

CITY OF MILACA
CITY COUNCIL MEETING
COUNCIL AGENDA
MAY 17, 2018

1. Call Meeting to Order 6:30 p.m.
2. Pledge of Allegiance
3. Roll Call- Present: Mayor-Pete Pedersen__ Council Members; Dave Dillan__ Ken Muller__ Norris Johnson__ Laurie Gahm__
Absent;_____
4. **Approval of Agenda** MB__2nd__ AIF__O__
5. **Consent Agenda** MB__2nd__ AIF__O__
 - A. Approval of the Minutes – April 19, 2018
 - B. Approval of Bills
 - C. Resolution 18-18- Personnel Policy –Sick Leave – Language change to match state statute.

Citizen Open Forum- Cindi Biederman- Trail concerns.
Public Hearing- None
6. **Requests and Communications-** Girls Scouts- Request to Plant Trees in the Park.
7. **Ordinance and Resolutions-**
8. **Ordinance #441-Notice of proposed Ordinance- First Reading-** Basic Code updates
9. **Ordinance #442- Notice of proposed Ordinance – First Reading-** Amending Liquor Regulations by Adding Authority to allow Licensed Brew Pubs, Brewer Taprooms, and Off Sale Malt Liquor (Growlers), Cocktail Rooms, Distilleries and Wineries.
10. **Reports of Departments, Boards and Commissions**
 - D. Police Department- Monthly Activity Report-Public Safety-installation of stop signs on 2nd and 3rd Ave NW/7th and at the Rec Park intersection.
 - E. Parks Commission- Mayor to review activity -Apply for Camping License for 24 or less camping sites with MDH
 - F. Public Works Department-Activity Report- Upcoming Projects
11. Planning Commission – Sign Variance- Liquor Store- & City Parking follow up MB__2nd__ AIF__O__
12. Planning Commission- Conditional Use-John Przymus- 18 unit assisted living MB__2nd__ AIF__O__
13. Planning Commission- Final Plat Boulder Ridge MB__2nd__ AIF__O__
14. Planning Commission- Daycare – Parking lot –Request Extension for pavement MB__2nd__ AIF__O__
 - G. Economic Development Commission- No Meeting in April
 - H. Fire Department-
 - I. Liquor Store – MB__2nd__ AIF__O__
 - J. Airport Commission- MNDOT Grant Agreement Land Acquisition **Resolution 18-19** MB__2nd__ AIF__O__
 - K. MCAT-IF Training- Phase II – IF Recognition “Thriving Communities-Initiative City”
 - L. Joint Powers Board- No Activity
 - M. Safety Committee- Minutes
15. **Unfinished Business-**
16. **New Business-**
17. LMC- Liability Coverage- Waiver Form – City of Milaca and Joint Powers MB__2nd__ AIF__O__
18. Special Event Permit-Camping in Rec Park Norris Johnson- MB__2nd__ AIF__O__
- 19.
20. **Council Comments**
21. **Adjourn** _____p.m. MB__2nd__ AIF__O__

**MILACA CITY COUNCIL MINUTES
APRIL 19, 2018 MEETING**

Call to Order Roll Call

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

Councilors Absent:

Staff present: City Manager Tammy Pfaff, City Attorney Damien Toven, and Fire Chief Craig Billings, Darryl Stimmler, Marshall Lind, and Vicki Jeys.

Also Present (Signed In) Sherie Billings, John Monroe, Joel Millam, Carl Nordquist, Dan Hollenkamp, Glen Johnson, and Sue Drury.

Approval of the Agenda

On a motion by Muller and seconded by Johnson, the agenda was approved with addition of Resolution 18-17. Motion carried unanimously.

Consent Agenda

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

- a) Minutes of the March 15, 2018 City Council Meeting
- b) Bills for Payment
- c) Approval of Treasurer's Report

ANNUAL AUDIT REPORT-CARL NORDQUIST CPA- Presented the annual audit report to the city council and the public.

Citizens Forum- Glen Johnson was present to discuss with council his concerns with no place to park for his tenants. Council requested that it be reviewed by the planning commission.

Public Hearing – none

Requests and Communications- The City Manager presented before the council that the Governor has selected the Airport as Airport of the Year and presented the award before the council.

Ordinances and Resolutions- Upon a motion by Gahm and seconded by Muller to suspend the first and second reading of all of the ordinances presented before the council as listed on the agenda. Motion carried unanimously.

Ordinance #433- An Ordinance Regulating the Registration and Inspection of Residential Rental Properties within the City of Milaca. Motion to approve the ordinance was introduced by Gahm and the motion was seconded by Dillan. Motion carried unanimously.

Ordinance #434- An Ordinance setting the Residential Rental Fee Schedule within the City of Milaca. Motion to approve the ordinance was introduced by Johnson and the motion was seconded by Dillan. Motion carried unanimously.

Ordinance #435- An Ordinance Adopting the International Property Maintenance Code within the City of Milaca. Motion to approve the ordinance was introduced by Gahm and the motion was seconded by Dillan. Motion carried unanimously.

Ordinance #436- An Ordinance Adopting the Fire Code within the City of Milaca. Motion to approve the ordinance was introduced by Gahm and the motion was seconded by Johnson. Motion carried unanimously.

Resolution 18-16 Summary Publication of Ordinance # 433. The resolution is approved upon a motion by Johnson and seconded by Dillan. Motion carried unanimously.

REPEALER ORDINANCES

Ordinance #437- An Ordinance Regulating the Registration and Inspection of Residential Rental Properties within the City of Milaca. Motion to repeal the previous Ordinance # 429 was introduced by Muller and the motion was seconded by Gahm. Motion carried unanimously.

Ordinance #438- An Ordinance Residential Rental Fee Schedule within the City of Milaca. Motion to repeal the previous Ordinance #430 was introduced by Johnson and the motion was seconded by Muller. Motion carried unanimously.

Ordinance #439- An Ordinance Crime Free Housing within the City of Milaca. Motion to repeal the previous Ordinance # 431 was introduced by Gahm and the motion was seconded by Dillan. Motion carried unanimously.

Ordinance #440- An Ordinance Adopting the Fire Code within the City of Milaca. Motion to repeal the previous Ordinance #432 was introduced by Muller and the motion was seconded by Johnson. Motion carried unanimously.

Resolution No. 18-17 to Approve Authorization to Summarize Ordinance Numbers 437 through 440 for publication purposes. The resolution is approved upon a motion by Gahm and seconded by Dillan. Motion carried unanimously.

Reports of Departments, Boards and Commissions

Police Department- Council reviewed the monthly report.

Parks Commission- Mayor Pedersen reported on the park commission meeting.

Public Works Department- Council reviewed the activity report. Bridge decking is completed.

Planning and Zoning Commission- Council reviewed the agenda and the minutes.

Economic Development Commission- Muller commented on the continued search for industrial land.

Fire Department- The Fire Chief commented on the open house and stated that the townships are in agreement with a municipal contribution. The grant application to Center Point Energy has been submitted for equipment.

Liquor Store- Presented before the council is two proposals to purchase a 50 foot sign. Council reviewed both proposals and approved the lowest proposal to Scenic Sign Corp upon a motion by Muller and seconded by Dillan. Motion carried unanimously.

Airport Commission- No meeting in April

MCAT – Dillan stated that grants have been received for the Park improvements and the Rec Fest and that the group will need to meet and discuss Phase III and the potential of a \$20,000 matching grant opportunity.

Joint Powers Board with City of Braham; No activity.

Safety Committee- Mayor Pedersen commented on getting an AED for City Hall.

Unfinished Business –

New Business- Special Event Permit-Milaca Car Show and Rec Park Shelter Permit. The permits are approved upon a motion by Gahm and seconded by Johnson. Motion carried unanimously.

City Council meeting date to be changed to June 14th due to Festival week. Upon a motion by Johnson and seconded by Muller the council meeting date is approved. Motion carried unanimously.

Council Comments

Mayor Pedersen asked the council for comments:

Council member Johnson – no comments.

Council member Muller- commented on the install of the Verizon cell towers.

Council member Dillan- Looking forward to the new restaurant to open. Announced the Fishing Event at Northern Lights

Council member Gahm- no comments.

Adjourn

With no other business presented before the council, a motion to adjourn was made by Johnson, seconded by Muller, all present voted in favor and the meeting adjourned at 8:01 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# 818092E	ENDICIA ACCOUNTING	4/9/2018	\$1,000.00	POSTAGE FOR METER
Paid Chk# 818093E	EFTPS-STATE TAXPAYMENT	4/27/2018	\$1,969.74	STATE W/H
Paid Chk# 818094E	EFTPS-STATE TAXPAYMENT	4/27/2018	\$146.50	STATE W/H
Paid Chk# 818101E	CENTERPOINT ENERGY	5/18/2018	\$3,016.31	NATURAL GAS
Paid Chk# 818102E	EAST CENTRAL ENERGY	5/7/2018	\$11,555.87	ELECTRIC
Paid Chk# 818103E	MILACA LOCAL LINK	5/20/2018	\$295.28	PHONE SERVICE
Paid Chk# 818104E	INCONTACT INC	5/31/2018	\$45.74	LONG DISTANCE SERVICE
Paid Chk# 818105E	MIDCONTINENT COMMUNICATIONS	5/11/2018	\$65.00	INTERNET-MAY
Paid Chk# 818106E	ENDICIA ACCOUNTING	5/15/2018	\$500.00	POSTAGE FOR METER
Paid Chk# 818107E	EFTPS-STATE TAXPAYMENT	5/14/2018	\$1,952.26	STATE W/H
Paid Chk# 818108E	EFTPS-STATE TAXPAYMENT	5/14/2018	\$146.50	STATE W/H
	Total Checks		\$20,693.20	

CITY OF MILACA
Check Summary Register
10100 General Bank - Checks

	Name	Check Date	Check Amt	Description
Paid Chk# 044161	AMAZON	4/25/2018	\$1,807.86	PRINTER TONER-B&Z
Paid Chk# 044162	BLUE CROSS BLUE SHIELD OF MINN	4/25/2018	\$13,896.71	MEDICAL INSUR-MAY 2018
Paid Chk# 044163	DELTA DENTAL OF MINNESOTA	4/25/2018	\$30.45	PED DENTAL-MAY 2018
Paid Chk# 044164	FAMILY HERITAGE LIFE INS CO	4/25/2018	\$135.00	SUPPL LIFE INS - MAY 2018
Paid Chk# 044165	L.E.L.S.	4/25/2018	\$245.00	POLICE UNION DUES-MAY 2018
Paid Chk# 044166	MN BENEFIT ASSOCIATION	4/25/2018	\$572.08	LIFE/DENTAL-MAY 2018
Paid Chk# 044167	UNUM LIFE INSURANCE CO	4/25/2018	\$626.15	LIFE, STD, LTD-MAY 2018
Paid Chk# 044168	VERIZON WIRELESS	4/25/2018	\$649.38	APR WIRELESS ROUTER SVC
Paid Chk# 044169	VISA	4/25/2018	\$677.82	CLERKS CONF-T PFAFF-DOUBLETREE
Paid Chk# 044170	WUBBEN, MARK	4/25/2018	\$204.99	WORK BOOTS
Paid Chk# 044171	U.S. POSTAL SERVICE	4/26/2018	\$245.46	APRIL BILLINGS
Paid Chk# 044172	FRONTIER	5/7/2018	\$855.23	PHONE SVC-WATER
Paid Chk# 044173	JIM'S MILLE LACS DISPOSAL	5/7/2018	\$960.40	GARBAGE-FIRE
Paid Chk# 044174	MILACA BLDG CENTER	5/7/2018	\$1,397.03	SHOP SUPPLIES-PW
Paid Chk# 044175	MILLE LACS CO. SHERIFF	5/9/2018	\$10.00	FINGERPRINTING-L ANDREWS
Paid Chk# 044176	BUREAU OF CRIM APPREHENSION	5/9/2018	\$32.00	BKGRND CHK-L ANDREWS
Paid Chk# 044177	AMERIPRIDE	5/17/2018	\$121.02	RUGS-LIBRARY
Paid Chk# 044178	AW RESEARCH LABORATORIES	5/17/2018	\$961.00	TESTING-SEWER
Paid Chk# 044179	BENEDICT, TODD	5/17/2018	\$15.00	DEPOSIT REFUND-315 4TH AVE NW
Paid Chk# 044180	BILLINGS SERVICE	5/17/2018	\$1,807.54	GAS-PW
Paid Chk# 044181	CORE & MAIN LP	5/17/2018	\$4,306.58	VALVE BOX PLUGS-WATER
Paid Chk# 044182	CORNER MART	5/17/2018	\$1,578.61	GAS-POLICE
Paid Chk# 044183	CRAWFORDS EQUIPMENT	5/17/2018	\$949.00	TORO RECYCLER/DETHATCHER-PARKS
Paid Chk# 044184	DIAMOND VOGEL PAINTS	5/17/2018	\$918.05	STREET PAINT-PW
Paid Chk# 044185	DOVE FRETLAND PLLP	5/17/2018	\$3,748.08	CRIMINAL RETAINER-APR 2018
Paid Chk# 044186	DUANE W. NIELSEN COMPANY	5/17/2018	\$397.55	LIFT STATION #1 CALIBRATE METE
Paid Chk# 044187	E.C.M. PUBLISHERS, INC.	5/17/2018	\$1,372.58	ORDINANCE 435 AD
Paid Chk# 044188	EARL F. ANDERSEN, INC.	5/17/2018	\$2,276.60	STREET SIGN REPLACEMENT-PW
Paid Chk# 044189	EMERGENCY RESPONSE SOLUTION	5/17/2018	\$362.78	EQUIP PARTS/REPAIR-FIRE
Paid Chk# 044190	FIRE EQUIPMENT SPECIALTIES INC	5/17/2018	\$217.52	UNDERWATER FLASHLIGHTS-FIRE
Paid Chk# 044191	FLOWERPOT GREENHOUSE	5/17/2018	\$588.00	PLANTS-DOWNTOWN
Paid Chk# 044192	GENERATOR POWER SYSTEMS	5/17/2018	\$2,148.58	GENERATOR MAINT-FIRE
Paid Chk# 044193	GK CONSULTING LLC	5/17/2018	\$750.00	MAY NETWORK
Paid Chk# 044194	GRANITE ELECTRONICS	5/17/2018	\$159.00	RADIO REPAIR-FIRE
Paid Chk# 044195	GRANITE LEDGE ELECTRICAL	5/17/2018	\$3,986.34	CHANGE LIGHT ON TOWER-AIRPORT
Paid Chk# 044196	HABERMAN, DIONNE	5/17/2018	\$159.12	APRIL 2018 OGILVIE MILEAGE
Paid Chk# 044197	HANENBURG, LARRY	5/17/2018	\$1,440.00	NEW OFFICE REMODEL-FIRE DEPT
Paid Chk# 044198	JOHNSON JET-LINE, INC.	5/17/2018	\$9,700.00	CLEAN/TELEVISE STORM SEWERS FO
Paid Chk# 044199	KIRVIDA FIRE INC	5/17/2018	\$1,400.37	ENGINE 1 REPAIR-FIRE
Paid Chk# 044200	KNIFE RIVER CORP. - NORTH CENT	5/17/2018	\$391.72	CLASS 5 AGGREGATE
Paid Chk# 044201	KOCH'S HARDWARE HANK	5/17/2018	\$732.25	POSTAGE-WATER
Paid Chk# 044202	LAUGHERY, ROBERT	5/17/2018	\$45.18	3ECHO TRNG-4/23-FIRE DEPT
Paid Chk# 044203	LEAGUE OF MN CITIES INSUR TRST	5/17/2018	\$1,282.00	JOINT POWERS
Paid Chk# 044204	M.C.F.O.A.	5/17/2018	\$45.00	MEMBERSHIP-T PFAFF
Paid Chk# 044205	MILACA AUTO VALUE	5/17/2018	\$693.43	PARTS-PW
Paid Chk# 044206	MILACA CHAMBER OF COMMERCE	5/17/2018	\$433.90	LODGING TAX-MAR 2018
Paid Chk# 044207	MN DEPT OF HEALTH	5/17/2018	\$222.00	REC FEST-CAMPING LICENSE

