply Management Area.

Janovec said the plan before the council tonight is part two of the well head protection plan. There are four main sections of this part of the plan:

1. Identifying potential sources of contamination, which are mostly wells, particularly unused wells.
2. Ensure a safe and abundant supply of water.
3. Work cooperatively with other local units of government.
4. Raise awareness of the need to protect the water supply, and what steps residents can take in that effort.

Janovec said within part two of the plan there are 13 objectives and 20 action items, all designed to meet the four goals.

Lynn Carter, with the Mille Lacs Soil and Water Conservation District said they have 50 percent cost share grants available and she said they would like to work with the city as the city is mailing information to residents within the DWSMA, and include information about this grant program. Janovec said that would be a great collaborative project.

Mark Wettlaufer said he is the person at the MN Department of Health who is responsible for overseeing well head plan development. He said this is a good plan and he is here to support it, and he is looking forward to implementation.

There were no other comments. Mayor Pedersen closed the public hearing.

Council member Bekius offered Resolution No. 12 – 48 and moved for its adoption, second by Johnson

RESOLUTION NO. 12 – 48  
RESOLUTION APPROVING WELL HEAD PROTECTION PLAN  
(entire text appears in Resolution book)

Unanimous consent.

Chuck Biesner said he was here on behalf of AT & T requesting permission from the city to install antenna(s) on the hydropillar. He said, if approved, they would place a pre-fabricated 12 x 28 building inside the fenced in area, install underground coax cable and run it up through the tower to the antenna on top. Biesner said he was just here to see if the council was amenable to the idea, and if so, he would work with staff and the city attorney to work on the lease contract and terms that would be approved by the council. After a brief discussion the consensus of the council was to proceed.

Motion by Muller, second by Johnson to hold the first reading of Ordinance No. 396, unanimous consent. The Mayor asked for the police chief to review prior to the second reading.

The Mayor took Resolution No. 12 – 43 off the table.

Council member Johnson offered Resolution No. 12 – 43 and moved for its adoption, second by Dillan

RESOLUTION NO. 12 – 43

A RESOLUTION ADOPTING ASSESSMENTS FOR THE COMPLETION OF THE SURFACING OF STREETS IN  
FIELDSTONE GREENE SUBDIVISION

(entire text appears in Resolution book)

Unanimous consent.

City Attorney Schieffer presented an agreement of assessment and waiver of irregularities and appeal as a settlement regarding the work in Fieldstone Greene. Schieffer said one additional sentence was added that released the lis pendens. He said the company will be obtaining a deed in lieu of foreclosure, or commencing with foreclosure proceedings.

Motion by Johnson, second by Dillan to approve the agreement on the condition that Construction & Development Finance, LLC obtain title to the property, unanimous consent.

Council member Bekius said there was no planning commission meeting.

Lerud said he was not at last month's economic development commission meeting, and they meet tomorrow morning.

Council member Mueller said the airport commission did not meet.

Mayor Pedersen said he did not attend the parks commission meeting.

Council member Dillan said the downtown group met a couple of weeks ago and are working to put a group together to take care of the planting and maintenance of the flower pots. He said the group will begin looking at street lighting as the next project, and will meet again in two weeks.

Lerud said the current solid waste contract expires at the end of the year, and he presented a rate comparison sheet for area cities so the council had the information to decide how they would like to proceed. The consensus of the council was that the current rates compared favorably with surrounding communities, and no rate increase was proposed for a future contract.

Motion by Muller, second by Bekius to renew the solid waste contract with Jim's Mille Lacs Disposal for four years, unanimous consent.

Lerud said the city went out for RPFs for auditing services. Five proposals were received, and three were higher than the current audit cost. He said KDV submitted a proposal that was just a little less than last year's amount. The fifth proposal the city received was from Althoff and Nordquist. Lerud said the firm performs audits for several similar sized cities, and staff has experience working with them because they do the audit for Ogilvie. Lerud passed out their management letter for Ogilvie. In addition, he said their cost was approximately \$7,000 less per year than the next low bid. Lerud said that it was his and the city treasurer's recommendation to accept the proposal from Althoff and Nordquist for three years.

Motion by Johnson, second by Dillan to accept the proposal from Althoff and Nordquist for three years, unanimous consent.

Mayor Pedersen called for council comments.

Council member Bekius asked if the city was going to do any street assessment in the Boulder Ridge development. Mayor Pedersen said the association knows it will receive an assessment for the private drive in Boulder Ridge. There was a discussion about the number of vacant parcels and how an assessment would be done. Following the discussion, the consensus of the council was to have Lerud contact First National Bank about assessing in the same manner as was done in Fieldstone Greene.

Council member Johnson said he was happy the contract was renewed with Jim's Mille Lacs Disposal, as their service is outstanding.

Mayor Pedersen said he is looking for new members of the planning and parks commissions. He said the process for rehabilitating the band shell needs to get off the ground. Council member Dillan said he would contact Zach Gustafson and see if he could assist in that regard.

With no other business a motion to adjourn was made by Bekius, second by Johnson, all voted in favor and the meeting adjourned at 7:25 p.m.

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Mayor Harold Pedersen

ATTEST

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Greg Lerud, City Manager

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NOVEMBER 2012

Check Amt Invoice Comment

**10100 General Bank**

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
<b>11/19/2012 CENTERPOINT ENERGY</b>					
E 208-49010-381	Utilities	\$40.01	5813915	NATURAL GAS-SR CENTER	
E 101-45600-381	Utilities	\$36.69	5817670	NATURAL GAS-HISTORICAL SOCIETY	
E 101-43000-381	Utilities	\$50.24	5826633	NATURAL GAS-PW	
E 101-41940-381	Utilities	\$20.15	5831068	NATURAL GAS-CITY HALL	
E 101-42280-381	Utilities	\$13.32	6122593	NATURAL GAS-FIRE	
E 602-49400-381	Utilities	\$61.86	6672186	NATURAL GAS-WATER TRMT	
E 101-45500-381	Utilities	\$110.41	7142283	NATURAL GAS-LIBRARY	
<b>Total CENTERPOINT ENERGY</b>		<b>\$332.68</b>			

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
<b>11/7/2012 EAST CENTRAL ENERGY</b>					
E 603-49450-381	Utilities	\$39.00	201875902	ELECTRIC	
E 603-49450-381	Utilities	\$71.58	203981301	ELECTRIC	
E 101-43000-380	Street Lights	\$3,078.63	204619700	ELECTRIC	
E 101-45200-381	Utilities	\$47.17	205400900	ELECTRIC	
E 602-49400-381	Utilities	\$1,272.03	206041500	ELECTRIC	
E 101-45500-381	Utilities	\$733.68	206085200	ELECTRIC	
E 602-49400-381	Utilities	\$597.38	206734200	ELECTRIC	
E 101-45200-381	Utilities	\$33.04	5379600	ELECTRIC	
E 101-49810-381	Utilities	\$100.17	5448100	ELECTRIC	
E 101-42110-437	Other Miscellaneous	\$63.82	6302100	ELECTRIC	
E 603-49450-381	Utilities	\$83.46	6678100	ELECTRIC	
E 101-42280-381	Utilities	\$126.45	6751501	ELECTRIC	
E 101-42280-381	Utilities	\$290.32	7546001	ELECTRIC	
E 101-41940-381	Utilities	\$719.79	8145502	ELECTRIC	
E 101-49810-381	Utilities	\$68.45	830700	ELECTRIC	
E 101-49810-381	Utilities	\$75.13	831000	ELECTRIC	
E 101-43000-380	Street Lights	\$233.05	831300	ELECTRIC	
E 101-43000-381	Utilities	\$594.74	831500	ELECTRIC	
E 603-49450-381	Utilities	\$589.29	832000	ELECTRIC	
E 602-49400-381	Utilities	\$97.99	832100	ELECTRIC	
E 101-45600-381	Utilities	\$123.18	832400	ELECTRIC	
E 603-49450-381	Utilities	\$82.49	832500	ELECTRIC	
E 603-49450-381	Utilities	\$103.21	832600	ELECTRIC	
E 602-49400-381	Utilities	\$99.96	833100	ELECTRIC	
E 602-49400-381	Utilities	\$107.52	833300	ELECTRIC	
E 101-45200-381	Utilities	\$32.93	833400	ELECTRIC	
E 101-45200-381	Utilities	\$120.34	833600	ELECTRIC	
E 208-49010-381	Utilities	\$188.92	9084202	ELECTRIC	
E 602-49400-381	Utilities	\$99.40	970110800	ELECTRIC	
E 101-42110-437	Other Miscellaneous	\$33.84	97017300	ELECTRIC	
<b>Total EAST CENTRAL ENERGY</b>		<b>\$9,906.96</b>			

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
<b>11/15/2012 MILACA LOCAL LINK</b>					
E 619-49900-321	Telephone	\$99.30	320-982-1099	PHONE SERVICE-DEP REG	
E 101-45500-321	Telephone	\$39.10	320-982-1549	ALARM LINE - LIBRARY	
E 101-42280-321	Telephone	\$88.96	320-982-3465	PHONE SERVICE-FIRE	
<b>Total MILACA LOCAL LINK</b>		<b>\$227.36</b>			

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
<b>11/9/2012 UNION SECURITY INSURANCE CO.</b>					
G 101-21707	Disability	\$379.79	4022335-0-1	LTD-NOV 2012	
<b>Total UNION SECURITY INSURANCE CO.</b>		<b>\$379.79</b>			

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
<b>11/30/2012 INCONTACT INC</b>					
E 101-42280-321	Telephone	\$8.14	4020342	LONG DISTANCE SERVICE-FIRE	
E 101-41940-321	Telephone	\$40.47	4020370	LONG DISTANCE SERVICE-CITY HALL	
E 101-43000-321	Telephone	\$5.70	4020375	LONG DISTANCE SERVICE-PW	

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		Check Amt	Invoice	Comment
E 101-42110-321	Telephone	\$33.27	4021370	LONG DISTANCE SERVICE-PD
E 619-49900-321	Telephone	\$3.99	4021396	LONG DISTANCE SERVICE-DEP REG
E 602-49400-321	Telephone	\$0.71	4021432	LONG DISTANCE SERVICE-WATER
E 101-45200-321	Telephone	\$9.97	4580547	LONG DISTANCE SERVICE-PARKS
<b>Total INCONTACT INC</b>		<b>\$102.25</b>		
<b>10100 General Bank</b>		<b>\$10,949.04</b>		

Fund Summary

<b>10100 General Bank</b>	
101 GENERAL FUND	\$7,310.94
208 CHARITABLE GAMBLING FUND	\$228.93
602 WATER FUND	\$2,336.85
603 SEWER FUND	\$969.03
619 DEPUTY REGISTRAR FUND	\$103.29
	<b>\$10,949.04</b>

**\*Check Detail Register©**

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Check Amt Invoice Comment

**10100 General Bank**

Paid Chk#		Date	Vendor		Check Amt	Invoice	Comment
038995		11/6/2012	<b>HOBNETTI S PIZZA</b>				
E 101-41410-217	Other Operating Supplies			\$176.96			ELECTION JUDGE MEALS
<b>Total HOBNETTI S PIZZA</b>				\$176.96			
038996		11/7/2012	<b>JIMS MILLE LACS DISPOSAL</b>				
E 101-43000-310	Other Professional Services			\$450.00	1832413		STREET SWEEPING
E 101-42280-384	Refuse/Garbage Disposal			\$25.00	211948		GARBAGE-FIRE
E 101-45200-384	Refuse/Garbage Disposal			\$52.11	211948		GARBAGE-PARKS
E 101-43000-384	Refuse/Garbage Disposal			\$92.65	211948		GARBAGE-CITY
<b>Total JIMS MILLE LACS DISPOSAL</b>				\$619.76			
038997		11/7/2012	<b>MILACA BLDG CENTER</b>				
E 602-49400-217	Other Operating Supplies			\$13.26	3141		SUPPLIES-WATER
E 101-43000-215	Shop Supplies			\$6.25	3141		SHOP SUPPLIES-PW
E 101-45200-437	Other Miscellaneous			\$103.79	3141		DISC GOLF-CONCRETE
E 101-45200-215	Shop Supplies			\$12.47	3141		SHOP SUPPLIES-PARKS
E 101-42110-208	Training and Travel			\$15.93	3141		TRAINING SUPPLIES-POLICE
<b>Total MILACA BLDG CENTER</b>				\$151.70			
039061		11/26/2012	<b>BLUE CROSS BLUE SHIELD OF MINN</b>				
G 101-21706	Medical Insur.			\$11,597.00	7S034-M0 4		MEDICAL INSUR-DEC 2012
<b>Total BLUE CROSS BLUE SHIELD OF MINN</b>				\$11,597.00			
039062		11/26/2012	<b>CORNER MART</b>				
E 101-42110-212	Auto Expense (Fuel/Repair)			\$1,438.77			GAS-POLICE
E 700-50000-212	Auto Expense (Fuel/Repair)			\$161.01			GAS-JP
E 101-45200-212	Auto Expense (Fuel/Repair)			\$222.25			GAS-PARKS
E 101-43000-212	Auto Expense (Fuel/Repair)			\$581.54			GAS-PW
E 602-49400-212	Auto Expense (Fuel/Repair)			\$100.95			GAS-WATER
E 101-49810-212	Auto Expense (Fuel/Repair)			\$204.61			GAS-AIRPORT
<b>Total CORNER MART</b>				\$2,709.13			
039063		11/26/2012	<b>L.E.L.S.</b>				
G 101-21710	Union Dues			\$208.05	LOCAL #238		POLICE UNION DUES-DEC 2012
<b>Total L.E.L.S.</b>				\$208.05			
039064		11/26/2012	<b>MN BENEFITS</b>				
G 101-21709	Life Insur.			\$282.31			LIFE/DENTAL-DEC 2012
G 101-21712	Dental			\$151.44			LIFE/DENTAL-DEC 2012
<b>Total MN BENEFITS</b>				\$433.75			
039065		11/26/2012	<b>USABLE LIFE</b>				
G 101-21707	Disability			\$241.85	101408001G		DISABILITY/LIFE-DEC 2012
<b>Total USABLE LIFE</b>				\$241.85			
039066		11/26/2012	<b>VERIZON WIRELESS</b>				
E 602-49400-321	Telephone			\$26.02	2826884680		NOV WIRELESS ROUTER SVC
E 101-42110-321	Telephone			\$87.05	2826884680		NOV WIRELESS ROUTER SVC
E 101-42280-321	Telephone			\$46.95	2827560561		CELL PHONE SVC-NOV
E 101-43000-321	Telephone			\$79.46	2827560651		CELL PHONE SVC-NOV
E 101-45200-321	Telephone			\$46.95	2827560651		CELL PHONE SVC-NOV
<b>Total VERIZON WIRELESS</b>				\$286.43			
039067		11/29/2012	<b>U.S. POSTMASTER</b>				
E 603-49450-322	Postage			\$94.83			NOV BILLINGS
E 602-49400-322	Postage			\$94.83			NOV BILLINGS
<b>Total U.S. POSTMASTER</b>				\$189.66			

