CITY OF MILACA
CITY COUNCIL MEETING
COUNCIL AGENDA REVISED
DECEMBER 20, 2018

1. Call Meeting to Order 6:30 p.m.
2. Pledge of Allegiance
3. Roll Call- Present: Mayor-Pete Pedersen__Council Members; Dave Dillan__ Ken Muller__Norris Johnson__ Laurie Gahm__ Absent;_____
4. **Approval of Agenda** MB___2nd___AIF___O__
5. **Consent Agenda** MB___2nd___AIF___O__
   A. Approval of the Minutes – November 15, 2018
   B. Approval of Bills
   C. Resolution 18-52 Personnel Policy Add Section 25 Longevity Pay Schedule-Non-Union Employees
   D. Resolution 18-53 Assessing Unpaid Water and Sewer Bills
   E. Resolution 18-54 Accepting Donations
6. **Citizen Open Forum-** **Certificate of Appreciation – Council Member Laurie Gahm**
   PUBLIC HEARING- TRUTH AND TAXATION MB___2nd___AIF___O__
7. **PUBLIC HEARING- ISSUANCE AND SALE OF REVENUE BONDS FOR A & E CARE PROPERTIES**
8. **Resolution 18-55** Authorizing and Providing the Issuance and Sale of Revenue Bonds A & E Properties/Comprehensive Statement and Application. MB___2nd___AIF___O__
9. **Requests and Communications-**
10. **Ordinance and Resolution-**
    Resolution 18-56 Designation of Polling Hours and Location MB___2nd___AIF___O__
    Resolution 18-57 Liquor and Tobacco Licenses for 2019 MB___2nd___AIF___O__
    Resolution 18-58 Approving the 2019 Tax Levy and Final Budget MB___2nd___AIF___O__
11. **Reports of Departments, Boards and Commissions**
    F. Police Department- Activity Report-
    G. Parks Commission- Mayor to review activity
    H. Public Works Department-Activity Report-
    I. Planning Commission-
    J. Joint Powers-
    K. Economic Development Commission-
    L. Fire Department-
    M. Airport Commission-
    N. MCAT-IF Training- Phase III –
12. **Unfinished Business-**
13. **New Business-**
    O. MB___2nd___AIF___O__
    P. MB___2nd___AIF___O__
14. **Council Comments**

15. **Adjourn** _____p.m. MB___2nd___AIF___O__

MILACA CITY COUNCIL MINUTES
NOVEMBER 15, 2018 MEETING

Call to Order Roll Call
The regular meeting of the Milaca City Council was called to order at 6:30 p.m. by Mayor Pedersen. Upon roll call the following council members were present: Mayor Pedersen, Councilors Dillan, Gahm, and Johnson.

Councilors Absent: Muller

Staff present: City Manager Tammy Pfaff, Marshall Lind, Craig Billings and Officer Nate Fisher. Also Present (Signed In) Kathy Youngquist, Ron Tochetti, Jason Keech, Trent Bergman, Aaron Youngdahl, Sherie Billings, Shane Carlson, LiAnna Clement.

Approval of the Agenda
On a motion by Gahm and seconded by Johnson, the agenda was approved. Motion carried unanimously.

Consent Agenda
Motion by Gahm, second by Johnson, to approve the consent agenda items as follows:

a) Minutes of the October 18, 2018 City Council Meeting.
b) Bills for Payment
c) Approval of the Reports from the Treasurer
d) Resolution 18-46 Certifying the 2018 Municipal Election Results to Canvass the General Election.
e) Resolution 18-47 Joint Powers Agreement Fire Personnel and Equipment with City of Mora.
f) Resolution 18-48 Mileage Reimbursement Rate Policy Amended to IRS Mileage Rate.
g) Resolution 18-49 Calling a Public Hearing for December 20th for Elim Home, Conduit Debt. Kathy Youngquist was present to discuss the need for the conduit debt. The request is to purchase a building in Edina and move the company from the Eden Prairie location. She explained they will be doing the tax exempt financing in January of 2019.

Citizens Forum-

Public Hearing –None

Requests and Communications-

Ordinances and Resolutions

Reports of Departments, Boards and Commissions
Police Department- Council reviewed the monthly report.

Parks Commission- Mayor Pedersen reported the next meeting will be in December.

Public Works Department- Council reviewed the activity report as presented.

Planning and Zoning Commission- CUP LiAnna Clement for Massage Therapy in a Business District. Marshall commented that the Planning Commission did not place any conditions on the CUP. Resolution 18-50 Conditional Use Permit is approved upon a motion by Gahm and seconded by Johnson.

Motion carried unanimously.

Planning and Zoning Commission- CUP Crossing Church in a Business District.
Marshall commented that the Planning Commission did not place any conditions on the CUP but did have concerns with parking. Mayor Pedersen commented on the use of the public street and handicap access from the street. The Pastor was present and stated that they have a handicap entrance on the back side of the building and that First National Bank gave them permission to use their parking lot on Sundays.

Council also discussed when the church would need the parking and the pastor stated that they would be holding service on Sunday evenings at 5:30. The council discussed placing conditions on the days in which they can be using the public parking. The Pastor requested from the council to include religious holidays and the eve of the religious holidays.

Council then placed the following conditions within Resolution 18-51 CUP for Crossing Church (1) Church Services on Sunday evenings. (2) Church services on religious holidays. (3) Church services on the eve of religious holidays.

The Conditional Use Permit is approved with conditions placed in Resolution 18-51 and upon a motion by Gahm and seconded by Johnson. Motion carried unanimously.

Economic Development Commission- The minutes were presented before the council.

Fire Department-

Airport Commission- No meeting.

MCAT – Dillan reported they will be scheduling a meeting in December.

Unfinished Business – Marshall informed the council that the All-Star Day Care has finished the parking lot. However they did not stripe the parking spots. Marshall stated he extended the Occupancy Certificate until spring.

New Business-
Phase 1 Environmental Site Assessment at 210 8th Street NE. The City Manager explained that because the site had a previous fire the need for the site assessment is necessary to make sure the soil is not contaminated from the fire and that we have done our due diligence to make sure we have a clean property for resale. Mayor Pedersen called for a motion to proceed with the site assessment. Dillan introduced a motion to proceed with the Phase 1 Site Assessment, the motion was seconded by Gahm. Motion carried unanimously.

Council Comments
Mayor Pedersen asked the council for comments:
Mayor Pedersen thanked Laurie for her four years of service.
Council member Gahm-commented she enjoyed serving on the council.
Council member Dillan- also thanked Laurie
Council member Johnson- thanked Laurie.

Adjourn
With no other business presented before the council, a motion to adjourn was made by Dillan, seconded by Gahm, all present voted in favor and the meeting adjourned at 6:55 p.m.
Motion carried unanimously.

_____
Mayor Harold Pedersen

ATTEST:

_____
City Manager Tammy Pfaff

CITY OF MILACA
Check Summary Register
10100 General Bank - ACH

	Name	Check Date	Check Amt	Description
Paid Chk# 818250E	INCONTACT INC	11/30/2018	$101.75	LONG DISTANCE SERVICE
Paid Chk# 818251E	EFTPS-STATE TAXPAYMENT	11/16/2018	$1,962.22	STATE W/H
Paid Chk# 818252E	EFTPS-STATE TAXPAYMENT	11/16/2018	$146.50	STATE W/H
Paid Chk# 818259E	EFTPS-STATE TAXPAYMENT	11/26/2018	$1,901.76	STATE W/H
Paid Chk# 818260E	EFTPS-STATE TAXPAYMENT	11/26/2018	$146.50	STATE W/H
Paid Chk# 818267E	EFTPS-STATE TAXPAYMENT	12/11/2018	$1,850.14	STATE W/H
Paid Chk# 818268E	EFTPS-STATE TAXPAYMENT	12/11/2018	$146.50	STATE W/H
Paid Chk# 818275E	CENTERPOINT ENERGY	12/21/2018	$813.46	NATURAL GAS
Paid Chk# 818276E	EAST CENTRAL ENERGY	12/7/2018	$10,690.55	ELECTRIC
Paid Chk# 818277E	MILACA LOCAL LINK	12/20/2018	$295.51	PHONE SERVICE
Paid Chk# 818278E	INCONTACT INC	12/30/2018	$76.90	LONG DISTANCE SERVICE
Paid Chk# 818279E	MIDCONTINENT COMMUNICATIONS	12/6/2018	$65.00	INTERNET-
	Total Checks		**$18,196.79**	

CITY OF MILACA
Check Summary Register
10100 General Bank - Checks

	Name	Check Date	Check Amt	Description
Paid Chk# 044719	AMAZON	11/28/2018	$2,427.43	CALENDAR-PATTI
Paid Chk# 044720	BLUE CROSS BLUE SHIELD OF MINN	11/28/2018	$12,762.24	MEDICAL INSUR-DEC 2018
Paid Chk# 044721	CORNER MART	11/28/2018	$2,716.33	GAS-SEWER
Paid Chk# 044722	DELTA DENTAL OF MINNESOTA	11/28/2018	$30.45	PED DENTAL-DEC 2018
Paid Chk# 044723	L.E.L.S.	11/28/2018	$245.00	POLICE UNION DUES-DEC 2018
Paid Chk# 044724	MN BENEFIT ASSOCIATION	11/28/2018	$572.08	LIFE/DENTAL-DEC 2018
Paid Chk# 044725	UNUM LIFE INSURANCE CO	11/28/2018	$585.13	LIFE, STD, LTD-DEC 2018
Paid Chk# 044726	VERIZON WIRELESS	11/28/2018	$687.62	NOV WIRELESS ROUTER SVC
Paid Chk# 044727	VISA	11/28/2018	$83.84	HOBNETTIS-ELECTION MEALS
Paid Chk# 044728	U.S. POSTAL SERVICE	11/28/2018	$246.98	NOV BILLINGS
Paid Chk# 044729	FAMILY HERITAGE LIFE INS CO	12/7/2018	$79.00	SUPPL LIFE INS - DEC 2018
Paid Chk# 044730	FIRST NATIONAL BANK OF MILACA	12/7/2018	$31,045.00	2015 GO PARK BOND
Paid Chk# 044731	FRONTIER	12/7/2018	$735.07	PHONE SVC-PW
Paid Chk# 044732	JIM'S MILLE LACS DISPOSAL	12/7/2018	$483.80	COMPOST-DEC
Paid Chk# 044733	MILACA BLDG CENTER	12/7/2018	$258.68	SHOP SUPPLIES-PW
Paid Chk# 044734	ADVANTAGE COLLECT PROFESSIOI	12/20/2018	$100.00	COMMISSION DUE-FIRE CALL
Paid Chk# 044735	AMERIPRIDE	12/20/2018	$139.75	RUGS-LIBRARY
Paid Chk# 044736	AW RESEARCH LABORATORIES	12/20/2018	$284.00	TESTING-WATER
Paid Chk# 044737	MN BCA	12/20/2018	$150.00	R PORTER-CRIM JUST INFO USERS
Paid Chk# 044738	BILLINGS SERVICE	12/20/2018	$2,199.90	GAS-PW
Paid Chk# 044739	BILLINGS, SHERIE	12/20/2018	$50.00	MAY/NOV PLANNING COMMISSION
Paid Chk# 044740	BOLTON & MENK INC	12/20/2018	$9,300.00	2018 ALP UPDATE
Paid Chk# 044741	BROTHERS FIRE & SECURITY	12/20/2018	$6,337.02	EMERGENCY CALL-FIRE SPRINKLER-
Paid Chk# 044742	CORNER MART	12/20/2018	$1,915.69	GAS-POLICE
Paid Chk# 044743	CRAWFORDS EQUIPMENT	12/20/2018	$4,150.00	TIRES-PW
Paid Chk# 044744	DESIGN ELECTRIC INC	12/20/2018	$1,157.72	WIRE CTRL PANEL/WATER MIXER MO
Paid Chk# 044745	DOVE FRETLAND PLLP	12/20/2018	$4,021.96	LEGAL SVCS-AIRPORT LAND PURCHA
Paid Chk# 044746	E.C.M. PUBLISHERS, INC.	12/20/2018	$128.80	EQUIPMENT SALE AD
Paid Chk# 044747	EMERGENCY RESPONSE SOLUTION	12/20/2018	$61.80	MASK BAGS-FIRE DEPT
Paid Chk# 044748	FEDERATED CO-OP	12/20/2018	$269.18	ICE PATROL-PW
Paid Chk# 044749	FIRE INSTRUCTION & RESCUE ED.	12/20/2018	$500.00	SPRINKLERS/FIRE DETECTION TRNG
Paid Chk# 044750	FSSOLUTIONS	12/20/2018	$58.20	DRUG SCREEN
Paid Chk# 044751	GALL'S INC.	12/20/2018	$249.98	UNIFORMS
Paid Chk# 044752	GANN-OLEHY, TRACY	12/20/2018	$269.78	MLG-STATE AUDITOR TRNG-11/14
Paid Chk# 044753	GENERAL RENTAL OF ST CLOUD IN	12/20/2018	$98.21	SCISSOR LIFT RENT-WATER
Paid Chk# 044754	GERADS, JESSE	12/20/2018	$4,076.85	POPCORN MAKER-FIRE DEPT
Paid Chk# 044755	GK CONSULTING LLC	12/20/2018	$757.00	DEC NETWORK
Paid Chk# 044756	GOPHER STATE ONE-CALL, INC.	12/20/2018	$21.60	NOV LOCATES
Paid Chk# 044757	GRANITE ELECTRONICS	12/20/2018	$220.20	RADIO PARTS-POLICE
Paid Chk# 044758	HABERMAN, DIONNE	12/20/2018	$184.21	NOV 18 OGILVIE MILEAGE
Paid Chk# 044759	HACH COMPANY	12/20/2018	$639.90	TESTING SUPPLIES
Paid Chk# 044760	HARTMAN, PAMELA	12/20/2018	$21.37	SUPPLIES
Paid Chk# 044761	HAWKINS, INC.	12/20/2018	$3,278.72	CHEMICALS
Paid Chk# 044762	HJORT EXCAVATING	12/20/2018	$7,062.46	SAN SEWER RPR-5TH ST SE
Paid Chk# 044763	HOEHN, SHAWN AND BETH	12/20/2018	$15.00	DEPOSIT REFUND-215 CENTRAL AVE
Paid Chk# 044764	HY-TECH AUTOMOTIVE	12/20/2018	$50.79	SQUAD 16 MAINENANCE
Paid Chk# 044765	IPRINT TECHNOLOGIES	12/20/2018	$150.00	PRINTER TONER