CITY OF MILACA
Check Summary Register
10100 General Bank - Checks

	Name	Check Date	Check Amt	Description
Paid Chk# 044208	OFFICE FURNITURE SOLUTIONS, IN	5/17/2018	\$3,524.72	GAMBLING MGR OFFICE FURNITURE
Paid Chk# 044209	PFAFF, TAMMY	5/17/2018	\$224.21	REIMB-AIRPORTS CONF-4/19
Paid Chk# 044210	POWERHOUSE OUTDOOR EQUIP IN	5/17/2018	\$140.99	BELT-PARKS
Paid Chk# 044211	PRINCETON RENTAL, INC.	5/17/2018	\$199.95	TRIMMER-PARKS
Paid Chk# 044212	QUILL CORPORATION	5/17/2018	\$721.85	OFC SUPPLIES-CITY
Paid Chk# 044213	RIVERLAND COMMUNITY COLLEGE	5/17/2018	\$140.00	MN FIRE/EMS/RESCUE-C SMITH
Paid Chk# 044214	TEAL'S MARKET	5/17/2018	\$20.76	BREAKROOM SUPPLIES
Paid Chk# 044215	VIKING TROPHIES, INC.	5/17/2018	\$88.17	TAGS-FIRE DEPT
	Total Checks		\$70,615.01	

CITY OF MILACA
Check Summary Register
10900 Liquor Bank - ACH

	Name	Check Date	Check Amt	Description
Paid Chk# 918021E	EAST CENTRAL ENERGY	5/7/2018	\$1,677.09	ELECTRIC
Paid Chk# 918022E	CENTERPOINT ENERGY	5/11/2018	\$406.12	NATURAL GAS
Paid Chk# 918023E	MN DEPT OF REVENUE	5/18/2018	\$15,447.00	LIQUOR SALES TAX
Paid Chk# 918024E	MILACA, CITY OF (WATER/SEWER)	5/15/2018	\$31.43	WATER/SEWER
Paid Chk# 918025E	HIBU	5/11/2018	\$129.99	WEB HOSTING-MAY 2018
	Total Checks		\$17,691.63	

CITY OF MILACA
Check Summary Register
10900 Liquor Bank - Checks

	Name	Check Date	Check Amt	Description
Paid Chk# 024425	BELLBOY CORP.	4/26/2018	\$3,499.98	LIQUOR
Paid Chk# 024426	BERNICKS	4/26/2018	\$2,492.15	BEER
Paid Chk# 024427	BREAKTHRU BEVERAGE MN	4/26/2018	\$4,227.41	WINE
Paid Chk# 024428	BROOKVIEW WINERY	4/26/2018	\$192.00	WINE
Paid Chk# 024429	C & L DISTRIBUTING CO.	4/26/2018	\$18,101.59	NA
Paid Chk# 024430	DAHLHEIMER DISTRIBUTING CO.	4/26/2018	\$28,236.60	WINE
Paid Chk# 024431	JOHNSON BROTHERS LIQUOR CO.	4/26/2018	\$14,119.33	DELIVERY
Paid Chk# 024432	PAUSTIS WINE CO.	4/26/2018	\$810.75	DELIVERY
Paid Chk# 024433	PHILLIPS WINE AND SPIRITS	4/26/2018	\$1,702.39	LIQUOR
Paid Chk# 024434	SEPTIC CHECK	4/26/2018	\$367.50	SEWER REPAIRS
Paid Chk# 024435	SOUTHERN GLAZERS OF MN	4/26/2018	\$2,210.57	DELIVERY
Paid Chk# 024436	TKO WINES INC	4/26/2018	\$208.80	WINE
Paid Chk# 024437	VERIZON WIRELESS	4/26/2018	\$41.52	APRIL DIGITAL SIGN
Paid Chk# 024438	VINOCOPIA	4/26/2018	\$332.00	DELIVERY
Paid Chk# 024439	AMERICAN BOTTLING CO.	5/17/2018	\$266.14	NA
Paid Chk# 024440	AMERIPRIDE	5/17/2018	\$171.08	RUGS
Paid Chk# 024441	BERNICKS	5/17/2018	\$1,331.58	BEER
Paid Chk# 024442	BREAKTHRU BEVERAGE MN	5/17/2018	\$834.93	DELIVERY
Paid Chk# 024443	C & L DISTRIBUTING CO.	5/17/2018	\$8,976.98	BEER
Paid Chk# 024444	CRYSTAL SPRINGS ICE	5/17/2018	\$290.04	ICE
Paid Chk# 024445	DAHLHEIMER DISTRIBUTING CO.	5/17/2018	\$384.00	BEER
Paid Chk# 024446	FRONTIER	5/17/2018	\$143.60	MAY PHONE SVC
Paid Chk# 024447	GRANITE CITY JOBBING	5/17/2018	\$8,577.68	TOBACCO
Paid Chk# 024448	JEYS, VICTORIA	5/17/2018	\$109.89	MLG-MMBA CONF-4/28-5/1
Paid Chk# 024449	JIM'S MILLE LACS DISPOSAL	5/17/2018	\$81.90	REFUSE COLLECTION
Paid Chk# 024450	JOHNSON BROTHERS LIQUOR CO.	5/17/2018	\$8,131.50	DELIVERY
Paid Chk# 024451	KOCH'S HARDWARE HANK	5/17/2018	\$98.74	SUPPLIES
Paid Chk# 024452	LUPULIN BREWING	5/17/2018	\$378.00	BEER
Paid Chk# 024453	M. AMUNDSON LLP	5/17/2018	\$4,113.82	TOBACCO
Paid Chk# 024454	MILACA UNCLAIMED FREIGHT	5/17/2018	\$9.65	SUPPLIES
Paid Chk# 024455	MILLER TRUCKING INC.	5/17/2018	\$61.88	DELIVERY
Paid Chk# 024456	PHILLIPS WINE AND SPIRITS	5/17/2018	\$567.50	WINE
Paid Chk# 024457	QUILL CORPORATION	5/17/2018	\$478.54	PRINTER TONER
Paid Chk# 024458	SCENIC SIGN CORP.	5/17/2018	\$59,575.00	LIQUOR STORE SIGN
Paid Chk# 024459	VIKING BOTTLING CO.	5/17/2018	\$433.43	NA
	Total Checks		\$171,558.47	

RESOLUTION NO. 18-18

RESOLUTION ADOPTING PERSONNEL POLICIES
FOR THE CITY OF MILACA

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

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

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

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Milaca that the following Personnel Policies of the City of Milaca are hereby revised and adopted by this Resolution, effective the 17th day of May, 2018:

PERSONNEL POLICIES (Revised Section)

Section 11. SICK LEAVE

1. Eligibility. Sick leave with pay shall be granted to probationary and permanent employees at the rate of eight (8) hours for each calendar month of full-time service or major fraction thereof. All permanent part-time employees, working an average of twenty-four (24) hours or more per week, will be eligible for prorated sick leave benefits based on hours worked. Sick leave is granted in units of not less than two (2) hours of a work day.
2. Probationary period. During the probationary period following an original appointment, an employee is not entitled to sick leave or vacation leave. After the end of the probationary period, an employee is entitled to sick leave and vacation leave accrued from the start of probationary employment.
3. Usage. Sick leave is granted in units of not less than two (2) hours of a work day. Sick leave shall be used for reasonable absences for themselves or relatives (employee's adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, step-child, or step-parent). Pursuant to MN Statutes 181.9413, eligible employees may use (replace with state statute language "no less than") ~~remove "up to"~~ 160 hours of sick leave in any twelve (12) month period of absences due to an illness or injury to the employee's adult child, spouse, sibling, parent, grandparent, step-parent, parent-in-laws and grandchildren (includes step-grandchildren, biological, adopted or foster grandchildren). (Adopted by Resolution #14-26 on 11-20-14)

Adopted this 17th day of May, 2018.

Mayor Harold Pedersen

ATTEST:

Tammy Pfaff, City Manager

2017 Minnesota Statutes

[Authenticate](#)

Found 1 matches for 181.9413

181.9413 SICK LEAVE BENEFITS; CARE OF RELATIVES.

(a) An employee may use personal sick leave benefits provided by the employer for absences due to an illness of or injury to the employee's child, as defined in section 181.940, subdivision 4, adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent, for reasonable periods of time as the employee's attendance may be necessary, on the same terms upon which the employee is able to use sick leave benefits for the employee's own illness or injury. This section applies only to personal sick leave benefits payable to the employee from the employer's general assets.

(b) An employee may use sick leave as allowed under this section for safety leave, whether or not the employee's employer allows use of sick leave for that purpose for such reasonable periods of time as may be necessary. Safety leave may be used for assistance to the employee or assistance to the relatives described in paragraph (a). For the purpose of this section, "safety leave" is leave for the purpose of providing or receiving assistance because of sexual assault, domestic abuse, or stalking. For the purpose of this paragraph:

(1) "domestic abuse" has the meaning given in section 518B.01;

(2) "sexual assault" means an act that constitutes a violation under sections 609.342 to 609.3453 or 609.352; and

(3) "stalking" has the meaning given in section 609.749.

(c) An employer may limit the use of safety leave as described in paragraph (b) or personal sick leave benefits provided by the employer for absences due to an illness of or injury to the employee's adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent to no less than 160 hours in any 12-month period. This paragraph does not apply to absences due to the illness or injury of a child, as defined in section 181.940, subdivision 4.

(d) For purposes of this section, "personal sick leave benefits" means time accrued and available to an employee to be used as a result of absence from work due to personal illness or injury, but does not include short-term or long-term disability or other salary continuation benefits.

(e) For the purpose of this section, "child" includes a stepchild and a biological, adopted, and foster child.

(f) For the purpose of this section, "grandchild" includes a step-grandchild, and a biological, adopted, and foster grandchild.

(g) This section does not prevent an employer from providing greater sick leave benefits than are provided for under this section.

(h) An employer shall not retaliate against an employee for requesting or obtaining a leave of absence under this section.

History: 1990 c 577 s 4; 1991 c 268 s 2; 2013 c 87 s 1; 2014 c 239 art 3 s 3

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ORDINANCE NO. 441

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

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

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

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

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

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

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

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

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

Passed this 17th day of May, 2018.

Mayor Harold Pedersen

ATTEST

Tammy Pfaff, City Manager

1st reading: 05-17-18

2nd reading: 05-17-18

Published _____

ORDINANCE NO. 442

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

The City Council of Milaca Ordains:

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

Subd. 1 – Definitions

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

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

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

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

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

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

Subd. 2 – Brewpubs

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

NOTICE OF PROPOSED ORDINANCE - FIRST READING

- (c) Packaging of malt liquor for off-sale must comply with Minnesota Statute 340A.285, as it now exists or may be amended from time to time.
- (d) A brew pub's total retail sales at on- or off-sale may not exceed 3,500 barrels per year, provided that retail off-sales may not total more than 750 barrels.

Subd. 3 – Brewer Taprooms.

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

Subd. 4 – Off-Sale Malt Liquor

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

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

NOTICE OF PROPOSED ORDINANCE - FIRST READING

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

Subd.6 – Distilleries.