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	Check Amt	Invoice	Comment
10100 General Bank	\$16,614.29		

Fund Summary

<b>10100 General Bank</b>	
101 GENERAL FUND	\$16,123.39
602 WATER FUND	\$235.06
603 SEWER FUND	\$94.83
700 BRAHAM-MILACA JOINT POWERS	\$161.01
	<hr/>
	\$16,614.29

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**10100 General Bank**

Paid Chk#		Date	Vendor	Check Amt	Invoice	Comment
039071		12/20/2012	<b>AMAZON</b>			
E 603-49450-240	Small Tools and Minor Equip			\$449.58	012118904528	PRINTER-SEWER
E 602-49400-240	Small Tools and Minor Equip			\$449.58	012118904528	PRINTER-WATER
E 101-49910-201	Accessories (paper, pens, etc)			\$82.49	023592340530	DYMO LABELS-OGILVIE
			<b>Total AMAZON</b>	\$981.65		
039072		12/20/2012	<b>AMERIPRIDE</b>			
E 101-45500-310	Other Professional Services			\$26.16	2200309372	RUGS-LIBRARY
E 101-41940-310	Other Professional Services			\$8.02	2200309373	RUGS-CITY
E 619-49900-310	Other Professional Services			\$17.53	2200309373	RUGS-DEP REG
E 101-45500-310	Other Professional Services			\$26.16	2200314211	RUGS-LIBRARY
E 619-49900-310	Other Professional Services			\$17.53	2200314212	RUGS-DEP REG
E 101-41940-310	Other Professional Services			\$8.02	2200314212	RUGS-CITY
E 101-45500-310	Other Professional Services			\$26.16	2200319567	RUGS-LIBRARY
E 101-41940-310	Other Professional Services			\$8.02	2200319568	RUGS-CITY
E 619-49900-310	Other Professional Services			\$17.53	2200319568	RUGS-DEP REG
			<b>Total AMERIPRIDE</b>	\$155.13		
039073		12/20/2012	<b>ARAMARK</b>			
E 602-49400-434	Uniforms			\$96.56	15104003	UNIFORMS
E 603-49450-434	Uniforms			\$96.56	15104003	UNIFORMS
E 603-49450-434	Uniforms			\$306.84	15107869	UNIFORMS
E 602-49400-434	Uniforms			\$306.83	15107869	UNIFORMS
			<b>Total ARAMARK</b>	\$806.79		
039074		12/20/2012	<b>AUTO BODY TECHNICIANS</b>			
E 101-45200-221	Equipment Parts/Repairs			\$8.74	15183	HUSTLER MOWER PARTS-PARKS
			<b>Total AUTO BODY TECHNICIANS</b>	\$8.74		
039075		12/20/2012	<b>BATTERY PRODUCTS INC</b>			
E 101-42280-217	Other Operating Supplies			\$87.87	44995	FLASHLIGHT BATTERIES
E 101-42280-217	Other Operating Supplies			\$84.40	45154	FD RADIO BATTERIES
			<b>Total BATTERY PRODUCTS INC</b>	\$172.27		
039076		12/20/2012	<b>BEAUDRY OIL &amp; PROPANE</b>			
E 101-43000-217	Other Operating Supplies			\$221.23	363585	HYDRAULIC OIL-PW
E 101-43000-217	Other Operating Supplies			\$57.29	363655	HYDRAULIC OIL-PW
			<b>Total BEAUDRY OIL &amp; PROPANE</b>	\$278.52		
039077		12/20/2012	<b>BEST OIL COMPANY</b>			
E 101-49810-270	Fuel for Resale			\$6,240.16	157862	AIRPORT FUEL (1501 GALLONS)
			<b>Total BEST OIL COMPANY</b>	\$6,240.16		
039078		12/20/2012	<b>BILLINGS SERVICE</b>			
E 101-45200-212	Auto Expense (Fuel/Repair)			\$90.23		GAS-PARKS
E 101-42280-212	Auto Expense (Fuel/Repair)			\$355.83		GAS-FIRE
E 101-43000-212	Auto Expense (Fuel/Repair)			\$305.64		GAS-PW
			<b>Total BILLINGS SERVICE</b>	\$751.70		
039079		12/20/2012	<b>BOSER, MICHAEL</b>			
E 101-42110-221	Equipment Parts/Repairs			\$37.40		REIMB JUMP START BATTERY PACK
			<b>Total BOSER, MICHAEL</b>	\$37.40		
039080		12/20/2012	<b>BREMER BANK</b>			
E 101-42110-437	Other Miscellaneous			\$8.00		RECORDS SEARCH FEE-D CARLSON
			<b>Total BREMER BANK</b>	\$8.00		

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			Check Amt	Invoice	Comment
Paid Chk#	039081	12/20/2012	<b>BURKLUND, STEVEN</b>		
E 101-43000-240	Small Tools and Minor Equip		\$289.86		REIMB KEYBOARDS/MONITORS
	<b>Total BURKLUND, STEVEN</b>		\$289.86		
Paid Chk#	039082	12/20/2012	<b>CORNER MART</b>		
E 700-50000-212	Auto Expense (Fuel/Repair)		\$185.00		GAS-JP
E 101-42110-212	Auto Expense (Fuel/Repair)		\$1,254.27		GAS-POLICE
E 603-49450-212	Auto Expense (Fuel/Repair)		\$97.28		GAS-SEWER
E 101-45200-212	Auto Expense (Fuel/Repair)		\$281.25		GAS-PARKS
E 101-43000-212	Auto Expense (Fuel/Repair)		\$360.82		GAS-PW
E 101-42280-212	Auto Expense (Fuel/Repair)		\$18.33		GAS-FIRE
	<b>Total CORNER MART</b>		\$2,196.95		
Paid Chk#	039083	12/20/2012	<b>DOVE FRETLAND &amp; VAN VALKENBURG</b>		
E 500-43100-437	Other Miscellaneous		\$1,147.50	63287	FIELDSTONE GREEN ASSESSMENTS
E 101-41610-304	Legal Fees		\$875.00	63299	CIVIL RETAINER-NOV
E 101-41610-304	Legal Fees		\$3,100.00	63300	CRIMINAL RETAINER-NOV
	<b>Total DOVE FRETLAND &amp; VAN VALKENBURG</b>		\$5,122.50		
Paid Chk#	039084	12/20/2012	<b>E.C.M. PUBLISHERS, INC.</b>		
E 602-49400-343	Other Advertising		\$18.40	112163	PUBLIC HEARING AD-WELLHEAD PROT
	<b>Total E.C.M. PUBLISHERS, INC.</b>		\$18.40		
Paid Chk#	039085	12/20/2012	<b>EMERGENCY MEDICAL PRODUCTS</b>		
E 101-42280-217	Other Operating Supplies		\$168.30	1511023	MEDICAL SUPPLIES-GLOVES
	<b>Total EMERGENCY MEDICAL PRODUCTS</b>		\$168.30		
Paid Chk#	039086	12/20/2012	<b>FIRE EQUIPMENT SPECIALTIES INC</b>		
E 101-42280-434	Uniforms		\$204.00	7718	HOODS
E 101-42280-240	Small Tools and Minor Equip		\$175.47	7724	HELMET FLASHLIGHTS
E 101-42280-217	Other Operating Supplies		\$114.35	7740	HELMET STRAPS
E 101-42280-217	Other Operating Supplies		\$222.56	7746	SMOKE FLUID
	<b>Total FIRE EQUIPMENT SPECIALTIES INC</b>		\$716.38		
Paid Chk#	039087	12/20/2012	<b>FRONTIER</b>		
E 602-49400-321	Telephone		\$1.92	320-983-0121	PHONE SVC-WATER
E 101-49810-321	Telephone		\$50.18	320-983-2648	PHONE SVC-AIRPORT
E 101-45500-321	Telephone		\$16.20	320-983-3141	PHONE SVC-LIBRARY
E 101-41940-321	Telephone		\$193.01	320-983-3141	PHONE SVC-CITY HALL
E 101-41940-321	Telephone		\$44.17	320-983-3142	PHONE SVC-CITY HALL
E 619-49900-321	Telephone		\$94.42	320-983-3143	PHONE SVC-DEP REG
E 101-42280-321	Telephone		\$49.62	320-983-3462	PHONE SVC-FIRE
E 101-45200-321	Telephone		\$45.39	320-983-5729	PHONE SVC-PARKS
E 602-49400-321	Telephone		\$146.50	320-983-6134	PHONE SVC-WATER
E 101-42110-321	Telephone		\$97.19	320-983-6166	PHONE SVC-POLICE
E 101-43000-321	Telephone		\$104.25	320-983-6547	PHONE SVC-PW
	<b>Total FRONTIER</b>		\$842.85		
Paid Chk#	039088	12/20/2012	<b>GANN-OLEHY, TRACY</b>		
E 101-41510-208	Training and Travel		\$61.20		REIMB-MILEAGE-ST AUD TRNG-11/15
	<b>Total GANN-OLEHY, TRACY</b>		\$61.20		
Paid Chk#	039089	12/20/2012	<b>GERADS, JESSE</b>		
E 101-42280-208	Training and Travel		\$575.00		REIMB-FIRE INSTRUCTOR 1 CLASS
	<b>Total GERADS, JESSE</b>		\$575.00		
Paid Chk#	039090	12/20/2012	<b>GK CONSULTING LLC</b>		
E 101-41940-310	Other Professional Services		\$800.00	143	DEC NETWORK

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		Check Amt	Invoice	Comment
<b>Total GK CONSULTING LLC</b>		\$800.00		
Paid Chk# 039091	12/20/2012	<b>GOPHER STATE ONE CALL</b>		
E 602-49400-310	Other Professional Services	\$36.25	54926	NOV LOCATES
<b>Total GOPHER STATE ONE CALL</b>		\$36.25		
Paid Chk# 039092	12/20/2012	<b>GRAINGER</b>		
E 602-49400-217	Other Operating Supplies	\$41.17	9007762918	VACUUM BREAKER RPR KIT-WATER
<b>Total GRAINGER</b>		\$41.17		
Paid Chk# 039093	12/20/2012	<b>GRANITE ELECTRONICS</b>		
E 101-42280-310	Other Professional Services	\$1,054.86	451751	FD RADIOS-PROGRAM/INSTALL
<b>Total GRANITE ELECTRONICS</b>		\$1,054.86		
Paid Chk# 039094	12/20/2012	<b>HARDRIVES, INC.</b>		
E 500-43100-530	Improv Other Than Bldgs	\$46,206.60	PAY REQ# 2	2012 STREET PROJECT
<b>Total HARDRIVES, INC.</b>		\$46,206.60		
Paid Chk# 039095	12/20/2012	<b>HARDY AUTO PARTS</b>		
E 101-42110-221	Equipment Parts/Repairs	\$32.12	3141	PARTS-POLICE
E 101-43000-221	Equipment Parts/Repairs	\$29.42	3141	PARTS-PW
<b>Total HARDY AUTO PARTS</b>		\$61.54		
Paid Chk# 039096	12/20/2012	<b>HD SUPPLY WATERWORKS, LTD</b>		
E 602-49400-218	Parts - Water Dept.	\$154.20	5781857	WATER PARTS
<b>Total HD SUPPLY WATERWORKS, LTD</b>		\$154.20		
Paid Chk# 039097	12/20/2012	<b>HJORT EXCAVATING</b>		
E 602-49400-310	Other Professional Services	\$799.85	2012.361	REPAIR STAND PIPE-STROHMAYER
E 602-49400-310	Other Professional Services	\$4,012.50	2012.401	WATERMAIN REPAIR
E 602-49400-310	Other Professional Services	\$6,405.34	2012.402	TAR PATCH-WATERMAIN REPAIR
<b>Total HJORT EXCAVATING</b>		\$11,217.69		
Paid Chk# 039098	12/20/2012	<b>HY-TECH AUTOMOTIVE</b>		
E 101-42110-212	Auto Expense (Fuel/Repair)	\$38.62	13879	SQUAD 09 MAINTENANCE
<b>Total HY-TECH AUTOMOTIVE</b>		\$38.62		
Paid Chk# 039099	12/20/2012	<b>INITIATIVE FOUNDATION</b>		
E 101-49200-450	Unallocated	\$450.00		RCCF ENDOWMENT-H PEDERSEN
<b>Total INITIATIVE FOUNDATION</b>		\$450.00		
Paid Chk# 039100	12/20/2012	<b>JOHN DEERE FINANCIAL</b>		
E 101-45200-221	Equipment Parts/Repairs	\$118.06	623185	SKIDSTEER PARTS-PARKS
<b>Total JOHN DEERE FINANCIAL</b>		\$118.06		
Paid Chk# 039101	12/20/2012	<b>JOHNSON OIL CO.</b>		
E 700-50000-212	Auto Expense (Fuel/Repair)	\$232.30	1326	OIL CHANGE/BRAKES/ROTORS-JP
<b>Total JOHNSON OIL CO.</b>		\$232.30		
Paid Chk# 039102	12/20/2012	<b>K.E.E.P.R.S.</b>		
E 101-42110-240	Small Tools and Minor Equip	\$521.75	195630	GLOCK-9MM
E 101-42110-240	Small Tools and Minor Equip	(\$38.69)	195630-80	CREDIT-GLOCK-9MM
E 101-42110-434	Uniforms	\$137.69	201446	UNIFORM-QUAINTANCE
E 101-42110-434	Uniforms	\$38.93	201450	UNIFORM PARTS
E 101-42110-434	Uniforms	\$162.59	201549	UNIFORM-MINKS
<b>Total K.E.E.P.R.S.</b>		\$822.27		
Paid Chk# 039103	12/20/2012	<b>KATKE, DELORIS</b>		
E 101-49910-208	Training and Travel	\$13.26		OGILVIE MILEAGE-11/07/12