CITY OF MILACA
Check Summary Register
10100 General Bank - Checks

	Name	Check Date	Check Amt	Description
Paid Chk# 044766	ISAACSON, JACOB	12/20/2018	$17.36	REIMB DESERT SNOW TRNG-10/16-1
Paid Chk# 044767	JOHN DEERE FINANCIAL	12/20/2018	$2,488.50	OIL TANK SYSTEM-PW
Paid Chk# 044768	JOHNSON OIL CO.	12/20/2018	$29.50	OIL CHANGE-JP
Paid Chk# 044769	JOHNSON, ARLA	12/20/2018	$50.00	MAY/NOV PLANNING COMMISSION
Paid Chk# 044770	KLM ENGINEERING, INC.	12/20/2018	$11,500.00	WATER TOWER MIXER
Paid Chk# 044771	KOCH'S HARDWARE HANK	12/20/2018	$627.77	SUPPLIES-POLICE
Paid Chk# 044772	LITTLE FALLS MACHINE, INC.	12/20/2018	$814.15	AUGER MOTOR-PW
Paid Chk# 044773	MID STATE TREE SERVICE	12/20/2018	$2,150.00	TREE REMOVAL-PW
Paid Chk# 044774	MILACA AUTO VALUE	12/20/2018	$392.17	PARTS-PW
Paid Chk# 044775	MILACA CHAMBER OF COMMERCE	12/20/2018	$1,108.87	OCT 18 LODGING TAX
Paid Chk# 044776	MILLAM, JOEL	12/20/2018	$50.00	MAY/NOV PLANNING COMMISSION
Paid Chk# 044777	MILLE LACS COUNTY DAC	12/20/2018	$591.92	CLEANING SVCS - FIRE
Paid Chk# 044778	MN BOARD OF ACCOUNTANCY	12/20/2018	$100.00	T GANN-OLEHY 23138 CERT RENEWA
Paid Chk# 044779	MN COMPUTER SYSTEMS, INC.	12/20/2018	$74.44	COPIER MAINTENANCE-DEP REG
Paid Chk# 044780	MN DEPT OF HEALTH	12/20/2018	$1,590.00	4TH QTR TEST FEE
Paid Chk# 044781	MN FIRE SERVICE CERTIFICATION	12/20/2018	$150.00	A ZIEGLER-RECERTIFICATION
Paid Chk# 044782	MY Q PROPANE SALES	12/20/2018	$35.00	PROPANE-PW
Paid Chk# 044783	NELSON SANITATION & RENTAL INC	12/20/2018	$766.59	JET/VACUUM SANIT SEWER LINES
Paid Chk# 044784	NORTHERN LIGHTS DISPLAY	12/20/2018	$820.00	WELCOME BANNERS/BRACKETS
Paid Chk# 044785	NOVAK, PAM	12/20/2018	$50.00	MAY/NOV PLANNING COMMISSION
Paid Chk# 044786	OLSEN, DAN & JEANNE	12/20/2018	$15.00	DEPOSIT REFUND-1035 4TH AVE NW
Paid Chk# 044787	OMANN CONTRACTING CO INC	12/20/2018	$19,480.00	5TH ST PATCH
Paid Chk# 044788	PFAFF, TAMMY	12/20/2018	$141.70	REIMB MLG - 10/25-11/2 - MILES
Paid Chk# 044789	PIATT, JESSICA	12/20/2018	$39.97	OVERPYMT-245 3RD AVE SE
Paid Chk# 044790	QUALITY FLOW SYSTEMS	12/20/2018	$4,330.00	LIFT PUMP REPAIR
Paid Chk# 044791	QUILL CORPORATION	12/20/2018	$222.37	SUPPLIES-DEP REG
Paid Chk# 044792	ST. CLOUD REFRIGERATION	12/20/2018	$1,010.91	HVAC REPAIR-CITY HALL
Paid Chk# 044793	STANTEC	12/20/2018	$870.00	KWIK TRIP REVIEW
Paid Chk# 044794	STREICHER'S	12/20/2018	$1,583.27	AMMO-TRAINING
Paid Chk# 044795	TEAL'S MARKET	12/20/2018	$39.71	SUPPLIES-WATER
Paid Chk# 044796	TEAM LAB	12/20/2018	$258.00	ICE MELT-MUSEUM
Paid Chk# 044797	TOWMASTER	12/20/2018	$4,935.00	ANTI-ICE SYSTEM-PW
Paid Chk# 044798	VARITECH INDUSTRIES INC	12/20/2018	$10,990.00	SALT BRINE SYSTEM-PW
Paid Chk# 044799	HOME SECURITY ABSTRACT & TITLI	12/17/2018	$35,509.75	PURCHASE-210 8TH ST NE-LOTS 9
	Total Checks		**$203,710.69**	

CITY OF MILACA
Check Summary Register
10900 Liquor Bank - ACH

	Name	Check Date	Check Amt	Description
Paid Chk# 918059E	EAST CENTRAL ENERGY	12/7/2018	$1,803.37	ELECTRIC
Paid Chk# 918060E	CENTERPOINT ENERGY	12/11/2018	$286.52	NATURAL GAS
Paid Chk# 918061E	MN DEPT OF REVENUE	12/20/2018	$18,345.00	LIQUOR SALES TAX
Paid Chk# 918062E	MILACA, CITY OF (WATER/SEWER)	12/14/2018	$31.43	WATER/SEWER
Paid Chk# 918063E	HIBU	12/1/2018	$129.99	WEB HOSTING-
	Total Checks		**$20,596.31**	

CITY OF MILACA
Check Summary Register
10900 Liquor Bank - Checks

	Name	Check Date	Check Amt	Description
Paid Chk# 024662	AMAZON	11/28/2018	$16.74	CALENDAR-LIQUOR
Paid Chk# 024663	VERIZON WIRELESS	11/28/2018	$41.52	NOV DIGITAL SIGN
Paid Chk# 024664	BELLBOY CORP.	12/3/2018	$2,470.30	LIQUOR
Paid Chk# 024665	BERNICKS	12/3/2018	$4,883.52	NA
Paid Chk# 024666	BREAKTHRU BEVERAGE MN	12/3/2018	$4,881.34	DELIVERY
Paid Chk# 024667	C & L DISTRIBUTING CO.	12/3/2018	$32,453.51	WINE
Paid Chk# 024668	DAHLHEIMER DISTRIBUTING CO.	12/3/2018	$29,280.94	BEER
Paid Chk# 024669	INDIAN ISLAND WINERY	12/3/2018	$636.96	WINE
Paid Chk# 024670	J.J. TAYLOR DIST OF MN	12/3/2018	$126.05	BEER
Paid Chk# 024671	JOHNSON BROTHERS LIQUOR CO.	12/3/2018	$25,483.38	DELIVERY
Paid Chk# 024672	LUPULIN BREWING	12/3/2018	$212.00	BEER
Paid Chk# 024673	MCDONALD DISTRIBUTING	12/3/2018	$91.40	BEER
Paid Chk# 024674	PAUSTIS WINE CO.	12/3/2018	$368.75	WINE
Paid Chk# 024675	PHILLIPS WINE AND SPIRITS	12/3/2018	$5,587.11	NA
Paid Chk# 024676	SOUTHERN GLAZERS OF MN	12/3/2018	$12,566.29	DELIVERY
Paid Chk# 024677	TKO WINES INC	12/3/2018	$342.00	WINE
Paid Chk# 024678	VINOCOPIA	12/3/2018	$2,530.39	DELIVERY
Paid Chk# 024679	WILD MOUNTAIN WINERY INC	12/3/2018	$125.64	WINE
Paid Chk# 024680	WINE MERCHANTS	12/3/2018	$159.30	DELIVERY
Paid Chk# 024681	AMERICAN BOTTLING CO.	12/20/2018	$306.04	NA
Paid Chk# 024682	AMERIPRIDE	12/20/2018	$170.31	RUGS
Paid Chk# 024683	CRYSTAL SPRINGS ICE	12/20/2018	$401.76	ICE
Paid Chk# 024684	FEDERATED CO-OP	12/20/2018	$134.58	ICE MELT
Paid Chk# 024685	FRONTIER	12/20/2018	$144.06	DEC PHONE SVC
Paid Chk# 024686	GODFATHER'S EXTERMINATING	12/20/2018	$51.45	PEST CONTROL
Paid Chk# 024687	GRANITE CITY JOBBING	12/20/2018	$4,176.30	NA
Paid Chk# 024688	IPRINT TECHNOLOGIES	12/20/2018	$345.00	PRINTER TONER
Paid Chk# 024689	JIM'S MILLE LACS DISPOSAL	12/20/2018	$72.54	REFUSE COLLECTION
Paid Chk# 024690	KOCH'S HARDWARE HANK	12/20/2018	$55.35	SUPPLIES
Paid Chk# 024691	LINCOLN MARKETING, INC.	12/20/2018	$399.00	ADVERTISING
Paid Chk# 024692	M. AMUNDSON LLP	12/20/2018	$2,065.01	MISC
Paid Chk# 024693	MILLER TRUCKING INC.	12/20/2018	$35.15	DELIVERY
Paid Chk# 024694	QUILL CORPORATION	12/20/2018	$48.98	SUPPLIES
Paid Chk# 024695	RED BULL DISTRIBUTION CO INC	12/20/2018	$180.00	NA
Paid Chk# 024696	ST. CLOUD REFRIGERATION	12/20/2018	$755.31	HVAC REPAIR
Paid Chk# 024697	VIKING BOTTLING CO.	12/20/2018	$554.15	NA
Paid Chk# 024698	WATSON COMPANY	12/20/2018	$4,911.65	MISC
	Total Checks		**$137,063.78**	

CITY OF MILACA

Council Monthly Budget Report

November 2018

DEPT Descr	2018 YTD Budget	2018 YTD Amt	Balance	2018 % of Budget Remain
Airport	$180,140.00	$180,177.98	($37.98)	-0.02%
Assessing	$10,600.00	$178.00	$10,422.00	98.32%
Auditing	$6,500.00	$6,600.00	($100.00)	-1.54%
Building Inspection	$48,495.00	$47,719.27	$775.73	1.60%
City Attorney	$45,000.00	$40,605.46	$4,394.54	9.77%
City Hall	$278,800.00	$300,612.12	($21,812.12)	-7.82%
City Manager	$28,375.00	$26,365.13	$2,009.87	7.08%
Council	$12,600.00	$11,089.37	$1,510.63	11.99%
Elections	$3,000.00	$2,330.97	$669.03	22.30%
Fire Dept.	$127,590.00	$139,764.10	($12,174.10)	-9.54%
Historical Society	$0.00	$0.00	$0.00	0.00%
Liaison Officer	$78,040.00	$50,698.48	$27,341.52	35.04%
Libraries	$27,810.00	$36,021.43	($8,211.43)	-29.53%
Ogilvie	$61,920.00	$60,041.60	$1,878.40	3.03%
Parks	$196,670.00	$191,096.09	$5,573.91	2.83%
Planning Comm.	$1,000.00	$735.67	$264.33	26.43%
Police Dept.	$507,720.00	$476,872.16	$30,847.84	6.08%
Public Works	$421,635.00	$408,488.73	$13,146.27	3.12%
Recreation	$2,500.00	$3,493.31	($993.31)	-39.73%
Senior Center	$5,200.00	$3,051.97	$2,148.03	41.31%
Treasurer	$28,975.00	$26,733.78	$2,241.22	7.74%
Unallocated	$7,200.00	$8,942.54	($1,742.54)	-10.55%
	$2,079,770.00	$2,021,618.16	$58,151.84	2.80%

RESOLUTION NO. 18-52

RESOLUTION ADOPTING PERSONNEL POLICIES

FOR THE CITY OF MILACA

WHEREAS, the Personnel Policies of the City of Milaca had previously been adopted by ordinance; and

WHEREAS, The City Council of the City of Milaca repealed the Personnel Policy ordinance effective the 16th day of August, 2007; and

WHEREAS, it is the intention of the City Council of the City of Milaca to continue the effectiveness of the Personnel Policies (including any subsequent amendments or additions) without any break in their application through the adoption of Personnel Policies by this Resolution;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Milaca that the following Personnel Policies of the City of Milaca are hereby revised and adopted by this Resolution, on the 20th day of December, 2018:

PERSONNEL POLICIES (Added Section 25)

Section 25. LONGEVITY PAY SCHEDULE- NON-UNION EMPLOYEES

1. Eligibility. Longevity shall be granted to permanent non-union full-time and part-time employees.
2. The longevity salary structure for all non-union employees shall be adopted and constitute the official plan for all positions in the municipal services.
3. The longevity structure may be amended by the city council at any time that it deems necessary in the interest of good personnel administration as recommended by the city manager.
4. The longevity steps so established shall represent the year in which the employee is granted a longevity step increase as designated in Exhibit A.
5. The longevity schedule shall become effective on January 1, 2019.

Adopted this 20th day of December, 2018.

_____

Harold Pedersen, Mayor

ATTEST:

_____

Tammy Pfaff, City Manager

LONGEVITY SCHEDULE - NON-UNION EMPLOYEES-EXHIBIT A

			1%	1%	1.25%	1.25%	1.25%	1.50%	1.50%	2%
Name	**Hire Date**	**Hire Year**	**5 Years**	**10 Years**	**15 Years**	**20 Years**	**25 Years**	**30 Years**	**35 Years**	**40 Years**
Katke	9/1/1988	**1988**	1993	1998	2003	2008	2013	2018	2023	2028
Hartman	10/28/1991	**1991**	1996	2001	2006	2011	2016	2021	2026	2031
Lind	1/5/1998	**1998**	2003	2008	2013	2018	2023	2028	2033	2038
Jeys	3/24/2003	**2003**	2008	2013	2018	2023	2028	2033	2038	2043
Quaintance	7/1/2003	**2003**	2008	2013	2018	2023	2028	2033	2038	2043
Miller	6/14/2005	**2005**	2010	2015	2020	2025	2030	2035	2040	2045
Nelson	5/21/2007	**2007**	2012	2017	2022	2027	2032	2037	2042	2047
Steffel	8/29/2007	**2007**	2012	2017	2022	2027	2032	2037	2042	2047
Gann-Olehy	5/19/2008	**2008**	2013	2018	2023	2028	2033	2038	2043	2048
Hansen	6/21/2012	**2012**	2017	2022	2027	2032	2037	2042	2047	2052
Edel	4/19/2013	**2013**	2018	2023	2028	2033	2038	2043	2048	2053
Haberman	9/23/2013	**2013**	2018	2023	2028	2033	2038	2043	2048	2053
Maalis	9/23/2013	**2013**	2018	2023	2028	2033	2038	2043	2048	2053
Struffert	3/2/2015	**2015**	2020	2025	2030	2035	2040	2045	2050	2055
Johnson, W	11/5/2015	**2015**	2020	2025	2030	2035	2040	2045	2050	2055
Oldenburg	11/23/2015	**2015**	2020	2025	2030	2035	2040	2045	2050	2055
Stevenson	5/13/2016	**2016**	2021	2026	2031	2036	2041	2046	2051	2056
Rutherford	12/12/2016	**2016**	2021	2026	2031	2036	2041	2046	2051	2056
Pfaff	5/1/2017	**2017**	2022	2027	2032	2037	2042	2047	2052	2057
Wubben	5/9/2017	**2017**	2022	2027	2032	2037	2042	2047	2052	2057
Weinreich	7/24/2017	**2017**	2022	2027	2032	2037	2042	2047	2052	2057
Kirkeby	9/25/2017	**2017**	2022	2027	2032	2037	2042	2047	2052	2057
Porter	3/5/2018	**2018**	2023	2028	2033	2038	2043	2048	2053	2058
Berg	5/21/2018	**2018**	2023	2028	2033	2038	2043	2048	2053	2058
Leonard	6/28/2018	**2018**	2023	2028	2033	2038	2043	2048	2053	2058
Anderson	7/9/2018	**2018**	2023	2028	2033	2038	2043	2048	2053	2058
Flanery	7/14/2018	**2018**	2023	2028	2033	2038	2043	2048	2053	2058
Daiker	8/24/2018	**2018**	2023	2028	2033	2038	2043	2048	2053	2058
Dougherty	11/5/2018	**2018**	2023	2028	2033	2038	2043	2048	2053	2058

EXCLUDES UNION EMPLOYEES- THEY HAVE A LONGEVITY SCHEDULE IN THE CONTRACT

EFFECTIVE ON JANUARY 1 OF EACH YEAR

RESOLUTION NO. 18 – 53

RESOLUTION ASSESSING UNPAID WATER/SEWER BILLS

BE IT RESOLVED that the following unpaid water and sewer bill be levied against the described property for 2019 property taxes, for 1 (one) year, at a rate of 7 (seven) percent per annum:

PID #	OWNER	ADDRESS	ASSESSED
21-043-1540	Zabloski, Chris & David	245 5th St SE	$152.39

Adopted this 20th day of December, 2018.

