

CITY OF MILACA
CITY COUNCIL MEETING
COUNCIL AGENDA
May 16, 2019

1. Call Meeting to Order 6:30 p.m.
2. Pledge of Allegiance
3. Roll Call- Present: Mayor-Pete Pedersen__ Council Members; Dave Dillan__ Lindsee Larsen__ Norris Johnson__ Cory Pedersen__ Absent;_____
4. **Approval of Agenda** MB__2nd__AIF__O__
5. **Consent Agenda** MB__2nd__AIF__O__
 - A. Approval of the Minutes – April 18, 2019
 - B. Approval of Bills and Treasurer’s Report
 - C. Resolution 19-20 Resolution accepting Final Donation from Dorothy Gorecki.
 - D. Resolution 19-21 Resolution Assessing unpaid Water/Sewer Bills
 - E. Approve Transfer amount from Capital Improvement fund to Gen Fund \$44,230- Sam to FT & IF
 - F.
6. **Citizen Open Forum-**
7. **Requests and Communications-** Girl Scout Project- Request to build a Neighborhood library in Rec Park.
8. **PUBLIC HEARING-**
9. **Ordinances and Resolutions-**
10. **Ordinance No. 450– FIRST READING-Amendment to Liquor ordinance-** MB__2nd__AIF__O__
11. **Review Ordinance - Chapter 73, Recreational Vehicles**
12. **Reports of Departments, Boards and Commissions**
 - G. Police Department- Monthly Activity-
 - H. Parks Commission- Monthly Activity-
 - I. Public Works Department- Activity Report- Award Project Bid 2019 Street Projects MB__2nd__AIF__O__
 - J. Public Works department- GO Street Reconstruction Bonds Financing-Select Term MB__2nd__AIF__O__
 - K. Planning Commission – **Conditional Use Permit-Outside Patio in B-2 District** MB__2nd__AIF__O__
 - L. Economic Development Commission- April 22nd Minutes
 - M. Fire Department-
 - N. Airport Commission- Next meeting June12th
 - O. MCAT-IF – TCI Phase 3
 - P. Joint Powers Board- No Activity
 - Q. Safety Committee-
13. **Unfinished Business**
14. **New Business-**
15. Special Event Permit- Milaca Chamber Parade and Festival Week-Street Closures MB__2nd__AIF__O__
16. Peddlers Permit- MB__2nd__AIF__O__
17. **Council Comments**
18. Adjourn _____p.m. MB__2nd__AIF__O__

REMINDER- THE NEXT COUNCIL MEETING IS JUNE 13TH

**MILACA CITY COUNCIL MINUTES
APRIL 18, 2019 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: Dave Dillan, Norris Johnson, Lindsee Larsen and Cory Pedersen.

Councilors Absent:

Staff present: City Manager Tammy Pfaff, Police Chief Todd Quaintance, Police Officer Henry Harris Police Officer Craig Elgin, City Attorney Damien Toven, Public Works Supervisor Gary Kirkeby and Building Official Marshall Lind and Fire Chief Craig Billings.

Also Present (Signed In) Tim Hennagir, Jesse Gerads, Sherie Billings, Carl Nordquist, Mary Stimmler, Dan Hollenkamp.

Approval of the Agenda

Mayor Pedersen called for a motion to approve the agenda that included an addition of the selection of the committee for the dispute resolution with Mille Lacs County. A motion was introduced by Council member C. Pedersen and the motion was seconded by Johnson. Motion carried unanimously.

Consent Agenda

Motion by C. Pedersen, second by Dillan, to approve the consent agenda items as follows:

- a) Minutes of the March 21, 2019 City Council Meeting and the amended Special Council April 8th 2019 meeting, which included the comments from the school.
- b) Bills for Payment and Treasurer's Report
- c) **Resolution 19-17** Resolution accepting monetary donation from Dorothy Gorecki. It was stated by Mayor Pedersen that the money is designated to the Parks, Police Department, Fire Department and multiple projects including \$23,000 to go to Rum River Community Foundation. The Parks Commission will meet to determine the list of projects.
- d) **Resolution 19-18** Resolution accepting AED equipment donation from Viking Gas.

Citizens Forum-

Requests and Communications- Audit presentation year ending 12/31/2018 by Carl Nordquist.

Public Hearing –

Ordinances and Resolutions

Ordinance No. 448- First Reading- Adopting the supplement to the Code of Ordinances. First reading was approved upon a motion by council member Dillan and seconded by Pedersen. Motion carried unanimously. A motion was then introduced to suspend the first reading by Johnson and seconded by Dillan. Motion carried unanimously. A motion was introduced by council member Johnson to adopt Ordinance No. 448, and the motion was seconded by Dillan. Motion carried unanimously.

Resolution 19-19 Approving a public hearing for the annexation of city owned property in Borgholm Township of 6.23 acres. Upon a motion by Dillan a Public Hearing is set for June 13th at 6:30 p.m. The motion was seconded by Johnson. Motion carried unanimously.

Ordinance No. 449 First Reading- Annexation in Borgholm Township of 6.23 acres. The second reading will be in June. A motion to approve the first reading was introduced by council member Johnson and seconded by C. Pedersen. Motion carried unanimously.

Review of Liquor Ordinance- The council discussed the distance from a church. Council will remove the 300 feet from the ordinance. The ordinance will be brought back to the next council meeting for the first reading.

Reports of Departments, Boards and Commissions

Police Department- Council reviewed the monthly report. Police Chief Todd Quaintance gave the Oath of Office to Police Officer Henry Harris.

Parks Commission – Mayor reviewed the parks activity. Presented for council approval from the donation from Dorothy Gorecki was the playground equipment from the state bid for Trimble Park. Upon a motion by Dillan and seconded by Johnson the purchase was approved and not to exceed \$160,000. Motion carried unanimously.

Presented for council approval from the donation from Dorothy Gorecki was the UTV Kubota RTV 1100 from the state bid for the trail system. Upon a motion by Johnson and seconded by Larsen the purchase was approved for \$14,565. Motion carried unanimously.

Presented for council approval from the donation from Dorothy Gorecki was the digital sign as presented with two quotes. Upon a motion by Dillan to select the lowest quote from RGB at \$33,250 and the cost of electric and Wi-Fi connection, the motion was then seconded by C. Pedersen. Motion carried unanimously.

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

Bituminous Seal Coat Project - council reviewed three quotes; Allied Blacktop Company \$85,919.10, Pearson Bros. Inc. \$55,800 and Asphalt Surface Technologies Corp \$88,512.60. Norwest submitted a quote to do the crack filling which council referred to the recommendation from Gary that Public Works do the crack filling as they have done each year. Gary requested that the money be used to take care of the alley behind First National Bank. Council was in agreement to fix the alley and instructed Gary to get quotes. Upon a motion made by Council member C. Pedersen to accept the low quote from Pearson Bros. Inc., the motion was then seconded by Dillan. Motion carried unanimously.

Jetting and televising sewer line quotes - two quotes were received from Johnson Jetline \$35,300 to include free GIS mapping and a six year contracted price guarantee for prices not to change and Nelson Sanitation \$37,700. Gary Kirkeby recommended Johnson Jetline to council. Upon a motion by Johnson to select Johnson Jetline, the motion was seconded by C. Pedersen. Motion carried unanimously.

Planning and Zoning Commission-

Economic Development Commission- Minutes presented.

Fire Department- Request for Proposals for a Fire Truck- 3000 gallon tanker pumper. One proposal was received from Midwest Fire for \$302,420.00. A motion was made by Dillan to approve the purchase for the fire truck. The motion was seconded by Larsen. It was noted that the payment for the fire truck would be taken out of fire department reserves. Motion carried unanimously.

Airport Commission-

MCAT – Dillan stated the Indoor Fishing event was even bigger than the previous year. Dillan also commented that the city was selected for the Childcare Grant through the Initiative Foundation.

New Business-

Committee for the Mille Lacs County Dispute Resolution. Mayor Pete Pedersen and City Engineer Phil Gravel were selected to meet with the county upon a motion by Dillan and seconded by C. Pedersen. Motion carried unanimously.

June Council meeting date change. The meeting will be held on June 13th due to the Milaca parade. Upon a motion by Johnson to approve the date change of the city council meeting, the motion was seconded by C. Pedersen. Motion carried unanimously.

Council Comments

Mayor Pedersen asked the council for comments:

C. Pedersen- Gave thanks to the Gorecki Family for the park donation.

Dillan- Stated he will be attending the ECRDC meeting on April 22nd.

Adjourn

With no other business presented before the council, a motion to adjourn was made by Johnson and seconded by C. Pedersen, all present voted in favor and the meeting adjourned at 7:58 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# 819086E	EFTPS-STATE TAXPAYMENT	4/16/2019	\$2,135.43	STATE W/H
Paid Chk# 819087E	EFTPS-STATE TAXPAYMENT	4/16/2019	\$149.53	STATE W/H
Paid Chk# 819094E	EFTPS-STATE TAXPAYMENT	5/1/2019	\$2,181.16	STATE W/H
Paid Chk# 819095E	EFTPS-STATE TAXPAYMENT	5/1/2019	\$149.53	STATE W/H
Paid Chk# 819102E	EFTPS-STATE TAXPAYMENT	5/13/2019	\$2,202.79	STATE W/H
Paid Chk# 819103E	EFTPS-STATE TAXPAYMENT	5/13/2019	\$149.53	STATE W/H
Paid Chk# 819110E	CENTERPOINT ENERGY	5/21/2019	\$1,887.65	NATURAL GAS
Paid Chk# 819111E	EAST CENTRAL ENERGY	5/7/2019	\$11,474.15	ELECTRIC
Paid Chk# 819112E	MILACA LOCAL LINK	5/20/2019	\$306.02	PHONE SERVICE
Paid Chk# 819113E	INCONTACT INC	5/30/2019	\$75.17	LONG DISTANCE SERVICE
Paid Chk# 819114E	MIDCONTINENT COMMUNICATIONS	5/6/2019	\$65.00	INTERNET-
	Total Checks		\$20,775.96	