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

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

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

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

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

Mayor Harold Pedersen

Attest:

Tammy Pfaff, City Manager

1st Reading:

2nd Reading:

Published: _____



Calls for Service By Type

4/1/2018 to 4/30/2018

Type	Total
911 Hang Up	2
Accident	7
Agency Assist	18
Alarm	6
Animal	5
Burglary	1
CDTP	2
Child Neglect	1
Community Contact	2
Disturbance	4
Driving Complaint	6
Drugs	2
Family Services Referral	8
Found Property	1
Fraud-Forgery-Scam	3
Funeral Escort	1
Harassment Complaint	2
Icr Misc	18
Juvenile Complaint	8
Lockout	4
Medical	37
Missing Juvenile	1
Noise Complaint	2
OFP Violation	1
Parking Complaint	8
Property Exchange	2
Property Watch	1
Public Assist	17
Pursuit	1
Remove Unwanted	3
Suicidal Party	3
Suspicious Activity	28
Theft	18
Threats Complaint	1
Traffic	17
Welfare Check	6
Grand Total	247



Milaca Police

To Protect and Serve

Milaca City Council
255 1st Street East
Milaca, MN 56353

Date: May 14, 2018

Dear Sir/Madam

I am sending this letter to the Milaca City Council to consider several changes to current ordinances and making a request to implement a needed ordinance.

The first request is that the City Council consider declaring 3rd Ave NW and 7th St NW a stop intersection from all directions and to also declare 2nd Ave NW and 7th St NW a stop intersection. I would ask that these two intersections be added to our list of stop intersections listed in Chapter 74 Schedule I. Numerous complaints have been received regarding traffic speeds on the north end of both Avenues. Milaca Police Department has regularly prior to and since receiving the complaints run stationary traffic in this area. Most often speeds don't exceed 32 mph while officers are stationed in those areas. I am hopeful that stop signs may help alleviate the perceived traffic issues.

The second request is for the City Council to consider extending the hours of open burning for recreational fires- city ordinance 93.02(B)(4). The city ordinance requires to be extinguished by 11pm. The ordinance has not been changed since 2000 and since that time I have had countless citizen requests to be allowed to have a fire beyond 11pm. We have continued to enforce the hours published in ordinance, but I understand the point often made about it not getting dark much before 11pm during the summer. While researching this point I have found that Astronomical Twilight can start as late as 10:38 pm, which would actually only give those wanting to enjoy the outdoors only 22 minutes to have a recreational fire. I don't have any information to support a suggest new extinguish time for this ordinance. I suspect a time between midnight and 1:00am should give residence ample time to enjoy a recreational fire. Also, if concern exists about noise, we do have another ordinance to restrict noise issues-Public Nuisances affecting Peace and Safety 94.18(G).

The third request is the implementation of a Social Host Ordinance. I have attached a copy of the ordinance from the League of MN cities website. Onamia, Isle, Princeton have all implemented a similar ordinance. I would suggest the City of Milaca implement a similar ordinance. It is my hope that one day an ordinance will be passed by Mille Lacs County that will cover all of Mille Lacs County, but I don't feel we should wait for the County to make that choice. This ordinance will offer law enforcement another tool for enforcement on the rare occasion this becomes an issue. Mr. Toven is fully aware of this ordinance and capable of speaking to the implementation/ enforcement of this ordinance in these other communities.

Thanks for your consideration. If you have any further question I can be reached at (320)983-6166.

Sincerely,

Chief Todd C. Quaintance
Milaca Police Department

Todd C. Quaintance
Chief of Police

Print

Milaca, MN Code of Ordinances

§ 93.02 OPEN BURNING RESTRICTIONS.

(A) No persons shall cause, suffer, allow, or permit open burning within the boundaries except under the following circumstance.

(B) Fires set for recreational, ceremonial, food preparation, or social purposes are permitted provided only wood, coal, or charcoal is burned.

(1) A person 18 years or older must be present at any fire permitted under this section. Fires permitted pursuant to this section shall not be left unattended.

(2) No fire permitted under this section may create or maintain a condition that violates §§ 94.15 through 94.18, regarding public nuisances.

(3) Fires shall be no closer than 10 feet to the base of any structure, tree, shrub, or other combustible material, and shall be no closer than 20 feet to a property line.

(4) Fires shall be completely extinguished by 11:00 p.m. No fire shall be permitted before 9:00 a.m.

(5) All fires permitted under this section shall be in a fire pit, fire ring, or other confined space specifically designed for a fire. Burn barrels are prohibited. Burning material must be entirely within the designed fire area. Under no circumstances shall any portion of the fire be larger than two feet in diameter or two feet off the surface of the ground.

(6) Persons violating this subchapter shall be guilty of a misdemeanor.

(Ord. passed 10-19-95; Am. Ord. 98-3, passed 7-16-98; Am. Ord. 321, passed 8-17-00) Penalty, see § 10.99

Print

Milaca, MN Code of Ordinances

§ 94.18 PUBLIC NUISANCES AFFECTING PEACE AND SAFETY.

The following are declared to be nuisances affecting public peace and safety:

(A) All snow and ice not removed from public sidewalks 24 hours after the snow or other precipitation causing the condition has ceased to fall;

(B) All trees, hedges, billboards, or other obstructions which prevent people from having a clear view of all traffic approaching an intersection;

(C) All wires and limbs of trees which are so close to the surface of a sidewalk or street as to constitute a danger to pedestrians or vehicles;

(D) All obnoxious noises in violation of Minn. Rules, Ch. 7030, as it may be amended from time to time, which is hereby incorporated by reference into this code;

(E) The discharging of the exhaust or permitting the discharging of the exhaust of any stationary internal combustion engine, motor boat, motor vehicle, motorcycle, all terrain vehicle, snowmobile, or any recreational device except through a muffler or other device that effectively prevents loud or explosive noises therefrom and complies with all applicable state laws and regulations;

(F) The using or operation or permitting the using or operation of any radio receiving set, musical instrument, phonograph, paging system, machine, or other device for producing or reproduction of sound in a distinctly and loudly audible manner so as to disturb the peace, quiet, and comfort of any person nearby. Operation of any device referred to above between the hours of 10:00 p.m. and 7:00 a.m. in a manner so as to be plainly audible at the property line of the structure or building in which it is located, or at a distance of 50 feet if the source is located outside a structure or building, shall be prima facie evidence of violation of this section;

(G) The participation in a party or gathering of people giving rise to noise which disturbs the peace, quiet, or repose of the occupants of adjoining or other property;

(H) Obstructions and excavations affecting the ordinary public use of streets, alleys, sidewalks, or public grounds except under conditions as are permitted by this code or other applicable law;

(I) Radio aerials or television antennae erected or maintained in a dangerous manner;

(J) Any use of property abutting on a public street or sidewalk or any use of a public street or sidewalk which causes large crowds of people to gather, obstructing traffic and the free use of the street or sidewalk;

(K) All hanging signs, awnings, and other similar structures over streets and sidewalks, so situated so as to endanger public safety, or not constructed and maintained as provided by ordinance;

- (L) The allowing of rain water, ice, or snow to fall from any building or structure upon any street or sidewalk or to flow across any sidewalk;
- (M) Any barbed wire fence less than six feet above the ground and within three feet of a public sidewalk or way;
- (N) All dangerous, unguarded machinery in any public place, or so situated or operated on private property as to attract the public;
- (O) Wastewater cast upon or permitted to flow upon streets or other public properties;
- (P) Accumulations in the open of discarded or disused machinery, household appliances, automobile bodies, or other material in a manner conducive to the harboring of rats, mice, snakes, or vermin, or the rank growth of vegetation among the items so accumulated, or in a manner creating fire, health, or safety hazards from accumulation;
- (Q) Any well, hole, or similar excavation which is left uncovered or in another condition as to constitute a hazard to any child or other person coming on the premises where it is located;
- (R) Obstruction to the free flow of water in a natural waterway or a public street drain, gutter, or ditch with trash or other materials;
- (S) The placing or throwing on any street, sidewalk, or other public property of any glass, tacks, nails, bottles, or other substance which may injure any person or animal or damage any pneumatic tire when passing over the substance;
- (T) The depositing of garbage or refuse on a public right-of-way or adjacent private property;
and
- (U) All other conditions or things which are likely to cause injury to the person or property of anyone.

Penalty, see § 10.99

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

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

- (A) "Alcohol" means ethyl alcohol, hydrated oxide of ethyl, or spirits of wine, whiskey, rum, brandy, gin, or any other distilled or fermented spirits including dilutions and mixtures thereof from whatever source or by whatever process produced.
- (B) "Alcoholic beverage" means alcohol, spirits, liquor, wine, beer, and every liquid or solid containing alcohol, spirits, wine, or beer, and which contains one-half of one percent or more of alcohol by volume and which is fit for beverage purposes either alone or when diluted, mixed, or combined with other substances.
- (C) "Event or gathering" means any group of three or more persons who have assembled or gathered together for a social occasion or other activity.
- (D) "Host or Allow" means to aid, conduct, entertain, organize, supervise, control, or permit a gathering or event.
- (E) "Parent" means any person having legal custody of a juvenile:
 - (1) As natural, adoptive parent, or step-parent;
 - (2) As a legal guardian; or
 - (3) As a person to whom legal custody has been given by order of the court.
- (F) "Person" means any individual, partnership, co-partnership, corporation, or any association of one or more individuals.
- (G) "Residence" or "premises" means any home, yard, farm, field, land, apartment, condominium, hotel or motel room, or other dwelling unit, or a hall or meeting room, park, or any other place of assembly, public or private, whether occupied on a temporary or permanent basis, whether occupied as a dwelling or specifically for an event, gathering, party or other social function, and whether owned, leased, rented, or used with or without permission or compensation.
- (H) "Underage person" is any individual under twenty-one (21) years of age.

Prohibited Acts.

- (A) It is unlawful for any person(s) to:
 - (1) host or allow an event or gathering;

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

Exceptions.

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

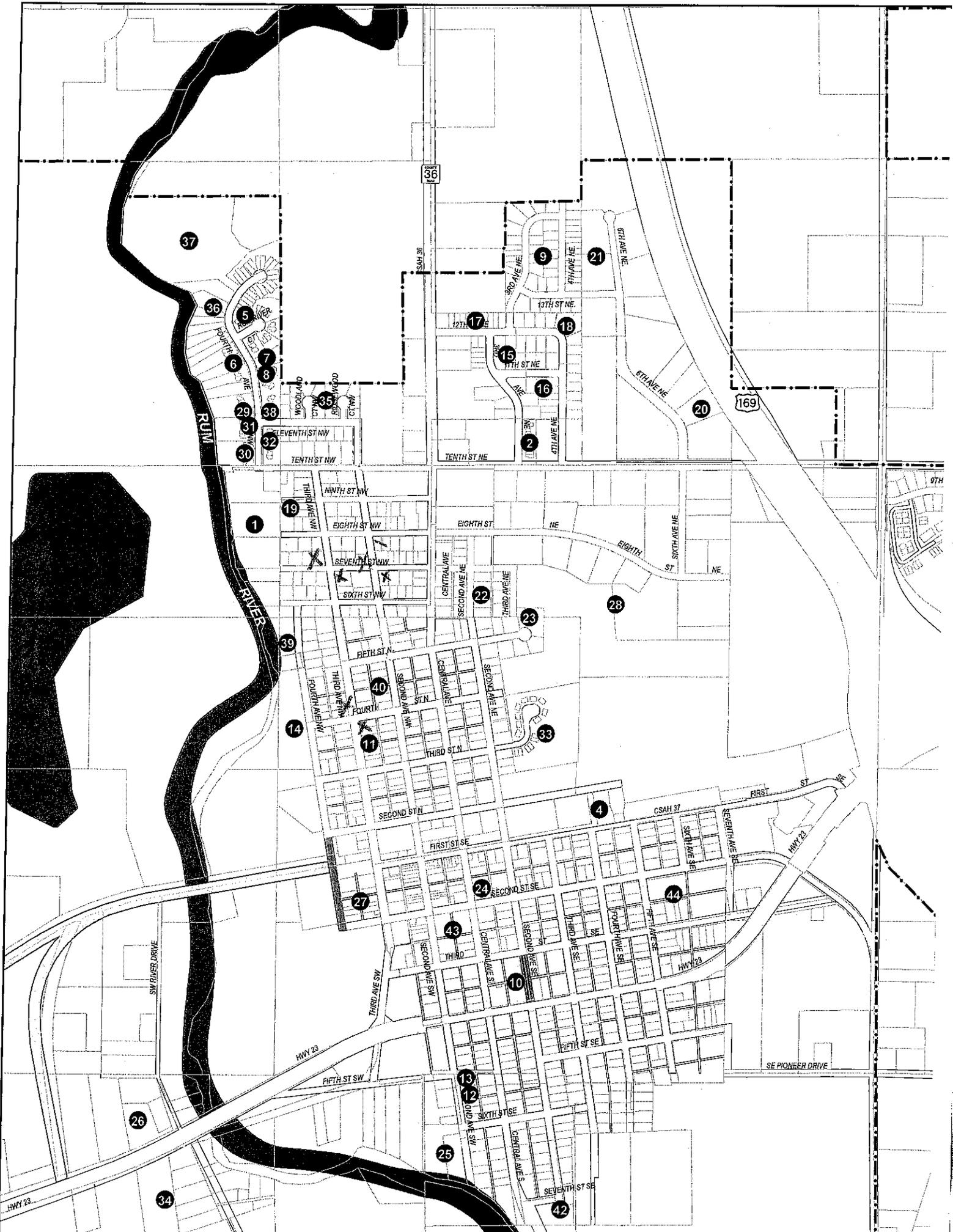
Enforcement. This ordinance shall be enforced by any duly licensed law enforcement officer.

