

CITY OF MILACA
CITY COUNCIL MEETING
COUNCIL AGENDA-UPDATED
JUNE 14, 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 – May 17, 2018
 - B. Approval of Bills
 - C. Resolution 18-23 Order to Raze a Hazardous Building
 - D. Resolution 18-24 Donation from Bolton Menk for the Airport Granite Plaque.

Citizen Open Forum- Cindi Biederman- Trail concerns.
Public Hearing- None
6. **Requests and Communications-** Jenny Mitchell-Cross Walks
7. **Ordinance and Resolutions-**
8. **Ordinance #441- Second Reading-** Basic Code updates MB__2nd__AIF__O__
9. **Ordinance #442- Second Reading-** Amending Liquor Regulations by Adding Authority to allow Licensed Brew Pubs, Brewer Taprooms, and Off Sale Malt Liquor (Growlers), Cocktail Rooms, Distilleries and Wineries. MB__2nd__AIF__O__

RESOLUTION 18-25 Summary Publication of Ordinance #442. MB__2nd__AIF__O__
10. **Ordinance # 443 Notice of Proposed Ordinance-First Reading** Amending Mayor and Council Members; Compensation
11. **Ordinance # 444 Notice of Proposed Ordinance-First Reading** Amending Open Burning Restrictions
12. **Review Chapter 34 Fees, Charges and Rates-** Discuss Rate Schedule and Recommended Fee Increases
13. **Reports of Departments, Boards and Commissions**
 - E. Police Department- Activity Report- Discuss Social Host Ordinance. Ord. Review Chp 74 Traffic Schedule, Trespass
 - F. Parks Commission- Mayor to review activity - Appoint Kevin Martner to Commission MB__2nd__AIF__O__
 - G. Public Works Department-Activity Report-
 - H. Planning Commission-No Meeting in June
 - I. Economic Development Commission- Meeting May 21
 - J. Fire Department-
 - K. Liquor Store – MB__2nd__AIF__O__
 - L. Airport Commission- ALP Update and Wildlife Study Grant Request to MnDot MB__2nd__AIF__O__
 - M. MCAT-IF Training- Phase III –
 - N. Joint Powers Board- No Activity
 - O. Safety Committee-
14. **Unfinished Business-**
15. **New Business-**
16. Set a Special Meeting for the Preliminary Budget July 26th – 6:00 p.m. MB__2nd__AIF__O__
17. Special Event Permit-Hunter's Grill Mobile-Lynn Anderson MB__2nd__AIF__O__
18. Special Event Permit-Rec Fest MB__2nd__AIF__O__
19. MB__2nd__AIF__O__
20. **Council Comments**
21. **Adjourn** _____p.m. MB__2nd__AIF__O__

**MILACA CITY COUNCIL MINUTES
MAY 17, 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, Muller, Johnson:

Councilors Absent: Gahm

Staff present: City Manager Tammy Pfaff, City Attorney Damien Toven, Police Chief Todd Quaintance, Marshall Lind.

Also Present (Signed In) Lynn Otto, Debbie Griffin, Andrea Mikala and Priscilla Schmidt and Dan Hollenkamp.

Approval of the Agenda

On a motion by Johnson and seconded by Dillan, the agenda was approved. Motion carried unanimously.

Consent Agenda

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

- a) Minutes of the April 19, 2018 City Council Meeting
- b) Bills for Payment
- c) Resolution 18-18 Personnel Policy –Sick Leave

Citizens Forum-

Public Hearing – none

Requests and Communications- Girl Scouts request permission to plant trees in the park. Upon a motion by Muller and seconded by Johnson permission is granted to plant trees in the park and to work with public works to find a location for the trees.

Priscilla Schmidt was present to request that programs be established for kids to prevent bullying.

Ordinances and Resolutions-

Ordinance #441- First Reading -An Ordinance adopting the basic code updates. The proposed first reading of the ordinance is accepted upon a motion by Dillan and the motion was seconded by Johnson. Motion carried unanimously.

Ordinance #442- First Reading- An Ordinance amending the Liquor Regulations by adding authority to allow licensed Brew Pubs, Brewer Taprooms, Off Sale Malt Liquor (Growlers), Cocktail Rooms, Distilleries and Wineries within the City of Milaca. The proposed first reading of the ordinance is accepted upon a motion by Muller and the motion was seconded by Dillan. Motion carried unanimously.

Reports of Departments, Boards and Commissions

Police Department- Council reviewed the monthly report. There was discussion regarding adding stop signs within the city. The ordinance will be reviewed and will be brought back to council with recommendations as to the added intersections requiring stop signs. Other discussion pertaining to overnight parking and it was recommended to match the winter hours of parking.

Parks Commission- Mayor Pedersen reported on the Park Commission meeting and the review of additional campsites. The city would be required to submit a permit to the state to allow camping of 24 or less additional sites. Mayor Pedersen will take this to the Park Commission for review.

Public Works Department- Council reviewed the activity report and upcoming projects

Planning and Zoning Commission- Council reviewed the sign variance for the liquor store. Resolution 18-20 is approved for the variance upon a motion by Dillan and seconded by Muller. Motion carried unanimously.

Planning and Zoning Commission- Council reviewed the Conditional Use Permit for the Assisted Living Facility to allow 18 units by John Przymus. Resolution 18-21 is approved for the Conditional Use

with conditions that he must register the Assisted Living Facility with the State and upon a motion by Johnson and seconded by Muller. Motion carried unanimously.

Planning and Zoning Commission- Council reviewed the Final Plat for Boulder Ridge. Resolution 18-22 is approved for the Final Plat and upon a motion by Muller and seconded by Johnson. Motion carried unanimously.

Planning and Zoning Commission- Lynn Otto was present to ask the council for an extension to allow her six months to get additional quotes for the parking lot. Council approved the six month extension and also instructed Marshall to issue Temporary Occupancy to allow her to open the daycare center. Upon a motion by Johnson and seconded by Muller the extension is approved. Motion carried unanimously.

Economic Development Commission-

Fire Department-

Liquor Store-

Airport Commission- Resolution 18-19 MNDOT Grant Agreement Land Acquisition. The resolution is presented before the council for approval. Upon a motion by Muller and seconded by Johnson the agreement is approved. Motion carried unanimously.

MCAT – Dillan stated that they intend to apply for the Phase III grant and we will be meeting with the group to discuss future plans on May 30th.

Joint Powers Board with City of Braham; No activity.

Safety Committee-

Unfinished Business –

New Business- LMC Liability Waiver forms- Tort Liability- Upon a motion by Johnson and seconded by Dillan, the city does not waive the monetary tort limits. Motion carried unanimously.

Special Event Permit- Camping in Rec Park- Family Reunion and Graduation. The permit is approved by using the remaining event permit with the state license. Upon a motion by Dillan and seconded by Muller the event is approved. Johnson abstained. Motion carried unanimously.

Special Event Permit Chamber Festival week. - Upon a motion by Johnson and seconded by Muller the permit is approved. Motion carried unanimously.

Chamber Donation- the Chamber requested a donation of \$1,500. The donation is approved upon a motion by Dillan and seconded by Muller and that the funds are to come out of the liquor funds. Motion carried unanimously.

Council Comments

Mayor Pedersen asked the council for comments:

Council member Johnson – no comments.

Council member Muller- Wished Lynn Otto good luck on the new daycare.

Council member Dillan- Stated the Farmers Market is now open and also that Heggies donated Pizza to the school.

Adjourn

With no other business presented before the council, a motion to adjourn was made by Muller, seconded by Johnson, all present voted in favor and the meeting adjourned at 7:43 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# 818115E	EFTPS-STATE TAXPAYMENT	5/30/2018	\$2,052.87	STATE W/H
Paid Chk# 818116E	EFTPS-STATE TAXPAYMENT	5/30/2018	\$146.50	STATE W/H
Paid Chk# 818123E	CENTERPOINT ENERGY	6/18/2018	\$1,627.68	NATURAL GAS
Paid Chk# 818124E	EAST CENTRAL ENERGY	6/7/2018	\$10,280.02	ELECTRIC
Paid Chk# 818125E	MILACA LOCAL LINK	6/20/2018	\$294.42	PHONE SERVICE
Paid Chk# 818126E	INCONTACT INC	6/30/2018	\$57.31	LONG DISTANCE SERVICE
Paid Chk# 818127E	MIDCONTINENT COMMUNICATIONS	6/7/2018	\$65.00	INTERNET-
Paid Chk# 818128E	EFTPS-STATE TAXPAYMENT	6/11/2018	\$2,017.01	STATE W/H
Paid Chk# 818129E	EFTPS-STATE TAXPAYMENT	6/11/2018	\$146.50	STATE W/H
	Total Checks		\$16,687.31	

CITY OF MILACA
Check Summary Register
10100 General Bank - Checks

	Name	Check Date	Check Amt	Description
Paid Chk# 044216	BLUE CROSS BLUE SHIELD OF MINN	5/24/2018	\$13,021.46	MEDICAL INSUR-JUNE 2018
Paid Chk# 044217	DELTA DENTAL OF MINNESOTA	5/24/2018	\$30.45	PED DENTAL-JUNE 2018
Paid Chk# 044218	FAMILY HERITAGE LIFE INS CO	5/24/2018	\$135.00	SUPPL LIFE INS - JUNE 2018
Paid Chk# 044219	L.E.L.S.	5/24/2018	\$245.00	POLICE UNION DUES-JUNE 2018
Paid Chk# 044220	MN BENEFIT ASSOCIATION	5/24/2018	\$572.08	LIFE/DENTAL-JUNE 2018
Paid Chk# 044221	UNUM LIFE INSURANCE CO	5/24/2018	\$583.31	LIFE, STD, LTD-JUNE 2018
Paid Chk# 044222	VERIZON WIRELESS	5/24/2018	\$834.96	MAY WIRELESS ROUTER SVC
Paid Chk# 044223	AMAZON	5/30/2018	\$1,367.49	STAMPS-POLICE
Paid Chk# 044224	NORBERG, MIKE	5/30/2018	\$100.00	BALES OF STRAW-FIRE TRNG
Paid Chk# 044225	VISA	5/30/2018	\$1,149.50	MNDOT AIRPORT CONF-J OLDENBURG
Paid Chk# 044226	U.S. POSTAL SERVICE	5/31/2018	\$247.25	MAY BILLINGS
Paid Chk# 044227	FIRST NATIONAL BANK OF MILACA	6/6/2018	\$6,045.00	2015 GO PARK BOND
Paid Chk# 044228	FRONTIER	6/6/2018	\$855.23	PHONE SVC-WATER
Paid Chk# 044229	JIM'S MILLE LACS DISPOSAL	6/6/2018	\$2,427.20	COMPOST-MAY
Paid Chk# 044230	MILACA BLDG CENTER	6/6/2018	\$537.21	RAKE-AIRPORT
Paid Chk# 044231	ADAMS PEST CONTROL INC	6/14/2018	\$51.00	WEED CONTROL-WATER
Paid Chk# 044232	AMERIPRIDE	6/14/2018	\$121.02	RUGS-DEP REG
Paid Chk# 044233	AW RESEARCH LABORATORIES	6/14/2018	\$329.00	TESTING-SEWER
Paid Chk# 044234	BEST OIL COMPANY	6/14/2018	\$3,728.12	AIRPORT FUEL (1000 GALLONS)
Paid Chk# 044235	BILLINGS SERVICE	6/14/2018	\$4,001.78	GAS-AIRPORT
Paid Chk# 044236	BOLTON & MENK INC	6/14/2018	\$6,250.00	BLDG AREA LAND ACQ-AIRPORT
Paid Chk# 044237	CERQUA, KELLY AND BOB	6/14/2018	\$56.56	REFUND OVERPYMT-515 4TH AVE SE
Paid Chk# 044238	CHADER BUSINESS EQUIPMENT	6/14/2018	\$44.95	DICTIONARY EQUIPMENT REPLACEMEN
Paid Chk# 044239	CHAWLA, DR RAMESH	6/14/2018	\$56.19	REFUND OVERPYMT-625 2ND AVE SW
Paid Chk# 044240	CHRISTENSEN, THOMAS J.	6/14/2018	\$23.46	MLC HEALTH TRAUMATIC INJURY-6/
Paid Chk# 044241	CORNER MART	6/14/2018	\$2,794.54	GAS-PARKS
Paid Chk# 044242	DOVE FRET LAND PLLP	6/14/2018	\$3,860.00	CRIMINAL RETAINER
Paid Chk# 044243	E.C.M. PUBLISHERS, INC.	6/14/2018	\$184.78	SEASONAL WORKER AD-PARKS
Paid Chk# 044244	EARL F. ANDERSEN, INC.	6/14/2018	\$516.80	SUPPLIES-TRAILS
Paid Chk# 044245	FIRE EQUIPMENT SPECIALTIES INC	6/14/2018	\$50.58	PARTS-FIRE
Paid Chk# 044246	FIRST RATE CONSTRUCTION	6/14/2018	\$1,950.00	REPAIR WATERMAIN BRK
Paid Chk# 044247	GK CONSULTING LLC	6/14/2018	\$750.00	JUNE NETWORK
Paid Chk# 044248	GOPHER STATE ONE-CALL, INC.	6/14/2018	\$109.05	MAY LOCATES
Paid Chk# 044249	GRANITE ELECTRONICS	6/14/2018	\$64.00	RADIO BATTERY-FIRE
Paid Chk# 044250	GRANITE LEDGE ELECTRICAL	6/14/2018	\$95.00	ELECTRICAL REPAIR-CAMPSITES
Paid Chk# 044251	HABERMAN, DIONNE	6/14/2018	\$159.12	MAY 18 OGILVIE MILEAGE
Paid Chk# 044252	HACH COMPANY	6/14/2018	\$397.93	TESTING SUPPLIES
Paid Chk# 044253	HAWKINS, INC.	6/14/2018	\$2,316.33	CHEMICALS
Paid Chk# 044254	HEARTLAND GLASS CO., INC.	6/14/2018	\$208.00	BLDG DOOR REPAIR-CITY HALL
Paid Chk# 044255	HJORT EXCAVATING	6/14/2018	\$1,469.34	CLEANUP AFTER FIRE-SCHWARTZ
Paid Chk# 044256	HY-TECH AUTOMOTIVE	6/14/2018	\$371.97	SQUAD 11 MAINTENANCE/REPAIR
Paid Chk# 044257	JIM'S MILLE LACS DISPOSAL	6/14/2018	\$50.00	COMPUTER EQUIP DISPOSAL-FIRE
Paid Chk# 044258	JINDRA'S RENTAL SERVICE	6/14/2018	\$75.00	SEPTIC SVC-PW
Paid Chk# 044259	JOHNSON'S AUTO TRANSPORT/TOV	6/14/2018	\$100.00	TOW-2014 FORD FUSION
Paid Chk# 044260	JUDD, GARY AND CAROL	6/14/2018	\$63,000.00	AIRPORT LAND PURCHASE
Paid Chk# 044261	KIRVIDA FIRE INC	6/14/2018	\$717.68	ENGINE #2 REPAIR-FIRE
Paid Chk# 044262	KNIFE RIVER CORP. - NORTH CENT	6/14/2018	\$783.44	CLASS 5 AGGREGATE