CITY OF MILACA
Check Summary Register
10100 General Bank - Checks

	Name	Check Date	Check Amt	Description
Paid Chk# 045100	AMAZON	4/24/2019	\$3,377.11	COMPUTER ROUTER-POLICE
Paid Chk# 045101	BLUE CROSS BLUE SHIELD OF MINN	4/24/2019	\$13,777.68	MEDICAL INSUR-MAY 2019
Paid Chk# 045102	DELTA DENTAL OF MINNESOTA	4/24/2019	\$33.50	PED DENTAL-MAY 2019
Paid Chk# 045103	FAMILY HERITAGE LIFE INS CO	4/24/2019	\$79.00	SUPPL LIFE INS - MAY 2019
Paid Chk# 045104	L.E.L.S.	4/24/2019	\$255.00	POLICE UNION DUES-APR 2019
Paid Chk# 045105	MIDWEST FIRE EQUIP & REPAIR CO	4/24/2019	\$9,151.00	DOWN PMT-TANKER PUMPER CHASSIS
Paid Chk# 045106	MN BENEFIT ASSOCIATION	4/24/2019	\$572.08	LIFE/DENTAL-MAY 2019
Paid Chk# 045107	UNUM LIFE INSURANCE CO	4/24/2019	\$603.95	LIFE, STD, LTD-MAY 2019
Paid Chk# 045108	VERIZON WIRELESS	4/24/2019	\$784.71	APR WIRELESS ROUTER SVC
Paid Chk# 045109	VISA	4/24/2019	\$756.83	MEDICAL SUPPLIES-POLICE-TIGER
Paid Chk# 045110	U.S. POSTAL SERVICE	4/30/2019	\$248.67	APRIL BILLINGS
Paid Chk# 045111	FRONTIER	5/7/2019	\$1,015.44	PHONE SVC-WATER
Paid Chk# 045112	JIM'S MILLE LACS DISPOSAL	5/7/2019	\$497.84	COMPOST-APRIL
Paid Chk# 045113	MILACA BLDG CENTER	5/7/2019	\$3,124.46	TRAINING SUPPLIES-FIRE
Paid Chk# 045114	AFFORDABLE INC	5/16/2019	\$990.00	T-SHIRTS-RUNNING IN THE RUFF
Paid Chk# 045115	AMERIPRIDE	5/16/2019	\$143.49	RUGS-LIBRARY
Paid Chk# 045116	AW RESEARCH LABORATORIES	5/16/2019	\$155.00	TESTING-SEWER
Paid Chk# 045117	BERG, SAMUEL	5/16/2019	\$62.50	CELL PHONE REIMB-2ND QTR 2019
Paid Chk# 045118	BILLINGS SERVICE	5/16/2019	\$1,588.92	REPAIR-JP
Paid Chk# 045119	BLACK DIAMOND CONTRACTING	5/16/2019	\$41.81	OVERPMT-1112 9TH ST NE
Paid Chk# 045120	BROTHERS FIRE & SECURITY	5/16/2019	\$10.50	FIRE EXTINGUISHER-WATER
Paid Chk# 045121	CHAMPLIN, CITY OF	5/16/2019	\$400.00	HOCKEY RINK MATERIALS
Paid Chk# 045122	CORE & MAIN LP	5/16/2019	\$2,250.00	SENSUS ANNUAL SUPPORT
Paid Chk# 045123	CORNER MART	5/16/2019	\$909.49	GAS-POLICE
Paid Chk# 045124	DIAMOND MAPS	5/16/2019	\$360.00	WATER PRO SUBSCRIPTION
Paid Chk# 045125	DILLAN, DAVID	5/16/2019	\$215.24	MASTER GARDENER SPRAYER-HCP
Paid Chk# 045126	DOVE FRETLAND PLLP	5/16/2019	\$3,629.30	CRIMINAL RETAINER-APRIL
Paid Chk# 045127	E.C.M. PUBLISHERS, INC.	5/16/2019	\$310.55	2019 STREET PROJECT AD
Paid Chk# 045128	EARL F. ANDERSEN, INC.	5/16/2019	\$63.45	LIBRARY SIGNS
Paid Chk# 045129	EMERGENCY RESPONSE SOLUTION	5/16/2019	\$660.10	UNIFORMS-FIRE
Paid Chk# 045130	FIRE EQUIPMENT SPECIALTIES INC	5/16/2019	\$153.37	HELMET STRAPS/FLASHLIGHTS-FIRE
Paid Chk# 045131	FLOWERPOT GREENHOUSE	5/16/2019	\$617.00	PLANTED POTS DOWNTOWN
Paid Chk# 045132	GALBA, EUGENE	5/16/2019	\$93.17	OVERPMT-345 7TH ST NW
Paid Chk# 045133	GALL'S INC.	5/16/2019	\$83.76	UNIFORM FASTENERS-POLICE
Paid Chk# 045134	GENERATOR POWER SYSTEMS	5/16/2019	\$1,957.94	GENERATOR REPAIR-WATER
Paid Chk# 045135	GK CONSULTING LLC	5/16/2019	\$757.00	CLOUD BACKUP-FIRE
Paid Chk# 045136	GOPHER STATE ONE-CALL, INC.	5/16/2019	\$70.20	APRIL LOCATES
Paid Chk# 045137	GRAFIX SHOPPE	5/16/2019	\$665.00	NEW SQUAD DECALS/WRAP
Paid Chk# 045138	GRAINGER	5/16/2019	\$67.18	DITCH BLADE-TRAILS
Paid Chk# 045139	GRANITE ELECTRONICS	5/16/2019	\$470.00	RADIO REPAIR-FIRE
Paid Chk# 045140	GRANITE LEDGE ELECTRIC	5/16/2019	\$125.65	REPAIR LIGHT/GFI - AIRPORT
Paid Chk# 045141	HABERMAN, DIONNE	5/16/2019	\$180.96	APR 2019 OGILVIE MILEAGE
Paid Chk# 045142	HACH COMPANY	5/16/2019	\$140.80	TESTING SUPPLIES
Paid Chk# 045143	HOLIDAY COMPANIES	5/16/2019	\$910.99	GAS-PW
Paid Chk# 045144	IPRINT TECHNOLOGIES	5/16/2019	\$214.00	PRINTER TONER-PATTI
Paid Chk# 045145	KNIFE RIVER CORP. - NORTH CENT	5/16/2019	\$1,200.00	CLASS 5 AGGREGATE
Paid Chk# 045146	KOCH'S HARDWARE HANK	5/16/2019	\$268.47	SUPPLIES-AIRPORT

CITY OF MILACA
Check Summary Register
10100 General Bank - Checks

	Name	Check Date	Check Amt	Description
Paid Chk# 045147	LANO EQUIPMENT INC	5/16/2019	\$19,071.17	2019 KUBOTA RTV UTILITY VEHICL
Paid Chk# 045148	LIGHTHOUSE PRINTING	5/16/2019	\$65.00	BUSINESS CARDS-POLICE
Paid Chk# 045149	M.C.F.O.A.	5/16/2019	\$45.00	MEMBERSHIP-T PFAFF
Paid Chk# 045150	MARTIN-MCALLISTER	5/16/2019	\$500.00	H HARRIS EVALUATION
Paid Chk# 045151	MID STATE TREE SERVICE	5/16/2019	\$650.00	TREE REMOVAL-PW
Paid Chk# 045152	MILACA AUTO VALUE	5/16/2019	\$81.88	PARTS-PW
Paid Chk# 045153	MILACA CHAMBER OF COMMERCE	5/16/2019	\$461.69	MAR 19 LODGING TAX
Paid Chk# 045154	MILACA IRON & METAL	5/16/2019	\$546.27	KUBOTA-METAL RACK
Paid Chk# 045155	MILACA UNCLAIMED FREIGHT	5/16/2019	\$33.96	HITCH FOR KUBOTA
Paid Chk# 045156	MN COMPUTER SYSTEMS, INC.	5/16/2019	\$162.45	COPIER MAINTENANCE-DEP REG
Paid Chk# 045157	MN FIRE SERVICE CERTIFICATION	5/16/2019	\$920.00	FF I/FF II CERTIFICATION-S KAD
Paid Chk# 045158	MINNESOTA POLLUTION CONTROL	5/16/2019	\$2,195.00	ANNUAL PERMIT FEE
Paid Chk# 045159	NORTHLAND BUSINESS SYSTEMS	5/16/2019	\$90.00	TECH SUPPORT-TRANSCRIPTION SOF
Paid Chk# 045160	PFAFF, TAMMY	5/16/2019	\$156.60	LEAD ACADEMY TRNG-5/2
Paid Chk# 045161	QUILL CORPORATION	5/16/2019	\$75.72	OFC SUPPLIES-CITY
Paid Chk# 045162	RGB OUTDOOR	5/16/2019	\$16,625.00	DEPOSIT-LED SIGN BY MUSEUM
Paid Chk# 045163	RIVERLAND COMMUNITY COLLEGE	5/16/2019	\$300.00	2019 FIRE SCHOOL-C SMITH/A ZIE
Paid Chk# 045164	SENTRY SYSTEMS, INC.	5/16/2019	\$80.00	BATTERIES-ALARM PANEL-CITY HAL
Paid Chk# 045165	SOURCEWELL	5/16/2019	\$285.00	CITY/COUNTY SOLUTIONS TRNG-T P
Paid Chk# 045166	ST. CLOUD REFRIGERATION	5/16/2019	\$4,350.00	REPLACE FURNACE DUCT-CITY HALL
Paid Chk# 045167	STANTEC	5/16/2019	\$16,338.05	MILL/OVERLAY 8TH ST/6TH AVE
Paid Chk# 045168	SUPER X POWER	5/16/2019	\$6.96	PARTS-PW
Paid Chk# 045169	TEAL'S MARKET	5/16/2019	\$23.76	BREAKROOM SUPPLIES
Paid Chk# 045170	TIMMER IMPLEMENT	5/16/2019	\$74.00	PARTS-PW
Paid Chk# 045171	WATER CONSERVATION SERVICE II	5/16/2019	\$609.76	LEAK LOCATE-1ST ST/3RD AVE
	Total Checks		\$117,790.38	

CITY OF MILACA
Check Summary Register
10900 Liquor Bank - ACH

	Name	Check Date	Check Amt	Description
Paid Chk# 919021E	EAST CENTRAL ENERGY	5/7/2019	\$1,687.83	ELECTRIC
Paid Chk# 919022E	CENTERPOINT ENERGY	5/10/2019	\$289.52	NATURAL GAS
Paid Chk# 919023E	MN DEPT OF REVENUE	5/20/2019	\$16,253.00	LIQUOR SALES TAX
Paid Chk# 919024E	MILACA, CITY OF (WATER/SEWER)	5/14/2019	\$32.70	WATER/SEWER
Paid Chk# 919025E	HIBU	5/1/2019	\$129.99	WEB HOSTING-
	Total Checks		\$18,393.04	

CITY OF MILACA
Check Summary Register
10900 Liquor Bank - Checks

	Name	Check Date	Check Amt	Description
Paid Chk# 024819	VERIZON WIRELESS	4/24/2019	\$0.98	APR DIGITAL SIGN
Paid Chk# 024820	BELLBOY CORP.	5/1/2019	\$3,901.55	LIQUOR
Paid Chk# 024821	BENT BREWSTILLERY	5/1/2019	\$677.18	LIQUOR
Paid Chk# 024822	BERNICKS	5/1/2019	\$3,966.60	BEER
Paid Chk# 024823	BREAKTHRU BEVERAGE MN	5/1/2019	\$6,532.91	WINE
Paid Chk# 024824	C & L DISTRIBUTING CO.	5/1/2019	\$23,529.06	BEER
Paid Chk# 024825	DAHLHEIMER DISTRIBUTING CO.	5/1/2019	\$44,879.35	BEER
Paid Chk# 024826	FRONTIER	5/1/2019	\$144.97	MAY SERVICE
Paid Chk# 024827	GLACIAL RIDGE WINERY	5/1/2019	\$67.02	BEER
Paid Chk# 024828	INITIATIVE FOUNDATION	5/1/2019	\$23,000.00	RRCF CONTRIBUTION
Paid Chk# 024829	JOHNSON BROTHERS LIQUOR CO.	5/1/2019	\$21,507.70	DELIVERY
Paid Chk# 024830	MINNESTALGIA WINERY	5/1/2019	\$192.00	BEER
Paid Chk# 024831	PAUSTIS WINE CO.	5/1/2019	\$1,028.75	DELIVERY
Paid Chk# 024832	PHILLIPS WINE AND SPIRITS	5/1/2019	\$3,817.27	LIQUOR
Paid Chk# 024833	SOUTHERN GLAZERS OF MN	5/1/2019	\$12,075.34	DELIVERY
Paid Chk# 024834	WATSON COMPANY	5/1/2019	\$4,686.72	MISC
Paid Chk# 024835	WINE MERCHANTS	5/1/2019	\$174.30	WINE
Paid Chk# 024836	JIM'S MILLE LACS DISPOSAL	5/9/2019	\$91.26	REFUSE COLLECTION
Paid Chk# 024837	AMERICAN BOTTLING CO.	5/16/2019	\$214.90	NA
Paid Chk# 024838	AMERIPRIDE	5/16/2019	\$257.10	RUGS
Paid Chk# 024839	CRYSTAL SPRINGS ICE	5/16/2019	\$419.46	ICE
Paid Chk# 024840	THE FAMILY DIGEST	5/16/2019	\$55.00	ADVERTISING
Paid Chk# 024841	GRANITE CITY JOBBING	5/16/2019	\$4,565.54	DELIVERY
Paid Chk# 024842	GRANITE LEDGE ELECTRIC	5/16/2019	\$157.50	SIGN REPAIR
Paid Chk# 024843	JEYS, VICTORIA	5/16/2019	\$182.70	MMBA ANNUAL CONF MILEAGE-4/27-
Paid Chk# 024844	KOCH'S HARDWARE HANK	5/16/2019	\$41.84	SUPPLIES
Paid Chk# 024845	M. AMUNDSON LLP	5/16/2019	\$2,931.04	MISC
Paid Chk# 024846	MILLER TRUCKING INC.	5/16/2019	\$64.75	DELIVERY
Paid Chk# 024847	SCENIC SIGN CORP.	5/16/2019	\$298.13	SMALL SIGN REPAIR
Paid Chk# 024848	TEAL'S MARKET	5/16/2019	\$9.99	SUPPLIES
Paid Chk# 024849	TRUE BRANDS	5/16/2019	\$712.52	MISC
Paid Chk# 024850	VIKING BOTTLING CO.	5/16/2019	\$968.65	NA
Paid Chk# 024851	ZABINSKI BUSINESS SERVICES INC	5/16/2019	\$240.00	ONLINE BACKUPS/VERIFICATION
Paid Chk# 024852	EARL F. ANDERSEN, INC.	5/16/2019	\$87.65	NO TRUCK SIGNS
	Total Checks		\$161,479.73	