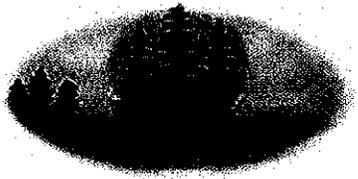
Severability. If any section, subsection, sentence, clause, phrase, word, or other portion of this ordinance is, for any reason, held to be unconstitutional or invalid, in whole, or in part, by any court of competent jurisdiction, such portion shall be deemed

severable, and such unconstitutionality or invalidity shall not affect the validity of the remaining portions of this law, which remaining portions shall continue in full force and effect.

Penalty.

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





Milaca Public Works

320-983-6457

Public Works Supervisor's Report for April - May 2018

Public Works:

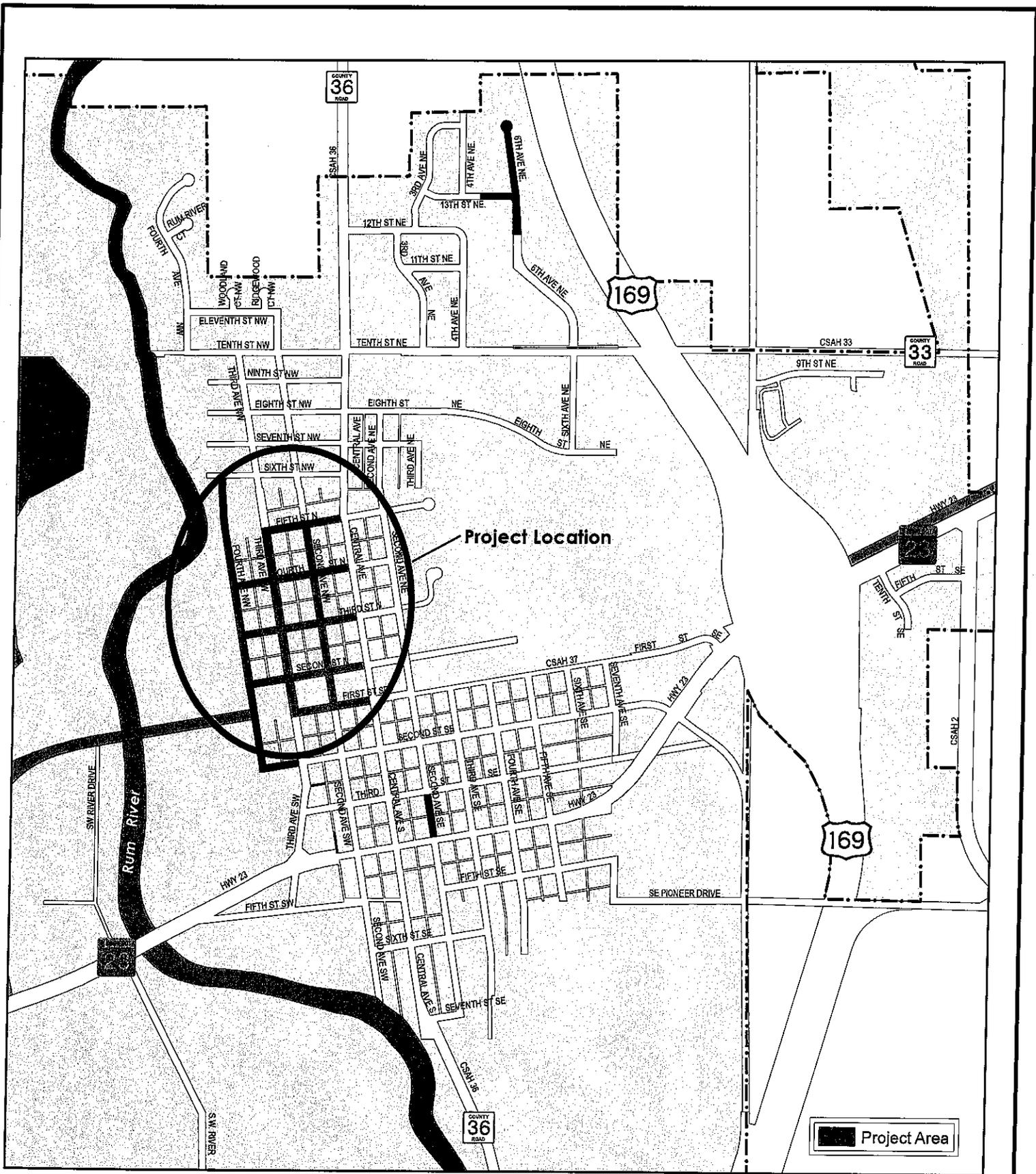
- Alleys graded
- Streets have been being swept 8hrs/day since 4-23
- Getting bids for seal coating and cement work to be done this summer.
- 2nd St. SE storm sewers were jetted and camera inspected.

Parks:

- Installation of ZipVenture and climbing wall started.
- Parks dethatched.
- Restrooms opened.
- Mountain bike trail work started
- Pressure washed all picnic shelter areas
- Started mowing.

Airport:

- Lawn was dethatched.
- Began mowing.



2335 Highway 36 West
St. Paul, MN 55113



City of Milaca, MN



2018 Seal Coat Project

Project Location Map

Date
05/04/2018

Job No.
193800515

Scale
See Above

**CITY OF MILACA
2018 BITUMINOUS SEAL COAT AND CRACK REPAIR PROJECT**

SPECIFICATIONS: Conform to MnDOT and City Engineers Association specifications and below.

INITIAL SWEEP: Project area to be swept free of dirt and foreign materials by means of a pick-up type sweeper. Sweepings to be disposed of offsite.

CRACK REPAIR: Joint Sealant per MnDOT specifications.

SEAL COAT LIQUID APPLICATION: Furnish and apply CRS-2P Emulsified Asphalt at a rate of 0.27 gallon per square yard.

AGGREGATE: Immediately following bituminous material application, furnish and apply FA-2 GRANITE aggregate at a rate of 25 pounds per square yard.

ROLLING: Entire area shall be rolled with pneumatic tired rollers. A minimum of 3 passes required at roller speeds 5 mph or less.

FINAL SWEEP: Complete final sweeping 3 to 10 days after seal coat application. Excess aggregate is to be swept up and disposed of by contractor.

PROJECT AREA:

East-west streets to be done from Central Avenue:

5th Street NW to 3rd Avenue NW (2 Blocks)

4th Street NW to 4th Avenue NW (3 Blocks)

3rd Street NW to 4th Avenue NW (3 Blocks)

2nd Street NW to 4th Avenue NW (3 Blocks)

1st Street SW to 3rd Avenue SW (2 Blocks)

North-South Streets:

4th Avenue NW to 2nd Street NW (4 Blocks)

2nd Avenue NW to 1st Street SW (4 Blocks)

3rd Avenue NW to 1st Street SW (4 Blocks)

Approximate project area is 40,500 Square Yards.

Seal Coat Contractors:

GETTING Quotes

ASTECH Corporation
8348 Ridgewood Road
St. Joseph, MN 56374
320-363-8500
mlpopp@astechus.com

Allied Blacktop Company
10503 89th Avenue N
Maple Grove, MN 55369
763-425-0575
pete@alliedblacktopmn.com

Pearson Bros., Inc.
11079 Lamont Avenue NE
Hanover, MN 55341
763-391-6622
jack@pearsonbrosinc.com

City of Milaca
Planning Commission Agenda
May 14, 2018
6:00 P. M.
255 1st St. E City Hall Council Room

1. Open public hearing for a request from the City of Milaca for a sign variance for two free-standing signs and one taller than the maximum height of 30 feet. The signs are located in the B-2 General Business District.
2. Open public hearing for a request from John Przymus for a conditional use to have eighteen (18) assisted living units in a B-2 General Business Zoning District.
3. Open public hearing for a request from AJW Contracting/CKW Developers for a final plat request of Boulder Ridge 2nd Addition in the R-2 One and Two Family Residential.
4. Close public hearing
5. Open Regular Planning Commission Meeting
6. Call to Order/ Roll Call
7. Approve the minutes from the April 9, 2018 Planning Commission Meeting
8. New Business
 - City of Milaca for a sign variance for two free-standing signs and one taller than the maximum height of 30 feet. The signs are located in the B-2 General Business District.
 - John Przymus for a conditional use request for 18 assisted living units in a B-2 General Business Zoning District.
 - AJW Contracting/CKW Developers request for a final plat request of Boulder Ridge 2nd Addition in the R-2 One and Two Family Residential.
 - City Council would like the Planning Commission to review the parking for apartments in the business district that have no off street parking and make a recommendation to City Council
9. Other Business
10. Adjourn

MILACA PLANNING COMMISSION

A MEETING OF THE PLANNING COMMISSION OF THE CITY OF MILACA WAS DULY HELD ON THE 9th DAY OF APRIL 2018, 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
Luke Kotsmith Sherie BillingsX Arla Johnson X Pam Novak X

EX-OFFICIO MEMBERS:

Marshall Lind, Building Official/ Zoning Administrator X

Laurie Gahm, Liaison X

Others Present:

John Monroe & Mayor Pete Pedersen

Commissioner Harlicker opened the public hearing a request from City Council to make additions to Ordinance 413. Chapter 119 Rental Code: General Regulations. Chapter 99 Fire Code: General Regulations. 2015 International Property Maintenance Code & Rental Property Fee Schedule.

There were no comments from the public

With no comments, Commissioner Harlicker closed the public hearing.

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

Motion was made by Commissioner Johnson to approve the minutes of the March 12, 2018 planning commission meeting. Second by Commissioner Novak.

Motion **passed** unanimously

Planning Commissioner Harlicker asked if Lind would explain chapter 119 Rental Code: General Regulations

Lind stated that a committee was developed with 8 landlords, Mayor Pederson, Councilmember Johnson, City Manager Pfaff, Police Chief Quaintance and I. During a bunch of meetings, this is the ordinance the committee came up with. Lind stated that Section 119.04 will need to be changed because there is no renewal process for the landlords.

There were questions about some of the changes from the other rental ordinance that was recommended to Council.

Commissioner Millam made the motion to recommend Chapter 119 Rental Code: General Regulations with the change to section 119.04. Commissioner Billing seconded the motion.

Motion **passed** 4-0 Commissioner Millam abstained due to conflict of interest

Planning Commissioner Harlicker asked if Lind would explain Chapter 99 Fire Code: General Regulations.

Lind stated that there had been no changes to this chapter from the one the Planning Commission recommended earlier.

Commissioner Millam stated Section 99.02 about the storage of charcoal does not make sense. He could see if it was for used charcoal and if this was just for multi-unit rentals of 4 or more units. After discussion, the commission thought those changes should be added.

Commissioner Billings made the motion to recommend Chapter 99 Fire Code: General Regulations with the change to section 99.02. Commissioner Johnson seconded the motion.

Motion passed 4-0 Commissioner Millam abstained due to conflict of interest

Planning Commissioner Harlicker asked if Lind would explain the 2015 International Property Maintenance Code.

Lind stated that this code would be for the entire city, not just for rental property. Since this code is in the Chapter 119 Rental Code: General Regulations, which the City Attorney stated that this code needs to be adopted as an ordinance. Lind had questions about Section 302.4, the height grass. He stated that he had inserted 8 inches but was not sure what the commission would want. This is the height of the grass before the first letter giving the owner 7 days to mow the grass, after that a second letter would be issued giving them 5 days to take of the nuisance.

Commissioner Harlicker stated that 8 inches seems to be the normal with other cities.

Commissioner Millam had questions about Section 303.2 enclosures around swimming pools, spas and hot tubs. He had questions on the depth of the water at 24 inches needing a fence.

There was discussion about deleting the section or if the section should be changed. The commission decided to keep the section but change the depth from 24 inches to 36 inches.

Commissioner Millam made the motion to recommend the 2015 International Property Maintenance Code with the change to section 303.2. Commissioner Johnson seconded the motion.

Motion passed unanimously

Planning Commissioner Harlicker asked if Lind would explain the Rental Property Fee Schedule.

Lind stated that there will be a one-time registration fee of \$25. There would be a \$40 fee or deposit to the person making the complaint about the property, if the violation exists, the \$40 would be given back to the person making the complaint and the fee would be charged to the homeowner. The other change was the Administrative Citations, this fee would be charged when the homeowner has been issued a citation, if they want they can pay the city the administrative citations instead of being charged with a misdemeanor and going to court. But the person receiving the citation always had the right to be charged with a misdemeanor and go to court and pay the fine and court costs.

There were questions about the one time registration fee, Lind stated that is what was consented upon at the committee meetings.

There were questions about when the property would be inspected. Lind stated that the only time there would be an inspection on the property is if someone is making a complaint or if the owner is asking for one.

Commissioner Harlicker made the motion to recommend the Rental Property Fee Schedule.

Commissioner Johnson seconded the motion.

Motion passed 4-0 Commissioner Millam abstained due to conflict of interest

Under other business, Commissioner Novak asked about when the new restaurant would be opening. Lind stated that he has done a rough-in plumbing but has not done any final inspection on the property.