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		Check Amt	Invoice	Comment
<b>Total KATKE, DELORIS</b>		<b>\$13.26</b>		
Paid Chk#	039104	12/20/2012	<b>KIRVIDA FIRE INC</b>	
E 101-42280-221	Equipment Parts/Repairs	\$2,380.57	3066	2003 TANKER REPAIR
<b>Total KIRVIDA FIRE INC</b>		<b>\$2,380.57</b>		
Paid Chk#	039105	12/20/2012	<b>KNIFE RIVER CORP. - NORTH CENT</b>	
E 101-43000-403	Repairs/Maint Streets	\$23.57	282707	CLASS 5 AGGREGATE
<b>Total KNIFE RIVER CORP. - NORTH CENT</b>		<b>\$23.57</b>		
Paid Chk#	039106	12/20/2012	<b>KOCHS HARDWARE HANK</b>	
E 619-49900-217	Other Operating Supplies	\$37.40		SUPPLIES-DEP REG
E 101-45200-434	Uniforms	\$31.64		UNIFORMS-PARKS
E 101-49810-217	Other Operating Supplies	\$35.76		SUPPLIES-AIRPORT
E 101-43000-215	Shop Supplies	\$337.08		SHOP SUPPLIES-PW
E 602-49400-217	Other Operating Supplies	\$82.63		SUPPLIES-WATER
E 101-42110-221	Equipment Parts/Repairs	\$93.31		PARTS-POLICE
E 101-42110-437	Other Miscellaneous	\$47.45		SUPPLIES-POLICE
E 101-42280-217	Other Operating Supplies	\$221.60		SUPPLIES-FIRE
E 101-45200-215	Shop Supplies	\$105.45		SHOP SUPPLIES-PARKS
E 101-45200-221	Equipment Parts/Repairs	\$38.01		PARTS-PARKS
<b>Total KOCHS HARDWARE HANK</b>		<b>\$1,030.33</b>		
Paid Chk#	039107	12/20/2012	<b>LERUD, GREGORY</b>	
E 101-41310-208	Training and Travel	\$18.36		MILEAGE-FIRE HALL ADDITION-12/6
E 101-42280-437	Other Miscellaneous	\$240.00		FIRE POSTER CONTEST PRIZES
E 101-42280-437	Other Miscellaneous	\$5.75		FIRE DEPT MAILING
E 101-41310-208	Training and Travel	\$64.26		MILEAGE-ATTNY OFC-10/29/12
E 101-41310-201	Accessories (paper, pens, etc)	\$52.35		DAYTIMER-CITY MGR
E 211-49000-437	Other Miscellaneous	\$77.00		RUM RIVER COMM FOUND MAILINGS-HCP
E 101-49910-208	Training and Travel	\$106.08		OGILVIE MILEAGE-8/15-12/19
E 101-49200-450	Unallocated	\$42.75		FLOWERS-STIMMLER SVC
E 101-49910-201	Accessories (paper, pens, etc)	\$11.50		OGILVIE MAILING
<b>Total LERUD, GREGORY</b>		<b>\$618.05</b>		
Paid Chk#	039108	12/20/2012	<b>MANEY INTERNATIONAL</b>	
E 101-42280-221	Equipment Parts/Repairs	\$226.83	620642	TRUCK PARTS-FIRE
<b>Total MANEY INTERNATIONAL</b>		<b>\$226.83</b>		
Paid Chk#	039109	12/20/2012	<b>MED-COMPASS, INC.</b>	
E 101-42280-305	Medical and Dental Fees	\$180.00	20624	6 FIT TESTS-FIRE
<b>Total MED-COMPASS, INC.</b>		<b>\$180.00</b>		
Paid Chk#	039110	12/20/2012	<b>MEYERS MILACA PARTS CITY</b>	
E 101-45200-221	Equipment Parts/Repairs	\$95.61	2071	PARTS-PARKS
<b>Total MEYERS MILACA PARTS CITY</b>		<b>\$95.61</b>		
Paid Chk#	039111	12/20/2012	<b>MILACA AUTO VALUE</b>	
E 101-43000-221	Equipment Parts/Repairs	\$129.50	1302823	SWEEPER PARTS-PW
E 101-43000-221	Equipment Parts/Repairs	\$32.69	1302823	PARTS-PW
E 101-42110-221	Equipment Parts/Repairs	\$40.07	1302823	PARTS-POLICE
E 101-45200-221	Equipment Parts/Repairs	\$5.58	1302823	PARTS-PARKS
<b>Total MILACA AUTO VALUE</b>		<b>\$207.84</b>		
Paid Chk#	039112	12/20/2012	<b>MILACA LAWN &amp; GARDEN</b>	
E 602-49400-217	Other Operating Supplies	\$9.40	458498	SPACERS-WATER
<b>Total MILACA LAWN &amp; GARDEN</b>		<b>\$9.40</b>		
Paid Chk#	039113	12/20/2012	<b>MILACA UNCLAIMED FREIGHT</b>	

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E 101-43000-221	Equipment Parts/Repairs		\$44.78		PARTS-PW
E 101-45200-221	Equipment Parts/Repairs		\$32.02		PARTS-PARKS
<b>Total MILACA UNCLAIMED FREIGHT</b>			\$76.80		
<b>Paid Chk# 039114 12/20/2012 MILACA, CITY OF</b>					
E 101-43000-530	Improv Other Than Bldgs		\$172.25		BLDG PERMIT 12/086-PW
<b>Total MILACA, CITY OF</b>			\$172.25		
<b>Paid Chk# 039115 12/20/2012 MILLE LACS CO. AUDITOR</b>					
E 410-49100-437	Other Miscellaneous		\$12,428.90		TIF 4-7 - EXCESS TIF
<b>Total MILLE LACS CO. AUDITOR</b>			\$12,428.90		
<b>Paid Chk# 039116 12/20/2012 MILLE LACS CO. HWY DEPT.</b>					
E 602-49400-530	Improv Other Than Bldgs		\$58,404.72		CENTRAL AVE WATER IMPROVEMENTS
<b>Total MILLE LACS CO. HWY DEPT.</b>			\$58,404.72		
<b>Paid Chk# 039117 12/20/2012 MILLER, PATTI</b>					
E 101-49910-208	Training and Travel		\$79.56		NOV 2012 OGILVIE MILEAGE
<b>Total MILLER, PATTI</b>			\$79.56		
<b>Paid Chk# 039118 12/20/2012 MN COPY SYSTEMS, INC.</b>					
E 101-41940-310	Other Professional Services		\$186.58	100567	COPIER MAINTENANCE-CITY
<b>Total MN COPY SYSTEMS, INC.</b>			\$186.58		
<b>Paid Chk# 039119 12/20/2012 MN DEPT MANAGEMENT &amp; BUDGET</b>					
R 101-35105	Administrative Fines		\$120.00		ADMINISTRATIVE FINES-NOV
<b>Total MN DEPT MANAGEMENT &amp; BUDGET</b>			\$120.00		
<b>Paid Chk# 039120 12/20/2012 MN DEPT OF HEALTH</b>					
G 602-20810	Water Test Fee Payable		\$1,590.00	1480002 MILA	4TH QTR TEST FEE
<b>Total MN DEPT OF HEALTH</b>			\$1,590.00		
<b>Paid Chk# 039121 12/20/2012 MN DEPT OF LABOR &amp; INDUSTRY</b>					
E 101-43000-217	Other Operating Supplies		\$20.00	ABR1156980I	SUPPLIES-PW
<b>Total MN DEPT OF LABOR &amp; INDUSTRY</b>			\$20.00		
<b>Paid Chk# 039122 12/20/2012 MOTOROLA</b>					
E 101-42280-241	Reserve Purchase		\$8,902.32	13928442	RADIO PROJECT-FIRE DEPT
<b>Total MOTOROLA</b>			\$8,902.32		
<b>Paid Chk# 039123 12/20/2012 MTI DISTRIBUTING</b>					
E 101-45200-221	Equipment Parts/Repairs		\$366.50	881044	BROOM SPROCKET-PARKS
E 101-49810-221	Equipment Parts/Repairs		\$511.15	882221	PARTS-AIRPORT
<b>Total MTI DISTRIBUTING</b>			\$877.65		
<b>Paid Chk# 039124 12/20/2012 NORTHEAST WI TECHNICAL COLLEGE</b>					
E 101-42110-208	Training and Travel		\$350.00	SFT-69665	SHAW-TASER TRAINING
<b>Total NORTHEAST WI TECHNICAL COLLEGE</b>			\$350.00		
<b>Paid Chk# 039125 12/20/2012 OUR DESIGNS, INC.</b>					
E 101-42280-434	Uniforms		\$49.84	1672913	FIRE DEPT EMBLEMS FOR UNIFORMS
<b>Total OUR DESIGNS, INC.</b>			\$49.84		
<b>Paid Chk# 039126 12/20/2012 QUILL CORPORATION</b>					
E 619-49900-201	Accessories (paper, pens, etc)	(\$16.96)	1462		CREDIT-OFC SUPPLIES-DEP REG
E 101-42110-201	Accessories (paper, pens, etc)	\$58.46	7003208		OFFICE SUPPLIES-POLICE
E 101-42110-240	Small Tools and Minor Equip	\$64.07	7062584		ORGANIZER-POLICE
E 101-42110-240	Small Tools and Minor Equip	\$331.30	7062585		LOCKER-POLICE
E 101-41510-201	Accessories (paper, pens, etc)	\$39.42	7516690		W2S-TREASURER

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E 101-41510-201	Accessories (paper, pens, etc)	\$50.18	7516690	FILE FOLDERS-TREASURER
E 101-41510-201	Accessories (paper, pens, etc)	\$72.66	7516690	PRINTER TONER-TREASURER
E 101-42280-201	Accessories (paper, pens, etc)	\$53.84	7516690	OFFICE SUPPLIES-FIRE
E 101-49910-201	Accessories (paper, pens, etc)	\$25.09	7516690	FILE FOLDERS-OGILVIE
E 101-41510-201	Accessories (paper, pens, etc)	\$18.26	7579295	1099s-TREASURER
E 619-49900-201	Accessories (paper, pens, etc)	(\$80.16)	961	CREDIT-PRINTER TONER-DEP REG
<b>Total QUILL CORPORATION</b>		\$616.16		
<hr/>				
Paid Chk# 039127	12/20/2012 SANDERSON, ALYCE			
E 101-41940-217	Other Operating Supplies	\$55.40		SUPPLIES-CITY
E 101-45500-217	Other Operating Supplies	\$38.76		SUPPLIES-LIBRARY
E 619-49900-217	Other Operating Supplies	\$17.14		SUPPLIES-DEP REG
<b>Total SANDERSON, ALYCE</b>		\$111.30		
<hr/>				
Paid Chk# 039128	12/20/2012 SMOKE-EATER			
E 101-42280-433	Dues and Subscriptions	\$84.00		SUBSCRIPTION
<b>Total SMOKE-EATER</b>		\$84.00		
<hr/>				
Paid Chk# 039129	12/20/2012 STANTEC			
E 101-49200-450	Unallocated	\$3,738.50	612902	AMBULANCE GARAGE
E 101-43000-303	Engineering Fees	\$52.00	642642	UPDATE ZONING MAP
E 500-43100-303	Engineering Fees	\$300.00	642642	2012 STREET PROJECT
E 500-45200-303	Engineering Fees	\$145.00	642643	DAM REMOVAL PROJECT
E 101-49200-450	Unallocated	\$1,716.50	642644	AMBULANCE GARAGE
<b>Total STANTEC</b>		\$5,952.00		
<hr/>				
Paid Chk# 039130	12/20/2012 STIMMLER, DARRYL			
E 101-43000-434	Uniforms	\$129.99		WORK BOOTS
<b>Total STIMMLER, DARRYL</b>		\$129.99		
<hr/>				
Paid Chk# 039131	12/20/2012 STREICHER S			
E 101-42110-437	Other Miscellaneous	\$807.76	1971209	AMMO
<b>Total STREICHER S</b>		\$807.76		
<hr/>				
Paid Chk# 039132	12/20/2012 TEALS MARKET			
E 101-41410-217	Other Operating Supplies	\$15.84	3141018	ELECTION SUPPLIES
<b>Total TEALS MARKET</b>		\$15.84		
<hr/>				
Paid Chk# 039133	12/20/2012 TIMMER IMPLEMENT			
E 101-43000-221	Equipment Parts/Repairs	\$53.44	297443	PARTS-PW
<b>Total TIMMER IMPLEMENT</b>		\$53.44		
<hr/>				
Paid Chk# 039134	12/20/2012 UNLIMITED SUPPLIES INC			
E 101-43000-217	Other Operating Supplies	\$66.64	194319	SUPPLIES-PW
<b>Total UNLIMITED SUPPLIES INC</b>		\$66.64		
<hr/>				
Paid Chk# 039135	12/20/2012 VACUUM CENTER & SEWING ROOM			
E 101-45500-310	Other Professional Services	\$80.04	125435	VACUUM SERVICE-LIBRARY
<b>Total VACUUM CENTER &amp; SEWING ROOM</b>		\$80.04		
<hr/>				
Paid Chk# 039136	12/20/2012 VIKING TROPHIES, INC.			
E 101-42280-434	Uniforms	\$86.03	110513	HELMET TAGS-FIRE
<b>Total VIKING TROPHIES, INC.</b>		\$86.03		
<hr/>				
Paid Chk# 039137	12/20/2012 VOLUNTEER FIREMEN S BENEFIT			
E 101-42280-433	Dues and Subscriptions	\$11.00		SOLOMON MEMBERSHIP
<b>Total VOLUNTEER FIREMEN S BENEFIT</b>		\$11.00		
<hr/>				
Paid Chk# 039138	12/20/2012 WEST PAYMENT CENTER			