CITY OF MILACA
Check Summary Register
10100 General Bank - Checks

	Name	Check Date	Check Amt	Description
Paid Chk# 044263	KOCH'S HARDWARE HANK	6/14/2018	\$1,044.96	SHOP SUPPLIES-PARKS
Paid Chk# 044264	MID STATE TREE SERVICE	6/14/2018	\$2,300.00	TREE REMOVAL-PARKS
Paid Chk# 044265	MILACA AUTO VALUE	6/14/2018	\$60.98	PARTS-AIRPORT
Paid Chk# 044266	MILACA CHAMBER OF COMMERCE	6/14/2018	\$383.71	LODGING TAX-APR 2018
Paid Chk# 044267	MILACA GENERAL RENTAL CENTER	6/14/2018	\$203.15	AUGER-REC PARK
Paid Chk# 044268	MILLE LACS COUNTY DAC	6/14/2018	\$695.97	CLEANING SVCS - FIRE
Paid Chk# 044269	MINUTEMAN PRESS	6/14/2018	\$89.00	BIKE TRAIL FLYERS
Paid Chk# 044270	MN COMPUTER SYSTEMS, INC.	6/14/2018	\$230.96	COPIER MAINTENANCE-DEP REG
Paid Chk# 044271	MN DEPT MANAGEMENT & BUDGET	6/14/2018	\$80.00	ADMINISTRATIVE FINES-MAY 2018
Paid Chk# 044272	MN DEPT OF HEALTH	6/14/2018	\$1,590.00	2ND QTR TEST FEE
Paid Chk# 044273	MN PUMP WORKS	6/14/2018	\$892.50	MAIN LS REPAIR
Paid Chk# 044274	MTI DISTRIBUTING	6/14/2018	\$161.94	PARTS-PARKS
Paid Chk# 044275	NAPA CENTRAL MN	6/14/2018	\$13.99	PARTS-FIRE
Paid Chk# 044276	PRO EDGE TOOL	6/14/2018	\$60.00	GENERATOR RPR-FIRE
Paid Chk# 044277	QUILL CORPORATION	6/14/2018	\$599.20	SUPPLIES-LIBRARY
Paid Chk# 044278	SAFETY TRAIN INC	6/14/2018	\$430.00	SAFETY TRNG MATERIALS
Paid Chk# 044279	SENTRY SYSTEMS, INC.	6/14/2018	\$155.00	SERVICE CALL-LIBRARY
Paid Chk# 044280	ST. CLOUD REFRIGERATION	6/14/2018	\$552.00	COOLING MAINTENANCE-LIBRARY
Paid Chk# 044281	STANTEC	6/14/2018	\$1,583.50	STORM MAP BOOK
Paid Chk# 044282	SUPER X POWER	6/14/2018	\$19.92	SUPPLIES-PARKS
Paid Chk# 044283	SYLVA CORPORATION	6/14/2018	\$3,405.00	PLAYGROUND SAFTEY SURFACING
Paid Chk# 044284	VOLUNTEER FIREFIGHTERS BENEF	6/14/2018	\$181.00	S KADELBACH MEMBERSHIP
Paid Chk# 044285	WEINREICH, JACOB	6/14/2018	\$72.14	GAS-PW
Paid Chk# 044286	WILLS LAWN CARE LLC	6/14/2018	\$55.00	MOWING-550 4TH AVE SE
Paid Chk# 044287	WOLCYN TREE FARMS & NURSERY	6/14/2018	\$110.00	REC PARK TREE PLANTINGS
	Total Checks		\$137,806.70	

CITY OF MILACA
Check Summary Register
10900 Liquor Bank - ACH

	Name	Check Date	Check Amt	Description
Paid Chk# 918026E	EAST CENTRAL ENERGY	6/7/2018	\$1,573.37	ELECTRIC
Paid Chk# 918027E	CENTERPOINT ENERGY	6/7/2018	\$185.79	NATURAL GAS
Paid Chk# 918028E	MN DEPT OF REVENUE	6/7/2018	\$19,713.00	LIQUOR SALES TAX
Paid Chk# 918029E	MILACA, CITY OF (WATER/SEWER)	6/15/2018	\$31.43	WATER/SEWER
Paid Chk# 918030E	HIBU	6/7/2018	\$129.99	WEB HOSTING-
	Total Checks		\$21,633.58	

CITY OF MILACA
Check Summary Register
10900 Liquor Bank - Checks

	Name	Check Date	Check Amt	Description
Paid Chk# 024460	AMAZON	5/24/2018	\$64.36	PRINTER TONER
Paid Chk# 024461	VERIZON WIRELESS	5/24/2018	\$41.52	MAY DIGITAL SIGN
Paid Chk# 024462	BELLBOY CORP.	6/1/2018	\$1,724.64	MISC
Paid Chk# 024463	BERNICKS	6/1/2018	\$5,875.66	NA
Paid Chk# 024464	BREAKTHRU BEVERAGE MN	6/1/2018	\$8,846.74	NA
Paid Chk# 024465	BROOKVIEW WINERY	6/1/2018	\$288.00	WINE
Paid Chk# 024466	C & L DISTRIBUTING CO.	6/1/2018	\$46,551.14	NA
Paid Chk# 024467	DAHLHEIMER DISTRIBUTING CO.	6/1/2018	\$58,523.73	WINE
Paid Chk# 024468	J.J. TAYLOR DIST OF MN	6/1/2018	\$406.55	DELIVERY
Paid Chk# 024469	JOHNSON BROTHERS LIQUOR CO.	6/1/2018	\$29,763.22	WINE
Paid Chk# 024470	MILACA CHAMBER OF COMMERCE	6/1/2018	\$1,500.00	PARADE/FESTIVAL DONATION
Paid Chk# 024471	MILACA, CITY OF	6/1/2018	\$200.00	VARIANCE APPLICATION-LS SIGN
Paid Chk# 024472	PAUSTIS WINE CO.	6/1/2018	\$1,969.50	DELIVERY
Paid Chk# 024473	PHILLIPS WINE AND SPIRITS	6/1/2018	\$5,434.47	LIQUOR
Paid Chk# 024474	SOUTHERN GLAZERS OF MN	6/1/2018	\$16,631.76	DELIVERY
Paid Chk# 024475	ST. CLOUD REFRIGERATION	6/1/2018	\$330.18	COOLING/REFRIG MAINTENANCE
Paid Chk# 024476	THE WINE COMPANY	6/1/2018	\$101.00	DELIVERY
Paid Chk# 024477	VINOCOPIA	6/1/2018	\$1,369.25	DELIVERY
Paid Chk# 024478	WINE MERCHANTS	6/1/2018	\$79.65	DELIVERY
Paid Chk# 024479	AMERICAN BOTTLING CO.	6/14/2018	\$230.92	NA
Paid Chk# 024480	AMERIPRIDE	6/14/2018	\$422.86	RUGS/PAPER SERVICE
Paid Chk# 024481	CRYSTAL SPRINGS ICE	6/14/2018	\$716.96	ICE
Paid Chk# 024482	FRONTIER	6/14/2018	\$140.48	JUNE PHONE SVC
Paid Chk# 024483	GODFATHER'S EXTERMINATING	6/14/2018	\$51.45	PEST CONTROL
Paid Chk# 024484	GRANITE CITY JOBBING	6/14/2018	\$5,798.32	TOBACCO
Paid Chk# 024485	JEYS, VICTORIA	6/14/2018	\$170.77	MISC
Paid Chk# 024486	JIM'S MILLE LACS DISPOSAL	6/14/2018	\$53.82	REFUSE COLLECTION
Paid Chk# 024487	JOHNSON BROTHERS LIQUOR CO.	6/14/2018	\$8,927.98	LIQUOR
Paid Chk# 024488	M. AMUNDSON LLP	6/14/2018	\$3,090.91	SUPPLIES
Paid Chk# 024489	MILLER TRUCKING INC.	6/14/2018	\$34.58	DELIVERY
Paid Chk# 024490	PAUSTIS WINE CO.	6/14/2018	\$246.25	DELIVERY
Paid Chk# 024491	RED BULL DISTRIBUTION CO INC	6/14/2018	\$236.63	NA
Paid Chk# 024492	SOUTHERN GLAZERS OF MN	6/14/2018	\$3,271.14	WINE
Paid Chk# 024493	THE WINE COMPANY	6/14/2018	\$245.00	DELIVERY
Paid Chk# 024494	VIKING BOTTLING CO.	6/14/2018	\$664.35	NA
	Total Checks		\$204,003.79	

CITY OF MILACA
Council Monthly Budget Report
 May 2018

DEPT Descr	2018 YTD Budget	2018 YTD Amt	Balance	2018 % of Budget Remain
Airport	\$104,900.00	\$99,182.93	\$5,717.07	5.45%
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	\$46,634.84	\$1,860.16	3.84%
City Attorney	\$45,000.00	\$18,551.94	\$26,448.06	58.77%
City Hall	\$278,800.00	\$101,090.96	\$177,709.04	63.74%
City Manager	\$28,375.00	\$12,647.39	\$15,727.61	55.43%
Council	\$12,600.00	\$3,394.19	\$9,205.81	73.06%
Elections	\$3,000.00	\$0.00	\$3,000.00	100.00%
Fire Dept.	\$125,590.00	\$55,305.81	\$70,284.19	55.96%
Historical Society	\$0.00	\$0.00	\$0.00	0.00%
Liaison Officer	\$78,040.00	\$30,086.08	\$47,953.92	61.45%
Libraries	\$27,810.00	\$17,041.63	\$10,768.37	38.72%
Ogilvie	\$61,920.00	\$28,143.81	\$33,776.19	54.55%
Parks	\$129,415.00	\$55,259.83	\$74,155.17	57.30%
Planning Comm.	\$1,000.00	\$378.79	\$621.21	62.12%
Police Dept.	\$507,720.00	\$217,921.71	\$289,798.29	57.08%
Public Works	\$384,260.00	\$214,363.45	\$169,896.55	44.21%
Recreation	\$2,500.00	\$3,493.31	(\$993.31)	-39.73%
Senior Center	\$5,200.00	\$1,237.83	\$3,962.17	76.20%
Treasurer	\$28,975.00	\$11,893.35	\$17,081.65	58.95%
Unallocated	\$7,200.00	\$8,014.54	(\$759.54)	-10.55%
	\$1,897,900.00	\$931,420.39	\$966,479.61	50.92%

RESOLUTION NO. 18-23

Order to Raze a Hazardous Building

**A RESOLUTION ORDERING THE RAZING OF A HAZARDOUS BUILDING
LOCATED AT 560 5th Street SE, Milaca, Minnesota**

WHEREAS, pursuant to Minn. Stat. §§ 463.15 and 463.261, the City Council of Milaca finds the building located at **560 5th Street SE, Milaca, Minnesota** to be a hazardous building for the following reasons:

1. Hazardous Building conditions beyond repair.
2. Owners of Record are deceased.
3. Order for Enforcement filed in District Court April 23rd, 2018.
4. As of April 23rd, 2018, no responsive pleadings had been filed and no one appeared at the motion hearing to object to Petitioner's requested relief.
5. Judge Steven A. Anderson, granted the Order For Enforcement to the Milaca City Council pursuant to Minnesota State Statue 463.19.

WHEREAS, the conditions listed above are more fully documented in the (inspection report, condition report, photographs, etc.) prepared by City Staff on June 14th, 2018, copies of which is attached to this resolution as Exhibit A.

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

1. That the city must take actions to enforce this order, all enforcement costs will be specially assessed against the property and collected in accordance with Minn. Stat. §§ 463.22, 463.161, and 463.21.
2. That the city attorney is authorized to proceed with the enforcement of this order as provided in Minn. Stat. §§ 463.15 and 463.261.

Passed by the City Council of Milaca, Minnesota this 14th day of June, 2018.

Mayor Harold Pedersen

Attested:

City Manager Tammy Pfaff

STATE OF MINNESOTA

DISTRICT COURT

COUNTY OF MILLE LACS

SEVENTH JUDICIAL DISTRICT

City of Milaca, a
Minnesota Municipal Corporation,

Court File No. 48-CV-18-552

Petitioner,

**ORDER FOR ENFORCEMENT OF
MILACA CITY COUNCIL
ORDER AND ORDER FOR DEFAULT
JUDGMENT PURSUANT TO
MINN. STAT. § 463.19**

IN THE MATTER OF HAZARDOUS BUILDING
LOCATED AT 560 5TH ST. SE, MILACA, MINNESOTA
AND LEGALLY DESCRIBED AS THE EAST 60 FEET
OF THE WEST 120 FEET OF LOT 4, BLOCK 29,
THIRD ADDITION TO MILACA, ACCORDING TO THE PLAT
THEREOF AND OF RECORD IN THE OFFICE OF THE COUNTY
RECORDER, COUNTY OF MILLE LACS, STATE OF MINNESOTA

The above-referenced matter came before the Honorable Steven A. Anderson on the 23rd day of April, 2018 1:30 p.m. at the Mille Lacs County Justice Center located at 225 6th Ave. SE, Milaca, MN 56353, upon Petitioner's Motion for Enforcement of Milaca City Council Order and Order for Summary Judgment Pursuant to Minnesota Statute Section 463.19.