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

Motion **passed** unanimously

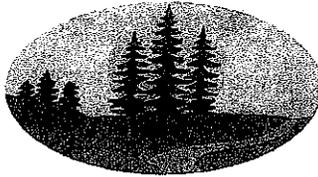
Minutes respectfully submitted by,

Marshall Lind

Marshall Lind
Zoning Administrator

Full minutes can be heard on tape on file

CITY OF MILACA



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

APPLICATION FOR VARIANCE

Application is hereby made for a Variance from (description of variance)

SW Corner of Liquor Store Property
Height 50'
Width 16' 2" / HAVING TWO FREE STANDING SIGNS

Address of Property: 640 10th Ave SE, Milaca, MN

Owner Name: City of Milaca (Liquor Store)

Owner Address: 255 1st St East, Milaca, MN 56353
Street Address
City State Zip Code

Telephone: (320) 983-3141

Applicant's Name: Milaca Liquor

Applicant's Address: 640 10th Ave SE
Street Address
City State Zip Code

Applicant Telephone: (320) 983-6255

The following information is submitted in support of the application as described on the attached "Variance Procedures":

Completed Application for Variance

Fee of \$200

Legal Description of property attached

Depending on the variance requested, the following may be required:

_____ 16 copies of a Site Plan

_____ 16 copies of a Sign Plan

_____ 16 copies of any other appropriate plans or drawings

A narrative explaining the purpose of the request, the exact nature of the Variance, and the justification of the request.

Other

I fully understand that all of the above required information must be submitted at least 20 days prior to the Planning Commission meeting to ensure review by the Planning Commission on that date.

Applicant's Signature Wicki Jay - Store Manager

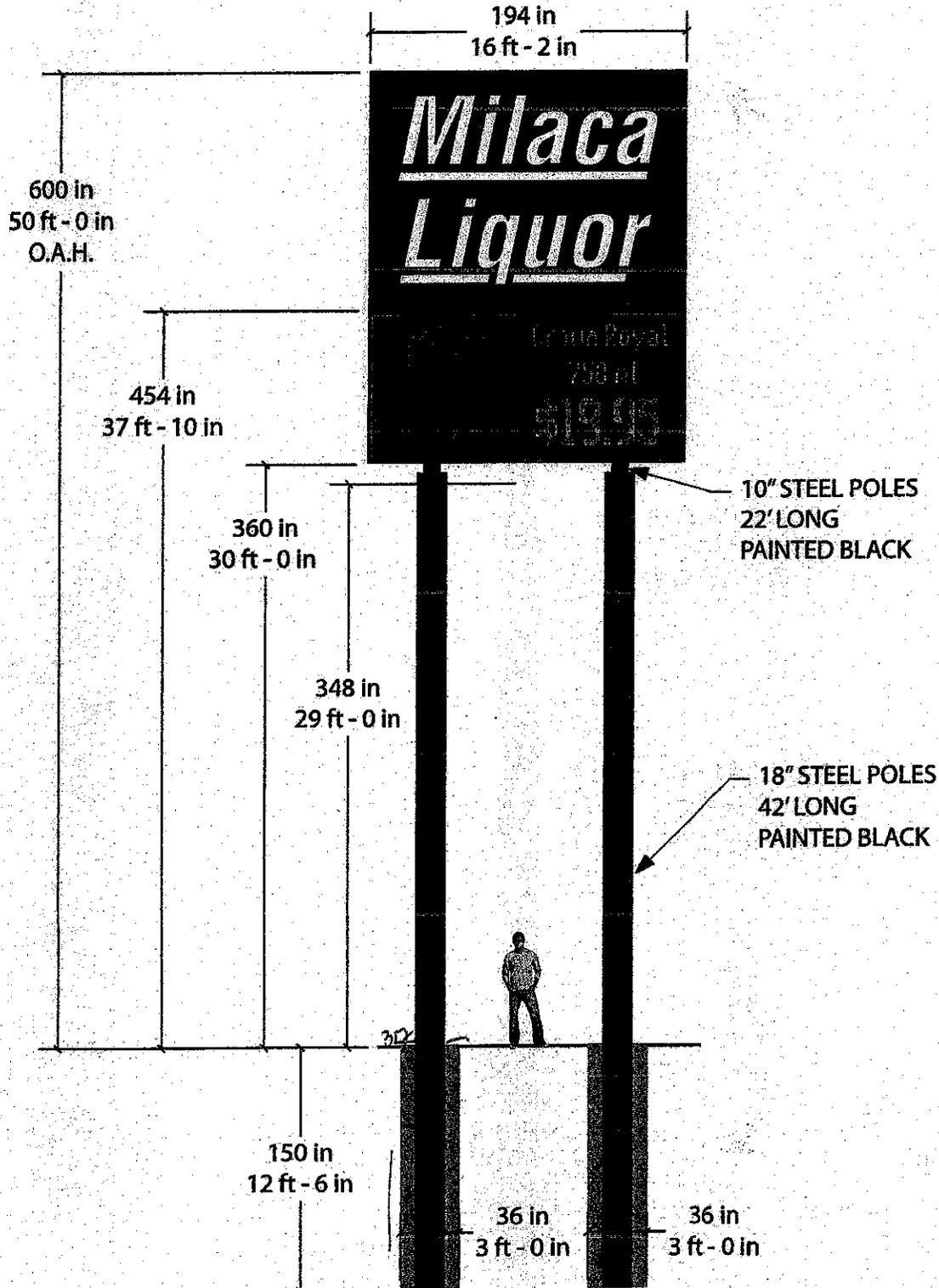
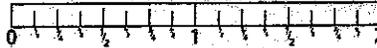
Date 4-24-18

Comments/Revisions _____

Received By:

City Agent's Signature [Signature]

Date 4/25/18



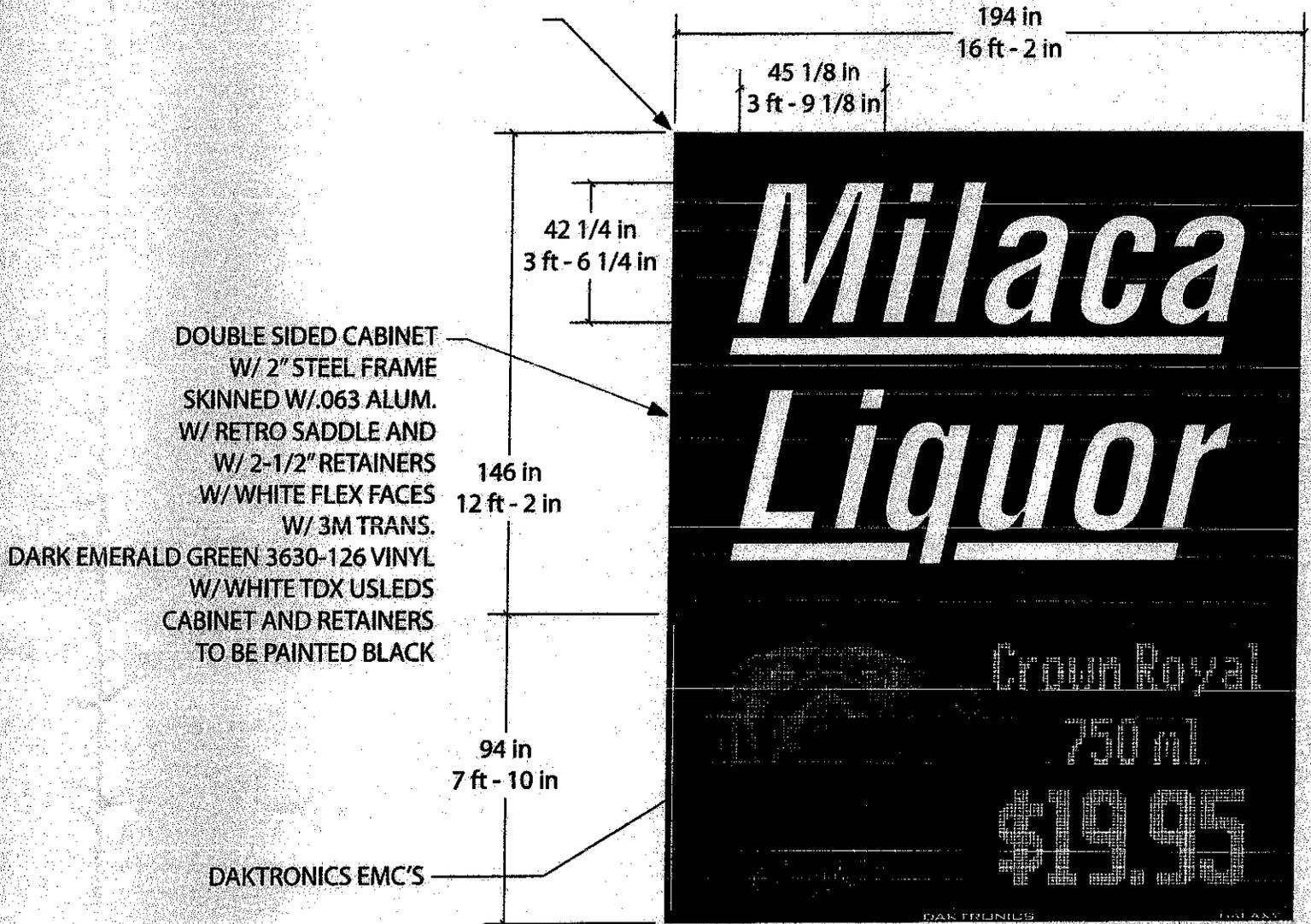
SCALE: 1/8" = 1'-0"

EXTRA ELEMENT: N/A
OF FACES: DOUBLE
FACE MATERIAL: FLEX COOLEY
CABINET TYPE: CUSTOM

RETAINER SIZE: 2-1/2"
DIVIDER BAR SIZE: NONE
FRAME MATERIAL: STEEL
PHOTO EYE: YES

LIGHTING TYPE:
LED COLOR:
POLE TYPE:
POLE HEIGHT:

ELECTRICAL: THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUND AND BONDING OF THE SIGN.



SCALE: 1/4" = 1'-0"

SIGN TYPE: LED
 COLOR: WHITE
 FRAME TYPE: STEEL
 HEIGHT: SEE ABOVE

POLE QUANTITY: 4
 # OF EMC FACES: 2
 BRAND: DAKTRONICS
 ADDITIONAL NOTES:

SALESMAN: DARYL KIRT DATE: 3/12/11
 LOCATION: MILACA, MN. SQ FT: 323.3
 DRAWN BY: MITCH SCALE: SEE A

MILACA PLANNING COMMISSION

STAFF REPORT

Subject: 18-04

Owner: City of Milaca

Applicant: City of Milaca Liquor Store

Location: 640 10th Ave SE

Existing Zoning: B-2 General Business District

Request: Variance to a two free-standing signs and one sign exceeding the 30 feet maximum height requirements.

Date of Public Hearing: May 14, 2018

Reported By: Marshall Lind

Application Submitted:

The applicant has submitted an application, a letter telling why they need the sign, plans showing a picture of what the sign is going to look like.

Comments:

Sec. 156.33 (E) Sign Ordinance states: One free-standing business sign, not exceeding 30 ft. in height nor exceeding 400 square feet in size on a single side of the sign on any single business premise, is permitted. More than one free-standing business sign on a single premise shall be permitted only by variance granted pursuant to Sec. 156.138. The free-standing business sign shall conform to all requirements of this section and shall also conform to Sec. 156.135(G). Any free-standing business sign shall not project onto or over any public right-of-way.

The applicant is asking for a variance to have two free standing signs. One free standing sign already exists; it is located at the entrance of the liquor store property. The second sign will be located at the South West corner of the black top parking lot. This sign will be 50 feet tall.

Sec. 156.138 Variances: The City Council following a public hearing by the Board of Adjustments and Appeals may issue a variance from the application of any section of this subchapter upon due application therefore, payment to the city of a fee as designated in Chapter 34 of this code, and in accordance with and pursuant to the provisions of Chapter 34.

Sec. 156.135(G): A permit will be issued only if the sign to be erected blends harmoniously with the scale of the neighborhood, does not distract or cause confusion to motorists and pedestrians and does not conflict with the purpose of this subchapter to preserve and enhance aesthetic value of the commercial areas. In furthering these objectives, the City Council may, as a condition of issuing the permit, place restrictions on the type of sign to be erected and maintained. These restrictions may include, but are not necessarily limited to, the size of the sign; the denial of use of lighting; the amount and type of lighting if lighting is permitted; the location of the sign on the property; and the type of construction to be used for the sign.

Chapter 34: Fees, Charges, and Rates.

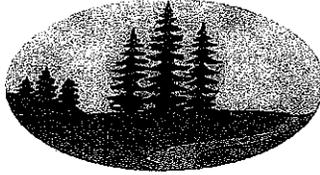
According to the Cities sign ordinance, a sign variance is different than any other variance requests and that it doesn't have to meet Sect. 156.167 Conditions for Granting Variances. For granting a sign variance, it only needs to meet Sec. 156.135(G) and Sec. 156.138.

Staff Recommendation:

The placement of the new free standing signs would be along at the South West corner of the parking lot of the liquor. The free standing sign will be 50 ft. tall so it can be seen from HWY 169. By granting this sign request, it would also be granting two free standing signs on one property.

Staff would recommend granting this sign variance.

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)

18 Unit of assisted Living in East Wing
Where Rise + Dine / East Ballroom Were

Address of Property: 345 Central Ave S Milaca Mn 56353

Owner Name: John B Przymski

Owner Address: 4751 Geneva Golf Club Dr
Street Address

Alexandria Mn. 56308
City State Zip Code

Telephone: (612) 202-7051

Applicant's Name: _____

Applicant's Address: _____
Street Address

City State Zip Code

Applicant Telephone: () _____

Same as above

The following information is submitted in support of this application:

Completed Application for Conditional Use Permit

Fee of \$200

Legal Description of property attached

Depending on the Conditional Use Permit requested, the following may be required:

_____ 16 copies of a Site Plan

_____ 16 copies of a Sign Plan

_____ 16 copies of any other appropriate plans or drawings

A narrative explaining the purpose of the request, the exact nature of the Conditional Use Permit, and the justification of the request.