CITY OF MILACA

Council Monthly Budget Report

April 2019

DEPT Descr	2019 YTD Budget	2019 YTD Amt	Balance	2019 % of Budget Remain
Airport	\$99,075.00	\$60,372.46	\$38,702.54	39.06%
Assessing	\$10,600.00	\$27.00	\$10,573.00	99.75%
Auditing	\$7,250.00	\$7,250.00	\$0.00	0.00%
Building Inspection	\$48,960.00	\$47,671.13	\$1,288.87	2.63%
City Attorney	\$45,000.00	\$14,376.81	\$30,623.19	68.05%
City Hall	\$335,385.00	\$110,691.07	\$224,693.93	67.00%
City Manager	\$30,800.00	\$11,343.61	\$19,456.39	63.17%
Council	\$19,200.00	\$5,187.58	\$14,012.42	72.98%
Elections	\$0.00	\$0.00	\$0.00	0.00%
Fire Dept.	\$387,120.00	\$49,917.64	\$337,202.36	87.11%
Liaison Officer	\$84,850.00	\$28,937.75	\$55,912.25	65.90%
Libraries	\$26,810.00	\$8,356.10	\$18,453.90	68.83%
Ogilvie	\$63,805.00	\$23,366.67	\$40,438.33	63.38%
Parks	\$151,230.00	\$28,412.79	\$122,817.21	81.21%
Planning Comm.	\$1,000.00	\$127.32	\$872.68	87.27%
Police Dept.	\$545,285.00	\$224,055.90	\$321,229.10	58.91%
Public Works	\$300,635.00	\$100,308.71	\$200,326.29	66.63%
Recreation	\$2,500.00	\$3,193.88	(\$693.88)	-27.76%
Senior Center	\$6,700.00	\$921.10	\$5,778.90	86.25%
Treasurer	\$29,720.00	\$9,933.36	\$19,786.64	66.58%
Unallocated	\$7,200.00	\$3,156.54	\$4,043.46	56.16%
	\$2,203,125.00	\$737,607.42	\$1,465,517.58	66.52%

RESOLUTION NO. 19-20

RESOLUTION ACCEPTING DONATIONS

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

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

<u>Name of Donor</u>	<u>Amount</u>
Dorothy Gorecki	\$42,666.54

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

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

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

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

Adopted this 16th day of May, 2019.

Mayor Harold Pedersen

ATTEST

Tammy Pfaff, City Manager

RESOLUTION NO. 19 – 21

RESOLUTION ASSESSING UNPAID WATER/SEWER BILLS

BE IT RESOLVED that the following unpaid water and sewer bill be levied against the described property for 2020 property taxes, for 1 (one) year, at a rate of 7 (seven) percent per annum:

PID #	OWNER	ADDRESS	ASSESSED
21-760-0060	Villebrun, Sulvia	1135 Woodland Ct NW	\$199.67

Adopted this 16th day of May, 2019.

Mayor Harold Pedersen

ATTEST

Tammy Pfaff, City Manager

ORDINANCE NO. 450
AN ORDINANCE AMENDING TITLE XI (BUSINESS REGULATIONS) CHAPTER 114
(LIQUOR REGULATIONS) SECTION 114.08 (INELIGIBLE PERSONS AND PLACES)
AND SECTION 114.30 (CONDITIONS OF LICENSE) OF THE CITY OF MILACA
CODE OF ORDINANCES

Strikethrough represents deleted language. Underline represents added language.

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

Section

- ___ .01 Intent
- ___ .02 Ineligible Persons and Places
- ___ .03 Conditions of License
- ___ .0 Penalty

§ ___ .01 INTENT.

It is the intent of this ordinance to amend Title XI (Business Regulations) of Chapter 114 (Liquor Regulations) Section 114.08 (Ineligible Persons and Places) and Section 114.30 (Conditions of License) of the City of Milaca Code of Ordinances to eliminate the distance restrictions from churches and schools.

§ ___ .02 TITLE XI (BUSINESS REGULATIONS) CHAPTER 114 (LIQUOR REGULATIONS) SECTION 114.08 (INELIGIBLE PERSONS AND PLACES) OF THE CITY OF MILACA CODE OF ORDINANCES IS HEREBY AMENDED TO READ:

(A) *Persons ineligible for license.* No license may be issued under this subchapter to any person who fails to comply with the provisions of this subchapter, who would be ineligible for a license under state law, or who has an outstanding lien against his or her property for an unpaid debt to the city.

(B) *Places ineligible for license.*

(1) No license shall be issued for any premises which would not be eligible for a license under state statutes or the provisions of this chapter, or for any property for which taxes, assessments, or other financial claims of the city are delinquent and unpaid.

~~(2) Except for banquet facilities, no license shall be granted within 300 feet of any school or church.~~

§ ___ .03 TITLE XI (BUSINESS REGULATIONS) CHAPTER 114 (LIQUOR LICENSES) SECTION 114.30 (CONDITIONS OF LICENSE) OF THE CITY OF MILACA CODE OF ORDINANCES IS HEREBY AMENDED TO READ:

All licenses granted under this subchapter shall be subject to the following conditions and all other conditions of this chapter, and subject to all other code provisions applicable thereto:

(A) *Age of licensee.* No license shall be granted to any person under 21 years of age.

(B) *Criminal history of applicant.* No license shall be granted to any person who has been convicted of a felony or of violating the national prohibition act or any law of this state or local ordinance relating to manufacture or transportation of intoxicating liquors.

(C) *Location.* No license, except a temporary license, shall give permission to sell 3.2% malt liquor in any theater, recreation hall or center, dance hall, ball park, or other place of public gathering, for the purpose of entertainment, amusement, or playing of games, and no 3.2% malt liquor shall be consumed there. ~~No license shall be granted within 300 feet of any public school nor within 300 feet of any church. No premises which would not be eligible for a license under state statutes or the provisions of this chapter shall be permitted one herein.~~

(D) *Premises of another.* No license shall be granted to a person for sale on any premises of another where the landowner has been convicted of a violation of this subchapter, or state statute, or where any license for alcoholic beverages has been revoked for cause, for at least one year after the conviction or revocation.

(E) *Sales to minors.* No sale of any 3.2% malt liquor shall be made to any person less than 21 years of age.

(F) *Gambling.* Neither gambling, nor any gambling device prohibited by law shall be permitted in any licensed premises.

(G) *Manufacturer exclusion.* No license shall be granted to any manufacturer of 3.2% malt liquor or to anyone interested in the control of any such place, and no equipment or fixture in any licensed place shall be owned in whole or in part by this type of manufacturer.

(H) *Residence and character requirement.* Licenses shall be granted only to persons who are persons of good moral character.

(I) *Club membership requirements.* No club shall sell any alcoholic beverage except to members and to guests in the company of members.

§ ____ .04 PENALTIES.

Any person convicted of violating any provision of this chapter shall be guilty of a misdemeanor.

Adopted by the City Council of the City of Milaca this ____ day of _____, 2019.

Harold Pedersen, Mayor

ATTEST:

Tammy Pfaff, City Manager

*Review
for Changes
if needed*

CHAPTER 73: RECREATIONAL VEHICLES

Section

Snowmobiles and ATVs

- 73.01 Definitions
- 73.02 Intent
- 73.03 Operation on street
- 73.04 Unlawful operation
- 73.05 Unlawful operation on streets and the like
- 73.06 Equipment
- 73.07 Age restrictions
- 73.08 Emergency operation
- 73.09 Organized RMV events

Motorized Golf Carts

- 73.20 Use on city streets authorized
- 73.21 State statute adopted by reference
- 73.22 Permit required
- 73.23 Restricted streets; exceptions
- 73.24 Operation; visibility requirement
- 73.25 Slow moving vehicle emblem
- 73.26 Operator rights and duties; traffic regulations apply
- 73.27 Permit requirements
- 73.28 Disclaimer
- 73.29 Violation

- 73.99 Penalty

Cross-reference:

Fees, Charges, and Rates, see Ch. 34

SNOWMOBILES AND ATVS**§ 73.01 DEFINITIONS.**

For the purpose of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

OPERATE. To ride in or on and control the operation of an RMV.

OPERATOR. Every person who operates or is in actual physical control of an RMV.

OWNER. A person, other than a person with a security interest, having a property interest in or title to an RMV and entitled to the use and possession of the vehicle.

PERSON. Includes an individual, partnership, corporation, the state and its agencies and subdivisions and any body of persons, whether incorporated or not.

PUBLIC ROAD RIGHT-OF-WAY. The entire right-of-way of a public road, including the traveled portions, banks, ditches, shoulders and medians of a roadway that is not privately owned.

RECREATIONAL MOTOR VEHICLE (RMV). A self-propelled vehicle designed for travel on snow, ice or natural terrain steered by wheels, skis or runners. Snowmobiles and all-terrain vehicles (ATV) are RMVs.

REGISTER. The act of assigning a registration number to an RMV.

SNOWMOBILE TRAILS. The property designated and posted for use by RMVs.

STREET. Any public roadway, including streets, highways and alleys.
(Ord. 371, passed 11-15-07)

§ 73.02 INTENT.

It is the intent of this subchapter to limit the use of snowmobiles and ATVs within the city. Persons riding snowmobiles and ATVs may travel only the most direct route to travel to and from recreational trails outside the city but may not use city streets for excursion driving.
(Ord. 371, passed 11-15-07)

§ 73.03 OPERATION ON STREET.

(A) (1) All provisions of this title as to traffic regulation and parking shall apply to the operation of RMVs upon the streets and other public property of this municipality, except for those relating to required equipment and except those which by their nature have no application.

(2) All provisions of the Highway Traffic Regulations Act, M.S. Ch. 169, as it may be amended from time to time, and all ordinances of the city regulating traffic shall apply to the operation of RMVs upon streets and highways, except those which by their nature have no application.

(B) When operating an RMV upon a street, all such operation shall be at the extreme right of the street as near to the curb or shoulder thereof as practical under the circumstances.

(C) No person shall operate an RMV upon the roadway, shoulder or inside bank or slope of any trunk, county state aid or county highway in the city.

(D) An RMV may make a direct crossing of a street or highway, provided:

(1) The crossing is made at an angle of approximately 90 degrees to the direction of the highway and at a place where no obstruction prevents a quick and safe crossing;

(2) The RMV is brought to a complete stop before crossing the shoulder or main traveled way of the highway;

(3) The driver yields the right-of-way to all on-coming traffic which constitutes an immediate hazard; and/or

(4) If the crossing is made between the hours of one-half hour before sunset to one-half hour before sunrise or in conditions of reduced visibility, only if both front and rear lights are on.

(E) No person shall operate an RMV within the corporate limits of this municipality between the hours of 10:00 p.m. and sunrise, except that occasional operation upon a public street or a city approved trail or path after said hour shall be permitted when the operator is proceeding directly to his or her home from outside the municipality.

(F) When two or more RMVs shall be operated together or as a group, they shall stay in single file while operating upon any street and not more than three RMVs shall proceed in any single group. (Ord. 371, passed 11-15-07) Penalty, see § 73.99

§ 73.04 UNLAWFUL OPERATION.

Unless otherwise noted, it is unlawful for any person to operate an RMV:

Milaca -Traffic Code

(A) Under any circumstances that operation of a motor vehicle in a like manner would give rise to a violation of M.S. §§ 169A.20 *et seq.* (Driving While Impaired); 169A.33 *et seq.* (Underage Drink and Drive); 169A.35 *et seq.* (Open Bottle); 609.21 *et seq.* (Criminal Vehicular Homicide and Injury); as amended from time to time, which statutes are hereby incorporated herein by reference;

(B) At any rate of speed greater than 20 miles per hour on city streets;

(C) In a careless, reckless or negligent manner or heedlessly in disregard of the rights or safety of others, or in a manner so as to endanger, or be likely to endanger, or cause injury or damage to any person or property;

(D) So as to tow any person or thing on a public street or highway;

(E) In a manner so as to create loud, unnecessary or unusual noise so as to disturb or interfere with the peace and quiet of other persons;

(F) Unless the RMV has been registered or licensed as required by state statutes;

(G) Unless the driver is in possession of a valid driver's license (not required for snowmobile use);

(H) On airport property; and/or

(I) Without fully complying with the provisions of M.S. §§ 84.81 through 84.915, inclusive, and M.S. §§ 84.92 through 84.929, inclusive, and as may be amended from time to time, and all rules and regulations promulgated thereunder, and all other state statutes regulating such activities, which statutes and rules and regulations are hereby adopted and made a part hereof.