Service herein was accomplished via publication, proof of which has been filed herein.

Damien F. Toven of Dove Fretland, PLLP, 413 S. Rum River Dr., Suite 6, Princeton, MN 55371 appeared on behalf of Petitioner.

As of April 23, 2018, no responsive pleadings had been filed and no one appeared at the motion hearing to object to Petitioner's requested relief.

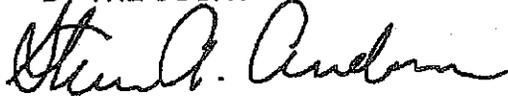
Therefore, based upon all pleadings, filings and the record as a whole, the Court hereby issues the following:

ORDER

1. Petitioner's Motion for and Order Enforcing the City of Millaca Order and Order for Default Judgment Pursuant to Minnesota Statute Section 463.19, is GRANTED.
2. Effective 20 days from the date of entry of this Order, the Petitioner shall have full and complete authority to abate the hazardous building in any matter it deems appropriate, including repairing or razing and removal of the structure.
3. Any and all expenses, costs and fees incurred by the Petitioner with respect to this action, including any costs incurred with respect to repair and/or razing and removing the structure, shall be assessed against the subject property and collected with all taxes associated thereto.

Date: 5/18/18

BY THE COURT



Judge Steven A. Anderson

FILED

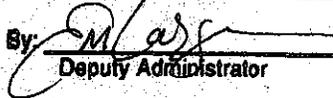
MAY 18 2018

COURT ADMINISTRATOR
MILLE LACS COUNTY

JUDGMENT

I hereby certify that the foregoing Order/Conclusions of law constitutes the Judgment of this Court.
Cheryl Woehler, Court Administrator

Dated: 5-22-18

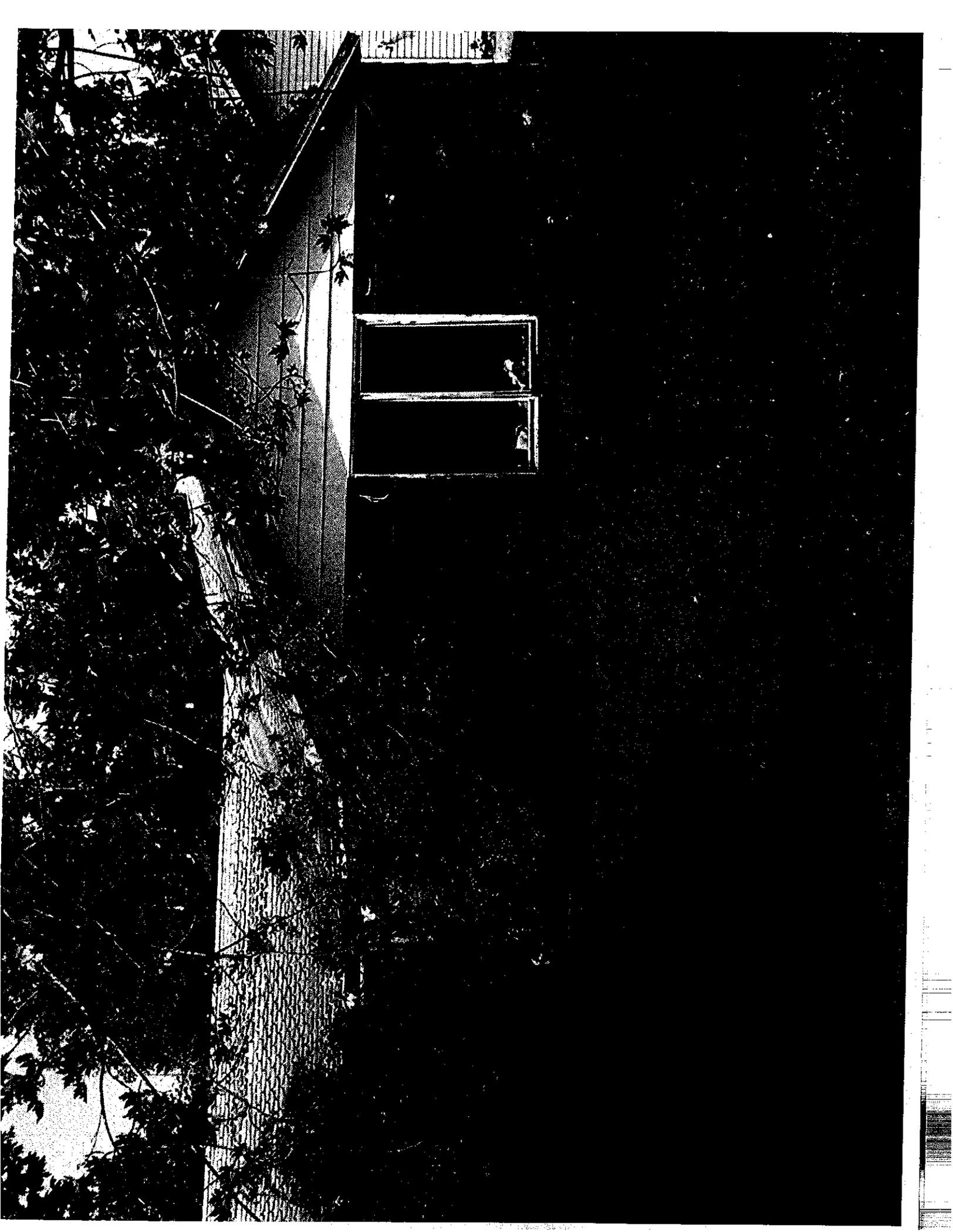
By: 
Deputy Administrator

cc: Damien Torres

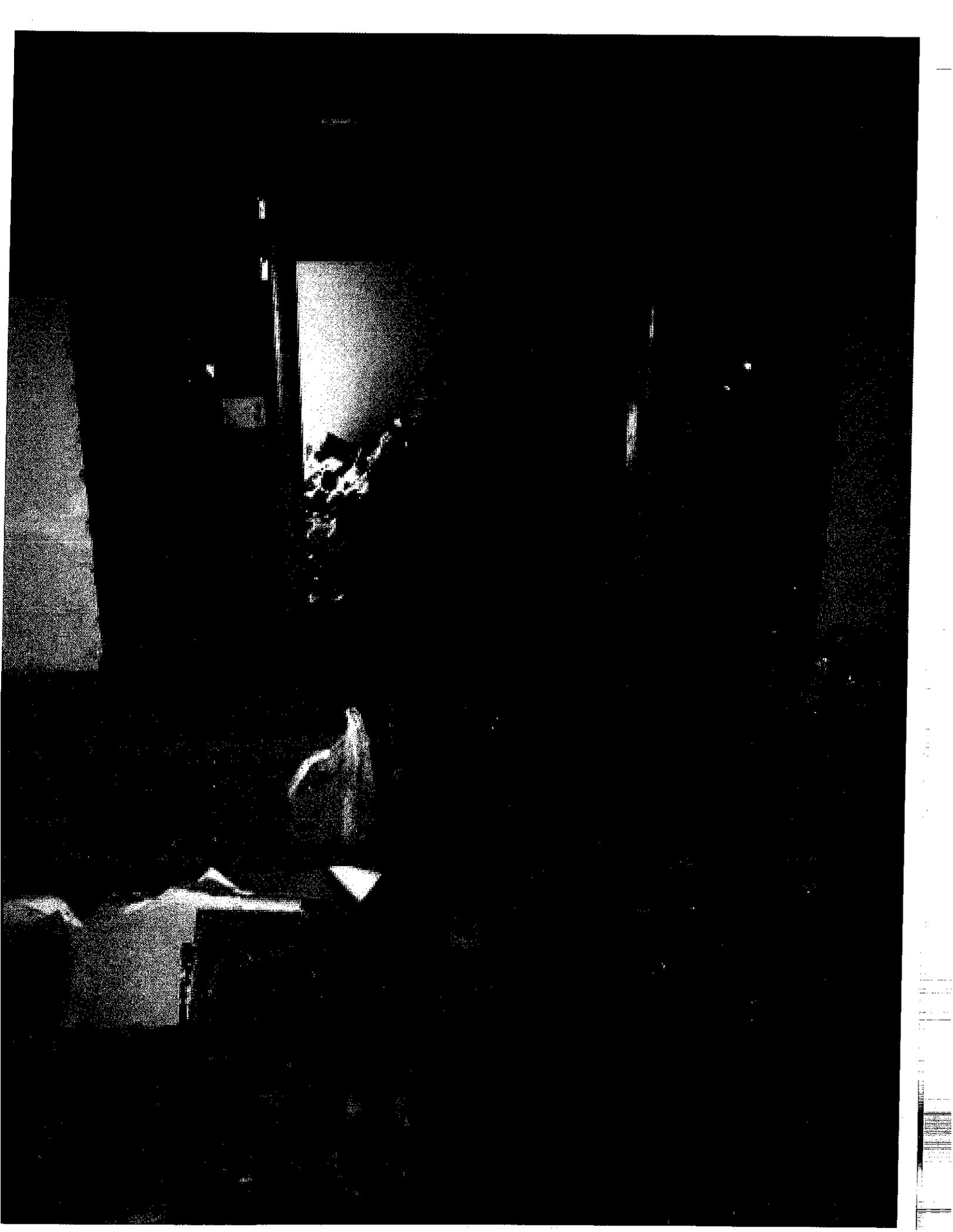
Exhibits "A"

560 5th STREET SE















320.983.6467 or 320.983.3912
7454 140th Street
Milaca, MN 56353

June 12, 2018

City of Milaca
Attn:

RE: 560 5th St SE

Estimate includes:

Clean out garbage from inside house and garage
Demo house and garage
Clean up concrete
Concrete disposal
Import fill, level and compact
Cap sewer and water

Estimate \$13,230.00

No asbestos handling

RESOLUTION NO. 18-24

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:

<u>Name of Donor</u>	<u>Amount</u>
Bolton & Menk (Airport Donation)	\$250.00

WHEREAS, All such donations have been contributed to assist the city Airport 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 donations offered.

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

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

Adopted this 14th day of June, 2018.

Mayor Harold Pedersen

ATTEST

Tammy Pfaff, City Manager



Stoneheart Granite
Jim and Tami James
16945 136th Avenue
Milaca, MN 56353
320-983-5650

where every stone is a work of heart

Date: 5/17/18

The Governor of Minnesota

Bestows the Award
upon the

Milaca Municipal
Airport

as Special Recognition
for Excellence in
Airport Planning,
Development,
Operation, and
Maintenance
as well as
Promoting
the Spirit of Aviation
Within the Community

April 19, 2018

ORDINANCE NO. 441

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

WHEREAS, American Legal Publishing Corporation of Cincinnati, Ohio, has completed the S-13 Supplement to the Code of Ordinances of the Political Subdivision, which supplement contains all ordinances of a general and permanent nature enacted since the prior supplement to the Code of Ordinances of this Political Subdivision; and

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

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

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

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

Section 1. That the 2018 S-13 Supplement to the Code of Ordinance of the City of Milaca as submitted by American Legal Publishing Corporation of Cincinnati, Ohio, and as attached hereto, be and the same is hereby adopted by reference as if set out in its entirety.

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

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

Passed this 14th day of June, 2018.

Mayor Harold Pedersen

ATTEST

Tammy Pfaff, City Manager

1st reading: 05-17-18

2nd reading: 06-14-18

Published _____

ORDINANCE NO. 442

**AN ORDINANCE AMENDING THE CITY CODE, CHAPTER 114 ENTITLED
“LIQUOR REGULATIONS” BY ADDING AUTHORITY TO ALLOW LICENSED
BREW PUBS, BREWER TAPROOMS AND OFF SALE-MALT LIQUOR
(GROWLERS), COCKTAIL ROOMS, DISTILLERIES AND WINERIES**

The City Council of Milaca Ordains:

SECTION 1. Chapter 114 of the Milaca City Code of Ordinances, entitled “Liquor Regulations” is hereby amended to add to Chapter 114 as follows:

Subd. 1 – Definitions

BREWERY. A facility that produces for sale malt liquor, and containing not less than one-half of one percent alcohol by volume. A brewery may include a taproom.

BREW PUB. A brewery that operates a restaurant on the same premises as the brewery whose malt liquor production per calendar year shall be limited by Minnesota State Statute.

COCKTAIL ROOM. A micro- distillery licensed by the State of Minnesota that provides on-sale of distilled liquor produced by the distiller for the consumption on the premise of or adjacent to one distillery location owned by the distiller.

DISTILLERY. A facility that produces distilled liquor, including all dilutions and mixtures thereof, for nonindustrial uses. A distillery may include a cocktail room.

TAPROOM. An area for the on-sale consumption of malt liquor produced by the brewer for consumption on the premise of a brewery or an abutting property in common ownership of the brewer, which may include sales of malt liquor produced and packaged at the brewery for off premise consumption as allowed by Minnesota Statutes as may be amended.

WINERY. A facility operated by the owner of a Minnesota farm and producing table, sparkling, or fortified wines from grapes, grape juice, other fruit bases, or honey with a majority of ingredients grown or produced in Minnesota. A winery may include a tasting room.

Subd. 2 – Brewpubs

- (a) License Authorized. Notwithstanding any provision of the City Code to the contrary, the Council may issue a brew pub license for the on-sale of intoxicating liquor or 3.2 percent malt liquor to the restaurant operated in the place of manufacture.
- (b) A brew pub that holds an on-sale license issued pursuant to this section may, with the approval of the commissioner, be issued a license by the municipality for off-sale of malt liquor produced and packaged on the licensed premises.

(c) Packaging of malt liquor for off-sale must comply with Minnesota Statute 340A.285, as it now exists or may be amended from time to time.

(d) A brew pub's total retail sales at on- or off-sale may not exceed 3,500 barrels per year, provided that retail off-sales may not total more than 750 barrels.

Subd. 3 – Brewer Taprooms.