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E 101-42110-310	Other Professional Services		\$130.90	826178289	CLEAR WEB SEARCH-NOV
<b>Total WEST PAYMENT CENTER</b>			\$130.90		
<hr/>					
Paid Chk# 039139	12/20/2012	<b>WINTER EQUIPMENT COMPANY</b>			
E 101-43000-221	Equipment Parts/Repairs		\$431.50	IV16059	PLOW PARTS-PW
<b>Total WINTER EQUIPMENT COMPANY</b>			\$431.50		
<b>10100 General Bank</b>			\$177,286.04		

**Fund Summary**

<b>10100 General Bank</b>	
101 GENERAL FUND	\$42,953.20
211 INITIATIVE FOUNDATION	\$77.00
410 TIF #4-7	\$12,428.90
500 CAPITAL PROJECT FUND	\$47,799.10
602 WATER FUND	\$72,555.85
603 SEWER FUND	\$950.26
619 DEPUTY REGISTRAR FUND	\$104.43
700 BRAHAM-MILACA JOINT POWERS	\$417.30
	<hr/>
	\$177,286.04

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		Check Amt	Invoice	Comment
<b>10900 Liquor Bank</b>				
Paid Chk#	912047E	11/7/2012	<b>EAST CENTRAL ENERGY</b>	
E 609-49750-381	Utilities	\$1,811.75	7115200	ELECTRIC
<b>Total EAST CENTRAL ENERGY</b>		\$1,811.75		
Paid Chk#	912048E	11/13/2012	<b>CENTERPOINT ENERGY</b>	
E 609-49750-381	Utilities	\$148.78	128-000-782-1	NATURAL GAS
<b>Total CENTERPOINT ENERGY</b>		\$148.78		
Paid Chk#	912049E	11/19/2012	<b>MN DEPT OF REVENUE</b>	
G 609-20800	Sales Tax Payable	\$13,680.00	9576201	LIQUOR SALES TAX
<b>Total MN DEPT OF REVENUE</b>		\$13,680.00		
Paid Chk#	912050E	11/15/2012	<b>MILACA, CITY OF (WATER/SEWER)</b>	
E 609-49750-381	Utilities	\$26.54	01-00015990	WATER/SEWER
<b>Total MILACA, CITY OF (WATER/SEWER)</b>		\$26.54		
<b>10900 Liquor Bank</b>		\$15,667.07		

Fund Summary

<b>10900 Liquor Bank</b>		
609 MUNICIPAL LIQUOR FUND		\$15,667.07
		\$15,667.07

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**10900 Liquor Bank**

Paid Chk# 022424 12/20/2012 AMERICAN BOTTLING CO.					
E 609-49750-254	Mix/Non Alcoholic	\$132.44	2462607160	NA	
E 609-49750-254	Mix/Non Alcoholic	\$132.80	2462607309	NA	
<b>Total AMERICAN BOTTLING CO.</b>		<b>\$265.24</b>			

Paid Chk# 022425 12/20/2012 AMERIPRIDE					
E 609-49750-217	Other Operating Supplies	\$58.79	2200311680	TOILET PAPER	
E 609-49750-310	Other Professional Services	\$63.96	2200311680	RUGS	
E 609-49750-310	Other Professional Services	\$23.82	2200314217	RUGS	
E 609-49750-310	Other Professional Services	\$63.96	2200316755	RUGS	
E 609-49750-217	Other Operating Supplies	\$70.09	2200319574	PAPER TOWELS	
E 609-49750-310	Other Professional Services	\$33.75	2200319574	RUGS	
E 609-49750-310	Other Professional Services	\$71.26	2200322158	RUGS	
E 609-49750-434	Uniforms	\$288.62	2210023257	UNIFORMS	
<b>Total AMERIPRIDE</b>		<b>\$674.25</b>			

Paid Chk# 022426 12/20/2012 CRYSTAL SPRINGS ICE					
E 609-49750-259	Other For Resale	\$180.80	28385	ICE	
E 609-49750-259	Other For Resale	\$109.30	42346	ICE	
E 609-49750-259	Other For Resale	(\$4.80)	520208C	ICE-CREDIT	
<b>Total CRYSTAL SPRINGS ICE</b>		<b>\$285.30</b>			

Paid Chk# 022427 12/20/2012 GRANITE CITY JOBBING					
E 609-49750-333	Freight and Express	\$4.25	742054	DELIVERY	
E 609-49750-256	Tobacco Products For Resale	\$495.00	742054	TOBACCO	
E 609-49750-259	Other For Resale	\$235.20	742055	MISC	
E 609-49750-256	Tobacco Products For Resale	\$547.45	742101	TOBACCO	
E 609-49750-259	Other For Resale	\$196.06	742101	MISC	
E 609-49750-254	Mix/Non Alcoholic	\$3.36	742101	NA	
E 609-49750-214	Liquor Store Paper Supplies	\$75.09	742101	PAPER SUPPLIES	
E 609-49750-259	Other For Resale	\$58.96	742794	MISC	
E 609-49750-333	Freight and Express	\$4.25	742794	DELIVERY	
E 609-49750-217	Other Operating Supplies	\$37.37	742835	SUPPLIES	
E 609-49750-256	Tobacco Products For Resale	\$1,255.34	742835	TOBACCO	
E 609-49750-259	Other For Resale	\$161.38	742835	MISC	
E 609-49750-254	Mix/Non Alcoholic	\$26.46	742835	NA	
E 609-49750-259	Other For Resale	\$199.06	743504	MISC	
E 609-49750-256	Tobacco Products For Resale	\$1,102.95	743504	TOBACCO	
E 609-49750-333	Freight and Express	\$4.25	743504	DELIVERY	
E 609-49750-256	Tobacco Products For Resale	\$23.26	744234	TOBACCO	
E 609-49750-333	Freight and Express	\$4.25	744234	DELIVERY	
E 609-49750-256	Tobacco Products For Resale	\$974.28	744278	TOBACCO	
E 609-49750-217	Other Operating Supplies	\$105.97	744278	SUPPLIES	
E 609-49750-259	Other For Resale	\$18.16	744278	MISC	
E 609-49750-259	Other For Resale	\$167.30	745031	MISC	
E 609-49750-256	Tobacco Products For Resale	\$233.80	745031	TOBACCO	
E 609-49750-333	Freight and Express	\$4.25	745031	DELIVERY	
<b>Total GRANITE CITY JOBBING</b>		<b>\$5,937.70</b>			

Paid Chk# 022428 12/20/2012 KOCHS HARDWARE HANK					
E 609-49750-217	Other Operating Supplies	\$26.69		SUPPLIES	
<b>Total KOCHS HARDWARE HANK</b>		<b>\$26.69</b>			

Paid Chk# 022429 12/20/2012 M. AMUNDSON LLP					
E 609-49750-256	Tobacco Products For Resale	\$180.53	142505	TOBACCO	
E 609-49750-259	Other For Resale	\$184.45	142505	MISC	
E 609-49750-259	Other For Resale	\$134.80	143228	MISC	

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		Check Amt	Invoice	Comment
E 609-49750-256	Tobacco Products For Resale	\$117.11	143228	TOBACCO
<b>Total M. AMUNDSON LLP</b>		<b>\$616.89</b>		
<hr/>				
Paid Chk# 022430	12/20/2012	<b>SEGERSTROM, VICTORIA</b>		
E 609-49750-208	Training and Travel	\$62.22		TOTAL REGISTER CLASS-12/5
E 609-49750-208	Training and Travel	\$69.36		MMBA MEETING-11/29
<b>Total SEGERSTROM, VICTORIA</b>		<b>\$131.58</b>		
<hr/>				
Paid Chk# 022431	12/20/2012	<b>TOTAL REGISTER SYSTEMS, INC.</b>		
E 609-49750-217	Other Operating Supplies	\$55.25	28363	SUPPLIES
<b>Total TOTAL REGISTER SYSTEMS, INC.</b>		<b>\$55.25</b>		
<hr/>				
Paid Chk# 022432	12/20/2012	<b>VIKING BOTTLING CO.</b>		
E 609-49750-254	Mix/Non Alcoholic	\$274.80	1027462	NA
E 609-49750-254	Mix/Non Alcoholic	\$348.00	1044106	NA
E 609-49750-254	Mix/Non Alcoholic	\$174.00	288446	NA
<b>Total VIKING BOTTLING CO.</b>		<b>\$796.80</b>		
<hr/>				
Paid Chk# 022433	12/20/2012	<b>WIRTZ BEVERAGE MN WINE &amp; SPRTS</b>		
E 609-49750-251	Liquor For Resale	\$62.76	143841	LIQUOR
E 609-49750-333	Freight and Express	\$8.10	143841	DELIVERY
<b>Total WIRTZ BEVERAGE MN WINE &amp; SPRTS</b>		<b>\$70.86</b>		
<hr/>				
Paid Chk# 022434	12/20/2012	<b>MILLER TRUCKING</b>		
E 609-49750-333	Freight and Express	\$31.25	3411	DELIVERY
<b>Total MILLER TRUCKING</b>		<b>\$31.25</b>		
<b>10900 Liquor Bank</b>		<b>\$8,891.81</b>		

**Fund Summary**

<b>10900 Liquor Bank</b>	
609 MUNICIPAL LIQUOR FUND	\$8,891.81
	<b>\$8,891.81</b>

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Check Amt Invoice Comment

**10900 Liquor Bank**

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
022371	11/2/2012	<b>BERNICKS</b>			
E 609-49750-254		Mix/Non Alcoholic	\$85.90	220700	NA
E 609-49750-252		Beer For Resale	\$646.60	220701	BEER
E 609-49750-254		Mix/Non Alcoholic	\$30.50	223217	NA
E 609-49750-252		Beer For Resale	\$728.15	223218	BEER
E 609-49750-254		Mix/Non Alcoholic	\$26.00	225872	NA
E 609-49750-252		Beer For Resale	\$915.45	225873	BEER
E 609-49750-254		Mix/Non Alcoholic	\$79.00	228499	NA
E 609-49750-252		Beer For Resale	\$900.10	228500	BEER
E 609-49750-252		Beer For Resale	(\$36.00)	6919	BEER-CREDIT
<b>Total BERNICKS</b>			<b>\$3,375.70</b>		

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
022372	11/2/2012	<b>C &amp; L DISTRIBUTING CO.</b>			
E 609-49750-260		Deposits	\$150.00	368619	DEPOSITS
E 609-49750-252		Beer For Resale	\$3,595.85	368619	BEER
E 609-49750-254		Mix/Non Alcoholic	\$138.25	368619	NA
E 609-49750-252		Beer For Resale	\$4,194.65	369803	BEER
E 609-49750-254		Mix/Non Alcoholic	\$89.80	369803	NA
E 609-49750-260		Deposits	\$90.00	369803	DEPOSITS
E 609-49750-254		Mix/Non Alcoholic	\$198.80	370893	NA
E 609-49750-260		Deposits	(\$60.00)	370893	DEPOSITS
E 609-49750-252		Beer For Resale	\$6,729.00	370893	BEER
E 609-49750-252		Beer For Resale	\$1,568.00	371120	BEER
E 609-49750-254		Mix/Non Alcoholic	\$32.70	372084	NA
E 609-49750-252		Beer For Resale	\$4,315.10	372084	BEER
E 609-49750-254		Mix/Non Alcoholic	\$145.00	373107	NA
E 609-49750-252		Beer For Resale	\$6,514.05	373107	BEER
<b>Total C &amp; L DISTRIBUTING CO.</b>			<b>\$27,701.20</b>		