(Ord. 371, passed 11-15-07; Am. Ord. 407, passed 2-20-14) Penalty, see § 73.99

§ 73.05 UNLAWFUL OPERATION ON STREETS AND THE LIKE.

Except as herein permitted, it shall be unlawful for any person to operate an RMV in the city under the following circumstances:

(A) On private property without the express permission to do so by the owner and occupant of the property;

(B) On public school grounds, park property, playgrounds, winter recreational areas, golf courses, cemeteries or any other public places, except on posted "Snowmobile Trail" locations, unless the operator has the express permission by the proper public authority;

(C) No RMV shall be operated on public sidewalks or boulevards;

(D) On the portion of any public road right-of-way used for motor vehicle travel or the roadway of a state, trunk, county state aid or county highway, except that a city street may be used only to gain

access to and from those areas not restricted by this subchapter. Except where prohibited by state statutes or other provisions of this subchapter, RMVs may also be operated upon the ditch bottom or outside of trunk, county state aid and county highways where such highways lie within the corporate limits of the city;

(E) No RMV shall enter any intersection without yielding the right-of-way to any vehicles or pedestrians at the intersection or so close to the intersection as to constitute an immediate hazard;

(F) The operator of an RMV shall make every effort to be visible to oncoming traffic from any direction.

(G) Only the operator of the RMV shall be on the vehicle. No RMV shall be operated with any additional passengers except, as provided by state statutes, a parent or guardian may operate an ATV carrying one passenger who is under 16 years of age and who wears a safety helmet approved by the Minnesota Commissioner of Public Safety.

(Ord. 371, passed 11-15-07) Penalty, see § 73.99

§ 73.06 EQUIPMENT.

No RMV shall be operated within the city unless it shall have the following equipment:

(A) Mufflers which are properly attached, which are in good working order and which blends the exhaust noise into the overall RMV noise, is in constant operation to prevent excessive or unusual noise as is required by law and the rules and regulations of the state pertaining thereto, and no person shall use a muffler cut-out, by-pass, straight pipe or any similar device on a snowmobile;

(B) At least one headlamp, one tail lamp, each a minimum candle power as prescribed by regulations of the state, reflector material of a minimum area of 16 square inches mounted on each side forward of the handlebars;

(C) Brakes adequate to control the movement of and to stop and hold the RMV under any condition of operation; and

(D) A safety or so-called "dead-man" throttle in operating condition; a *SAFETY* or *DEAD-MAN THROTTLE* is defined as a device which, when pressure is removed from the accelerator or throttle, causes the RMV to come to a stop.

(Ord. 371, passed 11-15-07) Penalty, see § 73.99

§ 73.07 AGE RESTRICTIONS.

No person shall operate an RMV in violation of the age requirements established by state statutes. (Ord. 371, passed 11-15-07) Penalty, see § 73.99

§ 73.08 EMERGENCY OPERATION.

Notwithstanding any prohibitions in this subchapter, an RMV may be operated on a public thoroughfare in an emergency during the periods of time when, and at all locations where, snow upon the roadway renders travel by automobile impractical.

(Ord. 371, passed 11-15-07)

§ 73.09 ORGANIZED RMV EVENTS.

In accordance with M.S. § 84.87, subd. 1a., as it may be amended from time to time, and M.S. § 84.87, subd. 3, nothing in this subchapter shall prohibit the use of RMVs within the city in organized events or contests, provided the organized events or contests are conducted as hereinafter set forth.

(A) *Authorization.* Any incorporated veterans' organization and/or club, incorporated religious corporation or non-profit corporations may organize and conduct within the incorporated limits of the city an organized RMV event or RMV contest, provided the organization shall first apply to the city for and obtain a permit authorizing such organized RMV event or RMV contest.

(B) *Term.* The permits issued for said organized RMV event or contest may be for one, two, but not more than three consecutive days.

(C) *Permit required.* No organized RMV event or RMV contest shall be conducted within the city unless the sponsoring organization shall have first obtained from the city a permit therefore as provided herein, which the organizing corporation shall comply with all terms and conditions of this subchapter and of the permit issued pursuant hereto.

(D) *Application.* Any corporation as herein defined desiring to obtain a permit to give or hold or conduct an organized RMV event or RMV contest shall make verified application to City Hall upon blanks to be furnished by the City Manager. The application shall set forth in reasonable detail the dates, hours, place or places, description of event or contest to be conducted, description of security facilities and personnel, if any, and information as the Chief of Police of the city may thereafter demand. The application shall also be accompanied by acceptable documentary evidence that the applicant has or will have in force public liability insurance which will protect both the city and all members of the public who might attend the organized event and which insurance shall be in a minimum of \$600,000. The applicant shall pay to the city at the time of application a fee in an amount as the Council of this city shall set from time to time hereafter. The Chief of Police shall thereupon investigate the applying organization, the application for permit and all related fact-statements made therein and make a report to the City Council recommending either issuance or rejection of the application for permit.

(E) *Issuance of permit.* The Manager of this city, upon approval by the City Council, may issue a permit authorizing the applicant to organize and conduct such RMV organized event or RMV contest within the city for a period not to exceed three consecutive days.

(1) The Manager is hereby authorized, upon recommendation of the Chief of Police, to suspend and/or alter and change existing city ordinance and regulations regulating the operation of snowmobiles within the city so as to permit the operation thereof, under different terms and conditions, in said RMV organized events.

(2) The Manager may authorize operating a RMV during said organized RMV event on any public property and/or city-owned property, and further, may establish minimum required safety regulations and provisions to govern the operation of RMV during such RMV organized events.

(a) These regulations and provisions may include authorizing persons 12 years of age or older to so operate, providing that each such snowmobile operator shall have in his or her immediate possession a valid state snowmobile safety certificate.

(b) The said terms, regulations and provisions may also require the wearing by all RMV operators at all times of state-approved safety helmets.
(Ord. 371, passed 11-15-07)

MOTORIZED GOLF CARTS

§ 73.20 USE ON CITY STREETS AUTHORIZED.

(A) The state legislature has authorized the use of motorized golf carts on city streets, and the City Council finds there are persons within the city who would benefit from this use.

(B) The use of these motorized carts is hereby authorized subject to the conditions set forth in the code of ordinances and state law.
(Ord. 98-4, passed 7-16-98)

§ 73.21 STATE STATUTE ADOPTED BY REFERENCE.

The provisions of M.S. §§ 169.045 and 169.522, as amended, are hereby incorporated into this code by reference as if set out in full herein.

§ 73.22 PERMIT REQUIRED.

Only persons who have a valid permit issued by the city under the conditions in § 73.27 may operate a cart on any city street.

(Ord. 98-4, passed 7-16-98) Penalty, see § 10.99

§ 73.23 RESTRICTED STREETS; EXCEPTIONS.

(A) (1) Motorized golf carts may be operated on city streets except those listed in Chapter 74, Schedule V.

(2) Restricted streets may be crossed only as provided in Chapter 74, Schedule V, or if crossings are not listed therein, may be crossed only at intersections in the most direct available route.

(3) Motorized golf carts shall not be operated in any public park except on driving surfaces.

(B) (1) When a person holding a valid permit resides on a restricted street or highway, the permit holder may use the most direct route available to reach an authorized route from that residence, but shall not operate the cart on any other street restricted as a cart route.

(2) If a person's destination is located on a restricted street or highway, the permit holder must park his or her cart on a permitted route and then walk or provide other legally permitted transportation to the destination.

(Ord. 98-4, passed 7-16-98) Penalty, see § 10.99

§ 73.24 OPERATION; VISIBILITY REQUIREMENT.

Motorized golf carts may only be operated on permitted routes from sunrise to sunset. They shall be operated as reasonably close to the right side of the road as safety will permit. They shall not be operated in inclement weather or when visibility is impaired by weather, smoke, fog, or other conditions, or at any time when there is insufficient light to clearly see persons in vehicles on the roadway at a distance of 500 feet.

(Ord. 98-4, passed 7-16-98) Penalty, see § 10.99

§ 73.25 SLOW MOVING VEHICLE EMBLEM.

Motorized golf carts shall display the slow moving vehicle emblem provided for in M.S. § 169.522, as amended from time to time, when operated on any city street.

(Ord. 98-4, passed 7-16-98) Penalty, see § 10.99

§ 73.26 OPERATOR RIGHTS AND DUTIES; TRAFFIC REGULATIONS APPLY.

Every person operating a motorized golf cart under permit on permitted routes has all of the rights and duties applicable to the driver of any other motor vehicle under the provisions of M.S. Chapter 169,

as amended from time to time, except when those provisions cannot be reasonably applied to motorized golf carts and except as otherwise specifically provided in M.S. § 169.045(7), as amended from time to time.

(Ord. 98-4, passed 7-16-98)

§ 73.27 PERMIT REQUIREMENTS.

(A) Each person desiring a permit for the operation of a motorized golf cart must be 18 years of age and submit an application provided by the city accompanied by an application fee as established by the City Council by resolution.

(B) Each application shall show evidence of the name and address of the applicant, evidence of insurance which meets the requirements of M.S. § 65B.48(5), as amended from time to time, and other information as the city may require.

(C) Each permit must be renewed annually and each renewal must meet the requirements set forth in this section.

(D) A permit may be revoked at any time if it is shown the permittee cannot safely operate the motorized golf cart on the designated routes or if the person has had a valid driver's license suspended, revoked, or canceled.

(Ord. 98-4, passed 7-16-98)

(E) Each person desiring a permit for the operation of a motorized golf cart shall show proof of a valid driver's license, or the permit shall be denied.

(Ord. 98-5, passed 9-17-98)

§ 73.28 DISCLAIMER.

Nothing in this subchapter shall be construed as an assumption of liability by the city for any injuries to persons or property which may result from the operation of a motorized golf cart by a permit holder or the failure by the city to revoke a permit.

(Ord. 98-4, passed 7-16-98)

§ 73.29 VIOLATION.

Any person violating any of the provisions of this subchapter shall be guilty of a misdemeanor.
(Ord. 98-4, passed 7-16-98) Penalty, see § 10.99

§ 73.99 PENALTY.

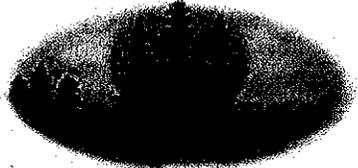
(A) Any person violating any provision of this chapter for which no specific penalty is prescribed shall be subject to § 10.99

(B) Any person violating the terms of §§ 73.01 - 73.09 shall be guilty of a misdemeanor and, upon conviction thereof, be penalized by up to 90 days in jail and/or a fine in the amount of \$1,000.
(Ord. 371, passed 11-15-07)

Calls for Service By Type

4/1/2019 to 4/30/2019

Type	Sub Type	Total
Accident		4
Agency Assist		25
Alarm		11
Animal		7
CDTP		7
Child Custody		3
Community Contact		1
Community Contact		2
Csc		1
Debris		1
Disturbance		12
Driving Complaint		6
Drugs		2
Family Services Referral		6
Fire		2
Found Property		4
Fraud-Forgery-Scam		3
Funeral Escort		5
Garbage Dumping		1
Harassment Complaint		3
Icr Misc		28
Juvenile Complaint		10
Lockout		5
Medical		35
Missing Juvenile		1
Motorist Assist		1
Noise Complaint		1
OFF Violation		2
Parking Complaint		12
Public Assist		17
Recovered Property		1
Remove Unwanted		2
Suspicious Activity		24
Theft		6
Threats Complaint		2
Traffic		43
Trespass Complaint		1
Vulnerable Adult Report		1
Welfare Check		3
Zoning Violation		1
Grand Total		303



Milaca Public Works

Supervisor's Report for April – May

Public Works:

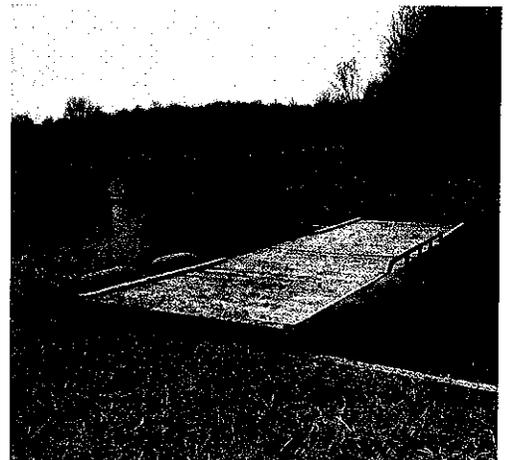
- Yearly city generator maintenance completed.
- Wastewater ponds currently discharging.
- MPCA wastewater inspection was on May 7th.
- Digital reader board to be installed in June.
- City banners and American flags put up on light poles.
- Street painting to begin this week.
- Street sweeping daily.
- Alleys filled and graded.
- Water main break downtown repaired.
- Replacing old water meters with new.
- Bid opening was May 2nd for, 8th St. NE & 6th Ave. NE mill/overlay, and SW River Dr. overlay.