- (a) License Authorized. Notwithstanding any provision of the City Code to the contrary, the Council may issue a brewer taproom license for the on-sale consumption of malt liquor produced on the licensed premises or adjacent to one brewery location owned by the brewer.
- (b) Applicant. The applicant for a license under this section must be brewer licensed under Minnesota Statute Section 340A.301, Subd. 6 (c), (i), or (j).
- (c) Terms and conditions of license.
- (1) No license is valid until approved by the Commissioner.
 - (2) The on-sale of malt liquor, permitted by this Chapter 114, may only be made during the days and hours that on-sale of liquor may be made by holders of on-sale intoxicating liquor licenses issued pursuant to this Chapter 114.
 - (3) A brewer may only hold one (1) brewer taproom license under this Chapter 114 and may not have an ownership interest in a brewery licensed under Minnesota Statutes 340A.301, Subd. 6, clause (d).
 - (4) The only alcoholic beverage that may be sold or consumed on the licensed premises of the holder of a brewer taproom license will be the malt liquor produced by the brewer upon the brewery premises.
 - (5) All other provisions of this chapter, and all other applicable laws, statutes, ordinances, rules and regulations shall be applicable to licenses issued pursuant to this Chapter 114 and the licensees of such licenses, unless inconsistent with the provisions of this section.
 - (6) Nothing in this Chapter 114 precludes the holder of a brewer taproom license from also holding a license to operate a restaurant on the premises of the brewery.
- (d) Fees. The annual license fee for a license issued pursuant to this Chapter 114 shall be as established from time to time by a resolution/fee ordinance amendment of the City Council.

Subd. 4 – Off-Sale Malt Liquor

- (a) License authorized. Notwithstanding any provisions of the City Code to the contrary, the Council may issue a license for the off-sale of malt liquor produced and packaged on the licensed premises.
- (b) Applicant. The applicant for a license under this section must be brewer licensed under Minnesota Statute 340A.301, Subd. 6, clause (c), (i), or (j), as it now exists or may be amended from time to time, in order to be licensed for the off-sale of malt liquor produced and packaged on the licensed premises.
- (c) Terms and conditions of license.
 - (1) No license is valid until approved by the Commissioner.
 - (2) The malt liquor shall be packaged in sixty-four-ounce containers commonly known as “growlers” or in seven hundred fifty (750) milliliter bottles and bear a twist-type closure, cork, stopper, or plug.
 - (3) At the time of sale, all sealing, labeling and packaging shall comply with the requirements of Minnesota Statute 340A.285, as it now exists or may be amended from time to time.
 - (4) A brewer’s total retail off-sales under this Chapter 114 may not exceed 750 barrels per year.
 - (5) All other provisions of this chapter, and all other applicable laws, statutes, ordinances, rules and regulations shall be applicable to licenses issued pursuant to this Chapter 114 and the licensees of such licenses unless inconsistent with the provisions of this section.
- (d) Fee. The annual license fee for a license to be issued pursuant to this Chapter 114 shall be as established from time to time by a resolution of the City Council.
- (e) Other licenses. A brewer licensed under this section may hold or have an interest in a retail on-sale license issued pursuant to Chapter 114, unless the brewer licensed under this section was licensed as a brewer under Minnesota Statutes 340A.301, Subd. 6, clause (d).

Subd. 5 – Cocktail Rooms. The holder of a micro-distillery cocktail room license may also hold a license to operate a restaurant at the distillery. No more than one cocktail room license may be issued to any distiller and a micro-distillery cocktail room license may not be issued to any person having an ownership interest in a distillery licensed under Minnesota Statute 340A.301 Subd. 6 (a). No single entity may hold both a micro-distillery cocktail room and a taproom license and a micro-distillery cocktail room and taproom may not be co-located. Within ten days of the issuance of a micro-distillery cocktail room license, the City shall inform the Commissioner of Public Safety of the licensee’s name and address and trade name, and the

effective date and expiration date of the license. The City shall also inform the Commissioner of Public Safety of a micro-distillery cocktail room license transfer, cancellation, suspension, or revocation during the license period.

Subd.6 – Distilleries.

- (a) Off-sale. A micro-distiller off-sale license may be issued to the holder of a state micro-distillery license. A micro-distiller off –sale license authorized off-sale of one 375 milliliter bottle per customer per day of product manufactured on-site provided the product is also available for distribution to wholesalers. Off-sale hours of sale must conform to hours of sale for retail off-sale licensees in the licensing municipality.
- (b) On-sale. A micro-distiller temporary on-sale intoxicating liquor license may be issued to the holder of a state micro-distillery license. A micro-distillery temporary on-sale intoxicating liquor license authorizes on-sale of intoxicating liquor in connection with a social event within the City sponsored by the micro-distillery.

Subd. 7 – Breweries and Wineries. A brewer taproom license may not be issued to a brewer that brews more than 250,000 barrels of malt liquor annually or a winery that produces more than 250,000 gallons of wine annually.

Subd. 8 – Additional Requirements. Of these uses (brewpubs, brewer taprooms, off-sale malt liquor establishments, cocktail room, distilleries and wineries) are subject to Chapter 156.038, City of Milaca Zoning Ordinance.

Subd. 9 – This Ordinance shall become effective thirty (30) days after its passage and publication according to law.

Adopted by the Milaca City Council this 14th day of June, 2018.

Mayor Harold Pedersen

Attest:

Tammy Pfaff, City Manager

1st Reading: 5-17-2018

2nd Reading: 6-14-2018

Published: _____

RESOLUTION NO. 18-25

RESOLUTION TO APPROVE AUTHORIZATION TO SUMMARIZE ORDINANCE #442 FOR PUBLICATION
PURPOSES

WHEREAS per MN Statute #331A.01 Subd 10, the City of Milaca City Council Ordinance #442 entitled Ordinance Amending the City Code, Chapter 114, Entitled Liquor Regulations by Adding Authority to Allow Licensed Brew Pubs, Brewer Taprooms and Off Sale-Malt Liquor (Growlers), Cocktail Rooms, Distilleries and Wineries may be summarized due to the length of this Ordinance. Summary of publication attached.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MILACA, MINNESOTA that upon four-fifths approval, Ordinance #442 will be published as a summary as per attached.

Passed by the City Council of Milaca, Minnesota this 14th day of June, 2018.

Mayor Harold Pedersen

Attest:

Tammy Pfaff, City Manager

City of Milaca
Ordinance No. 422
Liquor Regulations
Chapter 114 of Milaca City Code

This is a summary of the Ordinance passed on June 14, 2018. The full text of the Ordinance is available for inspection during regular city hall hours, or at the city's website www.cityofmilaca.org under Ordinances.

- SUBD. 1 DEFINITIONS
- SUBD. 2 BREWPUBS
- SUBD. 3 BREWER TAPROOMS
- SUBD. 4 OFF SALE MALT LIQUOR
- SUBD. 5 COCKTAIL ROOMS
- SUBD. 6 DISTILLERIES
- SUBD. 7 BREWERIES AND WINERIES
- SUBD. 8 ADDITIONAL REQUIREMENTS
- SUBD. 9 EFFECTIVE DATE

Passed this 14th day of June, 2018.

Mayor Harold Pedersen

ATTEST:

Tammy Pfaff, City Manager

NOTICE OF PROPOSED ORDINANCE

CITY OF MILACA

ORDINANCE NO. 443-FIRST READING

AN ORDINANCE AMENDING TITLE III: ADMINISTRATION, CHAPTER 30, SECTION 30.23
MAYOR AND COUNCIL MEMBERS; COMPENSATION

THE CITY COUNCIL OF THE CITY OF MILACA ORDAINS:

Under Chapter 30.23 (A) Salaries of the Mayor and Council members shall be fixed by ordinance. No change in salary shall take place until after the next succeeding city election.

The salaries of the Mayor and Council Members of the City of Milaca are hereby established effective January 1, 2019, except as hereafter qualified, as follows:

Mayor----- \$200.00 per month

Councilmembers----- \$150.00 per month

Adopted by the City Council of the City of Milaca this _____ day of _____, 2018

Mayor Harold Pedersen

ATTEST:

City Manager Tammy Pfaff

First Reading: June 14th, 2018
Second Reading: July 19th, 2018
Published:

NOTICE OF PROPOSED ORDINANCE

ORDINANCE # 444-FIRST READING

AN ORDINANCE AMENDING SECTION 92.02 OF THE MUNICIPAL CODE
OPEN BURNING RESTRICTIONS

The council hereby ordains that Section 92.02, b. 4, be amended to read:

(4) Fires shall be completely extinguished by Midnight. No fire shall be permitted before 9:00 a.m.

This Ordinance is effective upon passage and publication.

Passed this _____ day of _____, 2018.

Mayor Harold Pedersen

ATTEST

City Manager Tammy Pfaff

First Reading: June 14, 2018

Second Reading: July 19, 2018

Publication Date _____

Chapter 34 FEES, CHARGES, AND RATES

AIRPORT

Tie Down- Yearly	\$	125.00	\$	275.00	When we have an annual tie down it should be considered the same as Lot Rent
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ANIMAL

Dog Impound Release Permit	\$	10.00	\$	20.00	
Dog Impound - second Offense	\$	15.00	\$	30.00	
Dog Impound - Third Offense	\$	20.00	\$	40.00	
Dog Kennel- Daily Fee	\$	5.00	\$	10.00	
Dog License- Biannual	\$10- First Dog		\$15- First Dog		
	\$10- Second Dog		\$15- Second Dog		
	\$30- Third Dog		\$30- Third Dog		
Dog License- Duplicate	\$	10.00	\$	15.00	

LICENSING AND PERMITS

Driveway Permit	\$	10.00	\$	25.00	
Fireworks	\$	10.00	\$	25.00	
Street Obstructions	\$	5.00	\$	15.00	
Taxi-cab	\$	10.00	\$	25.00	
Vacation of Street, Alley, or Easement	\$	100.00	\$	300.00	

PARK AND RENTAL FEES-REC PARK

Band Shell- Resident or Non-Resident	\$	40.00	\$	50.00	\$75.00 Deposit
Gorecki Center-Resident or Non-Resident Mon-Th	\$	50.00	\$	50.00	\$75.00 Deposit
Gorecki Center-Resident or Non-Resident Fri-Sat	\$	120.00	\$	125.00	\$120.00 Deposit to \$150 Deposit
Lion's Shelter-Resident or Non-Resident	\$	40.00	\$	50.00	
New Shelter	\$	40.00	\$	50.00	
Small Shelter	\$	40.00	\$	50.00	
Wedding and/or Reception-Resident or Non-Resident	\$	150.00	\$	200.00	
ADD- Campsite Daily Rate	\$		\$	25.00	Per night Water and Elec

PARK AND RENTAL FEES-REINEKE PARK

Civic Shelter- Resident or Non-Resident	\$	40.00	\$	50.00
East Shelter-Resident or Non-Resident	\$	40.00	\$	50.00
Fitzpatrick Shelter-Resident or Non-Resident	\$	40.00	\$	50.00

PARK AND RENTAL FEES-RIVERVIEW PARK

Main Shelter- Resident or Non-Resident	\$	40.00	\$	50.00
Wedding Event- Resident or Non-Resident	\$	50.00	\$	100.00

SEWER RATES

Sewer Access Rates	\$	1,500.00	\$	2,500.00	This has not been increased since 2005
Sewer Base Rate	\$	2.00	\$	3.00	This has not been increased since 2014

WATER RATES

Water Access Rates	\$	1,000.00	\$	2,000.00	This has not been increased since 2005
Water Base Rate	\$	11.50	\$	11.75	This has not been increased since 2014
Applicant Fee	\$	6.00	\$	10.00	
Meter Testing	\$	25.00	\$	50.00	
Shut off request from customer	\$	15.00	\$	25.00	
ADD-Winter Disconnect Fee	\$	-	\$	75.00	

DELETE FROM CHAPTER 34

Gambling, Bingo- CODE 116.27					State processes
Gambling, Raffles, Pull Tabs- CODE 116.06					State processes
Gambling, Combination -CHP 116					State processes
Search- Unknown code- Not Used					
Meter reading- CODE 51.25- Not Used					

(B) In instances where re-inspection fees have been assessed, no additional inspections of the work will be performed until the required fees have been paid.
(Ord. 384, passed 5-21-09)

§ 34.20 EXPIRATION.

(A) Every permit issued by the building official shall expire by limitation and become null and void if the building or work authorized by such permit is not commenced within 180 days from the date of such permit, or if the building or work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of 180 days. Before such work can be recommenced, a new permit shall be first obtained to do so, and the fee therefor shall be one-half the amount required for a new permit for such work, excluding plan review fee, provided no changes have been made or will be made in the original plans and specification for such work.

(B) The building official may grant, in writing, one or more extensions of time, for periods not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated.

(C) Applications for which no permit is issued within 180 days following the date of application shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official. In order to renew action on an application after expiration, the applicant shall resubmit plans and pay a new plan review fee. In the event of a hardship and at the discretion of the building official a new plan review fee may be waived.
(Ord. 384, passed 5-21-09)

LICENSES AND PERMITS; FEES

§ 34.30 SCHEDULE OF LICENSE AND PERMIT FEES.

No person, partnership, corporation, or other association shall engage in the following types of activity without first paying the fee listed and being issued a license as hereafter provided.