Other

I fully understand that all of the above required information must be submitted at least 20 days prior to the Planning Commission meeting to ensure review by the Planning Commission on that date.

Applicant's Signature John B. Puzos

Date 4/25/18

Comments/Revisions _____

Received By:

City Agent's Signature [Signature]

Date 4/25/18

MILACA PLANNING COMMISSION

STAFF REPORT

Subject: 18-05 Conditional Use request

Applicant: John Przymus

Location: 210 HWY 23 E

Zoning: B-2 General Business District

Request: To Install 18 Assisted Living Units

Date of Public Hearing: May 14, 2018

Reported By: Marshall Lind

Application Submitted:

The application for a conditional use to have 18 assisted living units located in the B-2 General Business District. There is a large plan of the assisted living and where they will be located in the building, I will bring the plan to the meeting. He has submitted a plan showing 42 rental garages and a total of 214 parking spaces.

Comments:

The applicant is asking to have 18 assisted living units 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.

(F) Uses requiring a conditional use permit.
(2) Multiple Family Dwelling

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 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.

Ordinance 156.075 Off-Street Parking and Loading Requirements Purpose:

It is the purpose of this subchapter to provide for the regulation of and design standards for off-street parking facilities within all zoning districts in the city, to minimize congestion on the public right-of-way, and to maximize the safety and general welfare of the public.

Ordinance 156.080 Change of Use or Occupancy; Parking Requirements:

No change of use or occupancy of land, or of use or occupancy of any building shall be made until there are furnished sufficient parking and loading spaces as required by this subchapter.

Ordinance 1566.084 Number of Required Spaces:

Elderly Housing One-half space per unit

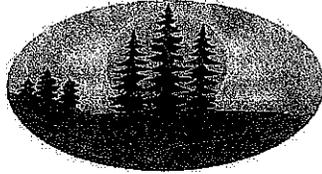
This property has multi tenants located on it. There is a 56 unit apartment building, banquet hall & hotel. With adding the assisted living, it requires additional 9 parking spaces. There will be 4 assisted living spaces going where the swimming pool was and 14 additional assisted living spaces going where the restaurant and the bar were located. Our parking ordinance requires 1 space for every 40 square feet for the restaurant and bar area. With the restaurant and bar there is a total of

6,300 square feet that would be 157.5 parking spaces. So with the required 9 parking spaces for the purposed assisted living and doing away with the 157.5 parking spaces, there should be enough parking for the additional assisted living.

Staff Recommendation:

The property is located in the B-2 General Business Zoning District and the zoning ordinance does allow for multi-family residential in the zoning district with a conditional use. The current building does have multiple uses in it, one being a 56 unit residential apartment building. With removing the 157.5 parking spaces for the restaurant and the bar and adding the 9 parking spaces that are required for the additional assisted living I do believe that the current uses meet the City's zoning ordinance for parking. I do support granting the Conditional Use request.

CITY OF MILACA



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

APPLICATION FOR SUBDIVISION FINAL PLAT

Application is hereby made for a Final Plat for BOULDER RIDGE SECOND ADDITION
Subdivision Name

Which received preliminary approval by the Milaca City Council on _____
Date

Legal description of property

LOT 1 BLK 1 & OUTLOT A

Owner Name: AJW CONTRACTING / CKW DEVELOPERS

Owner Address: 11428 293RD AVE PRINCETON

Street Address

PRINCETON

MN

55371

City

State

Zip Code

Telephone: (612) 282-6260

Applicant's Name: SHAWN WILLIAMS

Applicant's Address: 11428 293RD AVE

Street Address

PRINCETON

MN

55371

City

State

Zip Code

Applicant Telephone: (612) 282 6260

The following information is submitted in support of this application as described in the Preliminary Plat Procedures and Data Required for Preliminary Plat:

- Completed Application for Subdivision
- Complete Preliminary Plat check list
- Fee of \$100 City of MILAZA
- Legal Description of property to be divided
- 16 copies of the proposed plat
- Rezoning Application, if applicable
- Other _____

I fully understand that all of the above required information must be submitted at least 20 days prior to the Planning Commission meeting to ensure review by the Planning Commission on that date.

Applicant's Signature Stan Williams

Date 4/25/18

Comments/Revisions RUN RIVER LAND SURVEYORS IS WORKING ON DRAWING AND WILL HAVE INTO CITY BY 4/1/18

* WE ARE ONLY LOOKING AT DEVELOPING ONE LOT AT THIS TIME. THE DRAINAGE WILL BE RESOLVED ON NEXT PHASE.

Received By:

City Agent's Signature [Signature]

Date 4/25/18

MILACA PLANNING COMMISSION

STAFF REPORT

Subject: 18-06 Final Plat Request

Owner: AJW Contracting/CKW Developers

Applicant: AJW Contracting/CKW Developers

Location: Boulder Ridge Development

Existing Zoning: R-2 One and Two Family Residential

Request: Final Plat for Single Family and Multi Family Residential

Date of Public Hearing: May 14, 2018

Reported By: Marshall Lind

Application Submitted:

AJW Contracting/CKW Developers has submitted a Final Plat called Boulder Ridge Second Addition. It would be zoned R-2, One and Two Family Residential.

Comments:

This is a final plat request. The addition would have 1 single family lots and an Outlot. The single family lot does meet our minimum lot size and have 80ft. wide street frontage at the building setback. The City engineer still has reviewed this proposed addition. His notes for this addition are:

Following up on our earlier discussion regarding the possible lot on the 9th Street NE cul-de-sac at Boulder Ridge, I have a couple of quick comments.

- The plat for the lot should include platting some 9th Street NE ROW to a point at least 10-feet past the east end of the cul-de-sac. We should also get a "temporary" easement over the turn-around portion of the cul-de-sac.
- In addition to the standard lot easements, the new lot will need at least a 10-foot wide drainage and utility easement over the west edge of the lot. As part of the process the location of the in-place storm sewer should be field verified by shooting the catch basin in the street and the pipe apron near the SW corner of the lot.
- There has been an ongoing drainage problem with drainage coming from the north of the Boulder Ridge site. At times water runs over and across 9th Street NE in the area of the proposed new lot. This drainage matter will need to be addressed. I don't have any suggestions on how to address the matter at this time.

Attached is some information to go along with the above comments. Call me if you have any questions. Please feel free to send additional information for this project when you receive it.

Phil

Phil Grave
Principal
Direct: (651) 604-4885
Stantec Consulting Services Inc.



Marshall- The Boulder Ridge Second Addition drawings sent yesterday (copies attached) appear to address comments 1 and 2 below. Comments 3-6 are still valid. Call me if you have any questions. -Phil

From: Gravel, Phil
Sent: Monday, April 30, 2018 9:47 AM
To: Marshall Lind <mlind@milacacity.com>
Cc: Gary Kirkeby (gkirkeby@milacacity.com) <gkirkeby@milacacity.com>; darryl stimmler at milaca <dhstimmler@gmail.com>
Subject: .proposed single lot plat for Boulder Ridge

Hi Marshall-

Gary, Darryl, and I met at Boulder Ridge last week to look at the 9th Street NE drainage and to discuss the proposed single lot plat for a home on the south side of 9th Street NE.

At this time, I have the following comments regarding the proposed project. Some of the comments are a repeated from my e-mail message of April 24th.

1. The plat for the lot should include platting some 9th Street NE ROW to a point at least 15-feet past the east end of the proposed lot. We should also get a "temporary" easement over the turn-around portion of the cul-de-sac.
2. In addition to the standard lot easements, the new lot will need at least a 10-foot wide drainage and utility easement over the west edge of the lot. As part of the platting process, the location of the in-place storm sewer should be field verified by shooting the catch basin in the street and the pipe apron near the SW corner of the lot.
3. The Boulder Ridge record drawings that my office has do not show swing ties for a water service for the proposed lot. I'm not sure if sewer and/or water service stubs were installed for the proposed lot. The applicant will need to verify if sewer and/or water service stubs have been installed. If not, a street patch detail will need to be provided.
4. Concrete curb shall be installed along 9th Street NE along the entire frontage of the proposed lot. If the City is agreeable, you could possibly work out a cash escrow arrangement in lieu of the curb installation at this time.
5. There has been an ongoing drainage problem with drainage coming from the north of the Boulder Ridge site (drainage through a culvert under the county road). A drainage swale was previously constructed to direct drainage around the east end of the cul-de-sac and this swale appears to handle the drainage for the time being. However, the matter of the drainage from the north will need to be addressed with a more permanent fix in the next phase for this development.
6. The storm water holding area on the south edge of the proposed lot does not appear to have a controlled outlet pipe. As such, the pond water elevation raised to a level higher than the design elevation. Pond outlet piping for this pond will need to be included in the next phase for this development.

Attached is some information to go along with the above comments. Call me if you have any questions. Please feel free to send additional information for this project when you receive it.

Phil Gravel, Milaca City Engineer

Phil Gravel

Principal

Direct: (651) 604-4885

Stantec Consulting Services Inc.



Staff Recommendation:

Because this development only consists of 1 single family lot and this lot was on the preliminary plat of Boulder Ridge, the City Engineer and I are allowing this development to go straight to Final Plat. The developer was informed that any further additions would need to have a preliminary plat and then the final plat of the development. Staff would recommend approving this final plat for an R-2 zoning development contingent upon meeting all of the City Engineer's requirements.

MEMO

To: Planning Commission
 From: Marshall Lind
 Zoning Administrator

RE: Parking Requirements

At the April City Council meeting the owner of the Hobnetti's building aske that City Council changes the parking requirements because he does not have any off street parking for his tenants.

This chart is from Title VII: Traffic Code, Chapter 75: Parking Schedule

Central Ave. S		City-owned parking lot in the 100 block	Prohibited from 5:00 a.m. until 7:00 a.m.	405; 423	12-19-13; 3-16-17
First St. W			Prohibited from 1:00 a.m. until 6:00 a.m.	715:70	
Second St. SW		From its intersection with Central Ave. to Third Ave. S	Prohibited from 1:00 a.m. until 6:00 a.m.	715:70	
Third St. SW		Between Second and Third Ave. SW	Prohibited from November 1 through March 31, the winter months		299 12-11-86
Third St. SW	South curb line	From its intersection with Second Ave. SW westerly to Third Ave. SW	Prohibited from 1:00 a.m. to 6:00 a.m.		273 12-13-84

So there is no parking from 5:00 a.m. until 7:00 a.m. in the City owned parking lot, which the City allows residents to park. There is no parking on the streets from 1:00 a.m. until 6:00 a.m. The City parking lot no parking times uses to be from 6:00 a.m. until 8:00 a.m., but the people that work down town use the parking lot and they needed to be to work by 8:00 a.m. so Council changed the time last year.

Currently Hobnetti's is renting space from Shear Beauty on Central Ave. They do not wish to continue to pay for parking, also if this lot is plowed before they move their cars, Hobnetti's must pay to have the lot re-plowed.

City Ordinance 156.084 Number of Parking Spaces Required:
Multiple Family Dwelling 2 free spaces per unit

I know Hobnetti's was grandfathered in on this ordinance, but I do not think the City should change its existing parking ordinance when the owner is supposed to supply off-street parking.

I have enclosed a copy of a letter from the Public Works Supervisor and the Police Chief.

Thank you,

Marshall Lind

Marshall Lind
Zoning Administrator

Winter Parking Restrictions

Planning Commission,

I request that the current ordinance  § 71.36 PARKING RESTRICTIONS.

- (A) In order to facilitate snow removal from the public streets of the city from November 1 through April 1 of each year, no vehicle shall be parked upon any public street in the city between the hours of 1:00 a.m. and 6:00 a.m. Violation of this section shall result in a fine. If the fine is not paid within ten days, the fine shall increase.

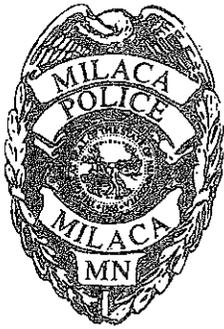
Having streets free of vehicles allows us to do a much better job plowing resulting in safer streets. Additionally it limits potential hazards of plow truck wings hitting vehicles while trying to plow as close to parked cars as possible. An odd even parking schedule would not work for us because it results in having to plow the streets an additional time the next day after the snowfall which would double our plowing budget. The cities of Foley, Princeton, Mora, Cambridge, Zimmerman, Sartell, and Sauk Rapids all have the same if not more restrictive winter parking regulations.

I also encourage that the downtown city parking lot be included in the same winter parking restrictions as city streets. That is the only way public works will be able to keep that lot clear of snow and ice.

Thank you,

Gary Kirkeby

Milaca Public Works Supervisor



Milaca Police

To Protect and Serve

Milaca City Council
Planning Commission
255 1st Street East
Milaca, MN 56353

Date: May 1, 2018

Dear Sir/Madam

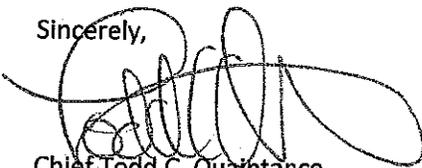
It has come to my attention that the Milaca City Council requested the Milaca Planning Commission review the current parking procedures/ordinances as they apply to winter parking in the downtown area of Milaca. I am sending this letter to inform you of our current practices and to request a slight change to the current ordinance regarding parking.