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
022373	11/2/2012	<b>DAHLHEIMER DISTRIBUTING CO.</b>			
E 609-49750-252		Beer For Resale	\$501.55	1042874	BEER
E 609-49750-260		Deposits	(\$90.00)	1042895	DEPOSITS
E 609-49750-252		Beer For Resale	\$1,677.76	1042895	BEER
E 609-49750-253		Wine For Resale	\$186.00	1042936	WINE
E 609-49750-260		Deposits	\$60.00	1042936	DEPOSITS
E 609-49750-252		Beer For Resale	\$7,353.08	1042936	BEER
E 609-49750-254		Mix/Non Alcoholic	\$111.30	1042936	NA
E 609-49750-252		Beer For Resale	\$321.44	1042977	BEER
E 609-49750-260		Deposits	(\$60.00)	1042977	DEPOSITS
E 609-49750-254		Mix/Non Alcoholic	\$77.50	1044807	NA
E 609-49750-252		Beer For Resale	\$3,312.81	1044807	BEER
E 609-49750-254		Mix/Non Alcoholic	\$178.00	1044853	NA
E 609-49750-217		Other Operating Supplies	\$9.62	1044853	SUPPLIES
E 609-49750-252		Beer For Resale	\$613.80	1044853	BEER
E 609-49750-252		Beer For Resale	\$3,657.45	1044899	BEER
E 609-49750-252		Beer For Resale	\$1,603.75	1044939	BEER
E 609-49750-260		Deposits	\$30.00	1044939	DEPOSITS
E 609-49750-254		Mix/Non Alcoholic	\$161.50	1044985	NA
E 609-49750-252		Beer For Resale	\$11,053.75	1044985	BEER
E 609-49750-252		Beer For Resale	\$250.00	7823	BEER
E 609-49750-260		Deposits	\$60.00	7823	DEPOSIT
E 609-49750-259		Other For Resale	\$50.00	7823	MISC
E 609-49750-252		Beer For Resale	\$86.00	8257	BEER
E 609-49750-260		Deposits	\$30.00	8257	DEPOSITS
E 609-49750-252		Beer For Resale	\$166.00	8258	BEER
E 609-49750-260		Deposits	\$60.00	8258	DEPOSITS

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			Check Amt	Invoice	Comment
E 609-49750-252	Beer For Resale		\$2,323.80	8314	BEER
<b>Total DAHLHEIMER DISTRIBUTING CO.</b>			\$33,785.11		
<hr/>					
Paid Chk# 022374	11/2/2012	<b>FRONTIER</b>			
E 609-49750-321	Telephone		\$116.85	320983625511	NOV PHONE SVC
<b>Total FRONTIER</b>			\$116.85		
<hr/>					
Paid Chk# 022375	11/2/2012	<b>J.J. TAYLOR DIST OF MN</b>			
E 609-49750-252	Beer For Resale		\$139.40	1895381	BEER
E 609-49750-333	Freight and Express		\$3.00	1895381	DELIVERY
<b>Total J.J. TAYLOR DIST OF MN</b>			\$142.40		
<hr/>					
Paid Chk# 022376	11/2/2012	<b>JIMS MILLE LACS DISPOSAL</b>			
E 609-49750-384	Refuse/Garbage Disposal		\$81.90	219225	REFUSE COLLECTION
<b>Total JIMS MILLE LACS DISPOSAL</b>			\$81.90		
<hr/>					
Paid Chk# 022377	11/2/2012	<b>JOHNSON BROTHERS LIQUOR CO.</b>			
E 609-49750-251	Liquor For Resale		\$29,368.74	1400349	LIQUOR
E 609-49750-253	Wine For Resale		\$2,162.80	1400349	WINE
E 609-49750-333	Freight and Express		\$608.33	1400349	DELIVERY
E 609-49750-254	Mix/Non Alcoholic		\$468.49	1400349	NA
E 609-49750-253	Wine For Resale		\$37.16	1400350	WINE
E 609-49750-253	Wine For Resale		\$657.90	1408690	WINE
E 609-49750-251	Liquor For Resale		\$698.95	1408690	LIQUOR
E 609-49750-333	Freight and Express		\$37.68	1408690	DELIVERY
E 609-49750-252	Beer For Resale		\$192.00	1408691	BEER
E 609-49750-251	Liquor For Resale		\$450.00	1413494	LIQUOR
E 609-49750-333	Freight and Express		\$8.37	1413494	DELIVERY
E 609-49750-251	Liquor For Resale		\$289.24	1413495	LIQUOR
E 609-49750-333	Freight and Express		\$56.52	1413495	DELIVERY
E 609-49750-253	Wine For Resale		\$1,644.20	1413495	WINE
E 609-49750-251	Liquor For Resale		\$107.45	1419216	LIQUOR
E 609-49750-253	Wine For Resale		\$586.90	1419216	WINE
E 609-49750-259	Other For Resale		\$16.00	1419216	MISC
E 609-49750-333	Freight and Express		\$23.68	1419216	DELIVERY
E 609-49750-333	Freight and Express		(\$1.04)	550493	DELIVERY-CREDIT
E 609-49750-251	Liquor For Resale		(\$88.06)	550493	LIQUOR-CREDIT
E 609-49750-333	Freight and Express		(\$239.73)	550566	DELIVERY-CREDIT
<b>Total JOHNSON BROTHERS LIQUOR CO.</b>			\$37,085.58		
<hr/>					
Paid Chk# 022378	11/2/2012	<b>MCDONALD DISTRIBUTING</b>			
E 609-49750-333	Freight and Express		\$3.00	313341	DELIVERY
E 609-49750-252	Beer For Resale		\$99.00	313341	BEER
<b>Total MCDONALD DISTRIBUTING</b>			\$102.00		
<hr/>					
Paid Chk# 022379	11/2/2012	<b>PAUSTIS &amp; SONS</b>			
E 609-49750-333	Freight and Express		\$12.50	8372384	DELIVERY
E 609-49750-253	Wine For Resale		\$1,030.00	8372384	WINE
<b>Total PAUSTIS &amp; SONS</b>			\$1,042.50		
<hr/>					
Paid Chk# 022380	11/2/2012	<b>PHILLIPS WINE AND SPIRITS</b>			
E 609-49750-253	Wine For Resale		\$480.00	2309331	WINE
E 609-49750-333	Freight and Express		\$72.21	2309331	DELIVERY
E 609-49750-251	Liquor For Resale		\$3,647.68	2309331	LIQUOR
E 609-49750-251	Liquor For Resale		\$203.00	2311660	LIQUOR
E 609-49750-333	Freight and Express		\$15.00	2311660	DELIVERY
E 609-49750-253	Wine For Resale		\$144.00	2311660	WINE
E 609-49750-333	Freight and Express		\$9.42	2315371	DELIVERY

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		Check Amt	Invoice	Comment
E 609-49750-251	Liquor For Resale	\$656.65	2315371	LIQUOR
E 609-49750-253	Wine For Resale	\$672.30	2318721	WINE
E 609-49750-251	Liquor For Resale	\$1,242.90	2318721	LIQUOR
E 609-49750-333	Freight and Express	\$50.49	2318721	DELIVERY
E 609-49750-251	Liquor For Resale	\$303.50	2322685	LIQUOR
E 609-49750-333	Freight and Express	\$4.71	2322685	DELIVERY
E 609-49750-333	Freight and Express	(\$1.57)	3491272	DELIVERY-CREDIT
E 609-49750-251	Liquor For Resale	(\$112.75)	3491272	LIQUOR-CREDIT
E 609-49750-333	Freight and Express	(\$29.46)	3491310	DELIVERY-CREDIT
<b>Total PHILLIPS WINE AND SPIRITS</b>		<b>\$7,358.08</b>		
<hr/>				
Paid Chk# 022381	11/2/2012	<b>SOUTHERN WINE &amp; SPIRITS OF MN</b>		
E 609-49750-251	Liquor For Resale	\$2,145.29	1898736	LIQUOR
E 609-49750-333	Freight and Express	\$38.25	1898736	DELIVERY
E 609-49750-251	Liquor For Resale	\$1,264.92	1900506	LIQUOR
E 609-49750-333	Freight and Express	\$31.62	1900506	DELIVERY
E 609-49750-253	Wine For Resale	\$691.00	1900506	WINE
<b>Total SOUTHERN WINE &amp; SPIRITS OF MN</b>		<b>\$4,171.08</b>		
<hr/>				
Paid Chk# 022382	11/2/2012	<b>SUNNY HILL DISTRIBUTORS</b>		
E 609-49750-253	Wine For Resale	\$192.58	274714	WINE
E 609-49750-333	Freight and Express	\$4.75	274714	DELIVERY
E 609-49750-253	Wine For Resale	\$202.02	275464	WINE
E 609-49750-333	Freight and Express	\$6.65	275464	DELIVERY
<b>Total SUNNY HILL DISTRIBUTORS</b>		<b>\$406.00</b>		
<hr/>				
Paid Chk# 022383	11/2/2012	<b>VINOCOPIA</b>		
E 609-49750-253	Wine For Resale	\$1,072.00	65327	WINE
E 609-49750-251	Liquor For Resale	\$428.50	65327	LIQUOR
E 609-49750-333	Freight and Express	\$42.50	65327	DELIVERY
<b>Total VINOCOPIA</b>		<b>\$1,543.00</b>		
<hr/>				
Paid Chk# 022384	11/2/2012	<b>WINE MERCHANTS</b>		
E 609-49750-253	Wine For Resale	\$316.00	426996	WINE
E 609-49750-333	Freight and Express	\$6.28	426996	DELIVERY
<b>Total WINE MERCHANTS</b>		<b>\$322.28</b>		
<hr/>				
Paid Chk# 022385	11/2/2012	<b>WIRTZ BEVERAGE MN WINE &amp; SPRTS</b>		
E 609-49750-251	Liquor For Resale	\$962.58	115528	LIQUOR
E 609-49750-253	Wine For Resale	\$199.95	115528	WINE
E 609-49750-333	Freight and Express	\$24.00	115528	DELIVERY
E 609-49750-254	Mix/Non Alcoholic	\$132.00	115528	NA
E 609-49750-251	Liquor For Resale	\$107.90	118780	LIQUOR
E 609-49750-333	Freight and Express	\$3.00	118780	DELIVERY
E 609-49750-251	Liquor For Resale	\$756.81	118962	WINE
E 609-49750-254	Mix/Non Alcoholic	\$38.80	118962	NA
E 609-49750-253	Wine For Resale	\$31.95	118962	WINE
E 609-49750-333	Freight and Express	\$12.00	118962	DELIVERY
E 609-49750-254	Mix/Non Alcoholic	\$65.68	122455	NA
E 609-49750-333	Freight and Express	\$31.50	122455	DELIVERY
E 609-49750-253	Wine For Resale	\$659.36	122455	WINE
E 609-49750-251	Liquor For Resale	\$1,323.57	122455	LIQUOR
E 609-49750-333	Freight and Express	\$1.50	125562	DELIVERY
E 609-49750-251	Liquor For Resale	\$143.91	125562	LIQUOR
E 609-49750-251	Liquor For Resale	\$1,464.80	125990	LIQUOR
E 609-49750-333	Freight and Express	\$19.50	125990	DELIVERY
E 609-49750-251	Liquor For Resale	(\$214.00)	869958	LIQUOR-CREDIT
E 609-49750-333	Freight and Express	(\$1.50)	869958	DELIVERY-CREDIT

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	Check Amt	Invoice	Comment
E 609-49750-333 Freight and Express	(\$1.50)	870549	DELIVERY-CREDIT
E 609-49750-253 Wine For Resale	(\$31.95)	870549	WINE-CREDIT
<b>otal WIRTZ BEVERAGE MN WINE &amp; SPRTS</b>	<b>\$5,729.86</b>		
<b>10900 Liquor Bank</b>	<b>\$122,963.54</b>		

**Fund Summary**

<b>10900 Liquor Bank</b>	
609 MUNICIPAL LIQUOR FUND	\$122,963.54
	<u>\$122,963.54</u>

This is the only section of the contract with the City of Ogilvie that is proposed to be changed:

3. **Compensation.** The Cities agree that Ogilvie shall pay Milaca the sum of \$38,000.00 per year for all Administrative Services performed, said payments to be paid in installments of Three Thousand One Hundred Sixty-Six and no/00 Dollars (\$3,166.00) per month to be approved pursuant to a monthly invoice submitted by Milaca to Ogilvie on or before the third Wednesday of each month to be approved by the Ogilvie City Council in thereafter. Ogilvie shall not be responsible for, and shall not pay or withhold any monies from the compensation for state or federal income taxes, FICA taxes, PERA employee withholding or City share, workers' compensation, unemployment compensation, health or dental insurance, or any other benefit or payment normally associated with an employee benefit package.

When the City first constructed the Highway 169 Industrial Park road extension, a construction project fund was set up. The City received a grant and used available funds to construct the first section of road. The extension of the street as well as utilities was done when Fieldstone Greene was being constructed. It provided looping to the system. With the project completed, the fund is in negative status because the costs have not yet been allocated, and additional work not forecasted for the near future, staff is recommending allocating the costs to the various funds where the costs should be attributed. Here is a breakdown of the remaining costs:

STREETS

Infrastructure	\$67,979.10
Engineering	\$18,364.21
Total	\$86,343.31

WATER

Infrastructure	\$44,871.09
Engineering	\$13,345.68
Total	\$59,871.09

SEWER

Infrastructure	\$61,596.33
Engineering	\$17,965.34
Total	\$79,561.67

TOTAL                      \$225,776.07

Water and sewer will absorb these costs, and the street costs will go to the general fund. We suggest that when we receive the proceeds back from the two closed tax increment accounts, that those funds be designated to cover the general fund's cost to this project.

The motion we are requesting is: To transfer money from the funds in the amounts listed, and then close the Industrial Park construction project fund effective December 31, 2012.

## **AUTOMATED LICENSE PLATE READERS (ALPR) POLICY**

### **I. PURPOSE AND SCOPE**

Automated License Plate Reader (ALPR) technology, also known as License Plate Recognition (LPR), provides automated detection of license plates. ALPRs are used by the Police Department to convert data associated with vehicle license plates for official law enforcement purposes, including identifying stolen or wanted vehicles, stolen license plates and missing persons. ALPRs may also be used to gather information related to active warrants, homeland security, electronic surveillance, suspect interdiction and stolen property recovery.