<i>Type of License or Permit</i>	<i>Code Section</i>	<i>Term and Conditions</i>	<i>Amount of Fee</i>	<i>'74 Code</i>	<i>Ord. No.</i>	<i>Date Passed</i>
AIRPORT						
Access		Yearly	\$500		353	10-21-04
FBO		Yearly	\$300 plus utilities		353	10-21-04

Milaca - Administration

Type of License or Permit	Code Section	Term and Conditions	Amount of Fee	'74 Code	Ord. No.	Date Passed
AIRPORT (Cont'd)						
Lot rent		Yearly	\$275 per lot, or \$0.090 per square foot of lot area, whichever is greater		353	10-21-04
Tie down		Yearly	\$125			
ANIMAL						
Dog impound, release permit	95.05	Occasion	\$10		224	7-30-81
Dog impound	95.05	Second offense	\$15		224	7-30-81
		Third offense and beyond	\$20		224	7-30-81
Dog kennel	95.05	Day	\$5		224	7-30-81
Dog license	95.05	Biannual	\$10 for first dog \$10 for second dog \$30 for third dog		353	9-21-89; 10-21-04 12-17-15
Dog license, duplicate	95.05	Biannual	\$10		353	9-21-89; 10-21-04
BUILDING PERMITS						
Building permit; valuation \$1 to \$1,400	34.15; 156.181		\$50		384	5-21-09
Building permit; valuation \$1,401 to \$2,000	34.15; 156.181	First \$1,401	\$50.95		384	5-21-09
		Each additional \$100 or fraction thereof, to and including \$2,000	\$3.05			

Fees, Charges, and Rates

Type of License or Permit	Code Section	Term and Conditions	Amount of Fee	'74 Code	Ord. No.	Date Passed
BUILDING PERMITS (Cont'd)						
Building permit; valuation \$2,001 to \$25,000	34.15; 156.181	First \$2,000	\$69.25		384	5-21-09
		Each additional \$1,000, or fraction thereof, to and including \$25,000	\$14			
Building permit; valuation \$25,001 to \$50,000	34.15; 156.181	First \$25,000	\$391.25		384	5-21-09
		Each additional \$1,000, or fraction thereof, to and including \$50,000	\$10.10			
Building permit; valuation \$50,001 to \$100,000	34.15; 156.181	First \$50,000	\$643.75		384	5-21-09
		Each additional \$1,000, or fraction thereof, to and including \$100,000	\$7			
Building permit; valuation \$100,001 to \$500,000	34.15; 156.181	First \$100,000	\$993.75		384	5-21-09
		Each additional \$1,000, or fraction thereof, to and including \$500,000	\$5.60			
Building permit; valuation \$500,001 to \$1,000,000	34.15; 156.181	First \$500,000	\$3,233.75		384	5-21-09
		Each additional \$1,000, or fraction thereof, to and including \$1,000,000	\$4.75			

<i>Type of License or Permit</i>	<i>Code Section</i>	<i>Term and Conditions</i>	<i>Amount of Fee</i>	<i>'74 Code</i>	<i>Ord. No.</i>	<i>Date Passed</i>
BUILDING PERMITS (Cont'd)						
Building permit; valuation \$1,000,001 and up	34.15; 156.181	First \$1,000,000	\$5,608.75		384	5-21-09
		Each additional \$1,000, or fraction thereof	\$3.15			
Building Permit - Commercial Fixed Fees						
Commercial air conditioner replacement	34.15	Per unit	\$100 plus MN surcharge		384	5-21-09
Commercial demolition	34.15	Per unit	\$100 plus MN surcharge		384	5-21-09
Commercial fence	34.15	Per unit	\$50 plus MN surcharge		384	5-21-09
Commercial lawn sprinkler	52.03	Per unit	\$100 plus MN surcharge			
Commercial mechanical replacement	34.15	Per unit	\$100 plus MN surcharge			
Commercial sign	34.15	Per unit	\$50 plus MN surcharge		384	5-21-09
Building Permit - Commercial Valuation Based Fees						
Commercial mechanical	34.15	Valuation	Valuation plus MN surcharge			
Commercial new	34.15	Valuation	Valuation plus MN surcharge			
Commercial plan review	34.16	Construction value	65% of building permit fees			

Fees, Charges, and Rates

<i>Type of License or Permit</i>	<i>Code Section</i>	<i>Term and Conditions</i>	<i>Amount of Fee</i>	<i>'74 Code</i>	<i>Ord. No.</i>	<i>Date Passed</i>
Building Permit - Commercial Valuation Based Fees (Cont'd)						
Commercial plumbing	34.15	Valuation	Valuation plus MN surcharge			
Commercial re-roof	34.15	Valuation	Valuation plus MN surcharge			
Building Permit - Residential Fixed Fees						
Air conditioning	34.15	Per unit	\$50 plus MN surcharge		384	5-21-09
Basement finish	34.15	Occasion	\$150 plus MN surcharge			
Decks	34.15	Per unit	\$50 plus MN surcharge		384	5-21-09
Demolition	34.15	Per unit	\$50 plus MN surcharge		384	5-21-09
Fence	34.15	Per unit	\$25 plus MN surcharge		384	5-21-09
Fireplace (gas or wood)	34.15	Per unit	\$50 plus MN surcharge		384	5-21-09
Furnace garage	34.15	Per unit	\$50 plus MN surcharge			
Hot water heater replacement	52.03	Per unit	\$50 plus MN surcharge			
Lawn sprinkler	52.03	Occasion	\$50 plus MN surcharge			
Manufactured home in park	34.15	Occasion	\$100 plus MN surcharge			

Milaca - Administration

<i>Type of License or Permit</i>	<i>Code Section</i>	<i>Term and Conditions</i>	<i>Amount of Fee</i>	<i>'74 Code</i>	<i>Ord. No.</i>	<i>Date Passed</i>
Building Permit - Residential Fixed Fees (Cont'd)						
Mechanical, new home	34.15	Occasion	\$100 plus MN surcharge			
Plumbing, new fixture or opening	52.03	Occasion	\$100 plus MN surcharge			
Re-roofing	34.15	Per unit	\$50 plus MN surcharge		384	5-21-09
Re-siding	34.15	Per unit	\$50 plus MN surcharge		384	5-21-09
Steps	34.15	Per unit	\$25 plus MN surcharge		384	5-21-09
Window replacement	34.15	Per unit	\$50 plus MN surcharge		384	5-21-09
Building Permit - Residential Valuation Based Fees						
Detached accessory structure	34.15	Occasion	Valuation \$28 sq. ft. plus MN surcharge			
Residential new home	34.15	Construction valuation	Valuation plus MN surcharge			
Residential plan review	34.15	Construction valuation	65% of building permit fees		384	12-21-95
Residential three season porch	34.15	Occasion	Valuation \$50 sq. ft. plus MN surcharge			

Fees, Charges, and Rates

<i>Type of License or Permit</i>	<i>Code Section</i>	<i>Term and Conditions</i>	<i>Amount of Fee</i>	<i>'74 Code</i>	<i>Ord. No.</i>	<i>Date Passed</i>
LICENSING AND PERMITS						
Adult oriented / Adult use business	117.06	Annual license fee	\$2,000		346	4-15-04
Adult oriented / Adult use business	117.06	Minimum fee for Investigation / background check for application	\$5,000		346	4-15-04
Burning permit, trash	93.03	Occasion	\$15		224	7-30-81
Cigarettes	113.04	Year	\$50		319	8-17-00
Driveway permits		Occasion	\$10		224	7-30-81
Explosives	93.30	Occasion	\$25		224	7-30-81
Fireworks	111.01	Occasion	\$10		224	7-30-81
Gambling, bingo	116.27	Occasion	\$10		246	12-9-82
		Year	\$150		246	12-9-82
Gambling; raffles, pull-tabs, tip boards, paddle wheels	116.06	Occasion	\$10		246	12-9-82
		Year	\$150		246	12-9-82
Gambling, combination	Ch. 116	Year	\$250		246	12-9-82
Interim use permit	Ch. 156.186	Occasion	\$200		377	7-10-08
List of property owners	155.043	Occasion	\$30		-	2-15-96
Search		Occasion	\$5		-	9-21-89
Sewer construction	53.016	Occasion	\$50		329	12-20-01

Milaca - Administration

<i>Type of License or Permit</i>	<i>Code Section</i>	<i>Term and Conditions</i>	<i>Amount of Fee</i>	<i>'74 Code</i>	<i>Ord. No.</i>	<i>Date Passed</i>
LICENSING AND PERMITS (Cont'd)						
Snowmobiles, organized event	73.06	Occasion, up to three days	\$5		176	1-20-77
Solicitors and peddlers (non- profit org.)	115.03	Occasion	\$50			
Solicitors and peddlers (profit organization)	115.03	Occasion	\$50			
Special assessment search		Occasion	\$25			
Street excavating	92.06	Occasion	\$100	620:80		
Street obstructions	92.35	Occasion	\$5		224	7-30-81
Taxi-cab	112.03	Year; per vehicle	\$10		284	9-12-85
Transient merchant		Occasion	\$50		426	5-18-17
Vacation of street, alley, or easement	155.043	Occasion	\$100		-	2-15-96
Vehicle, oversize or overweight	70.02	Occasion	\$5	700: 169.86		
Water, service pipe excavation	51.24	For repairs; per occasion	\$25	550:00		
LIQUOR						
Intoxicating liquor, club	114.05	Under 200 members; year	\$300			
		200 to 500 members; year	\$500			
		Above 500 members; year	\$650			

Fees, Charges, and Rates

<i>Type of License or Permit</i>	<i>Code Section</i>	<i>Term and Conditions</i>	<i>Amount of Fee</i>	<i>'74 Code</i>	<i>Ord. No.</i>	<i>Date Passed</i>
LIQUOR (Cont'd)						
Intoxicating liquor, investigation	114.07	Occasion	\$50 (maximum total of \$500)		224; -	7-30-81; 6-20-97
Intoxicating liquor, on-sale	114.05	Year	\$2,200		-; -	3-24-94; 6-20-97
Intoxicating liquor, Sunday on-sale	114.05	Year; with liquor on-sale permit	\$100 additional		-	3-24-94
Intoxicating liquor, wine on-sale	114.05	Year	\$1,000		224; -	7-30-81; 6-20-97
Liquor, 3.2% malt, on-sale	114.28	Year	\$500		-	6-20-97
Liquor, 3.2% malt, off-sale	114.28	Year	\$300			
Liquor, 3.2% malt, temporary on-sale	114.28	Occasion; up to seven days	\$100		-	6-20-97
PARK RENTAL FEES						
Rec Park						
Band shell		Occasion	Resident \$40 Non-resident \$50 \$75 deposit			
Gorecki Community Center		Monday-Thursday	Resident \$50 Non-resident \$60 \$150 deposit		422	1-19-17
		Friday-Sunday	Resident \$100 Non-resident \$120			
Lion's shelter		Occasion	Resident \$40 Non-resident \$50			

Milaca - Administration

<i>Type of License or Permit</i>	<i>Code Section</i>	<i>Term and Conditions</i>	<i>Amount of Fee</i>	<i>'74 Code</i>	<i>Ord. No.</i>	<i>Date Passed</i>
PARK RENTAL FEES (Cont'd)						
Rec Park (Cont'd)						
New shelter		Occasion	Resident \$40 Non-resident \$50			
Small shelter		Occasion	Resident \$40 Non-resident \$50			
Wedding and/or reception		Includes band shell and lion's shelter and new shelter	Resident \$150 Non-resident \$200			
Reineke Park						
Civic shelter		Occasion	Resident \$40 Non-resident \$50			
East shelter		Occasion	Resident \$40 Non-resident \$50			
Fitzpatrick shelter		Occasion	Resident \$40 Non-resident \$50			
Riverview Park						
Main shelter		Occasion	Resident \$40 Non-resident \$50			
Wedding event		Occasion	Resident \$50 Non-resident \$100			
Park facility rental			\$500 deposit from the sponsor of community event when reserving a park. The deposit shall be returned at the conclusion of the event provided the cleanup from the event has been satisfactory		383	3-19-09

Fees, Charges, and Rates

<i>Type of License or Permit</i>	<i>Code Section</i>	<i>Term and Conditions</i>	<i>Amount of Fee</i>	<i>'74 Code</i>	<i>Ord. No.</i>	<i>Date Passed</i>
ZONING						
Conditional use permit	156.150	Occasion	\$200		-; 353	2-15-96; 10-21-04
Grading plans		Occasion	\$25		224	7-30-81
Lot split	155.043	Occasion	\$200		-; 353	2-15-96; 10-21-04
Park dedication fee	155.069	New residential subdivisions, including planned unit development and mobile home parks	\$800 per single family residential unit, \$250 per unit in multi-family buildings.		338	11-20-03
Planned unit development			\$200, plus \$10 per lot		353	10-21-04
Plat, final	155.024	Occasion	\$100		-; 353	2-15-96; 10-21-04
Plat, preliminary	155.020	Occasion	\$200, plus \$10 per lot		-; 353	2-15-96; 10-21-04
PUD final development plan	155.043	Occasion	\$100, plus \$10 per lot		-	2-15-96
PUD preliminary development plan	155.043	Occasion	No charge		-	2-15-96
Rezoning	156.150	Occasion	\$200		-; 353	2-15-96; 10-21-04
Subdivision review, minor	155.043	Occasion	\$30 base; \$10 per unit		224	7-30-81
Subdivision review, major; 4-15 lots	155.043	Occasion	\$100 base; \$20 per unit		224	7-30-81
Subdivision review, major; 16-30 lots	155.043	Occasion	\$100 base; \$15 per unit		224	7-30-81

<i>Type of License or Permit</i>	<i>Code Section</i>	<i>Term and Conditions</i>	<i>Amount of Fee</i>	<i>'74 Code</i>	<i>Ord. No.</i>	<i>Date Passed</i>
ZONING (Cont'd)						
Subdivision review, major; 31 or more lots	155.043	Occasion	\$100 base; \$10 per unit		224	7-30-81
Variance	156.168	Occasion	\$200		-; 353	2-15-96; 10-21-04
Zoning permit		Occasion	\$10		224	7-30-81
Zoning appeal	156.168	Occasion	\$100			

(Ord. 416, passed 12-17-15; Am. Ord. 422, passed 1-19-17; Am. Ord. 426, passed 5-18-17)
Penalty, see § 10.99

WATER AND SEWER RATES AND CHARGES

§ 34.40 SEWER RATES; SCHEDULE.

The occupant of any premises connected with the municipal sewage system shall pay as basic rental charges for the use of the sewage system the amounts as set forth below and in § 34.30 above. ('74 Code, § 540:00) (Am. Ord. 366, passed 11-16-06; Am. Ord. 388, passed 3-18-10; Am. Ord. 404, passed 12-19-13; Am. Ord. 416, passed 12-17-15)

<i>Residential and Commercial</i>	<i>Charge</i>
Base rate	\$2.00
Minimum	\$8.50
Usage (in 100 cubic feet)	(cost per 100 cubic feet)
1 and up	\$2.75
Sewer only	\$20.00

Fees, Charges, and Rates

<i>Item</i>	<i>Code Section</i>	<i>Description</i>	<i>Charge</i>	<i>Ord. No.</i>	<i>Date Passed</i>
Appeal	53.102		\$15	303	4-21-88
Deposit		New account	\$15	238	7-8-82
Sewer access charge	53.016	Per connection	\$1,500	329; 353; 361	12-20-01; 10-21-04; 11-22-05
Use		Per month rate based upon the water meter reading, an amount for sewer services; a cap on the residential monthly sewer charge shall be established for sewer used during the months of June, July, August, and September of each year. The sewer cap is set at 11 cu. ft. No residential account shall be charged for more than 11 cu. ft. of sewer usage during those months.	\$2.45 per 100 cu. ft.	334; 337; 351; 366	4-17-03; 6-19-03; 8-19-04; 11-16-06
Use, category B customer	53.078	Customer service, monthly	\$1.75		
	53.078	Usage volume, monthly	\$0.68 per 100 cu. ft.		
	53.077	BOD surcharge (BOD 300 mg/l), monthly	\$0.03 per lb.		
	53.077	TSS surcharge (TSS 340 mg/l), monthly	\$0.01 per lb.		
	53.078	Debt service, monthly	\$0.70 per 100 cu. ft.		