Mayor Harold Pedersen

ATTEST

Tammy Pfaff, City Manager

RESOLUTION NO. 18–54

RESOLUTION ACCEPTING DONATIONS

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

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

Name of Donor	Amount
1st National Bank of Milaca	$650.00
Otten Family (Carol Mueller)	$100.00

WHEREAS, All such donations have been contributed to assist the water/sewer department in the establishment and operations of facilities and programs, as allowed by law; and

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

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

1. The donation described above is accepted and shall be used to establish and operate the facilities and programs either alone or in cooperation with others, as allowed by law.

2. The city clerk is hereby directed to issue a letter acknowledging the city's receipt of the donor's donation.

Adopted this 20th day of December, 2018.

_____
Mayor Harold Pedersen

ATTEST

_____
Tammy Pfaff, City Manager

Certificate of Appreciation

PRESENTED TO

LAURIE GAHM

In recognition of your service to the citizens of Milaca during your tenure on the Milaca City Council from January 1, 2015 to December 31, 2018.

Awarded this 20th day of December, 2018

Harold Pedersen, Mayor

Tammy Pfaff, City Manager

CITY OF MILACA
PUBLIC HEARING NOTICE

Thursday, December 20, 2018
6:30 p.m.
Milaca City Hall

NOTICE IS HEREBY GIVEN that the Milaca City Council will call a meeting on Thursday, December 20th, 2018, at 6:30 p.m., to conduct a public hearing on;

TRUTH AND TAXATION

All persons interested are invited to attend said council meeting. Written comments may be submitted to the City Manager's office 255 First Street East, Milaca Minnesota 56353. Please contact the City Manager's office at, 320-983-3141 if you have any questions.

Tammy Pfaff
City Manager
City of Milaca

Public Notice posted on city website and city notice board this 16th day of November, 2018
Published December 6th and 13th.

Resolution No. 18-55

A RESOLUTION AUTHORIZING AND PROVIDING FOR THE ISSUANCE AND SALE OF REVENUE BONDS, AT THE REQUEST OF A&E CARE PROPERTIES, LLC, AND APPROVING THE FORMS OF DOCUMENTS REQUIRED IN CONNECTION THEREWITH

BE IT RESOLVED by the City Council of the City of Milaca, Minnesota (the "City" or the "Issuer"), as follows:

1. Authority. Pursuant to Minnesota Statutes, Section 469.152 through 469.165, as amended (the "Act"), the Issuer is authorized to issue revenue bonds and refunding revenue bonds and sell such bonds at public or private sale as may be determined by the governing body to be most advantageous; and to loan the proceeds of such bonds to provide financing, in whole or in part, for any properties real or personal, used or useful in connection with a revenue producing enterprise, whether or not operated for profit, all as further provided in the Act. Such bonds are authorized to be secured by a pledge of the revenues to be derived from a loan agreement with the borrower of such proceeds, and by such other security devices as may be deemed advantageous. Under the provisions of the Act, such bonds shall be special, limited obligations, and shall not constitute an indebtedness of the issuer thereof, within the meaning of any state constitutional provision or statutory limitation, nor give rise to a pecuniary liability of the issuer or a charge against its general credit or taxing powers.

2. Prior Preliminary Approval of Project and Revenue Bonds. On November 15, 2018, the City Council adopted a resolution (the "Preliminary Resolution") giving preliminary approval to the issuance of its revenue bonds (as further described below, the "Bonds") to provide financing for the Project.

3. Public Hearing. On the date hereof, a public hearing was held by the City Council of the Issuer (the "Public Hearing") with respect to a proposal by A&E Care Properties, LLC, a Minnesota limited liability company, the sole member of which is A&E Care Services, a Minnesota nonprofit corporation (the "Sole Member"), that it or an affiliate undertake a project consisting of the acquisition, improvement and equipping of an approximately 37,000 square foot office building located at 7171 Ohms Lane in Edina, Minnesota (the "Project"), and the issuance of the revenue bonds by the Issuer to provide financing therefor. The Public Hearing was called and held as required by the Act and the provisions of section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), and regulations thereunder. Following the Public Hearing, all persons present had an opportunity to express their views with respect to the Project and the issuance of the Bonds.

4. Documents Presented. Forms of the following documents relating to the Project and the issuance of the Bonds have been submitted to the Issuer and are now on file in the offices of the City Clerk:

(a) A Trust Indenture (the "Indenture") by and between the Issuer and U.S. Bank National Association, as trustee;

(b) A Loan Agreement (the "Loan Agreement") by and between the Issuer and the Borrower;

(c) A Bond Purchase Agreement (the "Bond Purchase Agreement") by and between the Issuer, the Borrower, and Northland Securities, Inc. (the "Underwriter"); and

(d) Preliminary Official Statement and form of final Official Statement, the form of the Preliminary Official Statement, together with the insertion of the final underwriting details of the Bonds, including the interest rates thereon, and any other changes deemed necessary or desirable, intended to constitute the form of the final Official Statement, and including all Appendices thereto (together the "Official Statement"), describing the offering of the Bonds, and certain terms and provisions of the foregoing documents.

5. Findings. It is hereby found, determined and declared that:

a. The Project will further the purposes contemplated by and described in the Act.

b. There is no litigation pending or, to the knowledge of the Issuer, threatened against the Issuer relating to the Project or the Bonds, or the Indenture, the Loan Agreement or the Bond Purchase Agreement (collectively referred to as the "Bond Documents") or questioning the organization, powers or authority of the Issuer to issue the Bonds or to execute or deliver any of the Bond Documents.

c. The execution and delivery of and the performance of the Issuer's obligations under the Bonds and the Bond Documents do not and will not violate any order of any court or any agency of government of which the Issuer is aware or in any proceeding to which the Issuer is a party, or any indenture, agreement or other instrument to which the Issuer is a party or by which it or any of its property is bound, or be in conflict with, result in a breach of, or constitute (with due notice or lapse of time or both) a default under any such indenture, agreement or other instrument.

d. The Loan Agreement provides for payments by the Borrower to the Issuer of such amounts as will be sufficient to pay the principal of, premium, if any, and interest on the Bonds when due.

e. Under the provisions of the Act, the Bonds are not and shall not be payable from or charged upon any funds other than amounts payable pursuant to the Loan Agreement and related documents; the Issuer is not subject to any liability thereon; no owner of the Bonds shall ever have the right to compel the exercise of the taxing power of the Issuer to pay the Bonds or the interest thereon, nor to enforce payment thereof against any property of the Issuer; neither the Bonds nor any document executed or approved in connection with the issuance thereof shall constitute a pecuniary liability, general or moral obligation, charge, lien or encumbrance, legal or equitable, upon any property of the Issuer; and the Bonds shall not constitute or give rise to a charge against the general credit or taxing powers of the Issuer.

6. Approval and Execution of Documents. The forms of the Indenture, the Loan Agreement and the Bond Purchase Agreement currently on file with the City are approved. The Issuer shall enter into the Indenture, the Loan Agreement, and the Bond Purchase Agreement, substantially in the forms on file, but with all such changes therein as may be approved by the officers executing the same, which approval shall be conclusively evidenced by the execution thereof, and each of such documents shall be executed and delivered in the name and on behalf of the Issuer by the officers identified in paragraph 11.

7. Approval, Execution and Delivery of the Bonds. One or more officers of the Issuer, as provided further herein, are hereby authorized and directed to execute and issue the Bonds, and the Bonds shall be issued in such series and shall be substantially in such forms, mature, bear interest, and be payable according to such terms, and shall otherwise contain such terms and provisions, as are set forth in the Indenture, which terms are for this purpose incorporated in this Resolution and made a part hereof; provided, however, that the aggregate principal amount of the Bonds, the interest rates thereon, the amount and dates of the principal payments required to be made with respect thereto, and the rights of optional and mandatory redemption with respect thereto shall all be set forth in the Indenture as executed and shall all be subject to the final approval of the officers of the Issuer who execute and deliver the Indenture in accordance with the provisions of this Resolution, such approval to be conclusively evidenced by the execution thereof; but provided, further, however, that in no event shall the aggregate principal amount of the Bonds be greater than $7,000,000, nor shall the net interest cost of the Bonds be greater than 6.0% per annum. Each of the Bonds may recite that it is issued pursuant to the Act and such recital shall, to the fullest extent permitted by law, conclusively establish the legality and validity thereof.

The Bonds shall be sold to the Underwriter in accordance with and upon the terms and conditions set forth in the Bond Purchase Agreement. The proposal of the Underwriter to purchase the Bonds, as further provided in the Bond Purchase Agreement, at the purchase price set forth therein, is hereby accepted.

8. Certificates, etc. The officers and employees of the Issuer are authorized to prepare and furnish to Dorsey & Whitney LLP, Minneapolis, Minnesota, as Bond Counsel to the Underwriter, and to the Underwriter, certified copies of all proceedings and records of the Issuer relating to the Bonds, and such other affidavits and certificates as may be required to show the facts appearing from the books and records in the officers' custody and control or as otherwise known to them; and all such certified copies, certificates and affidavits, including any heretofore furnished, shall constitute representations of the Issuer as to the truth of all statements of fact contained therein.

9. Official Statement. The Issuer hereby consents to the preparation and distribution of a Preliminary Official Statement and a final Official Statement for the Bonds; provided that it is understood that the Issuer has relied upon the Borrower to assure the accuracy and completeness of the information set forth in the Official Statement and therefore the Issuer has not made, and will not make, any representations or warranties with respect to the information contained therein, except for the information under the heading "The Issuer."

10. Nature of Issuer's Obligations. All covenants, stipulations, obligations, representations, and agreements of the Issuer contained in this Resolution or contained in the

aforementioned documents shall be deemed to be the covenants, stipulations, obligations, representations, and agreements of the Issuer to the full extent authorized or permitted by law, and all such covenants, stipulations, obligations, representations, and agreements shall be binding upon the Issuer. Except as otherwise provided in this Resolution, all rights, powers, and privileges conferred, and duties and liabilities imposed upon the Issuer by the provisions of this Resolution or of the aforementioned documents shall be exercised or performed by such officers or agents as may be required or authorized by law to exercise such powers and to perform such duties. No covenant, stipulation, obligation, representation, or agreement herein contained or contained in the documents referred to above shall be deemed to be a covenant, stipulation, obligation, representation, or agreement of any member of the City Council, or any officer, agent, or employee of the Issuer in that person's individual capacity, and neither shall any member of the City Council nor any officer or employee executing the Bonds or such documents be liable personally on the Bonds or be subject to any representation, personal liability or accountability by reason of the issuance thereof. No provision, representation, covenant or agreement contained in the Bonds, this Resolution or in any other document related to the Bonds, and no obligation therein or herein imposed upon the Issuer or the breach thereof, shall constitute or give rise to a general or moral obligation, or indebtedness or pecuniary liability of the Issuer or any charge upon its general credit or taxing powers. In making the agreements, provisions, covenants and representations set forth in the Bonds or in any other document related to the Bonds, the Issuer is not obligated to pay or remit any funds or revenues, except for revenues derived from the Loan Agreement that are pledged to the payment of the Bonds.

11. Authorized Officers. The Bonds and the Bond Documents referred to herein are authorized to be executed on behalf of the Issuer by either or both of the Mayor and the City Manager; provided, however, that in the event that either the Mayor or the City Manager shall be unavailable or for any reason be unable to execute the Bonds or any other document to be entered into by the Issuer in connection therewith, any other officer of the Issuer is hereby authorized to act in that capacity and undertake such execution or acts on behalf of the Issuer.

12. Definitions and Interpretation. Terms not otherwise defined in this Resolution but defined in the form of Loan Agreement or Indenture now on file shall have the same meanings in this Resolution and shall be interpreted herein as provided therein. Notices may be given as provided in the Loan Agreement. In case any provision of this Resolution is for any reason illegal or invalid or inoperable, such illegality or invalidity or inoperability shall not affect the remaining provisions of this Resolution, which shall be construed or enforced as if such illegal or invalid or inoperable provision were not contained herein.

Adopted by the City Council of the City of Milaca this 20th day of December, 2018.

_____
Harold Pedersen, Mayor

Attest: _____
Tammy Pfaff, City Manager

CERTIFICATE

CITY OF MILACA

I, the undersigned being a duly qualified and acting officer of the City of Milaca, Minnesota, hereby attest and certify that:

1. As such officer, I have the legal custody of the original record from which the attached resolution was transcribed.

2. I have carefully compared the attached resolution with the original record of the meeting at which the resolution was acted upon.

3. I find the attached resolution to be a true, correct and complete copy of the original:

A RESOLUTION AUTHORIZING AND PROVIDING FOR THE ISSUANCE AND SALE OF REVENUE BONDS, AT THE REQUEST OF A&E CARE PROPERTIES, LLC, AND APPROVING THE FORMS OF DOCUMENTS REQUIRED IN CONNECTION THEREWITH

4. I further certify that the affirmative vote on said resolution was _____ ayes, _____ nays, and _____ absent/abstention.

5. Said meeting was duly held, pursuant to call and notice thereof, as required by law, and a quorum was present.

WITNESS my hand officially as such officer this _____ day of _____, 20__.

_____

City Clerk

COMPREHENSIVE STATEMENT

The undersigned, being the duly qualified and acting City Manager of the City of Milaca, Minnesota (the "City"), certifies that the City Council has been provided by representatives of A&E Care Properties, LLC, a Minnesota nonprofit limited liability company (the "Borrower"), with certain information concerning a proposed project under Minnesota Statutes, Sections 469.152 through 469.165, as amended (the "Act"). On the basis of such information, the City Council, by resolution adopted December 20, 2018, has given approval to the proposed project and the financing thereof by the issuance of revenue bonds (the "Bonds") of the City. The following are factors considered by the City Council in determining to give approval to the proposed project:

1. The proceeds of the Bonds are to be used for the purpose of financing all or a portion of the costs of: (i) the acquisition, improvement and equipping of an approximately 37,000 square foot office building located at 7171 Ohms Lane in the City of Edina, Minnesota (the "Project"), (ii) funding a reserve fund, and (iii) financing capitalized interest, if any, and costs of issuance of the bonds.

2. Dorsey & Whitney, LLP, as Bond Counsel to the Underwriter, is of the opinion that the Project constitutes a "project" within the meaning of Minnesota Statutes, Section 469.153, subdivision 2(d).

3. Representatives of the Borrower believe that the issuance of the Bonds to finance the Project will further promote the public purposes and legislative objectives of the Act by providing substantial inducement for the continued health care operations of the Borrower in the City and surrounding area.

4. The City will cause the Borrower to provide the Minnesota Department of Employment and Economic Development (the "Department") with the information required by Minnesota Statutes, Section 469.154, Subdivision 5, upon entering into a revenue agreement (as defined in the Act) with the Borrower, and the information required by Minnesota Statutes, Section 469.154, Subdivision 7, as required.

5. Based on the representations made by the Borrower, the project to be financed by the Bonds does not include any property to be sold or affixed to or consumed in the production of property for sale, and does not include any housing facility to be rented or used as a permanent residence.

6. A public hearing on the proposal to undertake and finance the Project was conducted pursuant to Minnesota Statutes, Section 469.154, Subdivision 4, and Section 147(f) of the Internal Revenue Code of 1986, as amended, on December 20, 2018, at 6:30 p.m., at the City Offices, at which public hearing all interested parties were afforded an opportunity to express their views. A draft copy of the application to the Department, with all attachments, was available for public inspection following publication of notice of the public hearing.

Dated: December 20, 2018.

CITY OF MILACA, MINNESOTA

By _____
City Manager

[Signature Page – Comprehensive Statement]

RESOLUTION NO. 18 – 56

RESOLUTION DESIGNATING POLLING HOURS AND LOCATION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MILACA, MINNESOTA;

WHEREAS, the City of Milaca is required under the 2017 legislative changes to M.S.204B16, Subd.1 and M.S. 205A.11. Subd.2 to annually designate a polling place by December 31st each year for the next calendar year.