Currently, the Milaca Police Department enforces no parking in the down town area, an area clearly defined within city ordinance, all year long from 1am to 6am. The existing ordinance explains the parking hours and locations. We also enforce no parking between the hours of 5am and 7am in the city lot located along the 100 block of Central Ave S. During the winter, we enforced an ordinance that has been in place for almost 25 years of no parking on any city street from November 1st until April 1st. The reason for this ordinance enforcement was the need to have the streets clear of vehicles to allow for plowing during the winter. These no parking times allow for clear streets and the removal of obstacles without undue burden on public works to work around vehicles creating many safety concerns. Many citations were issued, but this was very successful in clearing the streets and reducing undue burden and stress to the public crews. These times of no parking allow for street plowing and sweeping which is critical for public safety.

I believe the no parking during the entire winter hours and season has helped with street clearing issues. I know that this practice creates a burden for some home owners/renters, but to revert to previous practices of limited no parking hours creates a significant financial burden for the city and several safety concerns. I believe the no parking in the downtown area throughout the entire year has always worked well and I would only ask that the group consider changing the hours of no parking in the city lot along the 100 block of Central Avenue S. to match the hours on the downtown city streets. I believe these two separate times have already caused a burden to public works for scheduling plowing and sweeping. I also believe a consistent set of parking hours would be easier for law enforcement to enforce.

Thanks for your consideration. If you have any further question I can be reached at (320)983-6166.

Sincerely,


Chief Todd C. Quaintance
Milaca Police Department

Todd C. Quaintance
Chief of Police

Site P

for

Allstar Childcare Part of SE1/4 of SE1/4 of City of Milaca, Mille Lacs

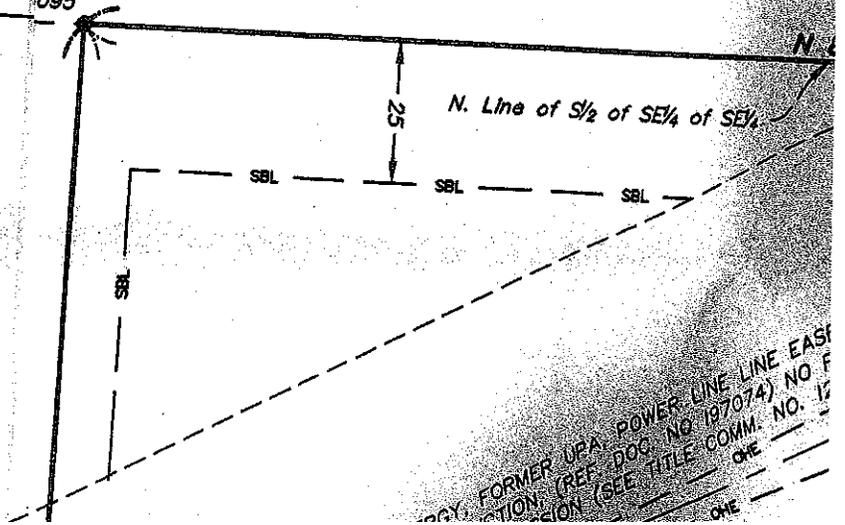
Existing Property Description (Per Doc. No. A385376):
The East 330 feet of the South Half of the Southeast
of Section 24, Township 38, Range 27, Mille Lacs Cou

SITE GENERAL NOTES

1. All concrete ramps, sidewalks and van accessible handicapped parking stalls to conform to current A.D.A. requirements.
 2. Proposed elevations are shown to finished grade and top of pavement unless otherwise noted.
 3. Typical full size 90° parking stall is 9' X 19' unless otherwise noted.
 4. Typical full size 60° parking stall is 9' X 22' unless otherwise noted.
 5. No title records were supplied.
- A Gopher State One Call was not performed as part of this Site Plan process. Utility markings are required to verify feasibility of proposed conditions.
- This is a site layout plan and not an engineered plan. For full engineering plans, please consult with a civil engineer.

PID: 11-024-300

1/2"
095



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.

(B) Any lighting used to illuminate off-street parking areas shall be directed away from abutting property and public rights-of-way.

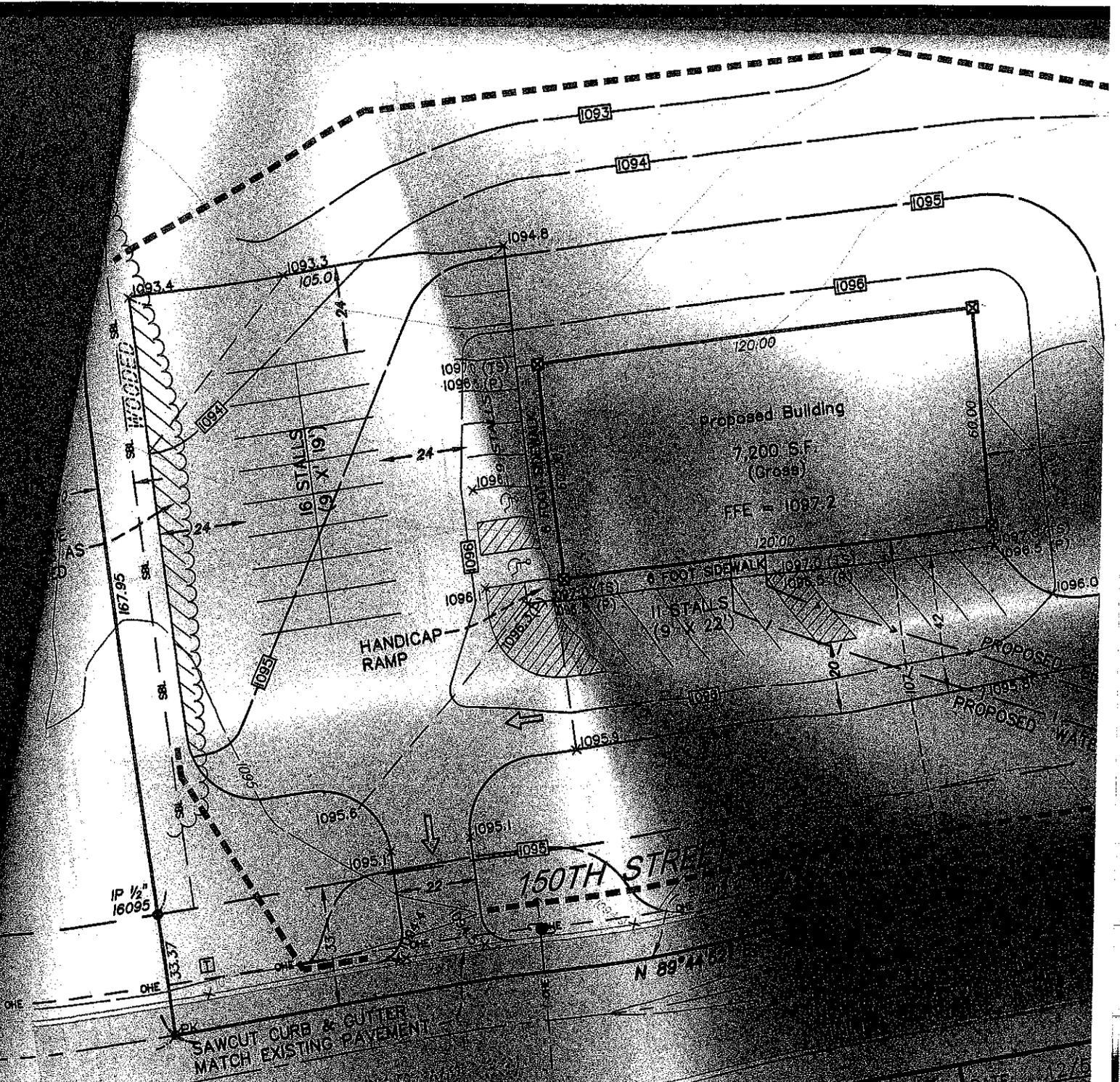
(C) No sign shall be so located that it restricts the sight, orderly operation, and traffic movement within any parking area.

(D) All parking lots shall be screened and landscaped from abutting residential uses or districts by a fence or densely planted compact hedge or tree cover not less than four feet nor more than eight feet in height.

(E) The parking area shall meet the minimum design standards and the number of stalls required under this subchapter.

(Ord. 134/94, passed 3-24-94)

Office buildings, banks, professional offices, animal hospitals	1 space per 200 sq. ft. of gross floor area
--	---



SAWCUT CURB & GUTTER
MATCH EXISTING PAVEMENT

150TH STREET

I hereby certify that this survey plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota

DATE: 12/16
DESIGN BY:
DRAWN BY:
CHECKED BY:
FILE #:

Rev. 1/07

**RESOLUTION 18-19
AUTHORIZATION TO EXECUTE
MINNESOTA DEPARTMENT OF TRANSPORTATION
GRANT AGREEMENT FOR AIRPORT IMPROVEMENT
EXCLUDING LAND ACQUISITION**

It is resolved by the **City of Milaca** as follows:

1. That the state of Minnesota Agreement No. **1031149**,
"Grant Agreement for Airport Improvement Excluding Land Acquisition," for
State Project No. **A4801-35** at the **Milaca Municipal Airport** is accepted.

2. That the City Manager –Tammy Pfaff and Mayor Harold Pedersen are

authorized to execute this Agreement and any amendments on behalf of the
City of Milaca.

CERTIFICATION

STATE OF MINNESOTA
COUNTY OF MILLE LACS

I certify that the above Resolution is a true and correct copy of the Resolution adopted by
the CITY OF MILACA

at an authorized meeting held on the 17th day of MAY, 2018 as shown by the minutes of
the meeting in my possession.

Signature: _____
City Manager- Tammy Pfaff

CORPORATE SEAL /OR/ NOTARY PUBLIC

My Commission Expires: _____

GRANT AGREEMENT FOR AIRPORT IMPROVEMENT AND LAND ACQUISITION

This Agreement is by and between the State of Minnesota acting through its Commissioner of Transportation (“State”), and the City of Milaca (“Recipient”).

WHEREAS, the Recipient desires the financial assistance of the State for an airport improvement project (“Project”) as described in Article 2 below; and

WHEREAS, the State is authorized by Minnesota Statutes Sections 360.015 (subdivisions 13 & 14) and 360.305 to provide financial assistance to eligible airport sponsors for the acquisition, construction, improvement, or maintenance of airports and other air navigation facilities; and

WHEREAS, the Recipient has provided the State with the plans, specifications, and a detailed description of the airport improvement Project; and

WHEREAS, the Recipient desires to acquire land and/or easements described in Exhibit A attached hereto (“Property”) for airport development.

NOW, THEREFORE, it is agreed as follows:

1. This Agreement is effective upon execution by the Recipient and the State, and will remain in effect until June 30, 2022.
2. The following table provides a description of the Project and shows a cost participation breakdown for each item of work:

<u>Item Description</u>	<u>Federal Share</u>	<u>State Share</u>	<u>Local Share</u>
Land Acquisition - Phase II - Purchase	0%	95%	5%

3. The Project costs will not exceed \$ 63,000.00. The proportionate shares of the Project costs are: Federal: Committed: \$ 0.00, Multi-Year Amount: \$ 0.00; State: \$ 59,850.00, and Recipient: \$ 3,150.00. This project is not estimated to be completed this fiscal year and the federal multiyear amount is an estimate only. These additional funds are not committed by the state and are only available after being made so by the U.S. government. Federal funds for the Project will be received and disbursed by the State. In the event federal reimbursement becomes available or is increased for this Project, the State will be entitled to recover from such federal funds an amount not to exceed the state funds advanced for this Project. No funds are committed under this Agreement until they are encumbered by the State. No more than 95% of the amount due under this Agreement will be paid by the State until the State determines that the Recipient has complied with all terms of this Agreement, and furnished all necessary records.
4. The Recipient will designate a registered engineer (the “Project Engineer”) to oversee the Project work. If, with the State’s approval, the Recipient elects not to have such services performed by a registered engineer, then the Recipient will designate another responsible person to oversee such work, and any references herein to the “Project Engineer” will apply to such responsible person.
5. The Recipient will complete the Project in accordance with the plans, specifications, and detailed description of the Project, which are on file with the State’s Office of Aeronautics and are incorporated into this Agreement by reference. Any changes in the plans or specifications of the Project after the date of this Agreement will be valid only if made by written change order signed by the Recipient, the Project Engineer, and the contractor. Change orders must be submitted to the State. Subject to the availability of funds the State may prepare an amendment to this Agreement to reimburse the Recipient for the allowable costs of qualifying change orders.
6. The Recipient will make payments to its contractor on a work-progress basis. The Recipient will submit requests for reimbursement of certified costs to the State on state-approved forms. The State will reimburse the Recipient for the state and federal shares of the approved Project costs.
 - a. At regular intervals, the Recipient or the Project Engineer will prepare a partial estimate in accordance with the terms of the contract, special provisions, and standard specifications for the Project(s). Partial estimates must be completed no later than one month after the work covered by the estimate is completed. The Project Engineer and the contractor must

certify that each partial estimate is true and correct, and that the costs have not been included on a previous estimate.