Parks:

- Riverview park entrance repaired.
- Playground equipment was decided on at the park board meeting, should be installed early fall.
- Bridge completed and staked to get to north end of trails.
- Seasonal trail maintenance began May 7th.
- Lawn mowing started.
- Meeting with DNR to discuss canoe access in Rec Park.
- Pressure washing park shelters.
- Getting quotes for park improvements. (walking trail, Gorecki building addition, splash pad shelter, Rec park parking lot.)

Airport:

- Mowing started.



APRIL 30 PARKS MEETING

4/30/2019 6:00 pm American Legion

Members Present: Joe, Cory, Matt, Gary, Ashly, Kevin, Cindy Guest: Tim Poorker

Council Liaison: Mayor Pedersen

Tim of MN?WI Game Time Playground Equipment presented options for all of our playground equipment needs.

The members all agreed on the following:

Trimble Park:

Youth 4,000 Challenge Course

Toddler Nine playset

Spider medium or Omni Net Rope Adventure Climbers

Rec Park:

Adult Walking path equipment

It was decided to scratch the fishing pier.

Separate & install new BB court and update the skate park.

Additional lighting is needed at both Trimble Park & Rec Park.

Splash park shelter is a priority, as well as the Gorecki Bldg expansion. Gary is working on bids.

Other topics:

Tim addressed the repairs needed on the flag pole base in Trimble Park. There is a huge crack.

Discussion on the Disc Golf course whether or not to expand, to be resumed at the next meeting.

Christmas Lights Display was recommended to be held at Reineke park with updated wreaths & street Decorations for downtown.

Meeting adjourned.

Next meeting Tues. June 4, 6:30 at Gorecki Bldg or Lion Shelter.

Respectively submitted,

Cindy Biederman
Secretary



Stantec Consulting Services Inc.
733 Marquette Avenue, Suite 1000, Minneapolis, MN 55402

May 8, 2019

Tammy Pfaff, Manager
City of Milaca
City Hall
255 1st Street East
Milaca, MN 56353

Re: **2019 Street Project** (8th Street NE, 6th Avenue NE, and Cemetery Road)
Stantec Project No. 193804693
Bid Results

Dear Tammy:

Bids were opened for the Project stated above on May 2, 2019. Transmitted herewith is a copy of the Bid Tabulation for your information and file. Copies will also be distributed to each Bidder once the Project has been awarded.

Four Bids were received. The following summarizes the results of the Bids received:

	<u>Contractor</u>	<u>Total Base Bid</u>
Low	Minnesota Paving and Material (OMG Midwest)	\$462,761.00
#2	Knife River Corporation – North Central	\$463,923.00
#3	Asphalt Surface Technologies Corporation a/k/a ASTECH Corp.	\$484,665.00
#4	Omann Contracting Companies, Inc.	\$505,795.20

The low Bid on the Project was submitted by OMG Midwest, Inc. dba Minnesota Paving and Material with a Total Base Bid of \$462,761.00. These Bids have been reviewed and found to be in order.

The low bid amount was higher than our previous Opinion of Probable Construction Costs. The higher bids are primarily the result of higher than anticipated bituminous costs. As a result, the current estimated total project cost is \$525,000 (not including bonding costs). This compares to a previous estimate of \$485,000 (~8.25% increase).

If the City Council wishes to award the Project to the low Bidder, then Minnesota Paving and Material should be awarded the Project on the Total Base Bid of 462,761.00.

Should you have any questions, please feel free to contact Chuck Boser or me.

Sincerely,
STANTEC CONSULTING SERVICES INC.

Phil Gravel

Enclosure

Design with community in mind



Project Name: 2019 Street Project

City Project No.: 193804693

Bid Opening: Thursday, May 2, 2019 at 11 A.M., CDT

Slantec Project No.: 193804693

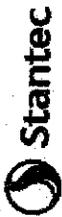
Owner: City of Milaca, MN

Phil Grovel, P.E.

License No. 19864

BID TABULATION

Item Num	Item	Units	Qty	Bidder No. 1		Bidder No. 2		Bidder No. 3	
				Unit Price	Total	Unit Price	Total	Unit Price	Total
2019 STREET PROJECT BASE BID:									
1	MOBILIZATION	LS	1	\$25,000.00	\$25,000.00	\$38,000.00	\$38,000.00	\$15,000.00	\$15,000.00
2	TEMPORARY TRAFFIC CONTROL	LS	1	\$10,500.00	\$10,500.00	\$4,700.00	\$4,700.00	\$2,750.00	\$2,750.00
3	INLET PROTECTION	EACH	3	\$150.00	\$450.00	\$150.00	\$450.00	\$150.00	\$450.00
4	FILTER LOGS	LIN FT	100	\$6.00	\$600.00	\$6.00	\$600.00	\$10.00	\$1,000.00
5	SALVAGE, REINSTALL & ADJUST EXISTING CASTING	EACH	12	\$850.00	\$10,200.00	\$86.00	\$1,032.00	\$575.00	\$6,900.00
6	ADJUST EXISTING GATE VALVE BOX	EACH	7	\$800.00	\$5,600.00	\$690.00	\$4,760.00	\$550.00	\$3,850.00
7	BITUMINOUS STREET PATCH	SQ YD	2140	\$18.00	\$38,520.00	\$12.65	\$27,071.00	\$24.00	\$51,360.00
8	5" MILL	SQ YD	14780	\$1.70	\$25,126.00	\$2.65	\$39,167.00	\$2.18	\$32,220.40
9	SP 12.5 NON-WEARING COURSE MIXTURE, (3,C)	TON	2550	\$66.10	\$168,555.00	\$65.00	\$165,750.00	\$70.00	\$178,500.00
10	SP 9.5 WEARING COURSE MIXTURE, (3,C)	TON	2030	\$69.00	\$140,070.00	\$67.00	\$136,010.00	\$71.50	\$145,145.00
11	TACK COAT	GAL	1280	\$2.70	\$3,456.00	\$3.00	\$3,840.00	\$3.00	\$3,840.00
12	CONCRETE CURB AND GUTTER REPLACEMENT	LIN FT	540	\$38.60	\$20,844.00	\$38.00	\$20,520.00	\$55.00	\$29,700.00
13	8" CONCRETE DRIVEWAY APRON REPLACEMENT	SQ FT	700	\$14.80	\$10,360.00	\$12.00	\$8,400.00	\$13.50	\$9,450.00
14	TOPSOIL, SEED & HYDROMULCH	SQ YD	300	\$18.60	\$5,580.00	\$14.45	\$4,335.00	\$15.00	\$4,500.00
TOTAL 2019 STREET PROJECT BASE BID					\$462,761.00		\$463,923.00		\$484,665.40
Contractor Name and Address:				Minnesota Paving and Materials		Knife River Corporation - North Central		Asphalt Surface Technologies Corporation a/k/a ASTECH Corp.	
				14475 Quiram Drive Rogers, MN 56374		4787 Shadow Wood Dr. NE Sauk Rapids, MN 56379		8348 Ridgewood Rd. St. Joseph, MN 56374	
Phone:				(763) 428-8886		(320) 251-9472		(320) 363-8500	
Email:				rand.sylverson@minnmpm.com		kramn.subauties@kniferiver.com		astechphil@outlook.com	
Signed By:				Kevin Foster		Mark Magnuson		Dale R. Strandberg	
Title:				Area Manager		Vice President		Vice President	
Signed Responsible Contractor Certificate:				Yes		Yes		Yes	
Bid Security:				Bid Bond		Yes		Yes	
Addenda Acknowledged:				None		None		None	



Bidder No. 4

BID TABULATION

Omann Contracting Companies, Inc.

Item Num	Item	Units	Qty	Unit Price	Total
2019 STREET PROJECT BASE BID:					
1	MOBILIZATION	LS	1	\$5,000.00	\$5,000.00
2	TEMPORARY TRAFFIC CONTROL	LS	1	\$3,500.00	\$3,500.00
3	INLET PROTECTION	EACH	3	\$85.00	\$255.00
4	FILTER LOGS	LN FT	100	\$3.10	\$310.00
5	SALVAGE, REINSTALL & ADJUST EXISTING CASTING	EACH	12	\$825.00	\$9,900.00
6	ADJUST EXISTING GATE VALVE BOX	EACH	7	\$275.00	\$1,925.00
7	BITUMINOUS STREET PATCH	SQ YD	2140	\$26.40	\$56,496.00
8	5" MILL	SQ YD	14780	\$2.49	\$36,802.20
9	SP 12.5 NON-WEARING COURSE MIXTURE, (3,C)	TON	2550	\$75.25	\$191,887.50
10	SP 9.5 WEARING COURSE MIXTURE, (3,C)	TON	2030	\$80.75	\$163,922.50
11	TACK COAT	GAL	1280	\$2.75	\$3,520.00
12	CONCRETE CURB AND GUTTER REPLACEMENT	LN FT	540	\$39.90	\$21,546.00
13	8" CONCRETE DRIVEWAY APRON REPLACEMENT	SQ FT	700	\$11.79	\$8,253.00
14	TOPSOIL, SEED & HYDROMULCH	SQ YD	300	\$8.26	\$2,478.00
TOTAL 2019 STREET PROJECT BASE BID					\$505,795.20
Contractor Name and Address: Omann Contracting Companies, Inc. 6551 LaBeaux Ave. NE Albertville, MN 55301					
Phone: (763) 497-5259					
Email: paving@omanninc.com					
Signed By: Kelly Omann					
Title: President					
Signed Responsible Contractor Certificate: Yes					
Bid Security: Bid Bond					
Addenda Acknowledged: None					

Tammy Pfaff

From: George Eilertson <geilertson@northlandsecurities.com>
Sent: Tuesday, May 7, 2019 8:34 AM
To: Tammy Pfaff
Subject: Updated financing scenarios
Attachments: Tax Impact Scenarios Milaca 2019A based on constr bids.pdf

Tammy –

Please find attached a spreadsheet showing the following two columns:

1. Scenario One – the 10-year option that the City Council preferred at the March 21st meeting (based upon engineer's estimates)
2. Scenario Two – based upon construction bids, the bond issue is \$55,000 higher. To match the annual payment of scenario one, the term is extended to 11 years.

Can you review this with the City Council at the May 16th meeting and let me know which option the City Council prefers? We will plan on having the financing ready for the City Council to approve at the June 20th meeting. Please let me know if you have any questions.

George Eilertson

Managing Director, Public Finance



Direct (612) 851-5906 | TF (800) 851-2920 | Fax (612) 851-5918

Mail 150 South Fifth Street, Suite 3300 | Minneapolis, MN 55402

Email geilertson@northlandsecurities.com

Web NorthlandSecurities.com

Please consider the environment before printing this email.

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www.northlandsecurities.com

City of Milaca, Minnesota
2019 General Obligation Street Reconstruction Bonds
(Preliminary financing scenarios based on construction bids / non-rated interest rates)
5 inch Mill & Overlay on 8th St. NE / 6th Avenue NE / Cemetary Road

	<i>Scenario 1 (the option that the City Council preferred on 3/21/19)</i>	<i>Scenario 2 (the financing term is one year longer to match Scenario 1 payments)</i>
	10-Year Term (as of 3/21/19)	11-Year Term (as of 5/6/19)
BOND OVERVIEW		
Net Project Fund Amount	\$ 480,000	\$ 525,000
Add Capitalized Interest	\$ -	\$ 7,724
Add Costs of Issuance and Rounding	\$ 20,000	\$ 22,276
Bond Amount	\$ 500,000	\$ 555,000
Bond term (Years)	10	11
Avg. Interest Rate	2.78%	2.71%
Total Net Debt Service	\$ 586,603	\$ 657,014
Avg. Annual Debt Service	\$ 58,660	\$ 59,026
105% Statutory Annual Debt Service	\$ 61,593	\$ 61,978

TAX IMPACT		
Annual Levy Required	\$ 61,593	\$ 61,978
Tax Impact Information		
Net Tax Capacity Value (Pay 2019)	\$ 1,383,270	\$ 1,383,270
Estimated Net Tax Rate Increase	4.4527%	4.4805%
Market Value of Residential Property		
50,000	\$ 13.36	\$ 13.44
75,000	\$ 20.04	\$ 20.16
100,000	\$ 31.95	\$ 32.15
150,000	\$ 56.22	\$ 56.57
200,000	\$ 80.49	\$ 80.99
250,000	\$ 104.75	\$ 105.41
300,000	\$ 129.02	\$ 129.83
350,000	\$ 153.29	\$ 154.25
Mkt Value of Commercial-Industrial Property		
100,000	\$ 66.79	\$ 67.21
250,000	\$ 189.24	\$ 190.42
400,000	\$ 322.82	\$ 324.84
600,000	\$ 500.93	\$ 504.06

City of Milaca
Planning Commission Agenda
May 14, 2019
6:00 P. M.
255 1st St. E City Hall Council Room

1. Open public hearing for a request from Carvin Buzzell for a conditional use to have outside patio in the B-2 General Business Zoning District.
2. Close public hearing
3. Open Regular Planning Commission Meeting
4. Call to Order/ Roll Call
5. Approve the minutes from the March 11, 2019 Planning Commission Meeting
6. New Business
 - Carvin Buzzell for a conditional use request for an outside patio in the B-2 General Business Zoning District.
 - Review and recommend changes to zoning ordinance Land Uses Chapter 156
7. Other Business
8. Adjourn

MILACA PLANNING COMMISSION

A MEETING OF THE PLANNING COMMISSION OF THE CITY OF MILACA WAS DULY HELD ON THE 11th DAY OF MARCH 2019, AT 255 1st ST. E. FOR THE PURPOSE OF PUBLIC HEARING AND REGULAR MEETINGS.