§ 34.41 WATER RATES AND CHARGES; SCHEDULE.

(A) Rates and charges for water use and service are hereby established for connection into the municipal water system and the use thereof in the amounts set forth in the table which follows and in § 34.30 above. All water sold shall be on the basis of meter readings except in the case of minimum charges.

(74 Code, § 550:00) (Am. Ord. 334, passed 4-17-03; Am. Ord. 366, passed 11-16-06; Am. Ord. 383, passed 3-19-09; Am. Ord. 388, passed 3-18-10; Am. Ord. 404, passed 12-19-13; Am. Ord. 416, passed 12-17-15)

Fees, Charges, and Rates

<i>Item</i>	<i>Code Section</i>	<i>Description</i>	<i>Charge</i>	<i>'74 Code</i>	<i>Ord. No.</i>	<i>Date Passed</i>
Applicant fee	51.16		\$6		334	4-17-03
Deposit	51.04	New account	\$15		238	7-8-82
Late payment	51.04	If bill not paid by the fifteenth of the month	10% additional		-	9-10-87
Meter reading	51.25	First time, if needed	\$1		-	9-10-87
	51.25	Second consecutive time	\$5		-	9-10-87
Meter, radio transmission equipment	51.25	Failure to allow access for installation	\$50 per month		-	5-20-97
Meter testing	51.25		\$25	550:00		
Reconnection fee			\$30		383	3-19-09
Shut off of water supply		Shut off for customer request	\$15		334	4-17-03
Turn on fee	51.16	Turning on water during normal business hours after disconnection for non-payment	\$30		383	3-19-09
	51.16	Turning on water outside normal business hours regardless of reason for reconnection	\$90		383	3-19-09
Water access charge	51.18; 51.20	Per unit	\$1,000		329; 353; 361	12-20-01; 10-21-04; 11-22-05

Milaca - Administration

	<i>Charge</i>
<i>Residential</i>	
Base rate	\$11.50
Minimum	\$2.50
Usage	\$3.75 per hundred cubic feet
<i>Commercial</i>	
Base rate	\$11.50
Minimum	\$2.50
Usage (in 100 cubic feet)	(cost per 100 cubic feet)
1 to 30	\$3.75
31 and on up	\$3.00

(B) The city establishes the following Residential Equivalency Charges (REC) so each user of the city water and sewer system shall be paying a fair price for their proportionate use of the system. The REC for a facility not included in the list below will be determined by the City Council.

<i>Facility</i>	<i>Parameter</i>	<i>REC Units</i>
Apartment buildings	1 unit	1
Automobile service	2 service bays	1
Banquet room	1,000 sq. ft. GFA	1
Barber shop	4 chairs	1
Beauty parlors	8 stations	1
Bowling alley	8 alleys	1
Car wash (self service)	1 stall	1
Car wash (automatic)	1 bay	1
Churches	250 seats	1
Clubs, lodges	1,150 sq. ft.	1
Day care centers	14 people (clients and staff)	1
Gas station		1

Fees, Charges, and Rates

<i>Facility</i>	<i>Parameter</i>	<i>REC Units</i>
Convenience store	500 sq. ft. GFA	1
Group home	5 beds	1
Health club (showers)	700 sq. ft. GFA	1
Health club (no showers)	2,400 sq. ft. GFA	1
Laundromat	6 washing machines	1
Library	2,400 sq. ft	1
Liquor store (on-sale)	20 seats	1
Motel, hotel	2 rooms	1
Museum	2,400 sq. ft. GFA	1
Nursing home	3 beds	1
Office (general)	2,400 sq. ft. GFA	1
Office (medical, dental)	825 sq. ft. GFA	1
Restaurant (full service)	8 seats	1
Restaurant (fast service)	22 seats	1
Retail stores	3,000 sq. ft. GFA	1
Schools	1,000 sq. ft. GFA	1
Swimming pools	900 sq. ft. pool area	1
Theaters	60 seats	1
Warehouses	15 employees	1

(Ord. 329, passed 12-20-01; Am. Ord. 403, passed 7-18-13)



Calls for Service By Type

5/1/2018 to 5/31/2018

Type	Sub Type		Total
911 Hang Up		4	4
Accident		3	3
Agency Assist		29	29
Alarm		15	15
Animal		13	13
Assault		2	2
CDTP		7	7
Child Neglect		1	1
Civil Issue		2	2
Community Contact		7	7
Community Contact		2	2
Death Investigation		1	1
Disturbance		5	5
Domestic		2	2
Driving Complaint		8	8
Family Services Referral		11	11
Fire		4	4
Found Property		2	2
Fraud-Forgery-Scam		6	6
Funeral Escort		2	2
Harassment Complaint		3	3
Icr Misc		39	39
Juvenile Complaint		4	4
Lockout		5	5
Medical		24	24
Missing Juvenile		1	1
Noise Complaint		3	3
Parking Complaint		11	11
Public Assist		10	10
Pursuit		1	1
Remove Unwanted		2	2
Suicidal Party		2	2
Suspicious Activity		42	42
Theft		7	7
Threats Complaint		5	5
Traffic		43	43
Trespass Complaint		1	1
Vulnerable Adult Report		1	1
Welfare Check		14	14
Grand Total		344	344

DRAFT FOR COUNCIL REVIEW ONLY
ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MILACA CODE OF ORDINANCES PROHIBITING
AND ESTABLISHING PENALTIES FOR ANY PERSON HOSTING AN EVENT OR
GATHERING WHERE ALCOHOL IS PRESENT AND IS BEING POSSESSED OR
CONSUMED BY PERSON UNDER TWENTY-ONE (21) YEARS OF AGE

___.1 **Authority.** This ordinance is enacted pursuant to Minn. Stat. §145A.05 Subdivision

___.2 **Definitions.** For purposes of this ordinance, the following terms have the following meanings:

- (A) "Alcohol" means ethyl alcohol, hydrated oxide of ethyl, or spirits of wine, whiskey, rum, brandy, gin, or any other distilled or fermented spirits including dilutions and mixtures thereof from whatever source or by whatever process produced.
- (B) "Alcoholic beverage" means alcohol, spirits, liquor, wine, beer, and every liquid or solid containing alcohol, spirits, wine, or beer, and which contains one-half of one percent or more of alcohol by volume and which is fit for beverage purposes either alone or when diluted, mixed, or combined with other substances.
- (C) "Event or gathering" means any group of three or more persons who have assembled or gathered together for a social occasion or other activity.
- (D) "Host or Allow" means to aid, conduct, entertain, organize, supervise, control, or permit a gathering or event.
- (E) "Parent" means any person having legal custody of a juvenile:
 - (1) As natural, adoptive parent, or step-parent;
 - (2) As a legal guardian; or
 - (3) As a person to whom legal custody has been given by order of the court.
- (F) "Person" means any individual, partnership, co-partnership, corporation, or any association of one or more individuals.
- (G) "Residence" or "premises" means any home, yard, farm, field, land, apartment, condominium, hotel or motel room, or other dwelling unit, or a hall or meeting room, park, or any other place of assembly, public or private, whether occupied on a temporary or permanent basis, whether occupied as a dwelling or

specifically for an event, gathering, party or other social function, and whether owned, leased, rented, or used with or without permission or compensation.

(H) "Underage person" is any individual under twenty-one (21) years of age.

__3

Prohibited Acts.

- (A) It is unlawful for any person(s) to;
- (1) host or allow an event or gathering;
 - (2) at any residence, premises, or on any other private or public property;
 - (3) where alcohol or alcoholic beverages are present;
 - (4) when the person knows or reasonably should know that an underage person will or does:
 - (i) consume any alcohol or alcoholic beverage; or
 - (ii) possess any alcohol or alcoholic beverage with the intent to consume it; and
 - (5) the person fails to take reasonable steps to prevent possession or consumption by the underage person(s).
- (B) A person is criminally responsible for violating Chapter _____ above if the person intentionally aids, advises, hires, counsels, or conspires with or otherwise procures another to commit the prohibited act.
- (C) A person who hosts an event or gathering does not have to be physically present at the event or gathering to be liable for prosecution under this Ordinance, provided their conduct falls within Section _____ (A) or (B).

__4

Exceptions.

- (A) This ordinance does not apply to conduct solely between an underage person and his or her parents while present in the parent's household.
- (B) This ordinance does not apply to legally protected religious observances
- (C) This ordinance does not apply to duly licensed on-sale or off-sale liquor licensees, 3.2 percent malt liquor licensees, municipal liquor stores, or bottle club permit holders who are regulated by Minn. Stat. §340A.503 Subd.1 (a) (1).

(D) This ordinance does not apply to situations where underage persons are lawfully in possession of alcohol or alcoholic beverages during the course and within the scope of his or her employment.

.5 **Enforcement.** This ordinance shall be enforced by any duly licensed law enforcement officer.

.6 **Severability.** If any section, subsection, sentence, clause, phrase, word, or other portion of this ordinance is, for any reason, held to be unconstitutional or invalid, in whole, or in part, by any court of competent jurisdiction, such portion shall be deemed severable, and such unconstitutionality or invalidity shall not affect the validity of the remaining portions of this law, which remaining portions shall continue in full force and effect.

.7 **Penalty.**

- (I) Violation of Subdivision _____ is a misdemeanor, punishable by up to 90 days in jail and a fine in the amount of \$1,000.00, and
- (J) A social host shall be liable for the costs of providing enforcement services in response to an event in which minors have obtained, possessed, or consumed alcoholic beverages. Such costs include, but are not limited to, attorney's fees in the event of litigation.

This ordinance shall become effective upon summary publication in the newspaper of record for the City of Milaca, Minnesota.

Adopted this _____ day of _____, 2018.

Harold Pederson, Its Mayor

ATTEST:

Tammy Pfaff, Its City Manager

GUIDANCE:

Engineering judgment should be used to establish intersection control. The following factors should be considered:

- A. Vehicular, bicycle, and pedestrian traffic volumes on all approaches;
- B. Number and angle of approaches;
- C. Approach speeds;
- D. Sight distance available on each approach; and
- E. Reported crash experience.

YIELD or STOP signs should be used at an intersection if one or more of the following conditions exist:

- A. An intersection of a less important road with a main road where application of the normal right-of-way rule would not be expected to provide reasonable compliance with the law;
- B. A street entering a designated through highway or street; and/or
- C. An unsignalized intersection in a signalized area.

In addition, the use of YIELD or STOP signs should be considered at the intersection of two minor streets or local roads where the intersection has more than three approaches and where one or more of the following conditions exist:

- A. The combined vehicular, bicycle, and pedestrian volume entering the intersection from all approaches averages more than 2,000 units per day;
- B. The ability to see conflicting traffic on an approach is not sufficient to allow a road user to stop or yield in compliance with the normal right-of-way rule if such stopping or yielding is necessary; and/or
- C. Crash records indicate that five or more crashes that involve the failure to yield the right-of-way at the intersection under the normal right-of-way rule have been reported within a 3-year period, or that three or more such crashes have been reported within a 2-year period.

* YIELD or STOP signs should not be used for speed control.

Missing Stop intersections in Ordinance

3rd Ave NE and 12th St NE	northbound	
3rd Ave NE and 12th St NE	southbound	
3rd Ave NE and 13th St NE	westbound	
4th Ave NE and 13th St NE	southbound	
14th St NE and 4th Ave NE	eastbound	
11th St NW and 4th Ave NW	westbound	
6th St SW and 2nd Ave SW	westbound	
5th St SE and 10th Ave SE	westbound	
2nd Ave NW & 10th St NW	northbound and southbound	change

JUNE PARKS MEETING

6/5/2018 6:30 pm Rec Park

Members Present: Gary, Matt, Joe, Kevin, Cindy

Council Liaison: Mayor Pedersen

1. Gary: Update on Parks

Reineke Park: there were 3 Elm trees that were in need of taking down due to an infestation of ants.

Rec Park: Zip Line scheduled to be completed tomorrow. The Rock Wall is anchored in, located between the playground equipment and the splash park. The Splash Park is very active. Cindy reported the Chain link fence on the RR bridge is in need of repair due to vandalism; may opt to install a different fencing. There are reports of vandalism in the Gorecki building, the soap dispensers are continuously ripped off the walls, TP stolen, may opt to install a key pad entry for evening hours, that code would be given to campers. Pete reported the Pavers are in need of additional sand; Pete will ask Tammy James to paint the faded pavers to freshen them up. There are 2 pavers that are cracked and in need of replacing, possibly damaged from kids jumping off the bandshell directly onto the pavers. There are additional spots to add pavers, which will be advertised for sale. Camper pads are in process, asphalt scheduled for Thursday. There is a fee of \$250 paid to the State for campsites, Pete will ask Tammy to check on the limit of campsites that price allows, currently there are 4 campsites, however, tent sites will need to be included in the total allotted sites. Gary will post a No Parking sign for non camper parking.

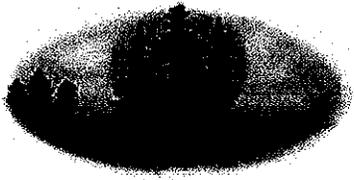
2. Trails: The majority of the new signage is completed, new signs for ski trails, easy course & horse signs, maps have been printed and are located in the mail box at the meadow entrance. 2 barriers have been placed at the north cemetery entrance & dump hill & trail camera to deter ATV entry. Cindy reported the small bridge over the culvert at the river head that Greg build and installed is missing/stolen.
3. Disc Golf: Kevin is coordinating The First Annual Milaca Rum River Disc Golf Tournament, scheduled for June 23 that will consist of 2 Divisions, Open & Amateur. 100% payback. Kevin is working on forming a weekly league play.
4. Volleyball courts & Horse Shoe pits will be installed after the Milaca Festival weekend.
5. Kevin Martner has been asked to join the Parks Committee and has accepted. Welcome Kevin!!