### **II. DEFINITIONS**

- A. Automated License Plate Reader (ALPR): A device that uses infrared cameras to scan license plate data of moving and stationary vehicles. This data is then compared to a downloaded "hotlist" to identify license plates associated with certain unlawful acts.
- B. Hotlist: A downloadable list of stolen vehicles and license plates, suspended or revoked licenses and registrations as well as any other unlawful activity information. This information is provided by the Minnesota Department of Public Safety's Driver and Vehicle Services (DVS) Division, National Crime Information Center (NCIC), and the Bureau of Criminal Apprehension (BCA).
- C. Alert: An alert is generated when the Automated License plate Reader identifies license plates that have the possibility of matching information on the hotlist.

### **III. ADMINISTRATION OF ALPR DATA**

All installation and maintenance of ALPR equipment, as well as ALPR data retention and access, shall be managed by the Chief of Police. The Chief of Police will assign personnel under his/her command to administer the day-to-day operation of the ALPR equipment and data.

### **IV. ALPR OPERATION**

Use of an ALPR is restricted to the purposes outlined below. Department personnel shall not use, or allow others to use, the equipment or database records for any unauthorized purpose.

- A. No member of this department shall operate ALPR equipment or access ALPR data without first completing office-approved training.
- B. An ALPR shall only be used for official and legitimate law enforcement business.
- C. An ALPR may be used in conjunction with any patrol operation or official department investigation. Reasonable suspicion or probable cause is not necessary before using an ALPR.
- D. ALPR's will be primarily used to identify possible stolen plates and vehicles, suspended or revoked license holders and vehicle registrations; however, license plate information should be entered in manually in situations such as violent felonies, attempt to locate (ATL) information and Amber Alerts. Any manual entry for a purpose other than those listed in this subsection shall require prior approval of a supervisor. A supervisor must be notified of any manual entry and the reason manual entry was done. A supervisor will be responsible for the removal of any manual entry from the ALPR's database.

- E. An alert, in and of itself, does not constitute probable cause or reasonable suspicion to initiate a traffic stop. All alerts must be confirmed by the officer and reasonable suspicion or probable cause should be established prior to conducting a traffic stop.
- F. While an ALPR may be used to canvass license plates around any crime scene, particular consideration should be given to using ALPR-equipped squads to canvass areas around homicides, shootings and other major incidents. Partial license plates reported during major crimes should be entered into the ALPR system in an attempt to identify suspect vehicles.
- G. If practicable, the officer should verify an ALPR response through the Minnesota Justice Information Services (MNJIS) and National Law Enforcement Telecommunications System (NLETS) databases before taking enforcement action that is based solely upon an ALPR alert.
- H. No ALPR operator may access MNJIS or NLETS data unless otherwise authorized to do so. ALPR operators must obtain clearance through the Bureau of Criminal Apprehension (BCA) prior to operating ALPR equipment or accessing ALPR data.
- I. Use of the ALPR is restricted to the purposes identified in this General Order. No Officers may use, or authorize use of the equipment or hotlist data for any other reason.

## V. LIMITATIONS OF THE ALPR

- A. Because the ALPR is not connected to a "real-time" database, but rather a downloadable file, the data on the ALPR may be outdated. As such, it is imperative for Officers to independently confirm all alerts prior to initiating a traffic stop.
  - 1. The hotlist is a scheduled task on the ALPR, set up on the server to load twice daily. Officers should upload the latest hotlist prior to use of the device.
- B. The ALPR may generate a false-positive alert in certain instances, such as if another state's license plate number matches the numbers of a Minnesota license plate on the hotlist.

## VI. PROCEDURES

- A. Receiving an Alert
  - 1. When the ALPR detects a hotlist entry, an audible alert and visual notification will be generated.
  - 2. An alert shall not be used on its own as reasonable suspicion or probable cause for a traffic stop or enforcement contact. Contact with the vehicle and occupants may only be made after the alert is confirmed by matching both the vehicle and driver/occupant information with the hotlist description and verifying information through appropriate means such as the Communications Center, MDC, CJIS, originating agency, etc.
- B. Daily Use Log
  - 1. Complete a LPR Daily Use Log to detail the number of plate reads, alerts, stops,

arrests and citations issued as a result of the ALPR. Also delineate and equipment problems or significant arrests generated from an ALPR in the notes section. Officers will submit their Daily Use Logs to the Chief of Police and LPR Data Management personnel of the Sheriff's Office.

## **VI. ALPR DATA COLLECTION AND RETENTION**

All data and images gathered by an ALPR are for the official use of the Milaca Police Department and Mille Lacs County Sheriff's Office and because such data may contain non-public MNJIS or NLETS information, it is not open to public review. ALPR information gathered and retained may be used and shared with prosecutors or others only as permitted by law.

The Chief of Police is responsible to ensure proper collection and retention of ALPR data and for transferring ALPR data stored in department vehicles to the Sheriff's office S.A.N. (Storage Area Network) server on a regular basis, not to exceed 30 days between transfers.

All ALPR data downloaded to the S.A.N. server should be stored for the minimum period established by the Sheriff's office records retention guidelines. Thereafter, ALPR data may be purged unless it has become, or it is reasonable to believe it will become, evidence in a criminal or civil action or is subject to a lawful action to produce records. In those circumstances the applicable data should be downloaded from the server onto portable media and booked into evidence.

The ALPR scans the license plate and vehicle. It does not take pictures of the driver or occupants of the vehicle.

Alert data is not included in the drivers' license or vehicle registration databases maintained by the Driver and Vehicle Services.

## **VII. ACCOUNTABILITY AND SAFEGUARDS**

All saved data will be closely safeguarded and protected by both procedural and technological means. The Mille Lacs County Sheriff's Office will observe the following safeguards regarding access to and use of stored data:

- A. All non-law enforcement requests for access to stored ALPR data shall be referred to the Records Technician and processed in accordance with applicable law.
- B. All ALPR data downloaded to the mobile workstation and server shall be accessible only through a login/password-protected system capable of documenting all access of information by name, date and time.
- C. Persons approved to access ALPR data under these guidelines are permitted to access the data for legitimate law enforcement purposes only, such as when the data relate to a specific criminal investigation or office-related civil or administrative action.
- D. Such ALPR data may be released to other authorized and verified law enforcement officials and agencies at any time for legitimate law enforcement purposes.
- E. ALPR system audits should be conducted on a regular basis.

### Milaca Police Department

<b>LICENSE PLATE READER DAILY LOG</b>	
DATE:	
TOTAL PLATE READS:	
TOTAL ALERTS:	
TOTAL VEHICLE STOPS:	
TOTAL CITATIONS:	
-SUSPENDED:	
-REVOKED:	
-CANCELLED:	
TOTAL ARRESTS:	
TOTAL STOLEN VEHICLES:	
DAILY USE NOTES: (note any manual entry and reason)	
OFFICER:	
SQUAD UNIT #	53-11
<b><i>Submit log daily to Chief of Police</i></b>	

**CITY OF MILACA**  
**Council Monthly Budget Report**  
November 2012

<b>DEPT Descr</b>	<b>2012 YTD Budget</b>	<b>2012 YTD Amt</b>	<b>Balance</b>	<b>2012 % of Budget Remain</b>
<b>Airport</b>	\$92,800.00	\$93,434.82	(\$634.82)	-0.68%
<b>Assessing</b>	\$13,500.00	\$0.00	\$13,500.00	100.00%
<b>Auditing</b>	\$12,000.00	\$11,050.00	\$950.00	7.92%
<b>City Attorney</b>	\$49,000.00	\$44,930.31	\$4,069.69	8.31%
<b>City Hall</b>	\$219,680.00	\$196,711.43	\$22,968.57	10.46%
<b>City Manager</b>	\$21,100.00	\$20,381.74	\$718.26	3.40%
<b>Council</b>	\$10,450.00	\$9,112.78	\$1,337.22	12.80%
<b>Elections</b>	\$2,000.00	\$2,526.74	(\$526.74)	-26.34%
<b>Fire Dept.</b>	\$174,920.00	\$180,939.47	(\$6,019.47)	-3.44%
<b>Historical Society</b>	\$5,000.00	\$4,668.99	\$331.01	6.62%
<b>Liaison Officer</b>	\$64,485.00	\$57,084.09	\$7,400.91	11.48%
<b>Libraries</b>	\$24,100.00	\$17,788.15	\$6,311.85	26.19%
<b>Ogilvie</b>	\$30,200.00	\$28,689.81	\$1,510.19	5.00%
<b>Parks</b>	\$141,775.00	\$131,187.88	\$10,587.12	7.47%
<b>Planning Comm.</b>	\$2,000.00	\$125.05	\$1,874.95	93.75%
<b>Police Dept.</b>	\$408,060.00	\$428,284.13	(\$20,224.13)	-4.96%
<b>Public Works</b>	\$211,775.00	\$166,723.10	\$45,051.90	21.27%
<b>Rec Fest</b>	\$28,670.00	\$24,120.76	\$4,549.24	15.87%
<b>Recreation</b>	\$2,000.00	\$0.00	\$2,000.00	100.00%
<b>Treasurer</b>	\$26,650.00	\$25,790.09	\$859.91	3.23%
<b>Unallocated</b>	\$15,194.00	\$16,978.37	(\$1,784.37)	-11.74%
	\$1,555,359.00	\$1,460,527.71	\$94,831.29	6.10%

To:

Greg Lerud  
Milaca City Manager  
255 First Street East  
Milaca, MN 56353

From:

Jerry Rosendahl  
State Fire Marshal  
445 Minnesota Street, Suite 145  
St. Paul, MN 55101-5145

The Shared Services Review Committee has gone over all of the applications and scored them according to the criteria in the Shared Service Grant Application information and we regret to inform you that your application has not been selected for a grant award this year. The committee had a particularly difficult time this year, because we had requests totaling \$396,267.00 and although we would like to have funded them all, only had \$200,000.00 available.

We encourage you to apply again if more funds become available next year. If you have any questions please contact Bruce Roed 651-201-7218 or [Bruce.Roed@state.mn.us](mailto:Bruce.Roed@state.mn.us)

**Date:** December 13, 2012  
**To:** City of Milaca  
**From:** Small Cities Development Program  
**Subject:** Small Cities Development Program Preliminary Proposal Results Memo

The Small Cities Development Program (SCDP) staff has reviewed the preliminary proposals for the 2013 funding cycle. The program received 83 preliminary proposals of which 33 proposals were determined to be either competitive or marginally competitive. The remaining proposals were determined to be either not competitive or ineligible. We project to award about 25 projects with an estimated total of \$14 million in grant funds.

SCDP staff has made the decision that the Milaca Comprehensive project would not be competitive for the 2013 funding cycle.

Assigning three degrees of competitiveness is a way to ensure that only full applications with a sound chance of receiving awards are submitted. We would expect that proposals that receive a competitive label will submit a full application, but we caution that the label does not guarantee funding of a project. Improvements to competitive proposals will be allowed. Marginally competitive proposals will need to be improved from the original proposal in order to score better and compete for an award. Proposals labeled as not competitive are not ready for consideration and we do not recommend that a full application for the 2013 funding cycle be submitted.

This process is intended to allow applicants to make informed decisions about whether or not to pursue the time and expense of submitting a full application this year.

Full applications are due to our office by 4:30 p.m. on February 28<sup>th</sup>. No fax or electronic copies will be accepted.

If you have any questions about this letter, please contact me.

**Business and Community Development**

1st National Bank Building ■ 332 Minnesota Street, Suite E200 ■ Saint Paul, MN 55101-1351 USA

[www.positivelyminnesota.com](http://www.positivelyminnesota.com)

Toll Free: 800-657-3858 ■ Phone: 651-259-7114 ■ Fax: 651-296-1290 ■ TTY: 800-296-3900

*An Equal Opportunity Employer and Service Provider*

**CITY OF MILACA  
ORDINANCE NO. 396  
AN ORDINANCE ESTABLISHING REGULATION OF PAWN SHOPS**

**SECTION 1: THE CITY COUNCIL OF THE CITY OF MILACA, MINNESOTA DOES ORDAIN AS FOLLOWS:**

**118.01 Purpose.** The city council finds that use of services provided by pawnbrokers provides an opportunity for the commission of crimes and their concealment because pawn businesses have the ability to receive and transfer property stolen by others easily and quickly. The city council also finds that consumer protection regulation is warranted in transactions involving pawnbrokers. The city council further finds that the pawn industry has outgrown the city's current ability to effectively or efficiently identify criminal activity related to pawn shops. The purpose of this chapter is to prevent pawn businesses from being used as facilities for the commission of crimes, and to assure that such businesses comply with basic consumer protection standards, thereby protecting the public health, safety, and general welfare of the citizens of the city.

To help the police department better regulate current and future pawn businesses, decrease and stabilize costs associated with the regulation of the pawn industry, and increase identification of criminal activities in the pawn industry through the timely collection and sharing of pawn transaction information, this chapter also implements and establishes the required use of the automated pawn system (APS).

**118.02 Definitions.** When used in this article, the following words shall mean:

Pawnbroker: Any natural person, partnership or corporation, either as principal, or agent or employee thereof, who loans money on deposit or pledge of personal property, or other valuable thing, or who deals in the purchasing of personal property, or other valuable thing on condition of selling the same back again at a stipulated price, or who loans money secured by chattel mortgage on personal property, taking possession of the property or any part thereof so mortgaged. To the extent that a pawnbroker's business includes buying personal property previously used, rented or leased, or selling it on consignment, the provisions of this chapter shall not be applicable.