UPON ROLL CALL, THE FOLLOWING MEMBERS WERE PRESENT:

Scott Harlicker X Joel Millam X Sherie BillingsX Arla Johnson
Pam Novak

EX-OFFICIO MEMBERS:

Marshall Lind, Building Official/ Zoning Administrator X

Cory Pederson, City Council Liaison

Others Present:

None

Chairman Harlicker opened the public hearing for the request from Randy Reiman for a conditional use to have a vehicle sales business in the I-1 Light Industrial Zoning District.

With no comments, Chairman Harlicker closed the public hearing for the conditional use.

The Regular Planning Commission was called to order and roll call was taken.

Motion was made by Commissioner Billings to approve the minutes of the November 13, 2018 planning commission meeting. Motion was second by Commissioner Millam.

Motion **passed** unanimously

Commissioner Billings made the motion to approve the conditional use request from Randy Reiman to have vehicle sales located in the I-1 Light Industrial District with the following conditions:

1. Only 5 unenclosed vehicles for sale on the property.
2. A maximum of 10 unenclosed vehicles total on the property.
3. Must supply the City with a copy of the State of MN vehicle sales license with new address.

Commissioner Millam seconded the motion.

Discussion:

Lind stated that Mr. Reiman sold vehicles at his last location on 1st St. E.; since he has sold the property he is looking to have vehicle sales at his new location. The applicant stated he would only be selling a maximum of 5 vehicles at a time.

Commissioner Millam stated that Mr. Reiman buys vehicles that need to be fixed up, fixes them and then sells them.

Motion **passed** unanimously.

With no other business a motion to adjourn was made by Commissioner Millam, second by Commissioner Billings.

Motion **passed** unanimously

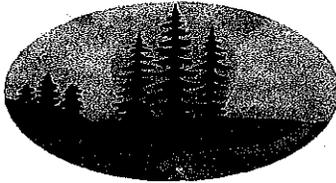
Minutes respectfully submitted by,

Marshall Lind

Marshall Lind
Zoning Administrator

Full minutes can be heard on tape on file

CITY OF MILACA



255 1st ST E
MILACA MN 56353
(320) 983-3141
(320) 983-3142 FAX
www.cityofmilaca.org

APPLICATION FOR CONDITIONAL USE PERMIT

Application is hereby made for a Conditional Use Permit for (description of Conditional Use Permit)

master plan for patio and outdoor dining
area.

Address of Property: 1030 Central Ave. N.

Owner Name: Carvin Bozzell

Owner Address: 42618 78th St.

Street Address

Millman,

City

MN

State

56338

Zip Code

Telephone: (612) 801-0546

Applicant's Name: Same as above

Applicant's Address: Same as above

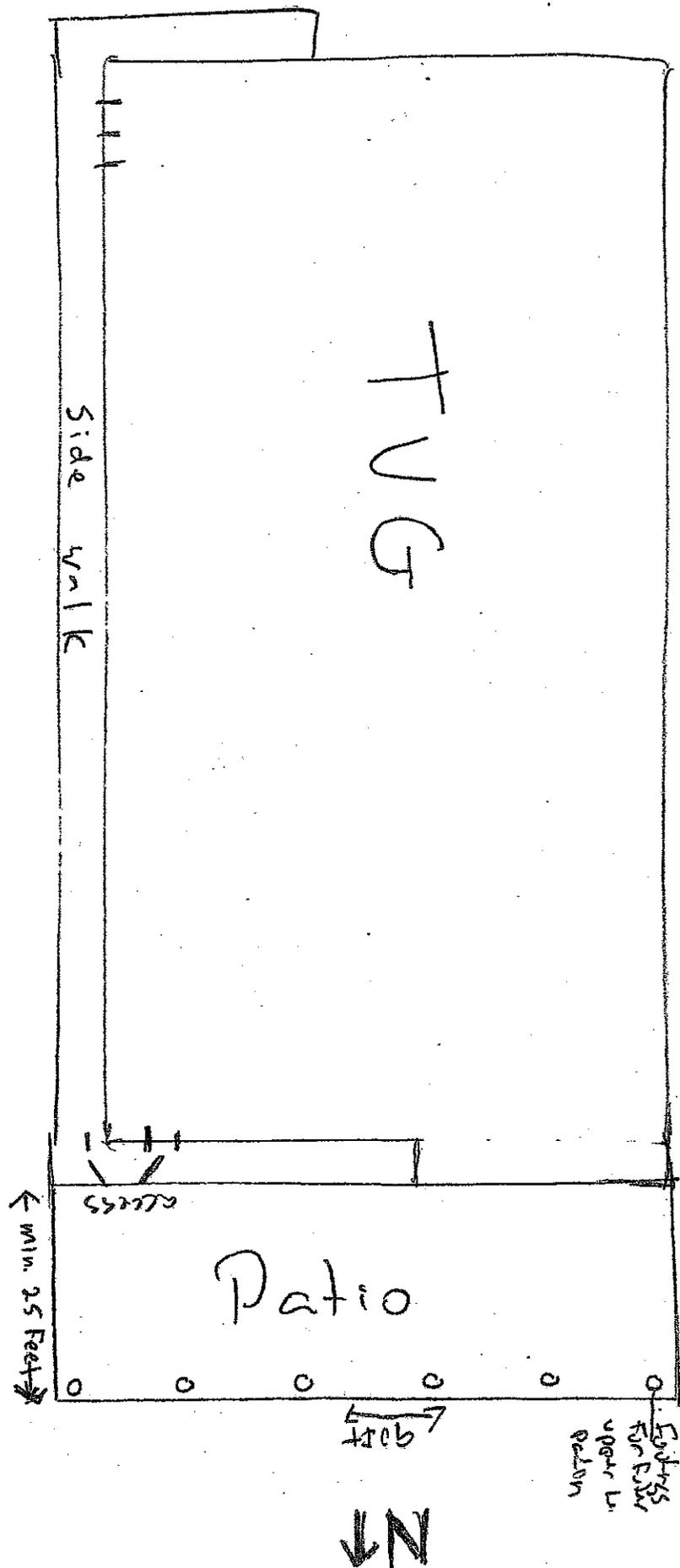
Street Address

City

State

Zip Code

Applicant Telephone: () Same as above



Condition use permit request for Timber Valley Grille:

April 21, 2019

Master plan approval for outdoor patio expansion. The master plan request for conditional use permit to construct (1) Outside patio area to north side of building. (2) expand eastside side walk to allow outdoor use in future. (3) upper-level mezzanine/Patio above north side patio in future.

1. Construct patio to north side of building. Patio structure would extend to north a minimum of 25 feet and 90 feet from east to West. The patio would be constructed using concrete. The patio would include a split rail fence along border of patio. The patio would have access from the North side of the restaurant. There is no request for variance from current planning and zoning set-backs. This structure would also include pier footings for future construction of upper level mezzanine/patio.
2. Future expansion of current sidewalk on east side of building to accommodate future outdoor use. The current sidewalk is narrow and is not conducive to outdoor use.
3. Future construction of upper level mezzanine/patio. The long-term goal would be to construct an upper level Mezzanine/Patio area to provide a unique outdoor use seasonally. This structure would be constructed to the north and above the ground level patio.

MILACA PLANNING COMMISSION

STAFF REPORT

Subject: 19-02 Conditional Use request

Applicant: Carvin Buzzell

Location: 1030 Central Dr. N

Zoning: B-2 General Business District

Request: Outside Patio

Date of Public Hearing: May 14, 2019

Reported By: Marshall Lind

Application Submitted:

A conditional use application to have a outdoor patio area on the North side of building, expand Eastside sidewalk to allow outdoor future use and an upper level mezzanine / patio above the North side patio in the B-2 General Business District.

Comments:

The applicant is asking to have outdoor activities and sales located in the B-2 General Business District. Ordinance 156.039 B-2, General Business District:

(A) Purpose. The General Business District is designed and intended to promote the development of uses which require large concentrations of automobile traffic. The district is also designed to accommodate those commercial activities which may be incompatible with the uses permitted in the B-1 District, and whose service is not confined to any one neighborhood or community.

(B) Special Requirements.

(1) Every use shall be conducted within a completely enclosed structure except as indicated or allowed by conditional use.

(F) Uses requiring a conditional use permit.

(11) Other commercial uses determined by the Planning Commission or City Council to be of the same general character as the permitted uses above and found not to be detrimental to the general public health and welfare.

Ordinance 156.150 (D) The Planning Commission shall consider possible adverse effects of the proposed conditional use. Its judgement shall be based upon, but not limited to, the following factors:

- (1) Relationship to the city's growth management system/Comprehensive Plan;
- (2) The geographical area involved;
- (3) Whether the use will tend to or actually depreciate the area in which it is proposed;
- (4) The character of the surrounding area; and
- (5) The demonstrated need for the use.

156.150 (G) For all Conditional Uses, the following conditions shall be met;

(1) The land area and setback requirements of the property containing the use or activity shall be established for the district.

(2) Where applicable, all city, state, and federal laws, regulations, and ordinances shall be complied with and all necessary permits secured.

(3) Adequate off-street parking and loading shall be provided in accordance with Ordinance 156.075.

(4) The proposed water, sewer, and other utilities shall be capable of accommodating the proposed use.

(5) The street serving the proposed use or activity shall be of sufficient design to accommodate the proposed use or activity, and the use or activity shall not generate such additional extra traffic to create a nuisance or hazard to existing traffic or to surrounding land uses.

(6) All access roads, driveways, parking areas, and outside storage, service, or sales areas shall be surfaced or grassed to control dust and drainage.

(7) All open and outdoor storage, sales, and service areas shall be screened from view from the public streets and from abutting residential uses or districts.

(8) All lighting shall be designed as to have no direct source of light visible from adjacent residential area or from the public street.

(9) The use or activity shall be properly drained to control surface water runoff.

(10) The architectural appearance and functional plan of the building and site shall not be as dissimilar to the existing buildings or area as to cause impairment in property values or constitute a blighting influence.

(11) Where Structures combine residential and non-residential uses, these uses shall be separated and provided with individual outside access and the uses shall not conflict in any manner.

Staff Recommendation:

The property is located in the B-2 General Business Zoning District and the zoning ordinance does allow for the same general character as the permitted uses above and found not to be detrimental to the general public health and welfare. 156.039 (D) Permitted Principle Uses (1) All those uses permitted in a B-1 District: 156.038 B-1 (D) Permitted Principal Uses (11) Bars and taverns.

The applicant in the first part is looking to have a minimum of a 25 ft. wide patio located on the North side of the building. I believe the Planning Commission should recommend to Council a maximum size the patio can be.

It appears that the building is setback 65 ft. from the North property line, the required setback in the B-2 Zoning District is 10 ft.

In the second part, the applicant is asking to expand the current sidewalk on the East side of the building to accommodate future outdoor use. The applicant does not state how much of the sidewalk would be used. I think there should be a maximum area that can be used of the sidewalk on the East side of the building.

In the third part, the applicant is asking for a future upper level mezzanine / patio. It would be constructed above the patio that is allowed on the North side of the building.