1. Polling hours to be set from 7:00 a.m. to 8:00 p.m. for Primary, General Elections or Special Elections to be held within the City of Milaca for the calendar year 2019.
2. Polling place to be the Milaca City Hall, 255 1st Street E, Milaca, MN 56353.

Adopted this 20th day of December, 2018.

_____
Mayor Harold Pedersen

ATTEST

_____
Tammy Pfaff, City Manager

RESOLUTION NO. 18 – 57

RESOLUTION APPROVING 2019 LIQUOR/TOBACCO LICENSES

BE IT RESOLVED that the Milaca City Council hereby approves the 2019 Liquor/Tobacco licenses as listed on the attachment.

Adopted this 20th day of December, 2018.

Mayor Harold Pedersen

ATTEST

Tammy Pfaff, City Manager

2019 LIQUOR/TOBACCO LICENSES - CITY OF MILACA

LICENSE TYPE:	LICENSE NUMBER:
INTOXICATING ON SALE CLUB	
American Legion #178	2019-01-MCLONSL
Siemers-Hakes VFW Post 10794	2019-02-MCLONSL
INTOXICATING ON SALE SUNDAY	
American Legion #178	2019-01-MCLONSS
Blue Moon Saloon	2019-02-ONSS
Jigger's Grill & Bar	2019-03-ONSS
Phoenix Hotel	2019-04-ONSS
Siemers-Hakes VFW Post #10794	2019-05-MCLONSS
Timber Valley Grille	2019-06-ONSS
INTOXICATING ON SALE	
Blue Moon Saloon	2019-01-ONSL
Jigger's Grill & Bar	2019-02-ONSL
Phoenix Hotel	2019-03-ONSL
Timber Valley Grille	2019-04-ONSL
3.2 Malt Beverage On Sale	
Back Alley Bowl, LLC	2019-01-3.2ONSL
3.2 Malt Beverage On Sale Sunday	
Back Alley Bowl, LLC	2019-01-3.2ONSS
Intoxicating Off Sale	
Milaca Off Sale	2019-01-MOOFSL
Tobacco License	
Casey's General Store #1847	2019-01CIG
Coborn's Inc., dba Holiday Stationstore #4064	2019-02CIG
Corner Mart	2019-03CIG
Holiday Stationstores, LLC	2019-04CIG
Milaca Off Sale	2019-05CIG
Teal's Market	2019-06CIG
DG Retail, LLC d/b/a Dollar General Store 14576	2019-07CIG

RESOLUTION NO. 18 – 58

CITY OF MILACA

RESOLUTION APPROVING THE FINAL 2019 BUDGET
AND 2019 TAX LEVY

BE IT RESOLVED by the City Council for the City of Milaca, County of Mille Lacs, Minnesota, that the final 2019 City of Milaca Annual Budget and Program of Municipal Services are hereby adopted and that the following sums of money is levied for 2019 upon the taxable property in the said City of Milaca for the following purposes:

General Fund		$483,750
Capital Equipment	PW	$ 18,000
	Fire	$ 25,000
	Parks	$ 18,000
	Police	$ 18,000
Debt Service		
2010 GO Refunding		$115,000
Library		$160,000
2012 GO Bond		$ 83,500
2015 GO Park Bond		$ 40,000
	TOTAL LEVY	$ 961,250

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 2019.
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 20th day of December, 2018.

ATTEST

Harold Pedersen, Mayor

Tammy Pfaff, 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, 2018, as disclosed by the records of said City in my possession.

Tammy Pfaff, City Manager

DEPARTMENT OF REVENUE

Certification of Truth in Taxation Compliance

TNT

for Taxes Payable in 2019 *(Minnesota Statute § 275.065, subd. 7)*

Due on or before December 28, 2018. Email as PDF to: PropTax.Admin@state.mn.us.

Email separately. Do not attach to any other documents.

Print or type

Name of Governmental Unit		Name of Person Filling Out Form	
CITY OF MILACA		TAMMY PFAFF	
Mailing address			
255 FIRST STREET EAST			
City	State	Zip code	Phone
MILACA	MN	56353	320-983-3141

Proposed Levy Cert.

Certification of 2019 Proposed Property Tax Levy *(Not the final property tax levy)*

Date certified to county auditor (mm/dd/yyyy)	Net Levy Amount (do not leave blank or write "maximum")
08/22/2018	$961,250

TNT Meeting

Truth in Taxation Public Meeting

Date meeting held (mm/dd/yyyy)	Time meeting held
12/20/2018	6:30 P.M.

Final Levy Certification

Certification of 2019 Final Property Tax Levy

Date certified to county auditor (mm/dd/yyyy)	Net Levy Amount
12/20/2018	$961,250

If final levy is higher than proposed, an explanation is required

Sign here

I, the representative of the above-named county, city, school district, or metropolitan special taxing district, certify that the information on this form is accurate to the best of my knowledge.

Signature of authorized representative	Title	Date
	CITY MANAGER	12/20/2018

Notifications: Sign up for Truth in Taxation updates through GovDelivery on the Department of Revenue's Truth in Taxation webpage.

Property Tax staff will notify you of any issues. Due to the high volume of submissions, we do not provide confirmation of submission. However, on the Department of Revenue's Truth in Taxation webpage, we will post a list of governmental units that have submitted the compliance form.

REMINDER: Cities with populations under 500 do not need to submit a compliance form.

CITY OF MILACA

2019

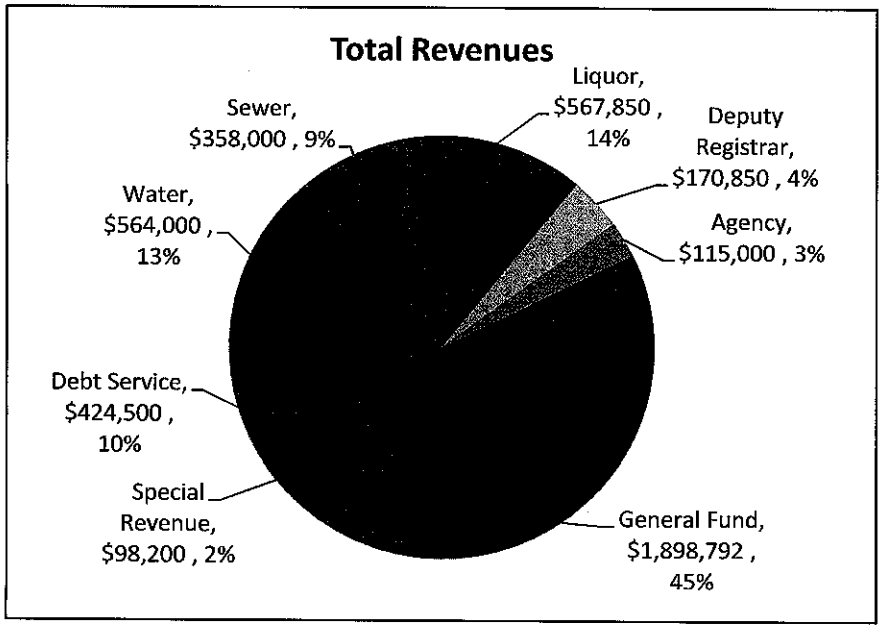
FINAL BUDGET & TAX LEVY

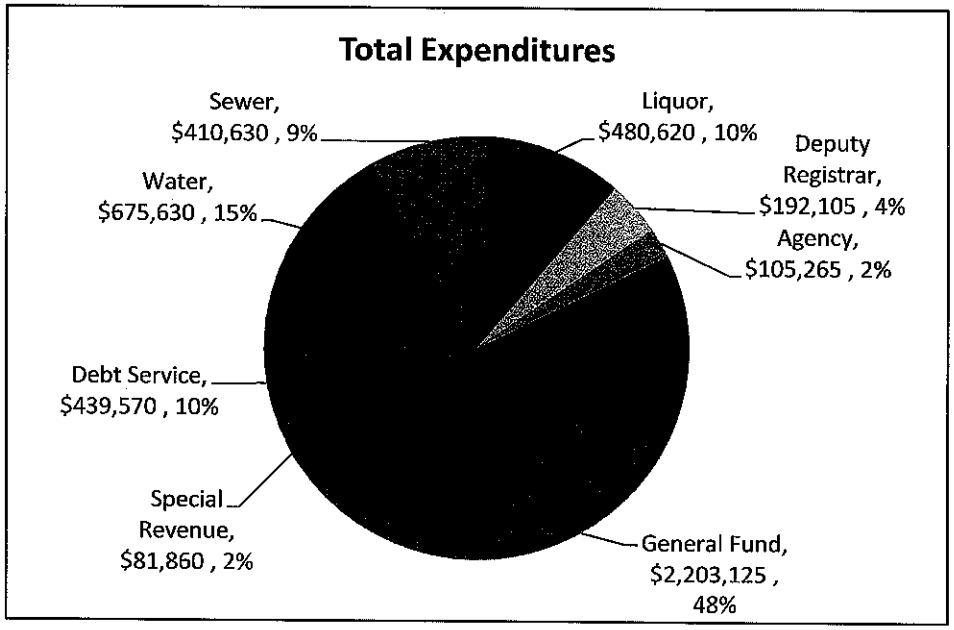
VIEW THE DETAIL BUDGET ONLINE AT WWW.CITYOFMILACA.ORG

CITY OF MILACA
2019 Final Budget Summary by Fund Type

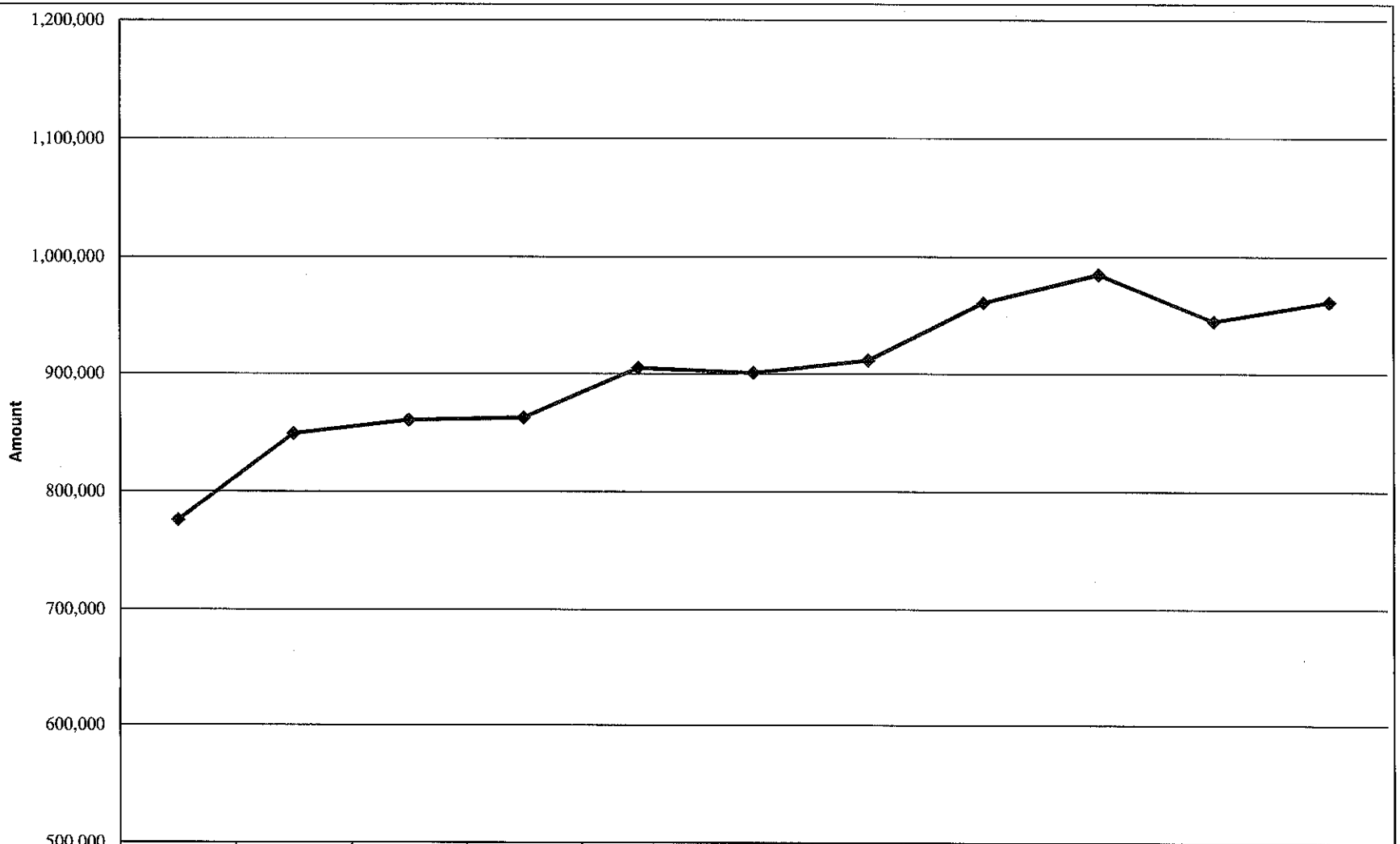
	General Fund	Special Revenue Funds	Debt Service Funds	Water Fund	Sewer Fund	Liquor Fund	Deputy Registrar Fund	Agency Fund	Total	2018 Comparative Total
REVENUES:										
Property Tax Levies	$ 562,750	$ -	$ 398,500	$ -	$ -	$ -	$ -	$ -	$ 961,250	$ 944,715
Other Property Taxes	15,450	-	-	-	-	-	-	-	15,450	13,050
Tax Increments	-	57,000	-	-	-	-	-	-	57,000	57,000
Lodging Tax	600	-	-	-	-	-	-	-	600	2,000
Special Assessments	2,000	-	2,000	-	-	-	-	-	4,000	10,700
Intergovernmental	862,047	-	-	-	-	-	-	-	862,047	882,113
Licenses and Permits	37,250	-	-	-	-	-	-	-	37,250	78,250
Charges for Services	289,095	13,000	24,000	-	-	-	-	115,000	441,095	416,935
Fines and Forfeits	10,600	-	-	-	-	-	-	-	10,600	9,900
Interest Earned	16,000	450	-	10,000	12,000	4,350	100	-	42,900	31,950
Refunds and Reimbursements	6,000	-	-	-	-	-	-	-	6,000	6,000
Grants	18,000	-	-	-	-	-	-	-	18,000	18,000
Miscellaneous	79,000	27,750	-	-	-	-	-	-	106,750	98,250
Sales	-	-	-	554,000	346,000	2,238,500	168,750	-	3,307,250	3,258,200
Less: Cost of Sales	-	-	-	-		(1,675,500)	-	-	(1,675,500)	(1,662,500)
Other Income	-	-	-	-		500	2,000	-	2,500	2,800
Total Revenues	**1,898,792**	**98,200**	**424,500**	**564,000**	**358,000**	**567,850**	**170,850**	**115,000**	**4,197,192**	**4,167,363**
EXPENDITURES:										
General Government	478,955	-	-	-	-	-	-	-	478,955	414,350
Public Safety	1,066,215	-	-	-	-	-	-	-	1,066,215	759,845
Public Works	399,710	-	-	-	-	-	-	-	399,710	495,660
Culture and Recreation	187,240	10,500	-	-	-	-	-	-	197,740	173,225
Miscellaneous	71,005	15,750	-	-	-	-	-	-	86,755	92,570
Debt Service:										
Principal	-	-	391,000	166,000	30,000	-	-	-	587,000	580,000
Interest	-	1,500	48,570	14,625	2,570	-	-	-	67,265	78,470
TIF	-	54,110	-	-	-	-	-	-	54,110	54,110
Operating Expenses	-	-	-	330,005	268,060	436,620	192,105	105,265	1,332,055	1,255,145
Depreciation	-	-	-	165,000	110,000	44,000	-	-	319,000	319,000
Total Expenditures	**2,203,125**	**81,860**	**439,570**	**675,630**	**410,630**	**480,620**	**192,105**	**105,265**	**4,588,805**	**4,222,375**
Transfers In	71,830	-	22,230	-	-	-	-	-	94,060	94,730
Transfers Out	-	(6,830)	-	-	-	(87,230)	-	-	(94,060)	(94,730)
From Equipment Reserves	324,325	-	-	-	-	-	-	-	324,325	-
To Equipment Reserves	(79,000)	-	-	-	-	-	-	-	(79,000)	(85,000)
Excess (Deficit)	**$ 12,822**	**$ 9,510**	**$ 7,160**	**$ (111,630)**	**$ (52,630)**	**$ -**	**$ (21,255)**	**$ 9,735**	**$ (146,288)**	**$ (140,012)**
% Incr (Decr) over Prior Yr									**4.48%**	