7:30 Meeting Adjourned.

Next meeting July 3, 6:30 at Rec Park, inclement weather: American Legion.

Respectively submitted,

Cindy Biederman
Secretary

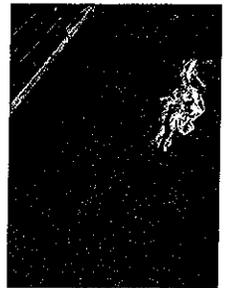


Milaca Public Works

Supervisor's Report for May - June 2018

Public Works:

- Main Lift station pump plugged 5-23 causing a power surge and some electrical damage in the lift station panel. The cause was a jail jumpsuit being in the sanitary sewer.
- Seal coating to be done July 3rd.
- Senior Center had a wastewater backup – Lift pump in building replaced.
- Sickie mowed wastewater ponds.
- Streets are being painted.
- Hole patch parade route.
- Discharge completed in wastewater ponds.
- Patching streets from water main breaks over the winter.
- High school toured Water plant on 5-15.
- Museum Pine trees removed.

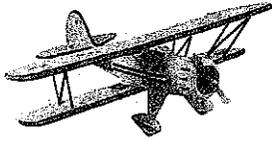


Parks:

- Installation of Zip Venture and climbing wall completed.
- Disc golf signs installed.
- Splash pad turned on.
- Plaque in Teal's pocket park installed for Free Masons
- New trail signs being installed.
- 3 dead Elm trees removed from Reineke Park.

Airport:

- Mowing.
- Class 5 added to airport road.



CITY OF MILACA
AIRPORT COMMISSION MEETING
MAY 23, 2018 – 6:00 P.M.

AGENDA

Call to Order

Roll Call –

1. Adopt Minutes

Old Business

- Judd's Property Purchase-Grant Agreement with MNDOT.
- Fence Encroachment- they have to put up reflective tape on both sides of poles within 60 days of attorney's letter.

New Business

- Governor's Award- Airport of the Year- Consider a Granite 19 x 13 Framed Plaque
- 2019 CIP Review of projects.
- Contracted Mowing of Airport

Airport Managers Report

- Review of Operations
- Other

Other Business

Adjourn

Milaca Airport Commission
Meeting held on May 23th, 2018
Meeting Minutes

Present; Chair-Steve Nelson, Commission Members- Leo Vos, Ken Muller, Airport Manager-John Oldenburg, City Manager-Tammy Pfaff.

Others Present-Sheryl West and Airport Engineer Ron Roetzel.

Steve called the meeting to order at 6:00 p.m.

Agenda Items;

Adopt Minutes. Upon a motion by Muller to approve the minutes, the motion was then seconded by Vos. All in favor.

Old Business- Review of the Judd Property-The City Manager updated the Commission on the progress of the grant agreement for the land portion and we are approved by MNDOT for the grant. Just waiting for MNDOT to sign and return the grant agreement.

Fence Encroachment- Reflective tape needs to be placed on the fence posts from the property owner. John with follow up on this with the owner.

New Business- Governor's Award- Airport of the year. The City Manager presented the possibility of having a granite plaque made for a cost of \$268.44, but stated we would need to get donations for this plaque. Ron from Bolton and Menk offered a donation to cover the amount of the granite plaque. Nelson stated that Steve Burklund should be sent a thank you for all the years he spent maintaining the airport. The City Manager stated the thank you will be sent from the Airport Commission.

The Commission discussed the Capital Improvement Plan and with the land acquisition the Airport Layout Plan will have to be updated for MnDot. The commission was in favor upon a motion by Vos and seconded by Muller to move forward with the grant request to update the Airport Layout Plan and a Wildlife study. All in favor.

Contracted mowing- Commission felt it was not needed at this time.

Airport Managers Report of Operations- John Oldenburg updated the commission on the conditions of the airport. John stated the taxi way needs to be repaired; he will work on patching areas that need repair. Nelson commented on the nice job this past winter on plowing but mentioned that the sides of the snowbanks need to be around 18 inches so planes will not hit the wings on the snow. The City Manager asked if there were any incidents and Steve stated there were no incidents. The discussion proceeded into trying to get the runway plowed as soon as possible and the City Manager stated the policy is the city streets are plowed first then the airport will be plowed.

The Fly In was discussed and it was noted that Dave Smith will donate the dumpsters and also that it will need to get posted on MNDOT's website.

The next meeting will be on July 12th at 6:00 pm.

With no other business before the commission, the meeting was adjourned upon a motion by Muller and seconded by Vos at 7:25 p.m. All members in favor of the motion.

Respectfully Submitted by Tammy Pfaff-City Manager

June 4, 2018

Mr. Daniel Boerner, P.E.
Central Region Airport Development Engineer
Minnesota Department of Transportation, Office of Aeronautics
222 East Plato Blvd.
St. Paul, MN 55107

RE: Grant Request – Airport Layout Plan (ALP) Update
Milaca Municipal Airport (18Y)

Dear Mr. Boerner:

Please find enclosed the scope of work for development of the Airport Layout Plan (ALP) update project at the Milaca Municipal Airport. The City of Milaca has accepted the work order agreement for this project.

The scope of the project includes analysis of future building area potential and updating the ALP to meet current MnDOT Office of Aeronautics standards. The project will also include a narrative report to document these findings and a wildlife hazard site analysis completed by the U.S. Department of Agriculture.

Planning Services (Bolton & Menk, Inc.) and Wildlife Services (USDA)	\$98,000.00
Total State Share (95%):	\$93,100.00
Total Local Share (5%):	\$4,900.00

The City of Milaca requests a State grant agreement in the amount of **\$93,100.00** for the 2018 Airport Layout Plan update project. If you need any additional information, please feel welcome to contact me at TPfaff@milacacity.com or (320) 983-3141.

Sincerely,

Tammy Pfaff
City Manager

cc: Ron Roetzel, Bolton & Menk, Inc.

Enclosures:

- Scope of work and fee for the ALP update project

EXHIBIT I

BASIC SERVICES BY CONSULTANT AIRPORT PLANNING, ENGINEERING AND CONSTRUCTION SERVICES

2018 AIRPORT LAYOUT PLAN UPDATE

MILACA MUNICIPAL AIRPORT CITY OF MILACA, MINNESOTA

DESCRIPTION

The CONSULTANT agrees to provide Airport Planning and Engineering services required for the Airport Layout Plan Update at the Milaca Municipal Airport (herein referred to as the **Project**).

I.A. BASIC SERVICES

BACKGROUND

The City of Milaca would like to update the Airport Layout Play (ALP) for the Milaca Municipal Airport to meet current design standards and evaluate the future building area layout. The ALP update will also analyze any other airport projects to potentially occur over the next 20 years.

PROJECT UNDERSTANDING

MnDOT Office of Aeronautics requires the ALP for each airport be kept up to date with current plans. In order to conform to these standards, an ALP is necessary to reflect the proposed building area development in addition to any other development deemed necessary within the next 20 years at the airport. We understand the ALP update will focus on building area development for T-hangars and bay hangars, analysis of the airspace around the airport, and evaluate the existing runway configuration.

An ALP update narrative report will also be created to detail the justification for the development on the ALP.

PROJECT SCOPE

For purposes of this Agreement, the Basic Services to be provided by the CONSULTANT are as follows:

- Task 1 – Project Development and Public Involvement
- Task 2 – Airport Survey Data
- Task 3 – Airport Layout Plan Development
- Task 4 – Narrative Report Development

The following sections describe the project scope elements for this planning effort. The discussion of each element that follows includes a detailed breakdown of the sub-elements that together makeup the scope of work. Preparation of an Airport Layout Plan update will follow State guidelines. In addition, FAA guidelines will be used for the requirements of the Narrative Report and also for airport design standards within FAA Advisory Circular 150/5300-13A *Airport Design* as it stands at the time of the executed Work Order.

TASK 1 – PROJECT DEVELOPMENT AND PUBLIC INVOLVEMENT

PROJECT DEVELOPMENT

1.0 Project Formulation

It is important at the onset of the planning process to define a detailed scope of services for conduct of the Airport Layout Plan. The study design includes development of a comprehensive scope of services, definition of effort necessary to accomplish the work scope, and preparation of realistic work effort and cost budgets for completing the work. It also serves to organize the project planning team so that the necessary study efforts are effectively executed and the participant roles and responsibilities are clearly defined.

A project scoping meeting will be held with staff from the City of Milaca, representatives from the airport and MnDOT Aeronautics for the purpose of reviewing the overall project and scope elements to be completed as part of this project. Input from this meeting will be incorporated into the overall project scope.

2.0 Prepare/Negotiate Contract

The effort for this element includes preparation of this scope of services for the planning effort. The deliverables for this element will be draft and final scope of services, project schedule, an agreed-upon project planning budget and an agreement for the proposed planning work. The scope of services, the schedule and the budget will all be detailed by study element. In addition to elements, the budget will be identified using rates by role, labor hours by task, and reimbursable costs. These documents will form the basis of the agreement to provide professional services for this project.

3.0 Project Management

Projects such as this Airport Layout Plan demand a refined approach to project management to achieve success. This is especially true at the beginning of the process when the goals, direction, criteria, assumptions, roles, and expectations are developed. Continuous and timely coordination with the Airport and its designated project manager will be provided throughout the study. Project management tasks will continue throughout all aspects of the agreed-upon project schedule.

This effort includes communication among the project team for purposes of tracking the progress of the ALP and Narrative Report. Managing the various technical work tasks among the project team is necessary for a successful project. Project management duties will include:

- Developing and documenting the project plan
- Organizing the project team
- Launching the project activities
- Executing project activities
- Monitoring and controlling the project to achieve results
- Managing/mitigating risks and solving challenges
- Invoicing and monitoring project budget

Regular project status briefings will take place throughout the study process. These briefings will include status reports of current work, upcoming meetings and work effort and discussion of any challenges in the ALP update effort which may affect the schedule, process or budget.

Airport Primary Point of Contact
Tammy Pfaff, City Manager

Bolton & Menk Point of Contact
Melissa Underwood, Aviation Planner

Secondary Point(s) of Contact
N/A

Secondary Point(s) of Contact
Ron Roetzel, P.E., Client Service Manager

PUBLIC INVOLVEMENT MEETINGS

The project meetings for this project are defined below:

4.0 City Staff and Airport Personnel Meetings

Purpose: City staff and users of the Milaca Municipal Airport will provide input on information being considered and findings being developed throughout the project. They will help assess airport issues and needs and be a vital part of the overall project. This group will act as a sounding board for proposed development alternatives, as well as be a conduit for information among various interest groups throughout the community. Interaction with City staff and airport personnel will be essential for the review and assessment of project information that will ultimately be incorporated into the ALP.

Description: The CONSULTANT's role will be to attend up to four (4) public City staff and airport personnel meetings throughout the project. Meetings will be held during the following project phases:

City Staff and Airport Personnel Meetings:

- Meeting No. 1 – Project kickoff and needs assessment.
- Meeting No. 2 – Building area development alternatives – Review and approval.
- Meeting No. 3 – Additional airport development alternatives – Review and approval.
- Meeting No. 4 – Present ALP & Narrative Report for submittal to MnDOT Aeronautics.

These meetings will be coordinated by the airport owner with the consultant notified.

5.0 Agency Meetings

Aviation agencies including MnDOT Office of Aeronautics provide critical input, direction, and feedback throughout the airport planning process. Gaining concurrence throughout the project aids in concurrence of the future development plans at the airport. The CONSULTANT's role will be to attend and present at up to two (2) Agency meetings throughout the project. Meetings will be held during the following project phases:

- Meeting No. 1 – Evaluate and review building area and additional airport development alternatives.
- Meeting No. 2 – Review draft ALP update document.

These meetings are planned to be more technical, one-on-one meetings with MnDOT Aeronautics staff. Representatives from the Airport may attend in person or via teleconference if so desired.

TASK 2 – AIRPORT SURVEY DATA

6.0 Aeronautical Survey

Existing airport infrastructure and obstruction data will need to be collected in order to accurately develop the ALP and to satisfy airspace obstruction requirements. A ground survey will be used to gather the necessary information to complete the ALP.

Geodetic Control is necessary to establish project control tied to the National Spatial Reference System (NSRS) to establish accurate vertical and horizontal benchmarks. The horizontal datum will be NAD83 and the vertical datum will be NAVD88.

TASK 3 - AIRPORT LAYOUT PLAN DEVELOPMENT

7.0 ALP Document Production

The Airport Layout Plan (ALP) will be developed to show the proposed building area and any additional long-term development needs for the Airport over the 20-year planning period. The primary focus of this ALP update will be on the building area, the airport access, the location of the Arrival/Departure building and additional Fixed Based Operator hangar(s) on the apron. The runway will remain as a 2,900-foot turf runway with no future extension or paving planned. A crosswind runway is not required nor contemplated at this time. The CONSULTANT shall prepare ALP sheets and prepare project base mapping with existing and planned future features, all in GIS format.

The CONSULTANT will produce an ALP set in accordance with the Standard Procedure for FAA Review and Approval of Airport Layout Plans (ALPs), Standard Operation Procedures 2.00, and applicable State of Minnesota standards. Preparation of the ALP update will be based on the findings of the previous tasks and will include the following individual drawings:

- Title Sheet
- Airport Layout Plan Drawing
- Part 77 Airspace Drawing
- Runway 16 Approach Plan & Profile
- Runway 34 Approach Plan & Profile
- Building Area Plan
- Land Use Plan
- Airport Property Map

The Airport Layout Plan will consist of 24" x 34" sheets, containing sufficient data to obtain approval from MnDOT Aeronautics. The CONSULTANT will prepare draft versions of the ALP for CLIENT review. Once approved by the Airport, copies of the ALP will be sent to MnDOT Aeronautics for review by their airport development, planning, and operations staff. Comments will be incorporated into the ALP and submitted back to MnDOT Aeronautics for final approval. The documentation will include the following:

- Two (2) Airport draft ALP sets (1 for CONSULTANT and 1 for CLIENT review)
- Five (5) MnDOT draft ALP sets (1 for CLIENT, 3 for MnDOT, 1 for CONSULTANT)
- Five (5) final ALP sets for MnDOT and CLIENT signature (2 for CLIENT, 2 for MnDOT, and 1 for CONSULTANT)

The CONSULTANT will develop a transmittal package for each draft submittal which contains required supporting documentation for MnDOT review. Electronic PDF copies of the ALP can be provided to the CLIENT upon request.