Reportable transaction: Every transaction conducted by a pawnbroker in which merchandise is received through a pawn, purchase, consignment or trade, or in which a pawn is renewed, extended or redeemed, or for which a unique transaction number or identifier is generated by their point-of-sale software, is reportable except:

- (1) The bulk purchase or consignment of new or used merchandise from a merchant, manufacturer or wholesaler having an established

permanent place of business, and the retail sale of said merchandise, provided the pawnbroker must maintain a record of such purchase or consignment which describes each item, and must mark each item in a manner which relates it to that transaction record.

- (2) Retail and wholesale sales of merchandise originally received by pawn or purchase, and for which all applicable hold and/or redemption periods have expired.

Billable transaction: Every reportable transaction conducted by a Pawnbroker except renewals, redemptions or extensions of existing pawns on items previously reported and continuously in the licensee's possession is a billable transaction.

**118.03 License Required.** No person shall engage in the business of pawnbroker at any location without a pawnbroker license for that location. No pawnbroker license may be transferred to a different location or a different person. Issuance of a license under this chapter shall not relieve the licensee from obtaining any other licenses required to conduct business at the same or any other location.

**118.04 Application Required.**

- (A) (Contents.) An application form provided by the city clerk must be completed by every applicant for a new license or for renewal of an existing license. Every new applicant must provide all the following information:

- (1) If the applicant is a natural person:

- a. The name, place and date of birth, street resident address, and phone number of applicant.
- b. Whether the applicant is a citizen of the United States or resident alien.
- c. Whether the applicant has ever used or has been known by a name other than the applicant's name, and if so, the name or names used and information concerning dates and places used.
- d. The name of the business if it is to be conducted under a designation, name, or style other than the name of the applicant and a certified copy of the Certificate of Assumed Name as required by Minnesota Statutes, Section 333.01.

- e. The street address at which the applicant has lived during the preceding five (5) years.
- f. The type, name and location of every business or occupation in which the applicant has been engaged during the preceding five (5) years and the name(s) and address(es) of the applicant's employer(s) and partner(s), if any, for the preceding five (5) years.
- g. Whether the applicant has ever been convicted of a felony, crime, or violation of any ordinance other than a traffic ordinance. If so, the applicant must furnish information as to the time, place, and offense of all such convictions.
- h. If the applicant does not manage the business, the name of the manager(s) or other person(s) in charge of the business and all information concerning each of them required in a. through g. of subdivision (1) of this section.

(2) If the applicant is a partnership:

- a. The name(s) and address(es) of all general and limited partners and all information concerning each general partner required in subdivision (1) of this section.
- b. The name(s) of the managing partner(s) and the interest of each partner in the licensed business.
- c. A true copy of the partnership agreement shall be submitted with the application. If the partnership is required to file a certificate as to a trade name pursuant to Minnesota Statutes, Section 333.01, a certified copy of such Certificate of Assumed Name must be attached to the application.

(2) If the applicant is a corporation or other organization:

- a. The name of the corporation or business form, and if incorporated, the state of incorporation.
- b. A true copy of the Certificate of Incorporation, Articles of Incorporation or Association Agreement, and By-laws shall be attached to the application. If the applicant is a foreign corporation, a Certificate of Authority as required by Minnesota Statutes, Section 303.06, must be attached.

- c. The name of the manager(s) or other person(s) in charge of the business and all information concerning each manager, proprietor, or agent required in a. through g. of subdivision (1) of this section.

(4)For all applicants:

- a. Whether the applicant holds a current pawnbroker, precious metal dealer or secondhand goods dealer license from any other governmental unit.
- c. Whether the applicant has previously been denied, or had revoked or suspended, a pawnbroker precious metal dealer, or secondhand dealer license from any other governmental unit.
- d. The location of the business premises.
- d. Such other information as the city council or issuing authority may require.

**118.05 Application Execution.** All applications for a license under this chapter must be signed and sworn to under oath or affirmation by the applicant. If the application is that of a natural person, it must be signed and sworn to by such person; if that of a corporation, by an officer thereof; if that of a partnership, by one of the general partners; and if that of an unincorporated association, by the manager or managing officer thereof. Any falsification on a license application shall result in the denial of a license.

**118.06 Persons ineligible for a License.** No license under this chapter will be issued to an applicant who is a natural person, a partnership if such applicant has any general partner or managing partner, a corporation or other organization if such applicant has any manager, proprietor or agent in charge of the business to be licensed, if the applicant:

- (A) Is a minor at the time that the application is filed;
- (B) Has been convicted of any crime directly related to the occupation licensed as prescribed by Minnesota Statutes, Section 364.03, Subd. 2, and has not shown competent evidence of sufficient rehabilitation and present fitness to perform the duties of a licensee under this chapter as prescribed by Minnesota Statutes, Section 364.03, Subd. 3; or (3) Is not of good moral character or repute.

**118.07 License fees.**

- (A) The annual license fees for licenses issued under this chapter shall be as adopted by resolution of the City Council.
- (B) The billable transaction license fee shall reflect the cost of processing transactions and other related regulatory expenses as determined by the city council, and shall be reviewed and adjusted, if necessary every six (6) months. Licensees shall be notified in writing thirty (30) days before any adjustment is implemented.
- (C) Billable transaction fees shall be billed monthly and are due and payable within thirty (30) days. Failure to do so is a violation of this chapter.

**118.08 Bond Required.** Before a license will be issued, every applicant must submit a five thousand dollar (\$5,000.00) bond on the forms provided by the licensing authority. All bonds must be conditioned that the principal will observe all laws in relation to pawnbrokers, and will conduct business in conformity thereto, and that the principal will account for and deliver to any person legally entitled any goods which have come into the principal's hand through the principal's business as a pawnbroker, or in lieu thereof, will pay the reasonable value in money to the person. The bond shall contain a provision that no bond may be canceled except upon thirty (30) days written notice to the city, which shall be served upon the licensing authority.

**118.09 Records Required.** At the time of any reportable transaction other than renewals, extensions or redemptions, every licensee must immediately record in English the following information by using ink or other indelible medium on forms or in a computerized record approved by the police department.

- (A) A complete and accurate description of each item including, but not limited to, any trademark, identification number, serial number, model number, brand name, or other identifying mark on such an item.
- (B) The purchase price, amount of money loaned upon, or pledged therefor.
- (C) The maturity date of the transaction and the amount due, including monthly and annual interest rates and all pawn fees and charges.
- (D) Date, time and place the item of property was received by the licensee, and the unique alpha and/or numeric transaction identifier that distinguishes it from all other transactions in the licensee's records.
- (E) Full name, current residence address, current residence telephone number, date of birth and accurate description of the person from whom the item of property was received, including: sex, height, weight, race, color of eyes and color of hair.

- (F) The identification number and state of issue from any of the following forms of identification of the seller:
1. Current valid Minnesota driver's license.
  2. Current valid Minnesota identification card.
  3. Current valid photo identification card issued by another state or province of Canada.
- (G) The signature of the person identified in the transaction.
- (H) Effective sixty (60) days from the date of notification by the police department of acceptable video standards the licensee must also take a color photograph or color video recording of:
1. Each customer involved in a billable transaction.
  2. Every item pawned or sold that does not have a unique serial or identification number permanently engraved or affixed.

If a photograph is taken, it must be at least two (2) inches in length by two (2) inches in width and must be maintained in such a manner that the photograph can be readily matched and correlated with all other records of the transaction to which they relate. Such photographs must be available to the chief of police or the chief's designee, upon request. The major portion of the photograph must include an identifiable front facial close-up of the person who pawned or sold the item. Items photographed must be accurately depicted.

The licensee must inform the person that he or she is being photographed by displaying a sign of sufficient size in a conspicuous place in the premises. If a video photograph is taken, the video camera must zoom in on the person pawning or selling the item so as to include an identifiable close-up of that person's face. Items photographed by video must be accurately depicted. Video photographs must be electronically referenced by time and date so they can be readily matched and correlated with all other records of the transaction to which they relate.

The licensee must inform the person orally that he or she is being videotaped and by displaying a sign of sufficient size in a conspicuous place on the premises. The licensee must keep the exposed videotape for three (3) months.

- (I) Digitized photographs. Effective sixty (60) days from the date of notification by the police department licensees must fulfill the color photograph requirements in above section (H) by submitting them as digital images, in a format specified by the issuing authority, electronically cross-referenced to the reportable transaction they are associated with. Notwithstanding the digital images may be captured from required video recordings, this provision does not alter or amend the requirements in subdivision (H).
- (J) Renewals, extensions and redemptions. For renewals, extensions and redemptions, the licensee shall provide the original transaction identifier, the date of the current transaction and the type of transaction.
- (K) Inspection of records. The records must at all reasonable times be open to inspection by the police department or department of licenses and consumer services. Data entries shall be retained for at least three (3) years from the date of transaction. Entries of required digital images shall be retained a minimum of ninety (90) days.

#### **118.10: Daily Reports To Police.**

- (A) Effective no later than sixty (60) days after the police department provides licensees with computerized record standards, licensees must submit every reportable transaction to the police department daily in the following manner:
  - 1. Licensees must provide to the police department all information required in the Records Required section (A) through (F) and other required information by transferring it from their computer to the Automated Pawn system via modem. All required records must be transmitted completely and accurately after the close of business each day in accordance with standards and procedures established by the issuing authority. The licensee must display a sign of sufficient size, in a conspicuous place in the premises, which informs all patrons that all transactions are reported to the police department daily.
- (B) Billable transactions fees. Licensees will be charged for each billable transaction reported to the police department.
  - 1. If a licensee is unable to successfully transfer the required reports by modem, the licensee must provide the police department printed copies of all reportable transactions along with the video tape(s) for that date by 12:00 the next business day.

2. If the problem is determined to be in the licensee's system and is not corrected by the close of the first business day following the failure, the licensee must provide the required reports as detailed in section (DAILY REPORTS TO POLICE) (b) (1), and must be charged a fifty dollar (\$50.00) reporting failure penalty, daily, until the error is corrected, or:
3. If the problem is determined to be outside the licensee's system, the licensee must provide the required reports in (DAILY REPORTS TO POLICE) (B) (1) and resubmit all such transactions via modem when the error is corrected.
4. If a licensee is unable to capture, digitize or transmit the photographs required in (RECORDS REQUIRED) (I), the licensee must immediately take all required photographs with a still camera, cross-reference the photographs to the correct transaction, and make the pictures available to the Police Department upon request.
5. Regardless of the cause or origin of the technical problems that prevented the licensee from uploading their reportable transactions, upon correction of the problem, the licensee shall upload every reportable transaction from every business day the problem had existed.
6. (DAILY REPORTS TO POLICE) (B) (1) through (3) notwithstanding, the police department may, upon presentation of extenuating circumstances, delay the implementation of the daily reporting penalty.

**118.11 Receipt Required.** Every licensee must provide a receipt to the party identified in every reportable transaction and must maintain a duplicate of that receipt for three (3) years. The receipt must include at least the following information:

- (A) The name, address and telephone number of the licensed business.
- (B) The date and time the item was received by the licensee.
- (C) Whether the item was pawned, sold, or the nature of the transaction.
- (D) An accurate description of each item received including, but not limited to, any trademark, identification number, serial number, model number, brand name or other identifying mark on such an item.
- (E) The signature or unique identifier of the licensee or employee that conducted the transaction.

- (F) The amount advanced or paid.
- (G) The monthly and annual interest rates, including all pawn fees and charges.
- (H) The last regular day of business by which the item must be redeemed by the pledger without risk that the item will be sold, and the amount necessary to redeem the pawned item on that date.
- (I) The full name, current residence address, current residence telephone number and date of birth of the pledger or seller.
- (J) The identification number and state of issue from any of the following forms of identification of the seller:
  - 1. Current valid Minnesota driver's license.
  - 2. Current valid Minnesota identification card.
  - 3. Current valid photo driver's license or identification card issued by another state or province of Canada.
- (K) Description of the pledger or seller including sex, approximate height, weight, race, color of eyes and color of hair.
- (L) The signature of the pledger or seller.
- (M) All printed statements as required by state statute 325J.04 subdivision 2, or any other applicable statutes.

**118.12 Redemption Period.** Any person pledging, pawning or depositing an item for security must have a minimum of ninety (90) days from the date of that transaction to redeem the item before it may be forfeited and sold during the ninety (90) day holding period, items may not be removed from the licensed location except as provided in (BUSINESS AT ONLY ONE PLACE).

Licensees are prohibited from redeeming any item to anyone other than the person to whom the receipt was issued or, to any person identified in a written and notarized authorization to redeem the property identified in the receipt, or to a person identified in writing by the pledger at the time of the initial transaction and signed by the pledger, or with approval of the police license inspector. Written authorization for release of property to persons other than original pledger must be maintained along with original transaction record in accordance with (RECORDS REQUIRED) (J).

**118.13 Holding Period.** Any item purchased or accepted in trade by a licensee must not be sold or otherwise transferred for thirty (30) days from the date of the

transaction. An individual may redeem an item seventy-two (72) hours after the item was received on deposit, excluding Sundays and legal holidays.

**118.14 Police Order To Hold Property.**

- (A) Investigative hold. Whenever a law enforcement official from any agency notifies a licensee not to sell an item, the item must not be sold or removed from the premises. The investigative hold shall be confirmed in writing by the originating agency with seventy-two (72) hours and will remain in effect for fifteen (15) days from the date of initial notification or until the investigative order is canceled, or until an order to hold/confiscate is issued, pursuant to (POLICE ORDER TO HOLD PROPERTY) (B) whichever comes first.
- (B) Order to hold. Whenever the chief of police or the chief's designee, notifies a licensee not to sell an item, the item must not be sold or removed from the licensed premises until authorized to be released by the chief or the chief's designee. The order to hold shall expire ninety (90) days from the date it is placed unless the chief of police or the chief's designee determines the hold is still necessary and notifies the licensee in writing.
- (C) Order to confiscate. If an item is identified as stolen or evidence in a criminal case the chief or chief's designee may:
  - 1. Physically confiscate and remove it from the shop, pursuant to written order from the chief or the chief's designee, or
  - 2. Place the item on hold or extend the hold as provided in (POLICE ORDER TO HOLD PROPERTY) (B) and leave it in the shop.