CITY OF MILACA
2019 Final Budget

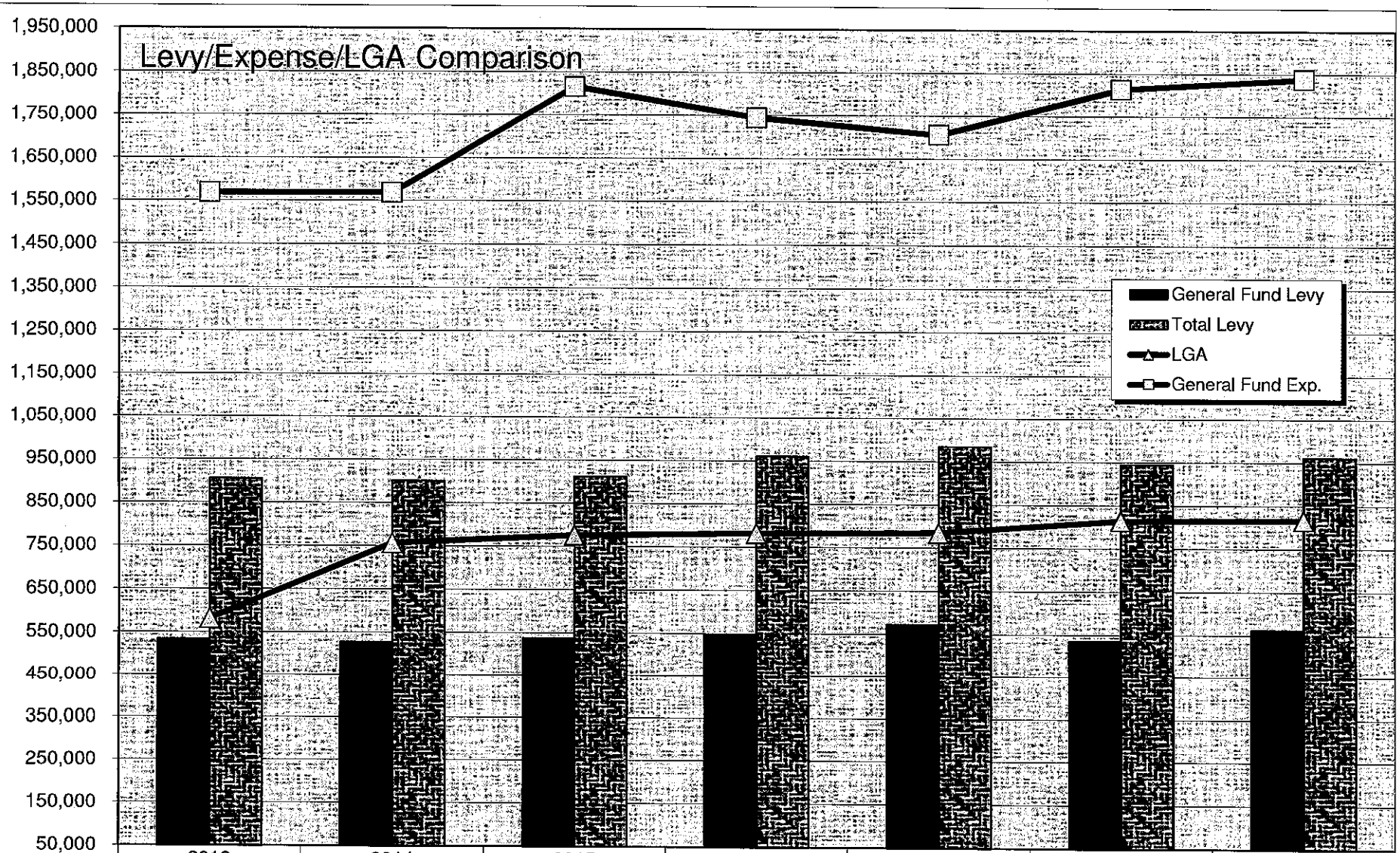




CITY OF MILACA
Levy by Year



	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Total Levy	775,798	848,792	860,327	862,327	904,977	900,777	911,548	960,798	984,865	944,715	961,250
$ Incr/(Decr)	17,698	72,994	11,535	2,000	42,650	(4,200)	10,771	49,250	24,067	(40,150)	16,535
% Incr/(Decr)	2.3%	9.4%	1.4%	0.2%	4.9%	-0.5%	1.2%	5.4%	2.5%	-4.1%	1.8%

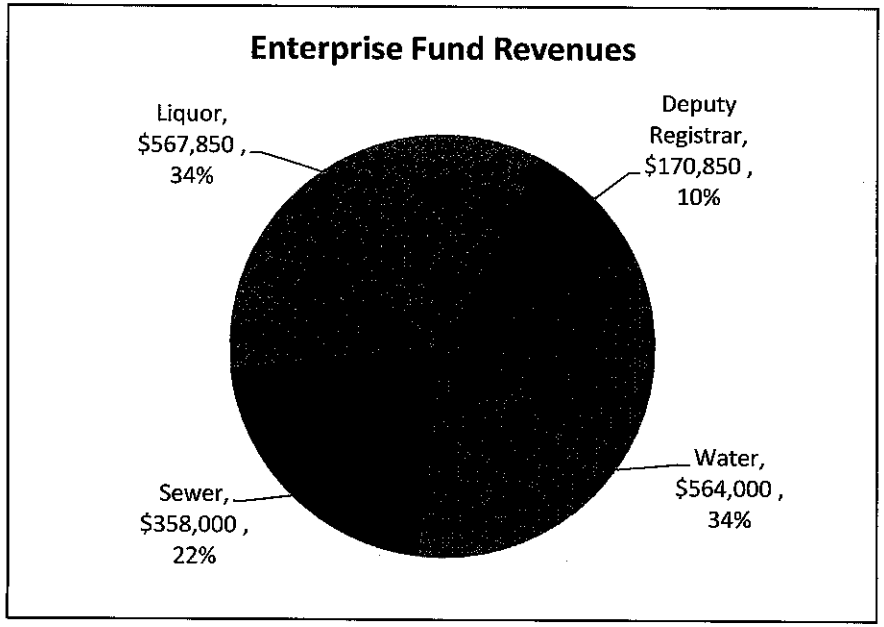


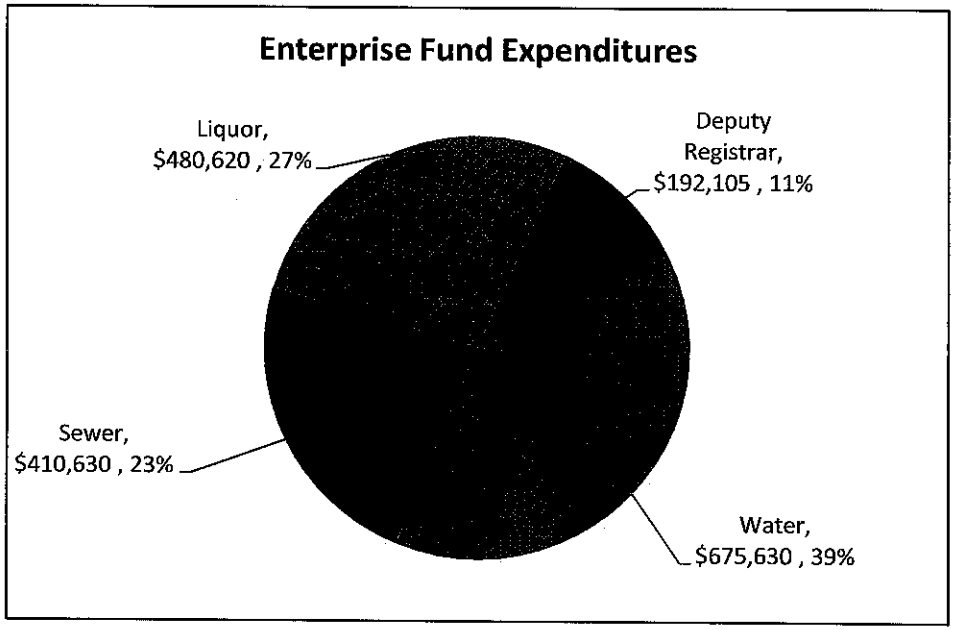
	2013	2014	2015	2016	2017	2018	2019
General Fund Levy	534,477	527,877	538,048	548,298	572,365	536,215	562,750
Total Levy	904,977	900,777	911,548	960,798	984,865	944,715	961,250
LGA	582,500	756,250	775,750	781,540	784,030	814,130	816,450
General Fund Exp.	1,568,448	1,568,448	1,815,580	1,744,500	1,705,453	1,813,380	1,838,025

CITY OF MILACA
2019 Final Budget Summary
Enterprise Funds

	Water Fund	Sewer Fund	Liquor Fund	Deputy Registrar Fund	Total	2018 Comparative Total
REVENUES:						
Sales	$ 554,000	$ 346,000	$ 2,238,500	$ 168,750	$ 3,307,250	$ 3,258,200
Less: Cost of Sales	-	-	(1,675,500)	-	(1,675,500)	(1,662,500)
Interest Earned	10,000	12,000	4,350	100	26,450	21,500
Other Income	-	-	500	2,000	2,500	2,800
Total Revenues	**564,000**	**358,000**	**567,850**	**170,850**	**1,660,700**	**1,620,000**
EXPENDITURES:						
Operating Expenses	330,005	268,060	436,620	192,105	1,226,790	1,152,655
Depreciation	165,000	110,000	44,000	-	319,000	319,000
Debt Service:						-
Principal	166,000	30,000	-	-	196,000	194,000
Interest	14,625	2,570	-	-	17,195	19,780
Total Expenditures	**675,630**	**410,630**	**480,620**	**192,105**	**1,758,985**	**1,685,435**
Transfers In	-	-	-	-	-	-
Transfers Out	-	-	(87,230)	-	(87,230)	(87,230)
Equipment Reserves	-	-	-	-	-	-
Excess (Deficit)	**$ (111,630)**	**$ (52,630)**	**$ -**	**$ (21,255)**	**$ (185,515)**	**$ (152,665)**

CITY OF MILACA
2019 Final Budget





CITY OF MILACA-PRELIMINARY BUDGET							
5 Year- Capital Improvement Plan							
CITY HALL							
BUILDING AND GROUNDS		Estimated Cost	2018	2019	2020	2021	2022
Parking Lot - Sealcoat		50,000		2,000			
Sidewalk Replacement- Back		10,500	10,500				
Sidewalk Replacement- Front		18,000		18,000			
Furnace Replacement		Get 2 Quotes		15,000			
Carpet Replacement- Hall ways only		Get 2 Quotes			10,000		
Shingles-Replace		Get 2 Quotes					40,000
Glass Replacement-Chamber Office		Fixed 2018					
Safety Glass	Grant					10,000	
Safety Walls/doors	Grant					5,000	
EQUIPMENT							
Printers				1,000		1,000	1,000
CPU				1,000	1,000	1,000	1,500
Copier					2,000		
Powerpoint equipment				1,000			
Server					11,500		
Total Budget Amounts			10,500	38,000	24,500	17,000	42,500

CITY OF MILACA-BUDGET

Public Works 5 Year- Capital Improvement/Infrastructure Plan

PUBLIC WORKS DEPARTMENT- Improvements By Type

COA	STREET IMPROVEMENTS	Finance Proj	Estimated Cost	2018	2019	2020	2021	2022
403	8th St. NE and 6th Ave NE-Mill/Overlay	St Reconstruction Bond	350,000.00		385,000			
403	Cemetary Road- River Road	Bond/Reserves	200,000.00		30,000			
403	Seal Coat 1/5 City	Reserves	50,000.00	50,000	75,000	75,000	75,000	75,000
403	2nd St SE and 3rd Ave SW(Downtown Renovation)	Reserves	50,000.00			50,000		
		Total Project Cost	**$ 650,000.00**					
	BUILDINGS AND GROUNDS							
	Salt Shed	Reserves	**$ 25,000.00**			25,000		
	UTILITY IMPROVEMENTS							
Water/Sewer	2nd St SE and 3rd Ave SW(County Rd 32)	Reserves from Water/Sewer	200,000.00		200,000			
Sewer	Sanitary Sewer Lining	Reserves	50,000.00			50,000	50,000	
Sewer	Waste Water Treatment Plant/Ponds	Reserves	25,000.00					25,000
Water	Water Tower - Coating Replacement in 2022	Bond	400,000.00					400,000
Water	Water Tower - (OLD) Coating Replacement	Reserves	59,900.00					
Water	Water Meters-New Radio Read	Reserves	100,000.00	10,000	25,000	25,000	25,000	25,000
	Water Sewer Connection to Public Works Building	Reserves						
		Total Project Cost	**$ 834,900.00**					
	EQUIPMENT REPLACEMENT							
PW Equip	1990 International Snow Plow	Lease/Purchase	200,000.00					
PW Equip	2000 Sterling Dump Truck	Lease/Purchase	150,000.00			15,000	15,000	15,000
PW Equip	Street Sweeper (3 YEARS OLD)	Build Reserve						5000
Water/Sewer	1999 Dodge-2500	ST Bid-Reserves	45,000.00	30,670				
Water/Sewer	2001 Dodge 2500 (SOLD Nov-2018)	ST Bid-Reserves	35,000.00		45,000			
Water/Sewer	2005 Ford F550 Dump Truck	ST Bid-Reserves	50,000.00			50,000		
Water/Sewer	2006 Dodge 2500	ST Bid-Reserves	40,000.00				40,000	
Water/Sewer	2011 Chevy 2500	ST Bid-Reserves	40,000.00					
Water/Sewer	2015 Chevy 2500	ST Bid-Reserves	40,000.00					
Water/Sewer	2018 3/4 Ton Ford	ST Bid-Reserves						
ES UNION EMP	Snow Plow for truck	Reserves	10,000.00	10,000				
PW Equip	Grader-New 2006	Reserves						
PW Equip	John Deere 6310	Lease/Purchase	120,000.00			15,000	15,000	15,000
		Total Equip Cost	730,000.00	40,670.00	45,000.00	80,000.00	70,000.00	35,000.00
		Total Project Cost		**100,670**	**760,000**	**305,000**	**220,000**	**560,000**