One item that needs to be considered is parking. City Ordinance 156.084 Number of Required Spaces: Restaurants, cafes, private clubs, bars, taverns and nightclubs require 1 space for 40 sq. ft. of gross floor area of dining and bar area and 1 space per 80 sq. ft. of kitchen area.

If the added patio is 25 x 90, that would 2,250 sq. ft. at 1 spot per 40 sq. ft. That would be 56 additional parking spaces. If he adds the mezzanine / patio raised above the on ground patio, that would be another 56 spaces, for a total of 112 parking spaces. This does not include the sidewalk area to the East. Patios in MN will only be used with weather permitting, so the Planning Commission should determine how many parking spaces would be required for the additional service area, if allowed.

The MN Alcohol and Gambling Division stated these conditions apply to patios:

1. The outside patio area shall be reflected on the owners liability insurance
2. Patio must be on the premises
3. Patio has to be connected to their main building
4. The patio must be compact and contiguous – so people can't walk off patio with their drinks
5. Patio must be fenced off – they do not state what type of fencing is required.

Other conditions that I would suggest:

1. Any use of the East side sidewalk would still have to meet the MN State Building Code and Accessibility Code
2. The construction of the mezzanine / patio must meet all MN State Building Codes
3. Must meet Milaca Zoning Ordinance for required setbacks
4. The required number of parking spaces that Planning Commission is recommending
5. Maybe set hours for the patio use
6. Fence must be 6ft. in height
7. Fence must have a gate on it that cannot be opened from the outside. Gate must state FOR EMERGENCY EXIT ONLY
8. If there is debris from the patio area to surrounding properties, the passing of alcohol over the fence or noise concerns, the City can require the fence to be extended to 8ft. high or City Council may revoke the Conditional Use
9. Regular entrance and exiting of the establishment will be through the front door. Only emergency exiting and deliveries will be allowed through the patio area.
10. Any complaints or police calls to the establishment are grounds for revoking the Conditional Use.

The City liquor ordinance does require that all alcohol sales be 300 ft. from a church. At the last Council meeting, City Council has directed staff to remove this requirement from the City Ordinance and to meet MN State requirements.

I would support granting the Conditional Use request if Planning Commission believes the business does not have any adverse effects on the property around it and that they feel it meets all of the requirements for the Conditional Use. My only recommendation would be to put a limit on the number of vehicles that would be allowed to be shown unenclosed on the property.

The City Manager wanted us to look over the ordinance book and make changes or clarifications or to bring it into conformance with current practices. We will be starting on Chapter 156 Zoning. Please review this section of the ordinance and make any suggestions to change

§ 156.036 R-2, ONE AND TWO FAMILY RESIDENTIAL MEDIUM DENSITY DISTRICT.

(E) *Uses requiring a conditional use permit.*

(d) Each unit shall meet the minimum health and safety requirements as provided for in the Uniform Building Code and state Fire Code; Change to MN State Building Code & MN State Fire Code

§ 156.037 R-3, MULTIPLE FAMILY RESIDENTIAL HIGH DENSITY DISTRICT.

(C) *Permitted principal uses.*

(3) Rooming houses, boarding houses; Does this need to be in the ordinance?

(12) Conversions of single family units into multi-family dwellings, provided that: Add (d) meet MN State Building Code

§ 156.038 B-1, CENTRAL BUSINESS DISTRICT. Add Brew Pubs, Message Therapy not regulated by the Adult Use Ordinance? Any others? Items to be clarified 32 & 46. Items that might be deleted 43, 66, 69 any others?

§ 156.039 B-2, GENERAL BUSINESS DISTRICT.

(C) *Minimum requirements.*

Requirement	Conditions	Dimension
Building area		No minimum
Building height		35 ft.
Lot, minimum area	Public sewer	6,000 sq. ft.
	On-site sewer	43,500 sq. ft.
Lot, minimum width	Public sewer	80 ft.
	On-site sewer	150 ft.
Front yard, minimum		25 ft. or conformance to existing setback in block
Rear yard, minimum		25 ft.
Side yard,	Interior lot	10 ft.

minimum	Buildings exceeding two stories	10 ft.
	Corner lot	20 ft.

Rear Yard Minimum?

§ 156.040 B-4, BUSINESS DISTRICT.

(A) *Purpose.* This Business District is established for areas to be used for the rental of lots for manufactured homes that do not meet the requirements of the residential districts.

(C) *Minimum requirements.*

<i>Requirement</i>	<i>Condition</i>	<i>Dimension</i>
Lot, minimum area		7,200 sq. ft.
Yard, minimum (front, side, and rear)	Inside the district	10 ft.
		30 ft. from adjacent district

(1) All manufactured homes placed that are less than 2 years old must have permanent footings and foundations or be placed on an engineered slab. (This would be consistent with Mille Lacs County)

(2) All homes need to be newer than ? Should we add a year? MN Statute 327.32 defines the date - 1976.

(F) *Uses requiring conditional use permit.* Travel trailers. Do we want to allow this?

§ 156.041 HG-1, HEALTH CARE AND GOVERNMENT BUILDING DISTRICT.

(C) *Permitted principal uses.* Add Assisted Living?

§ 156.042 I-1, LIGHT INDUSTRIAL DISTRICT.

(C) *Minimum requirements.*

<i>Requirement</i>	<i>Conditions</i>	<i>Dimension</i>
Lot, minimum area	Public sewer	20,000 sq. ft.
	On-site sewer	2 acres
Lot, minimum width		150 ft.

Front yard, minimum		30 ft.
Side yard, minimum	Interior lots	10 ft.
	Corner lots	20 ft.
	Adjacent to residential zoned lot	20 ft. with a vegetative buffer or fence of not less than 8 ft. in height

No rear yard setback? Side yard minimums – vegetative buffer, not rear yard buffer?

(E) *Permitted accessory uses.*

(1) Buildings and structures for a use accessory to the principal use;

Does this include cargo boxes?

(D) *Permitted principal uses. Add airport & Hangers? Vehicle Repair?*

§ 156.056 YARD REQUIREMENTS.

(E) In any district, where existing structures within a block have front yard setbacks different than those required, the front yard minimum shall be the average of the adjacent structures. In no case shall the minimum setback be less than 20 feet from the right-of-way line of minor streets and 100 feet from the center line of major thoroughfares. Currently we allow them to match what is already existing, not the rest of it.

§ 156.057 ACCESSORY BUILDINGS, STRUCTURES, AND USES.

(C) (1) No accessory building shall be located in the front yard. Add word "no detached"

(2) A detached garage or utility building shall meet the following requirements:

d) Accessory building shall not be larger or taller than the principal building. Do we want to set an actual size? Do you want to add how many detached structures are allowed on one property?

(D) The architectural design and appearance of all buildings and structures shall be consistent with surrounding buildings and structures. Add must have residential type siding? As Determined by Zoning Administrator? No tarp like structures are allowed.

§ 156.058 HOME OCCUPATIONS.

(A) The home occupation must be conducted entirely within a building and must employ no more than one person who is not a resident of the home.

(B) Such occupations as architects, artists, writers, clergy, tutors, seamstresses, and similar domestic occupations shall be permitted.

(C) Offices, clinics, barber shops, beauty parlors, dress shops, animal hospitals and kennels, music and dance schools, or similar uses, shall require conditional use permits.

(D) When deemed appropriate, the Zoning Administrator may bring the home occupation to the attention of the Planning Commission, at which time the Planning Commission may hold public hearings, request information, or require conditions as deemed necessary to bring the home occupation into compliance with the performance criteria. The Planning Commission shall make a recommendation to the City Council for final consideration. Any changes?

§ 156.059 RESIDENTIAL FENCE REGULATIONS.

(A) *Permit required.* No fence or wall shall be erected or altered in any yard without a building permit. Need to change wording to a Fence Permit

§ 156.060 BUILDING SIZE REGULATIONS.

(3) In no event shall off-street parking space, structures of any type, buildings, or other features cover more than 60% of the lot area resulting in less than 40% landscaped in residentially zoned properties less than 11,000 square feet. What about property larger than 11,000 sq ft?

§ 156.061 HEIGHT REQUIREMENTS.

(B) Height limitations shall not be applied to the following structures: church spires; belfries, cupolas, and domes which do not contain usable space; monuments; water, fire, and hose towers; observation towers; flag poles; chimneys; parapet walls extending not more than three feet above the limiting height of the building; cooling towers; and farm silos provided they do not interfere with airport requirements. Do we add antennas?

Airport Zoning

OFF-STREET PARKING AND LOADING REQUIREMENTS

§ 156.078 SITE DESIGN STANDARDS.

The plan for off-street parking shall meet the following site design standards:

(A) All areas devoted for parking space and driveways shall be surfaced with materials suitable to control dust and drainage as determined by the Planning Commission and City Council. All parking areas shall be designed to control surface runoff to adjacent properties either with curbing or grading techniques. Need to add, they need to be surfaced with asphalt or concrete or a material approved by the Zoning Administrator, this does not include recycled asphalt or recycled concrete. Add drive-thru's?

§ 156.083 STALL, AISLE, AND DRIVEWAY DESIGN.

(A) Single family, two family, and townhouse parking areas shall be designed so that circulation between parking aisles or driveways occurs within the designated parking lot and does not depend upon a public street or alley, and the design does not require backing into the public street. Add word Except in front of sentence?

(C) No curb cut access shall be located closer than 25 feet from the intersection of two or more street rights-of-way for residential uses, and 40 feet for commercial and industrial areas. This distance shall be measured from the intersection of lot lines. Do these distances sound OK?

(E) All property shall be entitled to at least one curb cut. Single family uses shall be limited to one curb cut access per property. Maybe need CUP for more than one curb cut?

§ 156.084 NUMBER OF REQUIRED SPACES.

Car wash, automatic drive through	10 spaces
Church, theater, auditorium, or gymnasium	1 space each for each 4 seats of main assembly hall
Schools	As required by the State Department of Education

Is the car wash too excessive? The Church, Auditorium & Gymnasium need Sq. Feet, too hard to figure out otherwise. School, no such requirement.

GENERAL DEVELOPMENT STANDARDS

§ 156.102 STORAGE STANDARDS.

(A) *Exterior storage.* All materials and equipment shall be stored within a building or fully screened so they will not be visible from adjoining properties, except for the following: laundry drying and recreational equipment, construction and landscaping materials and equipment currently being used on the premises, agricultural equipment and materials if these are uses or otherwise regulated herein. Boats and unoccupied recreational vehicles are permissible if stored in the rear yard not less than five feet distant from any property line. Existing uses shall comply with this provision within 12 months following enactment of this chapter. Add currently licensed, boats, fish houses & unoccupied recreational vehicles.

(C) No RV's, campers, travel trailers, motor homes, tents, fish houses or other recreational vehicles may be used for living or hooked up to utilities in any zoning district for more than 5 days (3 days in our camping ordinance) in a 30 day time frame except in a designated camp ground areas.

§ 156.104 ROADSIDE STANDARDS; SETBACKS AND SIGNS.

(A) All roadside service and business establishments shall be set back at least 60 feet from the right-of-way line of any state highway, and at least 60 feet from the right-of-way line of any county or county-state aid highway and 40 feet from any township highway, except as permitted by other sections of this chapter. How do these distances sound to you?

(B) Only signs authorized by the state, county, and city and used for official service shall be allowed within the public right-of-way. Only permanent signs?

§ 156.111 DEMOLITION; SOLID WASTE REMOVAL.

Materials from the demolition of structures in the city shall not be buried in the city. The foundation walls and foundations must be removed from the site of the demolished building. Add footings

§ 156.114 LANDSCAPING.

All open areas of any site, tract, or parcel shall be graded to provide proper drainage, and, except for areas used for parking, drives, or storage, shall be landscaped with trees, shrubs, or planted ground cover. It shall be the owner's responsibility to see that this landscaping is maintained in an attractive and well-kept condition. All vacant lots, tracts, or parcels shall also be properly maintained. Do we want to rewrite this to require, sod, seeding, black soil (how much), number of trees?

§ 156.115 SEWAGE DISPOSAL.

(B) Where applicable, private septic tanks or soil absorption systems may be utilized in accordance with the following:

(4) Alternative methods of sewage disposal such as holding tanks, privies, or electric or gas incinerators may be allowed provided they meet the standards and regulations of the State Pollution Control Agency and State Department of Health. Add only where nonpublic or municipal sewer is not available?

SIGNS AND BILLBOARDS

§ 156.131 BUILDING PERMIT REQUIRED.