When an item is confiscated, the person doing so shall provide identification upon request of the licensee, and shall provide the licensee the name and phone number of the confiscating agency and investigator and the case number related to the confiscation. When an order to hold/confiscate is no longer necessary, the chief of police or chief's designee shall so notify the licensee.

**118.15 Inspection of Items.** At all times during the terms of the license, the licensee must allow law enforcement officials to enter the premises where the licensed business is located, including all off-site storage facilities as authorized in (BUSINESS AT ONLY ONE PLACE), during normal business hours, except in an emergency for the purpose of inspecting such premises and inspecting the items, ware and merchandise and records therein to verify compliance with this chapter and other applicable laws.

**118.16 Label Required.** Licensee must attach a label to every item at the time it is pawned, purchased or received in inventory from any reportable transaction permanently recorded on this label must be the number or name that identifies the transaction in the shop's records, the transaction date, the name of the item and the description or the model and serial number of the item as reported to the police department whichever is applicable and the date the item is out of pawn or can be sold, if applicable. Labels shall not be re-used.

**118.17 Prohibited Acts.**

- (A) No person under the age of eighteen (18) years may pawn or sell or attempt to pawn or sell goods with any licensee, nor may any licensee receive any goods from a person under the age of eighteen (18) years.
- (B) No licensee may receive any goods from a person of unsound mind or an intoxicated person.
- (C) No licensee may receive any goods, unless the seller presents identification in the form of a valid driver's license, a valid State of Minnesota identification card, or current valid photo driver's license or identification card issued by the state of residency of the person from whom the item was received.
- (D) No licensee may receive any item of property that possesses an altered or obliterated serial number or operation identification number or any item of property that has had its serial number removed.
- (E) No person may pawn, pledge, sell, consign, leave, or deposit any article of property not their own; nor shall any person pawn, pledge, sell, consign, leave, or deposit the property of another, whether with permission or without; nor shall any person pawn, pledge, sell, consign, leave, or deposit any article of property in which another person has a security interest; with any licensee.
- (F) No person seeking to pawn, pledge, sell, consign, leave, or deposit any article of property with any licensee shall give a false or fictitious name, nor give a false date of birth; nor give a false or out of date address of residence or telephone number; nor present a false or altered identification, or the identification of another; to any licensee.

**118.18 Denial, Suspension or Revocation.** Any license under this chapter may be denied, suspended or revoked for one or more of the following reasons, acts or conditions of the applicant or agent:

- (A) The proposed use does not comply with any applicable zoning code.

- (B) The proposed use does not comply with any health, building, building maintenance or other provisions of this Code of Ordinances or state law.
- (C) The applicant or licensee has failed to comply with one or more provisions of this chapter.
- (D) The applicant is not a citizen of the United States or a resident alien, or upon whom it is impractical or impossible to conduct a background or financial investigation due to the unavailability of information.
- (E) Fraud, misrepresentation or bribery in securing or renewing a license.
- (F) Fraud, misrepresentation or false statements made in the application and investigation for, or in the course of, the applicant's business.
- (G) Violation within the preceding five (5) years, of any law relating to theft, damage or trespass to property, sale of a controlled substance, or operation of a business.
- (H) The owner of the premises licensed or to be licensed would not qualify for a license under the terms of this chapter.

**118.19 Business At Only One Place.** A license under this chapter authorizes the licensee to carry on its business only at the permanent place of business designated in the license. However, upon written request, the police inspector may approve an offsite locked and secured storage facility. The licensee shall permit inspection of the facility in accordance with (INSPECTION OF ITEMS). All provisions of this chapter regarding record keeping and reporting apply to the facility and its contents. Property shall be stored in compliance with all provisions of the city code. The licensee must either own the building in which the business is conducted, and any approved off-site storage facility, or have a lease on the business premise that extends for more than six (6) months.

**118.20 Separability.** Should any section, subsection, clause or other provision of this chapter be declared by a court of competent jurisdiction to be invalid such decision shall not affect the validity of the ordinance as a whole or any part other than the part so declared invalid.

(The remainder of this page is intentionally left blank)

## **SECTION 2: EFFECTIVE DATE**

The ordinance shall become effective \_\_\_\_\_ 2012.

Adopted by the City Council of the City of Milaca this 20th day of December, 2012.

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

ATTEST:

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

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

RESOLUTION NO. 12 – 49  
RESOLUTION APPROVING THE FINAL 2013 BUDGET AND 2013 TAX LEVY

BE IT RESOLVED by the City Council for the City of Milaca, County of Mille Lacs, Minnesota, that the final 2013 City of Milaca Annual Budget and Program of Municipal Services be hereby adopted and that the following sums of money be levied for 2013 upon the taxable property in the said City of Milaca for the following purposes:

General Fund		\$494,477
Capital Equipment	PW	\$ 5,000
	Fire	\$ 25,000
	Parks	\$ 5,000
	Police	\$ 5,000
Debt Service		
2005 Street Improvement		\$ 56,000
2009 GO Refunding		\$ 62,000
2010 GO Refunding		\$135,000
Library		\$ 90,000
2012 GO Bond		\$ 27,500
	TOTAL LEVY	\$904,977

The City Manager is hereby instructed to:

1. Transmit a certified copy of this Resolution to the County Auditor of Mille Lacs County, Minnesota.
2. To certify to the Mille Lacs County Auditor that there are sufficient monies in the funds, together with the above schedule of amounts levied to pay the principal and interest due in 2013.
3. On January 2 of the budget year, the City Treasurer shall transfer \$25,000 from the Fire Department Relief Reserve to the Fire Department Equipment Reserve.

Adopted by the City Council this 20<sup>th</sup> day of December, 2012.

ATTEST

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

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

I hereby certify that the foregoing Resolution is a true and correct copy of the Resolution presented to and adopted by the City Council of Milaca at a meeting thereof held in the City of Milaca, Minnesota on the 20th day of December, 2012, as disclosed by the records of said City in my possession.

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

RESOLUTION NO. 12 – 50

RESOLUTION APPROVING 2013 LICENSES

BE IT RESOLVED that the Milaca City Council hereby approves the 2013 licenses as listed on the attachment.

Adopted this 20<sup>th</sup> day of December, 2012.

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

ATTEST

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

**2013 LIQUOR/CIGARETTE LICENSES - CITY OF MILACA**

<b>LICENSE TYPE</b>	<b>LIC #</b>		
<b>INTOXICATING ON SALE CLUB</b>			
American Legion #178	2013-01-MCLONSL		
	<b>Total</b>		
<b>INTOXICATING ON SALE SUNDAY</b>			
American Legion #178	2013-01-MCLONSS		
Blue Moon Saloon	2013-02-ONSS		
Jigger's Grill & Bar	2013-03-ONSS		
Phoenix Hotel	2013-04-ONSS		
	<b>Total</b>		
<b>INTOXICATING ON SALE</b>			
Blue Moon Saloon	2013-01-ONSL		
Jigger's Grill & Bar	2013-02-ONSL		
Phoenix Hotel	2013-03-ONSL		
	<b>Total</b>		
<b>3.2 Malt Beverage On Sale</b>			
Lakeway Lanes	2013-01-3.2ONSL		
Pizza Hut North	2013-02-3.2ONSL		
	<b>Total</b>		
<b>3.2 Malt Beverage On Sale Sunday</b>			
Lakeway Lanes	2013-01-3.2ONSS		
Pizza Hut North	2013-02-3.2ONSS		
	<b>Total</b>		
<b>Intoxicating Off Sale</b>			
Milaca Off Sale	2013-01-MOOFSL		
	<b>Total</b>		
<b>Cigarette License</b>			
Blue Moon	2013-01CIG		
Casey's General Store #1847	2013-02CIG		
Coborn's Inc., dba Holiday Stationstore #4064	2013-03CIG		
Corner Mart	2013-04CIG		
Holiday Stationstore #171	2013-05CIG		
Milaca Off Sale	2013-06CIG		
Teals Market	2013-07CIG		
	<b>Total</b>		
	<b>GRAND TOTAL</b>		

RESOLUTION NO. 12 – 51

RESOLUTION SUPPORTING MAINTENANCE OF LOCAL DEPUTY REGISTRAR  
AND LOCAL DRIVER LICENSE AND STATE I.D. SERVICES

WHEREAS, the State of Minnesota established a public/private deputy registrar system to provide citizens convenient locations to conduct local driver license and title registration services for motor vehicles and DNR recreational vehicles; and,

WHEREAS, in 1949, the State of Minnesota established a user service fee on motor vehicle transactions to be retained by the deputy registrar to defray the cost of providing the local service; and,

WHEREAS, a deputy registrar office is not subsidized by the State of Minnesota and relies solely on this user service fee revenue to maintain their office operation including all salaries, rent, equipment, utilities, and associated office costs; and,

WHEREAS, the State of Minnesota has shifted increased costs and responsibilities for driver license transactions onto the deputy registrar such as regular replacement schedules of computers and associated electronic equipment, printing of previously supplied state forms, and expanded auditing tasks such as identification triple check and commercial driver medical forms which require additional time and carry additional risks and potential liability that was previously the responsibility of the State; and,

WHEREAS, the State of Minnesota requires a 15 year retention schedule of all driver license transaction documents in a secure storage facility at the cost of the deputy; and,

WHEREAS, Minnesota Statute 171.061 subdivision 4 (b) specifically states that the filing fee for driver license transactions by the deputy agent “shall cover all expenses involved in receiving, accepting, or forwarding to the department the applications and fees required”; and,

WHEREAS, should the user service fee not fully support the cost for providing driver license transactions services, the public deputy registrars may have to use property tax levy proceeds to subsidize this service, or decide to close the office. Deputy registrar offices in rural areas with lower volumes would be more in jeopardy of losing this service than offices in urban areas; and,

WHEREAS, the last user fee increase for driver license agents was enacted in 2005,

NOW THEREFORE BE IT RESOLVED by the Milaca City Council that it supports the State Legislature in authorizing a user service fee increase in the year 2013 to ensure that local driver license and state identification card services continue to be conveniently available to the citizens of Minnesota.

Adopted this 20<sup>th</sup> day of December, 2012.

ATTEST

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

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

MILACA ECONOMIC DEVELOPMENT COMMISSION MINUTES  
NOVEMBER 16, 2012

The meeting of the Milaca economic development commission was called to order at 7:35 a.m. by Chairman Joe Cronin. The following commission members were present: Steve Kosbab, Ken Muller, Dave Dillan, Jeff Brown, and Greg Lerud.

The secretary's report from the October 19 meeting was approved as read.

Lerud said there has not been much discussion regarding McDonalds. He said the developers have four parcels that are options.

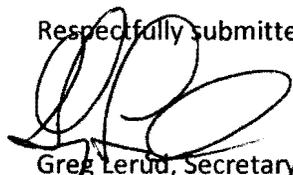
Lerud said he received an email from the county coordinator asking for input on a description for an economic development coordinator for the county. Chairman Cronin shared the description used by Benton County for their coordinator. The consensus of the group was that this was an important job, and that at next month's meeting, the commission would make some recommendations to the county.

Brown said that they have leased out a their building on First Street. He said one of the tenants is just starting out and asked where they could go for assistance. The group recommended SCORE, the Small Business Center at St. Cloud State Univ. or in Brainerd. Lerud said he would contact Wayne Bekius and get contact information and pass it on to Brown.

Muller recapped the year the golf course had.

With no other business the meeting adjourned at 8:30 a.m.

Respectfully submitted,



Greg Lerud, Secretary

Milaca Economic Development Commission

## Greg Lerud

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**From:** Greg Lerud  
**Sent:** Tuesday, December 18, 2012 10:31 AM  
**To:** Greg Lerud  
**Subject:** FW: SW River Drive - Utilities

**From:** Phil Gravel [<mailto:Phil.Gravel@bonestroo.com>]  
**Sent:** Monday, July 18, 2011 1:39 PM  
**To:** Greg Lerud  
**Subject:** RE: SW River Drive - Utilities

Hi Greg-

As requested, we've discussed some possible options for sanitary sewer and water service for the SW River Drive Area south of Highway 23. Here are 3 items to consider:

1. Traditional sanitary sewer service in this area is that service would be provided by a lift station. A lift station could be located in the vicinity of the homes to be serviced. Gravity sewer could extend from the lift station to the homes. Effluent would be pumped from the new lift station to the city's main lift station through a forcemain. A rough estimate for this sort of system would be in the range of \$330,000 to \$380,000.
2. An alternative sanitary sewer service option might be some sort of "small sewer" system. A small sewer system is one that uses smaller diameter pipes and individual pumps. A small sewer system could cost in the range of \$65,000 to \$75,000 PLUS about \$10,000 per home for the individual grinder pump. Assuming 10 homes, that would make the estimated cost in the neighborhood of \$165,000 to \$175,000.
3. Water service could be provided from extending water main southward from the water treatment plant or by extending a main westward from the school site. Water service would cost approximately \$150,000 to \$175,000.

More accurate estimates could be prepared if the project area becomes more defined and further information is available. The estimates herein assume that some of the utility installation is completed with boring equipment and that most excavation areas would be outside of the roadway. An estimate for road reconstruction is difficult without knowing the extent of the roadway involved.

Feel free to contact Harlan Olson or me if you have any questions or require any additional information.

Phil

**Phil Gravel, PE**  
Principal  
Direct 651-604-4885  
[phil.gravel@bonestroo.com](mailto:phil.gravel@bonestroo.com)

 Bonestroo