Prepared by Tammy Pfaff 12/18/2018

	Park Improvements By Item			Budget Year				
COA			Estimated Cost	2018	2019	2020	2021	2022
240	Table Umbrellas (4)	Completed	2,000	2,000				
240	Picnic Tables	Completed	4,100	4,100				
580	Playground equip	All Parks	50,000					50,000
580	Brush Hog (Attachment for Skidsteer)	Completed	5,300					
580	DR Brush Hog	Completed	3,300					
401	Trail Shed	Rec Park	2,000		3,000			
401	Roof Repair Renike Park	Renike Park	1,500		2,500			
225	Mulch	All Parks	6,000	8,000	2,500	6,000		6,000
580	Skid-Steer (Purchased in 2017)	Completed	33,000					
401	Camera System	Rec Park	16,000		2,000		2,000	
580	Mower -Purchase	Completed	18,000				20,000	
530	Water Drainage Issues	Rec Park	75,000				25,000	50,000
401	Lights	Rec Park	4,000			4,000		
530	Trimble Statue	Completed	5,000	5,000				
401	Camp Sites	Rec Park	21,500	5,500	5,000	2,500		
530	Parking Lots/Park Improvements	Rec Park	133,200	24,500	29,000	15,000		
530	Riverview Park Improvements (Restrooms)	Riverview	25,000					25,000
530	Hockey Rink Improvements	Rec Park	5,000		5,000			
	Park Com Request- Walking Trail Expansion	Rec Park	100,000			50,000	50,000	
Done	Park Com Request-Sign (Rock Donation)	Completed	600					
	Park Com Request- Building (Shelter)	Rec Park	30,000					
	4 Wheeler- For the Trails	Trails	6,800			6,800		
	Total Budgeted Amounts		510,500	49,100	49,000	84,300	97,000	131,000

Prepared by Tammy Pfaff 12/18/2018

	CITY OF MILACA-PRELIMINARY BUDGET							
	5 Year- Capital Improvement Plan							
	LIQUOR STORE IMPROVEMENTS							
COA			Estimated Cost	2018	2019	2020	2021	2022
	Parking Lot - Pavement	Reserves	50,000		50,000			25,000
	Counter Replacement	Reserves	25,000			25,000		
	Carpet Replacement	Reserves	30,000			30,000		
	Replace Back doors	Reserves						
	Total Budget Amounts				50,000	55,000	-	25,000

Museum- 5 Year Capital Improvement Plan

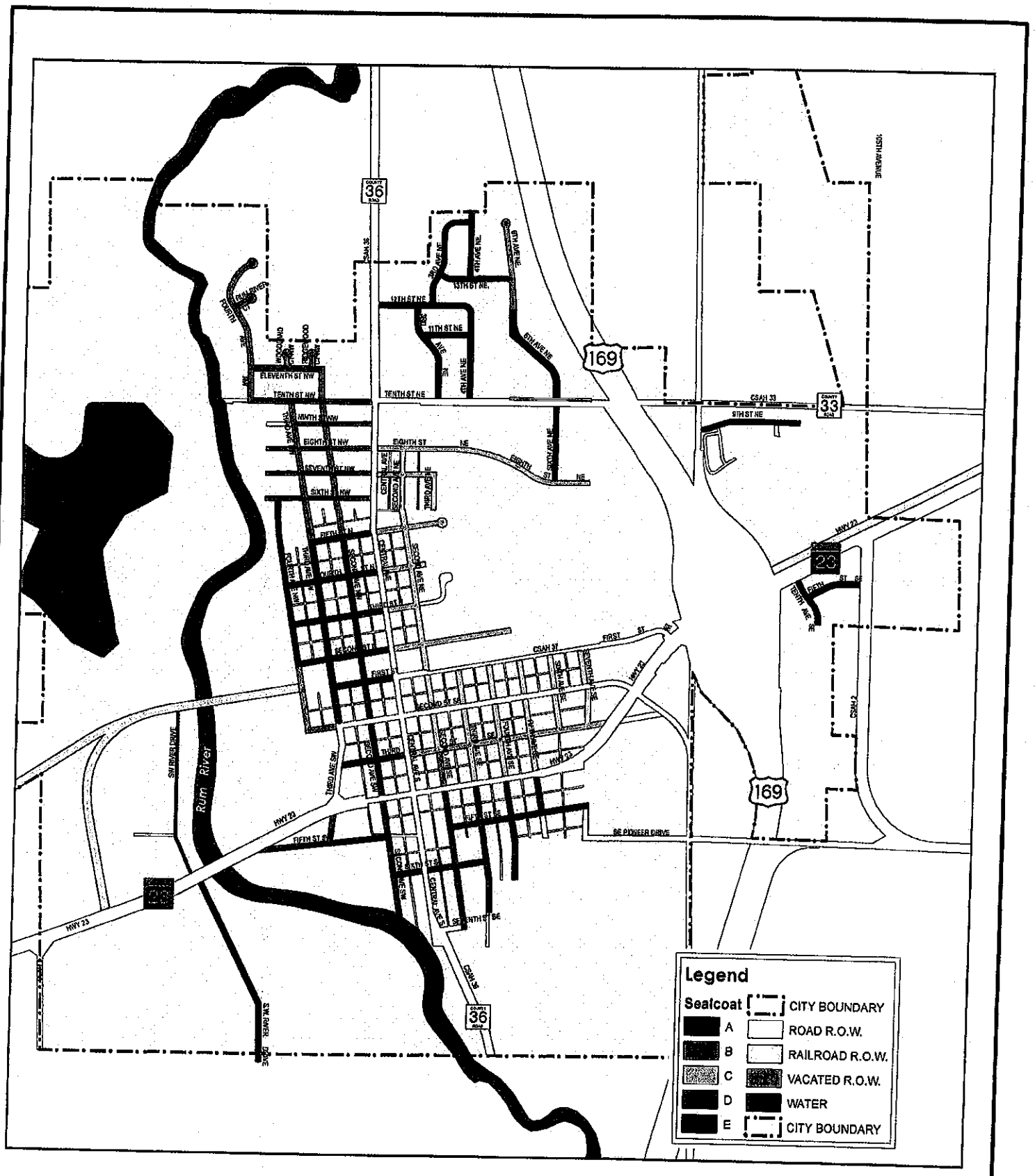
	Funded by	Estimated Cost	2018	2019	2020	2021	2022
Building Improvements							
Roof Repair	City	1000		1000			
Door and Window Repairs	MAHS	2600					
Basement Windows	MAHS	800					
Windows Doors and Lintels	City/MAHS	18150			2500	2500	4075
Concrete Window sills	City	Need Quote			1000	1000	1000
Stone building re-tuck concrete	City	Need Quote				5000	4000
Exterior stairs to basement	MAHS	3250					
Front Door replacement	MAHS	15000					
Skylight Replacement	MAHS	2500					
HVAC	City/MAHS	Need Quote					
Exterior Improvements							
North side Concrete replacement	City	Need Quote			5000		
Pavement North, East & South	City	Need Quote		5000			
Front Sidewalk Replacement	City	Done in 2018	5200				
Overhead Garage Door	City	Done in 2018					
Remove Trees	City	Done in 2018	1400				
Basement Railing	MAHS						
Total Amount Placed in the Budget			6600	6000	8500	8500	9075

FIRE DEPARTMENT CIP							
		YEAR MFG	2019	2020	2021	2022	2023
VEHICLES							
GRASS RIG #6	Reserves	1989			100,000		
ENGINE #2	Reserves	1994					
TANKER #1		2014					
ENGINE #1		2007					
RESCUE #1		1992					
TANKER #2	Reserves	2004	260,000				
GRASS RIG #9	Reserves	2001					60,000.00
EQUIPMENT							
AIR BOTTLES (3 PER YEAR)			2,640	2,730	2,820	2,910	3000
SCBA (1 EVERYOTHER YEAR)			3,000	3,250	3,250	3,500	3500
TURNOUT GEAR (3 SETS/YR)			7,200	7,500	7,550	7,600	7650
PAGERS (3 PER YEAR)			1,995	2,065	2,135	2,210	2290
RADIOS			1,000	1,000	1,000	1,000	1000
			275,835	16,545	116,755	17,220	77,440

Milaca Police Department(2017)

Capital Expenses

			2018 YR1	2019 YR2	2020 YR3	2021 YR4	2022 YR5	2023 YR6	2024 YR7	2025 YR8	2026 YR9	2027 YR10	2028 YR11	2029 YR12	2030 YR13	2031 YR14	2032 YR15
SQUAD 531																	
Make:	Ford																
Model:	Crown Victoria																
Year	2011																
Original Life Exp:	8																
Exp Life Remaining:	2																
Replacement Cost:		$36,500	$18,250	$18,250	$4,563	$4,563	$4,563	$4,563	$4,563	$4,563	$4,563	$4,563	$4,563	$4,563	$4,563	$4,563	$4,563
SQUAD 533																	
Make:	Cheverolet																
Model:	Tahoe																
Year	2012																
Original Life Exp:	8																
Exp Life Remaining:	4																
Replacement Cost:		$36,500	$9,125	$9,125	$9,125	$9,125	$4,563	$4,563	$4,563	$4,563	$4,563	$4,563	$4,563	$4,563	$4,563	$4,563	$4,563
SQUAD 532																	
Make:	Ford																
Model:	Explorer																
Year	2016																
Original Life Exp:	8																
Exp Life Remaining:	6																
Replacement Cost:		$36,500	$6,083	$6,083	$6,083	$6,083	$6,083	$6,083	$4,563	$4,563	$4,563	$4,563	$4,563	$4,563	$4,563	$4,563	$4,563
EMERGENCY SIRENS																	
Replacement Cost		?															
SQUAD RADIOS																	
Motorola 800 Mh:																	
Original Life Exp:	10																
Exp Life Remaining:	5																
Qty:	4																
Replacement Cost Each:	$6,000																
Replacement Cost:		$24,000	$4,800	$4,800	$4,800	$4,800	$4,800	$2,400	$2,400	$2,400	$2,400	$2,400	$2,400	$2,400	$2,400	$2,400	$2,400
			YR1	YR2	YR3	YR4	YR5	YR6	YR7	YR8	YR9	YR10	YR11	YR12	YR13	YR14	YR15
Assigned Fund Contribution:			$38,258	$38,258	$24,571	$24,571	$20,008	$17,608	$16,088	$16,088	$16,088	$16,088	$16,088	$16,088	$16,088	$16,088	$16,088



0 250500 1,000 1,500 Feet

2335 Highway 36 West
St. Paul, MN 55113

Stantec

City of Milaca, MN

City of Milaca

Sealcoat Plan

Date	Job No.	Scale
07/26/2018	193800515	See Above

CITY OF MILACA - Master Seal Coat List

Streets included (Area A)	# of Blocks
5th Street NW from Central to 3rd Avenue NW	2
4th Street NW from Central to 4th Avenue NW	3
3rd Street NW from Central to 4th Avenue NW	3
2nd Street NW from Central to 4th Avenue NW	3
1st Street W from Central to 3rd Avenue SW	2
4th Avenue NW from 6th Street to 2nd Street NW	4
3rd Avenue NW 5th Street to 1st Street W	4
2nd Avenue NW 5th Street to 1st Street W	4
	25

Streets included (Area B)	# of Blocks
10th Street NW from Central Ave. to 4th Avenue NW	3
9th Street NW from Central Avenue to west end	2
8th Street NW from Central Avenue to west end	3
7th Street NW from Central Avenue to west end	3
6th Street NW from Central Avenue to west end	3
2nd Avenue NW from 11th Street NW to 5th Street NW	6
3rd Avenue NW from 10th Street NW to 5th Street NW	5
11th Street NW from 2nd Avenue NW to 4th Avenue NW	2
Ridgewood Court	1
Woodland Court	1
4th Avenue NW between 10th Street NW & north end	3
Rum River Court	1
	33

Streets included (Area C)	# of Blocks
2nd Avenue from 8th Street NE to 3rd St SE	8
5th Street NE from Central Avenue to east end	2
4th Street NE from Central Avenue to east end	1.5
3rd Street NE from Central Avenue to 2nd Ave NE	1
2nd Street NE from Central Avenue to Mobile Manor	3
3rd Avenue NE from 7th Street NE to dead end	1
7th Street NE from Central Avenue to 3rd Avenue	2
8th Street NE from Central Avenue to east end	6.5
3rd Avenue SE from 1st Street to Highway 23	3
4th Avenue SE from 1st Street to Highway 23	3
5th Avenue SE from 1st Street to Highway 23	3
6th Avenue SE from 1st Street to 3rd Street	2
7th Avenue SE from 1st Street to 3rd Street	2
3rd Street SE from Central Avenue to Highway 23	7
	45

Streets included (Area D)	# of Blocks
3rd Avenue SW from 1st Street to 2nd Street SW	1
3rd Avenue SW from Highway 23 south to 5th Street SW	1
2nd Avenue SW between 1st Street to Highway 23	3
2nd Avenue SW from Highway 23 south to south end	3
2nd Avenue SE from Highway 23 South to dead end	3
3rd Avenue SE from Highway 23 South to dead end	3
4th Avenue SE from Highway 23 South to dead end	2
5th Avenue SE from Highway 23 South to 5th Street SE	1
3rd Street SW from Central Avenue to 3rd Avenue SW	2
5th Street SW from 2nd Avenue SW to west end	2
5th Street SE from 2nd Avenue SE to east end	4
6th Street SW from Central Avenue to 2nd Avenue SW	1
6th Street SE from 3rd Avenue SW to Central Avenue	2
	28

Streets included (Area E)	# of Blocks
SW River Drive south of Highway 23	3
SW River Drive (Cemetery Road) north of Highway 23	3
10th Avenue SE from Highway 23 to south end	3
Fifth Street SE from 10th Avenue to CSAH 2	2
3rd Avenue NE between 10th Street NE & 12th Street NE	2
4th Avenue NE between 10th Street NE & 12th Street NE	2
12th Street NE between Central Avenue & 4th Avenue NE	2
11th Street NE between 3rd Avenue & 4th Avenue NE	1
3rd Avenue NE between 12th Street NE & 14th Street NE	2
14th Street NE between 3rd Avenue & 4th Avenue NE	1
4th Avenue NE between 13th Street & 14th Street NE	1.5
13th Street NE between 3rd Avenue and east end	1.5
6th Avenue NE between 8th Street NE & 10th Street NE	2
6th Avenue NE between 10th Street NE to north end	2.5
9th Street NE from 10th Avenue NE to east end	3.5
	32

Revised: July 2018

BOLTON & MENK

Real People. Real Solutions.