Preparation of these documents will be coordinated closely with MnDOT Aeronautics and CLIENT staff. Final documents will reflect appropriate responses to comments received on draft materials from all reviewing agencies. Deliverables will include the MnDOT Aeronautics – approved ALP.

TASK 4 - AIRPORT LAYOUT PLAN NARRATIVE REPORT

8.0 ALP Narrative Report

An effective airport plan places emphasis on developing concise, effective study documentation. Several types of materials will be produced to document the planning process as noted below. The report will be provided for local and agency review.

ALP Narrative Report

The CONSULTANT shall prepare 10 spiral-bound copies of a draft and final ALP Narrative Report. This report will summarize the ALP update and document the findings of the elements outlined in this scope of services. This report will be written so that it can be easily understood by the general public. The format of the report will be based on the individual sections or chapters developed in the individual technical elements of this project.

Anticipated sections/chapters of the ALP Narrative Report include:

- Project background
- Inventory
- Assessing user needs
- Building area alternatives analysis
- Additional need development
- Implementation
- ALP update
- Wildlife Hazard Site Analysis Summary
- Appendices

Electronic files of the ALP narrative report in PDF format will be distributed to the CLIENT in addition to the spiral-bound copies.

Executive Summary

The CONSULTANT will prepare an Executive Summary of the ALP narrative report, summarizing the results of the analysis.

TASK 5 – WILDLIFE HAZARD SITE ANALYSIS

9.0 Wildlife Hazard Site Analysis

The USDA will conduct a one to three day Wildlife Hazard Site Visit and complete a Wildlife Hazard Management Plan. The findings from the site visit and management plan will be included in the Narrative Report. The Narrative Report will also summarize any current wildlife control measures occurring at the airport.

I.B. ADDITIONAL SERVICES

Consulting services performed other than those authorized under Section I.B. shall not be considered part of the Basic Services and shall be authorized by the CLIENT as Additional Services in writing. Additional Services consist of those services, which are not generally considered to be Basic Services; or exceed the requirements of the Basic Services; or are not definable prior to the commencement of the project; or vary depending on the technique, procedures or schedule of the project contractor. Additional services may consist of the following:

1. Completion of additional special studies not identified in Section I.A.
2. Periodic completion of grant reimbursement requests.

3. Work related to attending and/or facilitating additional meetings beyond those identified in the above scope. These meetings would be authorized as needed by the CLIENT at an hourly basis per meeting, however these are likely not reimbursable under the State grant.
4. Review and analyze the existing turf runway for paving and/or extension.
5. Add a crosswind runway.
6. Full ALP update to current FAA standards.
7. All other services not specifically identified in Section I.A.

I.C. CONSIDERATION

The services described above in Section I.A. BASIC SERVICES shall be provided as follows:

TASK	SERVICE DESCRIPTION	AMOUNT	TERMS
1	Project Development and Public Involvement	\$17,535	Lump Sum
2	Airport Survey Data	\$11,590	Lump Sum
3	Airport Layout Plan Development	\$36,950	Lump Sum
4	Airport Layout Plan Narrative Report	\$26,925	Lump Sum
5	Wildlife Hazard Site Analysis	\$5,000	Lump Sum

TOTAL FEE AGREEMENT	\$98,000
MnDOT Participation (90%)	\$93,100
Local Participation (10%)	\$4,900

Progress payments shall be made in accordance with the Attached Fee Schedule and Section III of the Master Agreement.

I.C. AUTHORIZATION

City of Milaca, Minnesota

Bolton & Menk, Inc.

By: _____
Ms. Tammy Pfaff
City Manager

By: _____
Mr. Ronald Roetzel, P.E.
Principal Engineer

**DETAILED WORK PLAN
ESTIMATED PERSON-HOURS AND FEES**

SPONSOR: MILACA MUNICIPAL AIRPORT
PROJECT: 2018 ALP UPDATE
BMI PROJECT No.: T51.116623
CONSULTANT: BOLTON & MENK, INC.

**WORK ORDER NO. 1
AIRPORT PLANNING SERVICES**

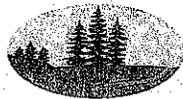
Item No.	Description	Principal Manager \$180.00	Project Manager \$155.00	Project Engineer \$155.00	GIS Technician \$75.00	Licensed Land Surveyor (2 person crew) \$120.00	Environmental Planner \$115.00	Clerical \$75.00	Total Hours	Cost Summary
TASK 1 - PROJECT DEVELOPMENT AND PUBLIC INVOLVEMENT										
1.0	Project Formulation	3	3	0	0	0	0	0	6	\$1,005.00
2.0	Prepare/Negotiate Contract	3	3	0	0	0	0	4	10	\$1,305.00
3.0	Project Management	4	4	0	0	0	0	0	8	\$1,340.00
4.0	City Staff and Airport Personnel Meetings	30	40	0	10	0	0	0	80	\$12,350.00
5.0	Agency Meetings	2	3	0	10	0	0	0	15	\$1,575.00
Total Hours		42	53	0	20	0	0	4	119	\$17,575.00

TOTAL ROUNDED FOR LUMP SUM \$98,000.00

TOTAL ANTICIPATED STATE SHARE (95%) \$93,100.00
TOTAL ANTICIPATED LOCAL SHARE (5%) \$4,900.00

Item No.	Description	Principal Manager \$180.00	Project Manager \$155.00	Project Engineer \$155.00	GIS Technician \$75.00	Licensed Land Surveyor (2 person crew) \$120.00	Environmental Planner \$115.00	Clerical \$75.00	Total Hours	Cost Summary
TASK 2 - AIRPORT SURVEY DATA										
6.0	Aeronautical Survey	0	8	0	10	80	0	0	98	\$11,500.00
Total Hours		0	8	0	10	80	0	0	98	\$11,500.00
TASK 3 - AIRPORT LAYOUT PLAN DEVELOPMENT										
7.0	ALP Document Production	10	130	0	200	0	0	0	340	\$36,950.00
Total Hours		10	130	0	200	0	0	0	340	\$36,950.00
TASK 4 - AIRPORT LAYOUT PLAN DEVELOPMENT										
8.0	ALP Narrative Report	10	100	0	100	0	10	13	233	\$26,925.00
Total Hours		10	100	0	100	0	10	13	233	\$26,925.00
TOTAL TASK 1 - DESIGN										\$17,575.00
TOTAL TASK 2 - CONSTRUCTION ADMINISTRATION										\$11,500.00
TOTAL TASK 3 - AIRPORT LAYOUT PLAN DEVELOPMENT										\$36,950.00
TOTAL TASK 4 - AIRPORT LAYOUT PLAN DEVELOPMENT										\$26,925.00

MAY 24 2018



CITY OF MILACA SPECIAL EVENT PERMIT APPLICATION

Permit No. _____
Return to City Hall By: _____
Date of Application: _____

NAME OF SPECIAL EVENT: Food Concession Stand at Milaca Parade & Rec Park

TYPE OF SPECIAL EVENT: Parade _____ Runs/Walks _____ Other: Rec Park

Applicant's or Organization's Name: Lynn Anderson LLC / Hunter's Grill Mobile

Name of Contact Person: Lynn Anderson Daytime Phone: 320-224-9231

Address: 17508 State Hwy 18 Evening Phone: 320-224-9231
Finlayson MN 55735 Fax Phone #: N/A

Email Address: lynneggert@yahoo.com

Other permits may be required for your event. This application will allow you to apply for the Special Event Permit along with Street Closings, Banners/Signs, and Parade Permits. All information needed for these permits are attached to this application. You must obtain a separate application for Park/Shelter Reservations, Temporary 3.2. Malt Beverage license, or Fireworks Permit.

Starting Date June 21, 2018 Starting Time 2 pm

Ending Date June 21, 2018 Ending Time 11 pm?

Estimated Number of Participants Attending the Event _____

Number of Sanitary Facilities _____ Sanitary Locations _____

Where will Individuals Park _____

Will Security Be Provided Yes No Explain Arrangements: _____

If using a public address system, give the location of speakers _____

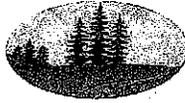
How will drinking water be provided _____

Will electricity be required, and if so, how will it be provided Generator + plug in
at Rec Park - Camp Site

How will refuse be disposed of Dumpsters in Park

Will the Special Event require the use of a park/shelter Yes No
 (if yes, a park/shelter reservation form must be obtained from the City of Milaca)

Pull behind w/ truck



CITY OF MILACA SPECIAL EVENT PERMIT APPLICATION

* ATTACHMENT INCLUDED

Permit No. _____
Return to City Hall By: _____
Date of Application: <u>05.21.18</u>

NAME OF SPECIAL EVENT: REC FEST

TYPE OF SPECIAL EVENT: Parade _____ Runs/Walks _____ Other: _____

Applicant's or Organization's Name: CITY PARKS COMM

Name of Contact Person: HAROLD PETE PEDERSEN Daytime Phone: 320-239-2654

Address: MILACA CITY HALL Evening Phone: _____

ATT-MAYOR PETE Fax Phone #: _____

Email Address: CPMHPETE@YAHOO.COM

Other permits may be required for your event. This application will allow you to apply for the Special Event Permit along with Street Closings, Banners/Signs, and Parade Permits. All information needed for these permits are attached to this application. You must obtain a separate application for Park/Shelter Reservations, Temporary 3.2, Malt Beverage license, or Fireworks Permit.

Starting Date 7-25-2018 Starting Time 6:00 PM

Ending Date 7-29-2018 Ending Time 5:00 PM

Estimated Number of Participants Attending the Event 250-300

Number of Sanitary Facilities 6 Sanitary Locations SPREAD OUT
SO WITHIN 400 FEET
OF CAMPERS

Where will Individuals Park CAMPING LOTS & SPACE ON REC-FEST SITE

Will Security Be Provided Yes Explain Arrangements: MILACA POLICE
 No

If using a public address system, give the location of speakers BANDSHELL

How will drinking water be provided - COREAKI BUILDING AND LION SHELTER

Will electricity be required, and if so, how will it be provided - YES - PARK OUTLETS AND INDIVIDUAL CAMPERS

How will refuse be disposed of J.M'S MILLS DISPOSAL

Will the Special Event require the use of a park/shelter Yes No
(if yes, a park/shelter reservation form must be obtained from the City of Milaca)

BANNERS & SIGNS

IF YOUR EVENT REQUIRES BANNERS OR SIGNS, YOU MUST COMPLETE THIS SECTION
(Attach a separate sheet if necessary)

Banner description(s) and location, including size, method of construction and wording:

BANNER(S): DIRTATION BANNERS - OFF RIGHT WAY'S
&
BANNERS WITHIN PARK

Date Banner to be put up SOME 7-25 OTHER 7-26 Date Banner to be taken down 7-29-2018
Contact Person PETE PEDERSON Telephone Phone 320-239-2657 Cell Telephone _____

Sign description(s) and location, including size, method of construction and wording:

SIGN(S) OFF RIGHT AWAY'S
RED PARK SANDWICH BOARDS

Date Sign to be put up SOME 7-25 OTHER 7-26 Date Sign to be taken down 7-29-2018
Contact Person _____ Telephone Phone _____ Cell Telephone _____

BANNER & SIGN RULES

Special events temporary signs for non-profit organizations are permitted which are temporary displays which are erected to celebrate, commemorate or observe a civil or religious holiday. These signs shall be removed from the premises within ten days following completion of the special event. The special event signs shall not exceed four feet by eight feet in size.

Special events temporary signs shall not be erected more than 90 days before the date of the special event; an extension of this time limit may be obtained only by variance.

Public portable signs may be erected by the city and/or a non-profit corporation to advertise community-interest events and which public portable signs shall be placed upon public property. All public portable signs shall not be erected more than seven days before the date of the special event and shall be promptly removed following the event.

The Building Inspector may order the removal of any sign in violation of city ordinance.

***FOR CITY STAFF USE ONLY**
SPECIAL EVENT PERMIT ROUTING

SIGN IF APPROVED

COMMENTS

City Administration

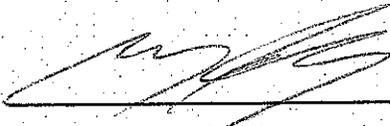
(date)

Milaca Police Dept.

Variances cause concern
if community members complain
regarding noise. Safety concern
about golf carts on grass in
park/under use.

(date)

Street Dept.



5-22-12

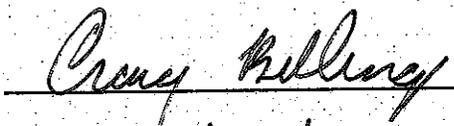
(date)

Building/Zoning Admin.

CITY ORDINANCE states
that REQUIRES SET
HOURS FOR FIRES

(date)

Fire Chief
Parks Dept.



5/22/12

(date)

RETURN COVER SHEET WITH YOUR SIGNATURE AND
COMMENTS TO CITY HALL AS SOON AS POSSIBLE.

ATTACHMENT TO SPECIAL PERMIT

VARIANCE FOR RECFEST 2018

THESE ARE THE SAME AS APPROVED LAST YEAR

- 1. Golf carts can cross Central at 2nd street NW**
- 2. Under 16 can use golf carts in Rec Park for working
may not have anyone else ride with them.**
- 3. Parking allowed on grass.**
- 4. Park hours are suspended.**
- 5. Music on bandshell done at 10:30 PM but allowed
jamming music at tent and camp sites.**
- 6. Camping can be at designed sites and are allowed
to have campfires only if attended and with no hours
of restriction.**

ADDITIONAL NOTES

**The state of Minnesota has granted a special event
Certificate for Recfest. All regulations and guidelines as
set by the state will be enforced.**