A building permit is necessary prior to the installation or remodeling of any sign, except those signs set forth in § 156.132 below. Application for a permit shall be submitted on a form to be provided by the City Building Inspector. All permit applications shall be accompanied by payment of a sign permit fee to the city in an amount designated in Chapter 34 of this code, which fee is in addition to any required building permit fee. The City Council may from time to time change the amount of the sign permit fee.

Change from Building permit to sign permit

§ 156.132 SIGNS PERMITTED WITHOUT PERMIT.

(D) In residential areas, one sign per single lot advertising a garage sale or home sale is permitted if the sign meets the following qualifications:

(3) The sign must be removed within 48 hours of the time when it is erected; Is this enough time?

(5) In addition, no home sale sign shall be permitted to be publicly displayed more than one consecutive 48-hour period during any consecutive four-month period. Should this be Garage sale sign?

- (I) Temporary banners are permitted which shall not exceed 120 square feet in size, shall be secured in a manner so as to not flap nor flutter nor cause audible noise, and shall not be in place, whether in the initial placement and/or a changed placement on the premises, for more than 90 days per consecutive 12-month period. Number of Banners? Need to be against a building?

§ 156.133 NON-BILLBOARD SIGNS PERMITTED WITH A PERMIT.

(B) Except in areas zoned R-1, R-2, and R-3, business signs shall be permitted if they meet the following requirements:

- (4) Signs shall not extend beyond the side edge of the building. Add roof of building

§ 156.134 HOME OCCUPATION SIGNS; PERMIT.

Add (E) Only permitted if the property had received a CUP for a home occupancy?

§ 156.135 BILLBOARDS IN B-1 AND B-2 DISTRICTS.

(A) The City Council may, in its discretion, permit the construction and existence of free-standing signs which are not permitted signs under §§ 156.132 and 156.133 and are situated/located along state Trunk Highway 169, Central Avenue (county-state aid Road 36), and state Trunk Highway 23, in areas zoned B-1 only. No such signs shall be permitted in any residential (R) zoned district. Add B-1, B-2 & I-1?

Milaca Economic Development Commission

April 22, 2019 meeting 7:30 AM City Hall

Present: Joe C., Tammy, Marshal, Dave, Joe T., Jeff, John, Matt, Andrea, and Tim T.

Call Meeting to order – 7:36

Secretary's Report – Joe read the minutes from the March 25 EDC Meeting

Old Business

Business Surveys – Tammy reported that she did not get the response she was hoping for. She is hoping to create a shorter survey and visit the businesses in person.

New Business

Community Venture Network - Joe did not attend this event due to the weather. Joe did report out the businesses that were looking to partner with communities. He reported that they did not pertain to the resources Milaca has to offer.

County Road Project 2nd Street SE – The project has been delayed to the summer of 2020. Tammy and Pete visited the Commissioner's Meeting and were denied the ability to address the commissioners as an agenda item. Tammy was allowed 5 minutes during their meeting to address the commissioners. The county has filed a dispute. Additionally, the county was not willing to sit down with the city as sub committees either. The city is hoping for negotiations soon.

ECRDC Opportunity Zone 101 Meeting, April 29, 2019 Milaca City Hall – Jordan Zeller is hosting next Monday. A handout was provided. Joe gave a brief overview of the concept of Opportunity Zones.

2019 Goals and Objectives – Joe sent out the document for review ahead of time. He asked that we review it and offer approval.

Other – Brief updates were given on various business ventures being talked about around town. Marshal mentioned that an additional dentist office and storage units are looking to move forward. In addition, a pre-construction meeting has been scheduled for Kwik Trip.

Adjourn – 8:14

Next meeting date Monday, May 20, 2019

MAY 13 2019



CITY OF MILACA SPECIAL EVENT PERMIT APPLICATION

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

NAME OF SPECIAL EVENT: Milaca Parade and Festival Week

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

Applicant's or Organization's Name: Milaca Area Chamber of Commerce

Name of Contact Person: Andrea Mikla Daytime Phone: 320-492-9750

Address: PO Box 155 Evening Phone: 320-492-9750

Milaca, MN 56353 Fax Phone #: _____

Email Address: execdirector@milacachamber.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 18th Starting Time 7:00am

Ending Date June 22nd Ending Time 12:00am

Estimated Number of Participants Attending the Event _____

Number of Sanitary Facilities 15 plus Sanitary Locations Parade line up area

Along Parade Route

Marching Band staging area

Where will Individuals Park On streets and in parking lots

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 We would like to use electricity from Trimble Park
It will be used to announce the Bands.

How will refuse be disposed of _____

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)

PARADE

IF YOUR EVENT INCLUDES A PARADE, YOU MUST COMPLETE THIS SECTION

Parade Title Milaca Parade

Date of Parade June 21st Assembly Time 4:30pm

Assembly Area Milaca Industrial Park

(If assembly area is on private property, applicant must obtain owner(s) written permission and attach to this application if assembly/dispersal is on private property).

Exact Starting Time 5:30pm Estimated Duration 3 plus hours

Actual Starting Location 10th/9th Street NE and Central

Proposed Parade Route
(Attach a separate sheet if necessary)

Please see attached map of Parade route
The Parade will begin on 8th At NE and Central Ave.
Proceed south on 2nd Ave NW
Ending on 2nd Ave SW and 3rd St. SW

Parade End Location School Parking Lot Parade Dispersal Area School Parking Lot

Approximate Number of Units in Parade About 70 plus floats and 25 bands

Approximate Number of Persons in Parade _____

Approximate Number of Animals in Parade _____

Type of Animals in Parade Pets and farm animals

Maximum Length of Parade in miles (or fractions thereof) 1 mile

Contact Person Andrea Mikla Telephone: _____ Cell Phone 320-492-9750

If a parade involves the closing of any county road in the city limits, please allow up to 60 days for approval because the city must receive Mille Lacs County Board approval prior to final approval by 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):	Welcome to the Gateway to the Northland Parade and Festival
	8'x3'
	Rec Park and Alfred Olson Memorial Park

Date Banner to be put up _____ Date Banner to be taken down _____
Contact Person Andrea Mikla Telephone Phone _____ Cell Telephone 320-492-9750

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

SIGN(S)

Date Sign to be put up _____ Date Sign to be taken down _____
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.

**YOU MUST COMPLETE THIS SECTION FOR EACH CLOSING THROUGHOUT THE ENTIRE EVENT
STREET CLOSINGS**

1.

Location HWY 36 Between HWY 36 & 10th St NE
(Street to be Closed) (Cross Street) (Cross Street)

Date June 20th Time 4:30pm - Til the Parades End
(Beginning) (End)

Contact Person Andrea Mikla Daytime Phone _____ Cell Phone 320-492-9750

Special Requests _____

2.

Location 9th Street North Between HWY 36 & 9th Street North
(Street to be Closed) (Cross Street) (Cross Street)

Date June 20th Time 4:00pm - Til the Parades End
(Beginning) (End)

Contact Person Andrea Mikla Daytime Phone _____ Cell Phone 320-492-9750

Special Requests _____

3.

Location Parade Route - 2nd AVE Between ALL CROSS STREETS & _____
(Street to be Closed) (Cross Street) (Cross Street)

Date June 20th Time 4:00pm - Til the Parades End
(Beginning) (End)

Contact Person _____ Daytime Phone _____ Cell Phone _____

Special Requests _____

4.

Location _____ Between _____ & _____
(Street to be Closed) (Cross Street) (Cross Street)

Date _____ Time _____ - _____
(Beginning) (End)

Contact Person _____ Daytime Phone _____ Cell Phone _____

Special Requests _____

5.

Location _____ Between _____ & _____
(Street to be Closed) (Cross Street) (Cross Street)

Date _____ Time _____ - _____
(Beginning) (End)

Contact Person _____ Daytime Phone _____ Cell Phone _____

Special Requests _____

For additional street closings, attach a separate sheet of paper listing each closing individually.

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

SIGN IF APPROVED

COMMENTS

City Administration

(date)

Milaca Police Dept.

(date)

Street Dept.

(date)

Building/Zoning Admin.

(date)

Fire Chief

(date)

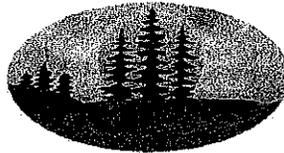
**RETURN COVER SHEET WITH YOUR SIGNATURE AND
COMMENTS TO CITY HALL AS SOON AS POSSIBLE.**

SCANNED

MAY 13 2019

5-13-19 19-1376

CITY OF MILACA
255 1st St E
MILACA MN 56353



320-983-3141
320-983-3142 FAX
www.cityofmilaca.org

PLEASE CHECK ONE OF THE FOLLOWING THAT BEST DESCRIBES YOUR APPLICATION:

Peddler Application: A person who goes from house-to-house, door-to-door, business-to-business, street-to-street, or any other type of place-to-place, for the purpose of offering for sale, displaying or exposing for sale, selling or attempting to sell, and delivering immediately upon sale, the goods, wares, products, merchandise or other personal property that the person is carrying or otherwise transporting. The term *PEDDLER* shall mean the same as the term *HAWKER*. **Fee of \$50.00 per applicant**

Solicitor Application: A person who goes from house-to-house, door-to-door, business-to-business, street-to-street, or any other type of place-to-place, for the purpose of obtaining or attempting to obtain orders for goods, wares, products, merchandise, other personal property, or services, of which he or she may be carrying or transporting samples, or that may be described in a catalog or by other means, and for which delivery or performance shall occur at a later time. The absence of samples or catalogs shall not remove a person from the scope of this provision if the actual purpose of the person's activity is to obtain or attempt to obtain orders as discussed above. The term shall mean the same as the term *CANVASSER*. **Fee of \$50.00 per applicant**

Transient Merchant Application: A person who temporarily sets up business out of a vehicle, trailer, boxcar, tent, other portable shelter, or empty storefront for the purpose of exposing or displaying for sale, selling or attempting to sell, and delivering, goods, wares, products, merchandise, or other personal property and who does not remain or intend to remain in any one location for more than 14 consecutive days. **Fee of \$50.00 per applicant**

NAME OF APPLICANT: Sara Beth Liebeck
FIRST FULL MIDDLE LAST

OTHER OFFICIAL NAMES USED BY APPLICANT: _____

PERMANENT ADDRESS: 4260 Lake Ridge Drive Big Lake MN 55309
CITY STATE ZIP

APPLICANT HOME PHONE: _____ APPLICANT CELL PHONE: 7632195360

APPLICANT IS: Individual Partnership Corporation Other Organization

FULL NAME OF BUSINESS OR ORGANIZATION: The Ice Cream Machine

BUSINESS ADDRESS: Same
CITY STATE ZIP

BUSINESS TELEPHONE: Same BUSINESS CELL PHONE: _____

Are you a U.S. citizen? Yes No

If employed, name of employer: _____

Address of employer: _____

If you checked Partnership, Corporation, or Other Organization, please complete the following.

- Is Partnership, Corporation or Other Organization organized under Minnesota Law? _____ Yes _____ No
- a) If no, State in which organized: _____
- b) Is Organization authorized to do business in Minnesota: _____ Yes _____ No
- c) Attach a copy of Certificate of Authority to transact business in Minnesota.

Address of registered office agent in State of Minnesota:

City State Zip

Type of business to be conducted: Selling prepackaged frozen treats

Have goods to be sold been grown or produced by you? _____ Yes _____ No

Location where business will be conducted: (Please list streets or describe precise area). If business is to be conducted from one location, please give street address: City of Milaca

Length of time license is desired:
(14 Consecutive Days maximum) _____ Days from May to October
(6 month maximum) _____ Months from _____ to _____

Describe vehicle(s) to be used, if any:
16CGP3229P3305870 1993 chev multi VA24931
VIN # Year Make Color License #

VIN # Year Make Color License #

Please list last 3 cities you have been in: Milaca, Foley, Buffalo

Please attach a copy of Permit for retail sales issued by the State of Minnesota, pursuant to MN Statutes #297A.

[Signature] _____ Date 5/9/19

INCLUDE THE FOLLOWING WITH APPLICATION:

- PERMIT FOR RETAIL SALES (If applicable)
- \$50.00 (Check, Cash, Debit or Credit Card)
- BACKGROUND CONSENT FORM
- Certificate of Authority to transact business in Minnesota
- COPY OF DRIVER'S LICENSE

If paying by Debit or Credit Card, there is a minimum \$3.00 Convenience Fee or 2.95%.

Date Paid: MAY 13 2019 Cash _____ Check # 345 Debit or Credit Card _____

Approved/Denied by: _____ Date _____