Prepared by Bolton & Menk, Inc. — 9/24/2018

ACIP, MILACA (18Y) — FY 2019 - FY 2024 CIP — DRAFT

State FY	City FY	Description	Funding % Rates State %	Funding % Rates Local %	Project Cost	State Funding	Local Funding
							Dec 2019
2020	2019	RECONSTRUCT EXISTNG PAVEMENT PHASE 1 (TAXIWAYS AND APRON)	95%	5%	$ 150,000.00	$ 142,500.00	$ 7,500.00
2020	2019	RECONSTRUCT EXISTNG PAVEMENT PHASE 1 (TAXIWAYS AND APRON)	90%	10%	$ 143,000.00	$ 128,700.00	$ 14,300.00 10,600.-
2020	2019	BRUSH MOWER FOR TRACTOR	90%	10%	$ 10,000.00	$ 9,000.00	$ 1,000.00
2020	2019	MOWER	90%	10%	$ 20,000.00	$ 18,000.00	$ 2,000.00
				FY 2019 TOTALS	$ 323,000.00	$ 298,200.00	$ 24,800.00
					Reserves USED	$6325	
2021	2020	RECONSTRUCT EXISTNG PAVEMENT PHASE 2 (EXISTING TAXILANES)	95%	5%	$ 150,000.00	$ 142,500.00	$ 7,500.00
2021	2020	RECONSTRUCT EXISTNG PAVEMENT PHASE 2 (EXISTING TAXILANES)	90%	10%	$ 105,000.00	$ 94,500.00	$ 10,500.00
				FY 2020 TOTALS	$ 255,000.00	$ 237,000.00	$ 18,000.00
2022	2021	NEW ACCESS ROAD AND POWER ACCESS GATE	95%	5%	$ 150,000.00	$ 142,500.00	$ 7,500.00
2022	2021	NEW ACCESS ROAD AND POWER ACCESS GATE	90%	10%	$ 333,000.00	$ 299,700.00	$ 33,300.00
2022	2021	CONSTRUCT ACCESS MANUAL GATE AND PARTIAL WILDLIFE FENCE	90%	10%	$ 130,000.00	$ 117,000.00	$ 13,000.00
2022	2021	NEW TAXILANE CONSTRUCTION PHASE 3 (JUDD PROP)	90%	10%	$ 189,000.00	$ 170,100.00	$ 18,900.00
				FY 2021 TOTALS	$ 802,000.00	$ 729,300.00	$ 72,700.00
2023	2022	8 UNIT T-HANGAR SITE PREPARATION	95%	5%	$ 150,000.00	$ 142,500.00	$ 7,500.00
2023	2022	8 UNIT T-HANGAR SITE PREPARATION	90%	10%	$ 447,000.00	$ 402,300.00	$ 44,700.00
2023	2022	8 UNIT T-HANGAR (HANGAR LOAN)	80%	20%	$ 676,000.00	$ 540,800.00	$ 135,200.00
				FY 2022 TOTALS	$ 1,273,000.00	$ 1,085,600.00	$ 187,400.00
2024	2023	NEW BEACON AND WIND SOCK	90%	10%	$ 97,000.00	$ 87,300.00	$ 9,700.00
				FY 2023 TOTALS	$ 97,000.00	$ 87,300.00	$ 9,700.00
2025	2024	BRUSH CLEARING AND SPRAYING	90%	10%	$ 20,000.00	$ 18,000.00	$ 2,000.00
				FY 2024 TOTALS	$ 20,000.00	$ 18,000.00	$ 2,000.00
		Summary for Milaca Municipal Airport		FY 2019 - FY 2024 TOTAL:	$ 2,770,000.00	$ 2,455,400.00	$ 314,600.00

21,800

Tammy Pfaff

From: Ronald Roetzel <Ronald.Roetzel@bolton-menk.com>
Sent: Friday, November 30, 2018 10:35 AM
To: Tammy Pfaff
Cc: Jason Malecha
Subject: Milaca Municipal Airport Mill & Overlay estimate

Tammy,
Here is the summary of the costs estimates for your budgeting for both options. Please note that we have refined the Full Depth Reclamation budget. Both budgets have a 10% construction contingency. We will complete a more formal memo next week. As the project moves forward, we will continue to refine our estimates.

RECLAMATION OF EXISTING PAVEMENT PHASE 1 (TAXIWAYS AND APRON)					
Description	State %	Local %	Project Cost	State Funding	Local Funding
RECLAMATION OF EXISTING PAVEMENT PHASE 1 (TAXIWAYS AND APRON)	95%	5%	$150,000.00	$ 142,500.00	$ 7,500.00
	90%	10%	$106,000.00	$ 95,400.00	$ 10,600.00
		TOTALS	$ 256,000.00	$ 237,900.00	$ 18,100.00

Dec
2900

MILL AND OVERLAY EXISTING PAVEMENT PHASE 1 (TAXIWAYS AND APRON)					
Description	State %	Local %	Project Cost	State Funding	Local Funding
MILL AND OVERLAY EXISTING PAVEMENT PHASE 1 (TAXIWAYS AND APRON)	95%	5%	$150,000.00	$ 142,500.00	$ 7,500.00
	90%	10%	$13,000.00	$ 11,700.00	$ 1,300.00
		TOTALS	$ 163,000.00	$ 154,200.00	$ 8,800.00

This estimate for Mill and Overlay is based on the premise that it is feasible to mill 1.5" and pave back the 1.5" bituminous. We do not know that yet. The soil borings planned for the preliminary design phase will confirm whether this is a viable option.

Feel free to call with questions.

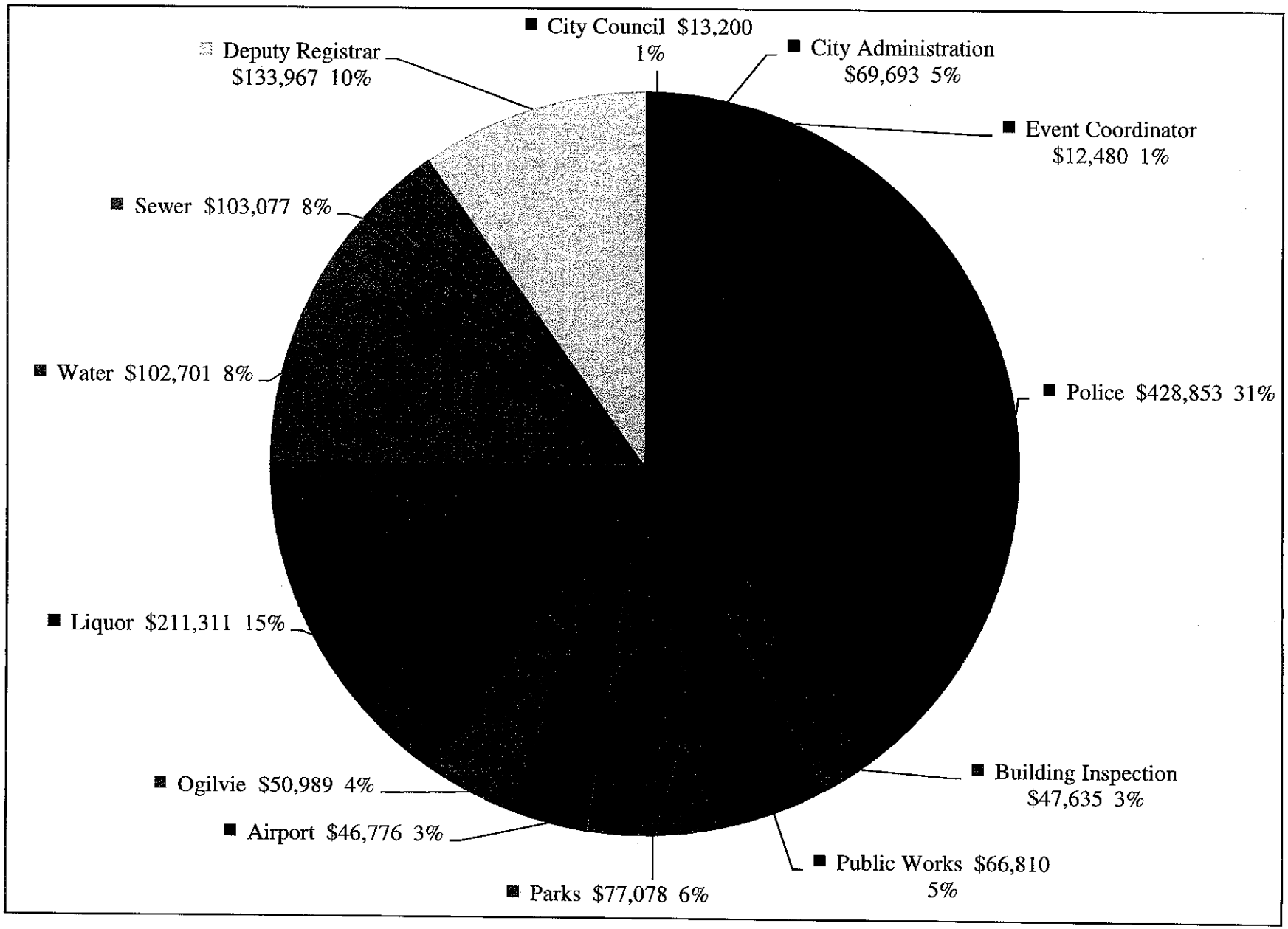
Thank you!
Ron

From: Tammy Pfaff [mailto:TPfaff@milacacity.com]
Sent: Thursday, November 29, 2018 3:25 PM
To: Ronald Roetzel <Ronald.Roetzel@bolton-menk.com>
Subject: Mill & Overlay estimate

Ron,
Can you send me the estimate ASAP, I am trying to finalize my budget.

Thanks

CITY OF MILACA
Wage Distribution
2018 Final Budget



City of Milaca
Personnel Budget Changes

	2019						2018						Increase/	% Incr/
	Salary	FICA	PERA	Health/HSA	Disability	Total	Salary	FICA	PERA	Health/HSA	Disability	Total	Decrease	Decr
Council	13,200					13,200	6,600					6,600	6,600	100.0%
City Mgr	25,200					25,200	23,275					23,275	1,925	8.3%
Finance	25,869					25,869	25,125					25,125	744	3.0%
City Hall	31,104					31,104	18,100					18,100	13,004	71.8%
PD Officers	306,586					306,586	313,825					313,825	-7,239	-2.3%
Liaison	50,317					50,317	47,485					47,485	2,832	6.0%
PT Officers	30,667					30,667	11,275					11,275	19,392	172.0%
PD Clk/PT	41,282					41,282	45,300					45,300	-4,018	-8.9%
Street	66,810					66,810	59,020					59,020	7,790	13.2%
Airport	46,776					46,776	45,600					45,600	1,176	2.6%
Parks	77,078					77,078	83,365					83,365	-6,287	-7.5%
Ogilvie	50,989					50,989	49,125					49,125	1,864	3.8%
Total City	**765,879**	**34,560**	**91,290**	**121,440**	**4,098**	**1,017,267**	**728,095**	**32,295**	**81,655**	**108,115**	**5,735**	**955,895**	**61,372**	**6.4%**
Liquor	211,311	16,165	15,848	14,895	543	258,763	205,410	15,715	15,405	14,050	775	251,355	7,408	2.9%
Water	102,701	7,857	7,584	20,628	630	139,400	99,420	7,605	7,460	19,125	885	134,495	4,905	3.6%
Sewer	103,077	7,885	7,613	21,474	657	140,706	99,728	7,630	7,480	19,970	925	135,733	4,973	3.7%
Motor	133,967	10,249	10,048	16,872	432	171,567	121,845	9,325	9,140	15,945	570	156,825	14,742	9.4%
	1,316,935	**76,716**	**132,383**	**195,309**	**6,360**	**1,727,703**	**1,254,498**	**72,570**	**121,140**	**177,205**	**8,890**	**1,634,303**	**93,400**	**5.7%**

Milaca Police Department

Calls for Service By

11/1/2018 to 11/30/2018

Type		Total
		1
Accident		6
Agency Assist		31
Alarm		12
Animal		6
Assault		2
CDTP		6
Civil Issue		1
Community Contact		5
Disturbance		11
Driving Complaint		4
Family Services Referral		21
Fire		1
Found Property		5
Fraud-Forgery-Scam		1
Funeral Escort		1
Gas Drive Off		1
Harassment Complaint		2
Icr Misc		23
Juvenile Complaint		5
Lockout		5
Medical		31
Missing Adult		1
Missing Juvenile		1
Parking Complaint		24
Public Assist		17
Suicidal Party		2
Suspicious Activity		18
Theft		7
Threats Complaint		4
Traffic		17
Trespass Complaint		1
Welfare Check		9
Grand Total		**282**

Park Commission Minutes

December 4, 2018

Members Present: Pete Pederson, Matt Follmuth, Gary Kirkeby, Joe Wildman, and Dan Meyer.

Discussed budget for 2019-2022

- Pete suggested meeting with Gary about the 2020 budget in July so that the Parks Commission can help make suggestions.

The Parks Commission recommends the following:

- New hockey rink - Smaller in total size. Boards higher on the ends and lower on the sides. This could be used in the Summer for pickleball as well.
- Blacktop the parking lot west of the community building/splashpad lot.
- Signs for camping area: *No Vehicles Beyond Campsite*s and *Campers Only.*

Pete suggested looking at the basketball backboards at Rec Park. Has had some complaints.

Parks Commision meetings will now take place on the first Tuesday of the even months (February, April, June, August, October, and December) at 6:30.

Next meeting: February 5, 2019 at 6:30

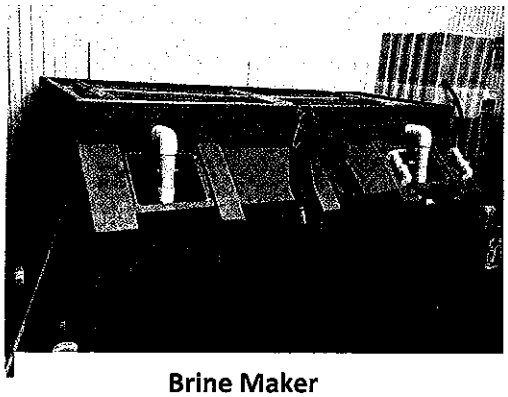
Submitted by Matt Follmuth

Milaca Public Works

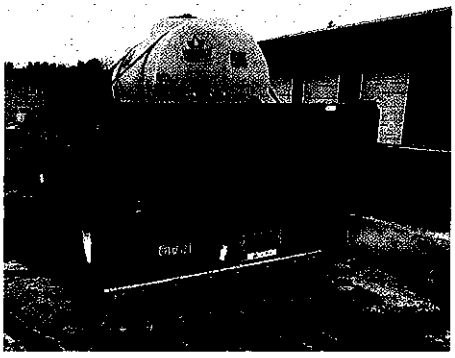
Supervisor's Report for November – December 2018

Public Works:

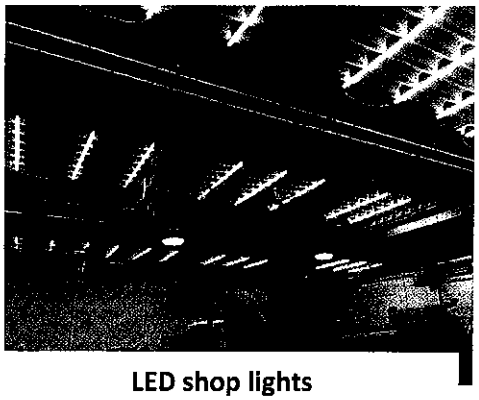
- Locate training workshop done at public works.
- Finished last wastewater pond discharge for the year.
- Finished yearly vehicle maintenance.
- Took down street banners and put up Christmas decorations.
- Water plant maintenance (change chemical lines, grease & oil pumps, change belts, regenerate cells, clean water detention tank.)
- Water tower mixer installed and operational.
- Install LED lights in Public Works shop.
- Purchased anti-icing brine system for pre & post treating roads in winter.



Brine Maker



Brine Sprayer



LED shop lights

Parks:

- Rehab and paint park garbage containers.
- Flooding skating area.
- Put rubber mats down in Gorecki building for warming house area.

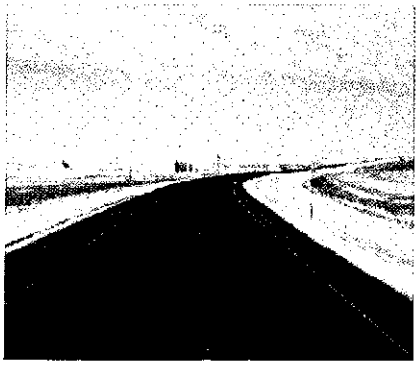
Airport:

- Brush cutting.

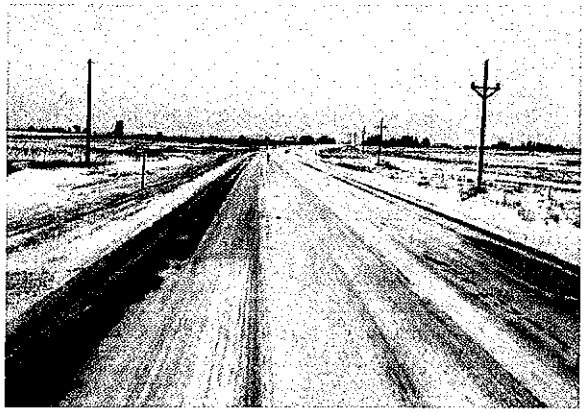
What is anti-icing?

Anti-icing is a pro-active approach to winter road maintenance. It involves the application of anti-icing products (also known as freezing-point depressants) to the roadway before a winter storm. It forms a bond-breaker between the pavement surface and the snow and ice layer which melts snow more quickly and reduces the chance that ice will form and bond to the surface. It is similar to how cooking oil prevents food from sticking to the frying pan. Anti-icing reduces the amount of time required to restore the roads to a clear, dry state.

Anti-icing is the application of liquids to the roadway before, or at the onset to a winter storm.



De-icing is the application of liquids after snow and ice has compacted to the roadway. Studies show that it takes approximately three times the resources to remove compacted snow and ice when the anti-icing process is not used. The same effect is experienced when snow compacts on a driveway after driving on it several times and then trying to scrape it off.

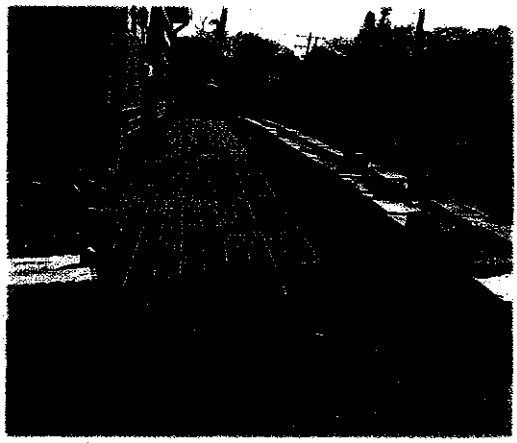


What are the benefits of anti-icing compared to traditional methods?

- Reduced use of abrasives on the road results in reduced environmental impacts.
- Snow and ice control cost savings results in benefits to the public.
- Improved winter roadway conditions results in safer driving conditions for motorists.

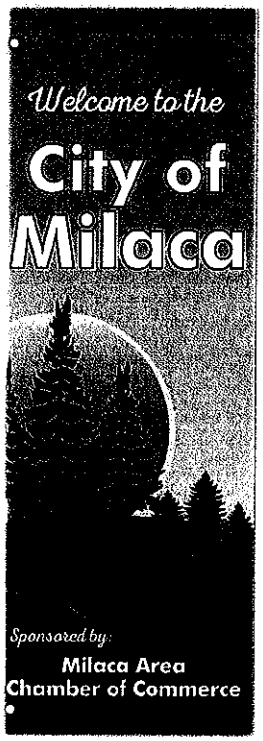
2018 Project Review

Library retaining wall/walkway rebuilt



Ordered and Installed 577 new street signs

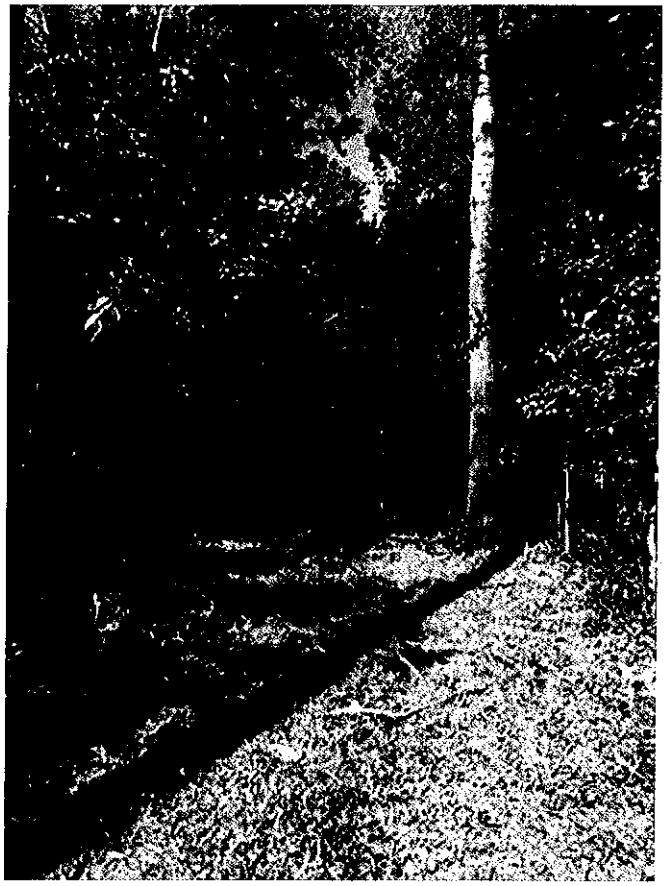
60 New City of Milaca banners designed, ordered, and installed



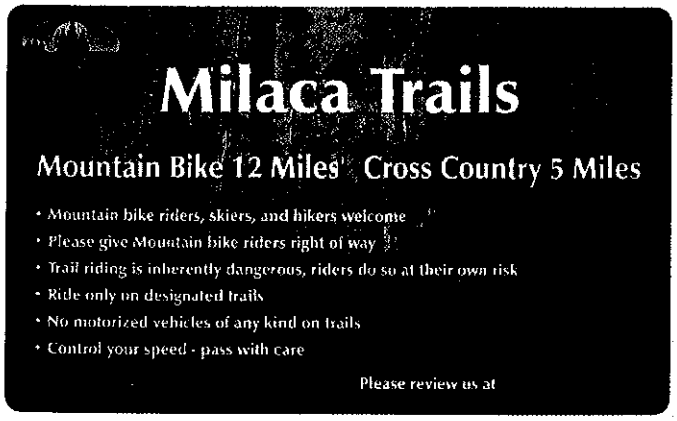
Mountain bike trail maintenance goal accomplished

Trail condition when starting

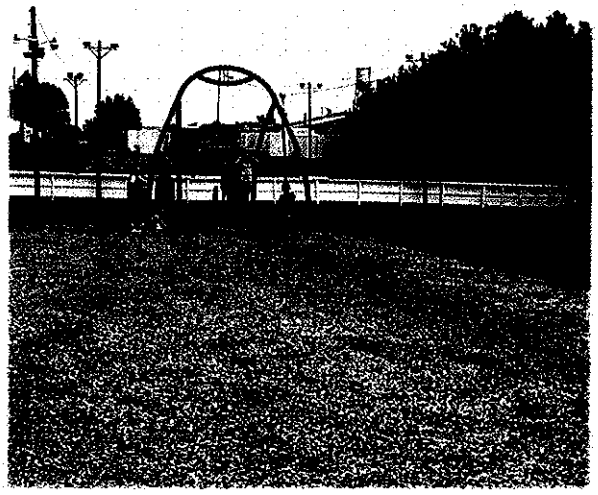
Current trail conditions



Mountain bike trail signs ordered and installed

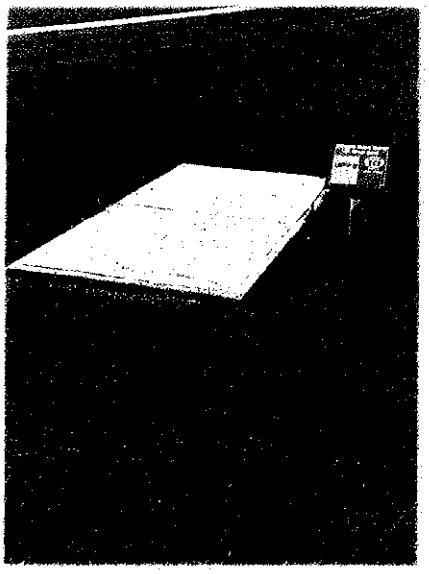


Landscaping extended at Rec Park for Zip line and climbing rock

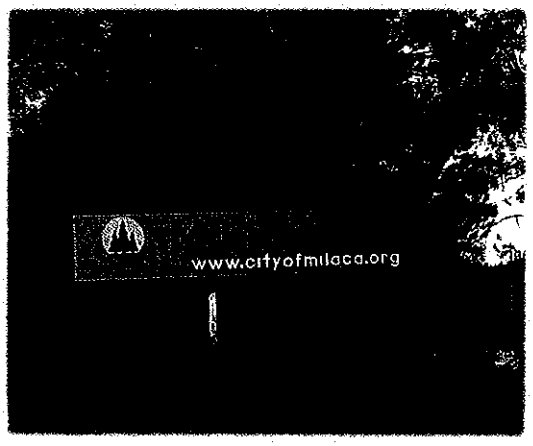


New disc golf signs fabricated and installed

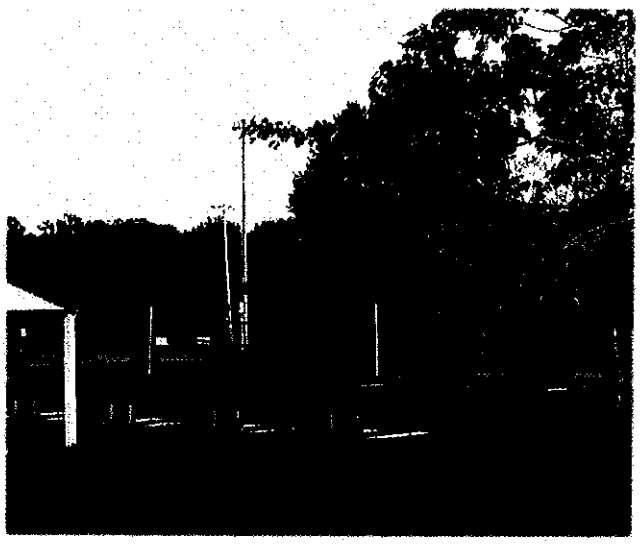
Disc golf concrete pads



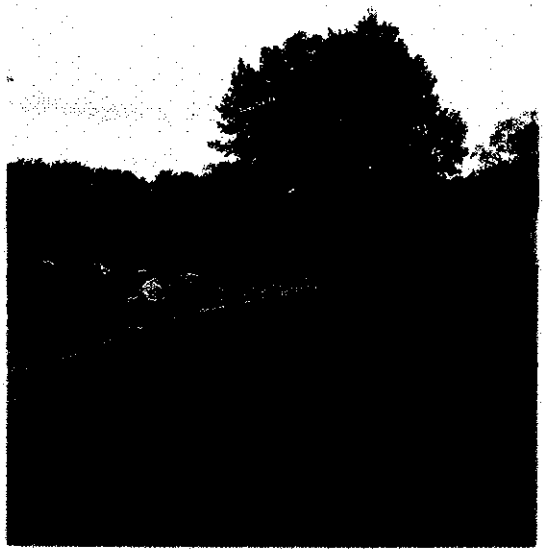
Welcome to Milaca sign repainted



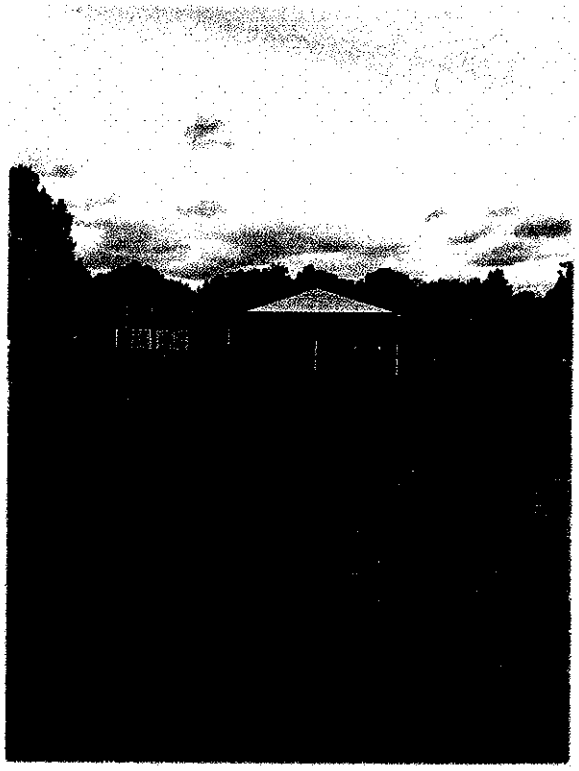
4 horseshoe pits installed



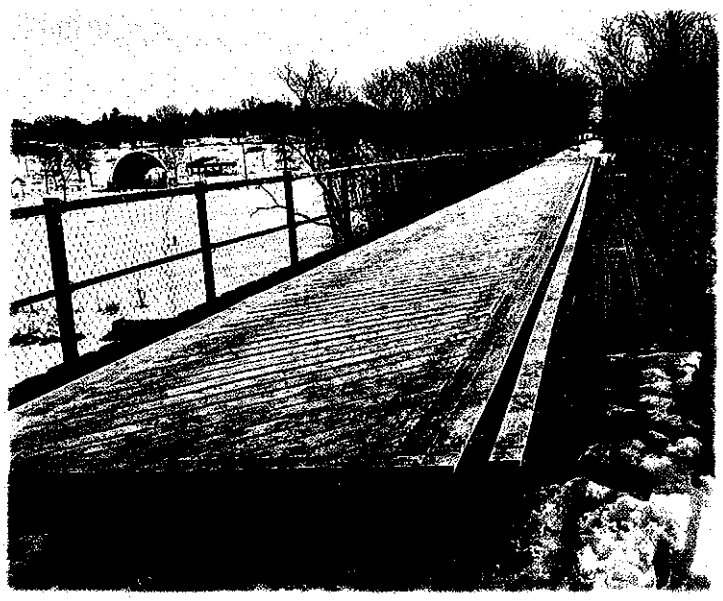
Completed Camping pads at Rec Park



Volleyball court added in Rec Park



Replaced train bridge decking



50 New water meters installed

Planning/Coordinating 2nd st SE 2019 project

Senior Center roof repairs and sump pump replacement

Plaque installed in concrete pad at Teal's pocket park

Blacktop grading at Rec Park

Library HVAC replacement/upgrades

Brush cutting near museum and water tower base cleaned

Tree clearing for liquor store sign visibility from Hwy 169

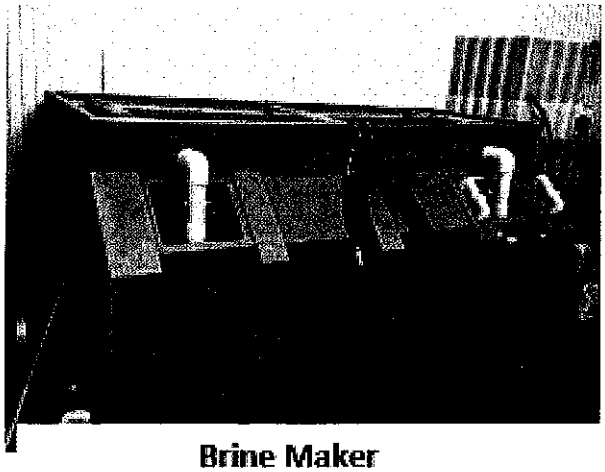
New infield lime ordered and spread on baseball field infields

Skating rink removed, replaced with loop/free skate

GPS Located 929 water curb stops and 208 water valves

(Quoted $50,000 to have done for us, we were able to do this on our own for $400 + our labor)

Anti-Icing equipment purchase



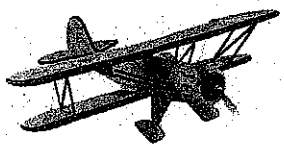
Brine Maker

Brine Sprayer

Installed LED lights in Public Works shop

LED shop lights

No Quorum



CITY OF MILACA

AIRPORT COMMISSION MEETING

DECEMBER 12TH, 2018 – 6:00 P.M.

AGENDA

Call to Order

Roll Call –

1. Adopt Minutes- September 12th, 2018 – No meeting in October or November

Old Business

- ACIP- Review for changes if needed- Discuss donated hanger
- Engineer Revised Cost Estimates for Pavement Rehabilitation Phase 1 Taxiways and aprons.
- ALP – Revised Plan and project cost. - Ron will bring the hard copies to the meeting.
- New Business -2019 Meetings- Change to Quarterly Meetings. March, June, September, December.
- Airport Managers Report- Review of Operations
- Other Business- 2019 Airport Commission Members
- Adjourn