- b. Following certification of the partial estimate, the Recipient will make partial payments to the contractor in accordance with the terms of the contract, special provisions, and standard specifications for the Project(s).
 - c. Following certification of the partial estimate, the Recipient may request reimbursement from the State for costs eligible for federal and state participation. A copy of the partial estimate must be included with the Recipient's request for payment. Reimbursement requests and partial estimates should not be submitted if they cover a period in which there was no progress on the Project.
 - d. Upon completion of the Project(s), the Recipient will prepare a final estimate in accordance with the terms of the contract, special provisions, and standard specifications for the Project(s). The final estimate must be certified by the Recipient, Project Engineer and the contractor.
 - e. Following certification of the final estimate, the Recipient will make final payment to the contractor in accordance with the terms of the contract, special provisions, and standard specifications for the Project(s).
 - f. Following certification of the final estimate, the Recipient may request reimbursement from the State for costs eligible for federal and state participation. A request for final payment must be submitted to the State along with those project records required by the State.
7. For a Project which involves the purchase of equipment, the Recipient will be reimbursed by the State in one lump sum after the Recipient: (1) has acquired both possession and unencumbered title to the equipment; and (2) has presented proof of payment to the State, and (3) a certificate that the equipment is not defective and is in good working order. The Recipient will keep such equipment, properly stored, in good repair, and will not use the equipment for any purpose other than airport operations.
 8. If the Project involves force-account work or project donations, the Recipient must obtain the written approval of the State and Federal Aviation Administration (FAA). Force-account work performed or project donations received without written approval by the State will not be reimbursed under this Agreement. Force-account work must be done in accordance with the schedule of prices and terms established by the Recipient and approved by the State.
 9. Pursuant to Minnesota Statutes Section 360.305, subdivision 4 (g) (1), the Recipient will operate its airport as a licensed, municipally-owned public airport at all times of the year for a period of 20 years from the date the Recipient receives final reimbursement under this Agreement. The Airport must be maintained in a safe, serviceable manner for public aeronautical purposes only. The Recipient will not transfer, convey, encumber, assign, or abandon its interest in the airport or in any real or personal property, which is purchased or improved with State aid funds without prior written approval from the State. If the State approves such transfer or change in use, the Recipient must comply with such conditions and restrictions as the State may place on such approval. The obligations imposed by this clause survive the expiration or termination of this Agreement.
 10. This Agreement may be terminated by the Recipient or State at any time, with or without cause, upon ninety (90) days written notice to the other party. Such termination will not remove any unfulfilled financial obligations of the Recipient as set forth in this Agreement. In the event of such a termination, the Recipient will be entitled to reimbursement for eligible expenses incurred for work satisfactorily performed on the Project up to the date of termination. The State may immediately terminate this Agreement if it does not receive sufficient funding from the Minnesota Legislature or other funding source, or such funding is not provided at a level sufficient to allow for the continuation of the work covered by this Agreement. In the event of such termination, the Recipient will be reimbursed for work satisfactorily performed up to the effective date of such termination to the extent that funds are available. In the event of any complete or partial state government shutdown due to a failure to have a budget approved at the required time, the State may suspend this Agreement, upon notice to the Recipient, until such government shutdown ends, and the Recipient assumes the risk of non-payment for work performed during such shutdown.
 11. Pursuant to Minnesota Rules 8800.2500, the Recipient certifies that (1) it presently has available sufficient unencumbered funds to pay its share of the Project; (2) the Project will be completed without undue delay; and (3) the Recipient has the legal authority to engage in the Project as proposed.
 12. Pursuant to Minnesota Statutes Section 16C.05, subdivision 5, the Recipient will maintain such records and provide such information, at the request of the State, so as to permit the Department of Transportation, the Legislative Auditor, or the State Auditor to examine those books, records, and accounting procedures and practices of the Recipient relevant to this

Agreement for a minimum of six years after the expiration of this Agreement.

13. The Recipient will save, defend, and hold the State harmless from any claims, liabilities, or damages including, but not limited to, its costs and attorneys' fees arising out of the Project which is the subject of this Agreement.
14. The Recipient will not utilize any state or federal financial assistance received pursuant to this Agreement to compensate, either directly or indirectly, any contractor, corporation, partnership, or business, however organized, which is disqualified or debarred from entering into or receiving a State contract. This restriction applies regardless of whether the disqualified or debarred party acts in the capacity of a general contractor, a subcontractor, or as an equipment or material supplier. This restriction does not prevent the Recipient from utilizing these funds to pay any party who might be disqualified or debarred after the Recipient's contract award on this Project.
15. All contracts for materials, supplies, or construction performed under this Agreement will comply with the equal employment opportunity requirements of Minnesota Statutes Section 181.59.
16. The amount of this Agreement is limited to the dollar amounts as defined in Article 3 above. Any cost incurred above the amount obligated by the State is done without any guarantee that these costs will be reimbursed in any way. A change to this Agreement will be effective only if it is reduced to writing and is executed by the same parties who executed this Agreement, or their successors in office.
17. The State will reimburse the Recipient for the state and federal share of the approved acquisition and relocation costs after the Recipient provides the following documentation to the State:
 - a. A survey, satisfactory to the State, performed by a registered land surveyor and which shows the location of the Property.
 - b. A written appraisal report and review appraisal showing the fair market value of the Property. The report must (1) be satisfactory to the State, and (2) conform to the Uniform Relocation Assistance requirements of Minnesota Statutes Section 117.52, and (3) be prepared by a licensed real estate appraiser approved by the State. For parcels less than \$10,000 in value the Recipient may prepare a waiver valuation.
 - c. Copies of recorded conveyance instruments for all property interests acquired. These instruments must be satisfactory to the State.
 - d. Proof of payment, satisfactory to the State, showing the Recipient's amount and date of payment, name of payee, and purpose of payment. If an administrative settlement is made, written justification supporting such a settlement must be submitted.
 - e. The Recipient's attorney's written opinion or proof of title insurance, satisfactory to the State, showing that the Recipient has valid fee simple absolute title to, or valid easement over, the Property acquired. In the case of an easement, the opinion must also show the fee simple ownership and the Recipient's valid easement. The easement must be superior to interests held by others, and their interests must be shown in the title opinion.
 - f. Satisfactory evidence or certification by the appropriate municipal official that the Recipient has complied with Minnesota Statutes Section 117.52 in any property acquisition under this Agreement.
18. The acquisition costs include an estimated amount to purchase the necessary Property based on appraised values. In the event that the Recipient chooses to acquire the Property by administrative settlement or eminent domain and the total cost of acquisition is more than the estimated amount, the State and the Recipient may enter into an amendment of this Agreement to provide for such additional costs that are incurred in such eminent domain proceedings, but the State has no obligation to do so.
19. The State will evaluate the reasonableness of the acquisition costs in relation to the size and adequacy of the property and the type of property interests acquired. The State reserves the right to limit payment of acquisition costs to those costs determined by the State, in its sole discretion, to be reasonable.
20. Pursuant to Minnesota Statutes Section 360.305, subdivision 4 (g) (2), land purchased under this Agreement will be used for airport purposes for a period of 99 years from the date the Recipient receives final reimbursement under this Agreement. The obligations imposed by this clause survive the expiration or termination of this Agreement. If the Property is no longer used for airport purposes, the Recipient will reimburse the State an amount equal to the State's proportionate share of the appraised fair market value of the Property as of the time of such change in use. The State's proportionate share will be equal to the percentage at which the state participated in the original purchase of the property.

21. For projects that include consultant services, the Recipient and its consultant will conduct the services in accordance with the work plan indicated in the Recipient's contract for consultant services, which shall be on file with the State's Office of Aeronautics. The work plan is incorporated into this Agreement by reference. The Recipient will confer on a regular basis with the State to coordinate the design and development of the services.
22. The parties must comply with the Minnesota Government Data Practices Act, as it relates to all data provided to or by a party pursuant to this Agreement.
23. Minnesota law, without regard to its choice-of-law provisions, governs this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.
24. For projects including federal funding, the Recipient must comply with applicable regulations, including, but not limited to, Title 14 Code of Federal Regulations, subchapter I, part 151; and Minnesota Rules Chapter 8800. The Catalog of Federal Domestic Assistance (CFDA) number for the federal Airport Improvement Program is 20.106.
25. For all projects, the Recipient must comply, and require its contractors and consultants to comply, with all federal and state laws, rules, and regulations applicable to the work. The Recipient must advertise, let, and award any contracts for the project in accordance with applicable laws. The State may withhold payment for services performed in violation of applicable laws.
26. Under this Agreement, the State is only responsible for receiving and disbursing federal and state funds. Nothing in this Agreement will be construed to make the State a principal, co-principal, partner, or joint venturer with respect to the Project(s) covered herein. The State may provide technical advice and assistance as requested by the Recipient, however, the Recipient will remain responsible for providing direction to its contractors and consultants and for administering its contracts with such entities. The Recipient's consultants and contractors are not intended to be third party beneficiaries of this Agreement.

State Encumbrance Verification

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

By: _____

Date: _____

SWIFT Purchase Order: _____

Recipient

Recipient certifies that the appropriate person(s) have executed the Agreement on behalf of the Recipient as required by applicable resolutions, charter provisions or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

Commissioner, Minnesota Department of Transportation

By: _____
Director, Office of Aeronautics

Date: _____

**Office of Financial Management-Grant Unit
Agency Grant Supervisor**

By: _____

Date: _____

**Mn/DOT Contract Management
as to form & execution**

By: _____

Date: _____

(320) 632-9255
405 First Street SE
Little Falls, MN 56345



ifound.org

May 8, 2018

Dear TCI Team Member,

This month will conclude Phase II of our Thriving Communities Initiative (TCI) program. As a grassroots and civic leader living and working in our region, we are honored that you took time to build your capacity to effectively connect in community; learning how to facilitate focused conversations that will ultimately lift-up actionable solutions to current challenges or opportunities. As a result, over the next few months, you and your TCI team are eligible for the following:

- As you conduct your TCI work, you will have access to our new "TCI Trust Seal" for communities that complete Phase II. Feel free to incorporate it into both print and online materials.
- Secure an exclusive TCI focused Innovation Grant up to \$5,000 (no match required) to support your community-based leadership efforts; applying the skills you learned in Phase I and II of the TCI program. This work may include enhancing short-term programs, projects or service to meet today's needs. The TCI – Innovation grant will remain open through October 5, 2018. Grant requests received after October 5 will still be accepted, but must compete with other requests submitted across our 14-county region.
- Apply to participate in Phase III of TCI (optional) and work closely with community leaders to establish a community fund to support long-term local investments. Although connected to the TCI program, it is housed with our community philanthropy team and has a broader intent. To be considered for the \$20,000 challenge match supported by the Foundation, a representative from the TCI team will need to complete an (one) application before May 24.
- A downloadable certificate of completion as an alumni of the TCI program.
- Access online to the TCI workbook content shared during our Phase II training ([link](#)).

As always, it was a pleasure working with you and your TCI team. Feel free to contact our office should you have questions or if you would like to learn more about future training and development opportunities.

Best Wishes,

Michelle Kiley, Kim Slipy and Merry Jo DeMarais

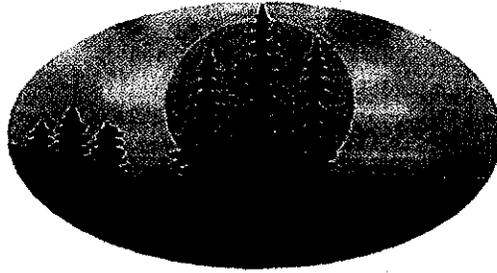
Michelle Kiley, Kim Slipy and Merry Jo DeMarais
Community Development Team
Initiative Foundation
405 First Street SE, Little Falls MN 56345
(320) 632-9255 · ifound.org

P.S. If you would like to connect with TCI program participants you met during the training, here is the [contact list](#) to this year's cohort. Of course, we ask that you do not share their email outside of the group and to use your best judgement regarding how often and when to send a communication(s).



THRIVING COMMUNITIES

INITIATIVE



**CITY OF MILACA
SAFETY COMMITTEE MEETING
Wednesday, May 9, 2018 - 10:30 a.m.
City Hall Council Room
AGENDA**

Call Meeting to Order by Chairman

Set Agenda

Approve February 14, 2018 Minutes

Old Business:

New Business:

- Walk Through Reports Completed by Department
- Job Hazard Analyses Completed by Departments
- Suggestion Box Submittals

Assignments for Next Meeting

Other Business

Schedule next meeting

Adjourn



CONNECTING & INNOVATING
SINCE 1913

LIABILITY COVERAGE – WAIVER FORM

City of Milaca

LMCIT members purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage. Please return the completed form to your underwriter or email to pstech@lmc.org

This decision must be made by the member's governing body every year. You may also wish to discuss these issues with your attorney.

League of Minnesota Cities Insurance Trust (LMCIT) members that obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits apply regardless of whether the city purchases the optional excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to \$2,000,000 for a single occurrence. (Under this option, the tort cap liability limits are waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2 million.) The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name _____

Check one:

- The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04.
- The member **WAIVES** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04 to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council/governing body meeting _____

Signature _____

Position _____



CONNECTING & INNOVATING
SINCE 1913

Braham Milaca Building Inspector

LIABILITY COVERAGE – WAIVER FORM

LMCIT members purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage. Please return the completed form to your underwriter or email to pstech@lmc.org

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- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to \$2,000,000 for a single occurrence. (Under this option, the tort cap liability limits are waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2 million.) The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name

Check one:

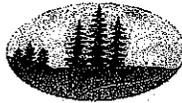
The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04.

The member **WAIVES** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04 to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council/governing body meeting _____

Signature _____

Position _____



CITY OF MILACA SPECIAL EVENT PERMIT APPLICATION

* Camping in Park
under Rec Fest Camping Permit

Permit No. _____
Return to City Hall By: _____
Date of Application: 5/10/18

NAME OF SPECIAL EVENT: Graduation + Family Reunion Party
TYPE OF SPECIAL EVENT: Parade _____ Runs/Walks _____ Other: party
Applicant's or Organization's Name: Norris Johnson
Name of Contact Person: Norris Johnson Daytime Phone: 320-983-6837
Address: 815 3rd St S.E. Evening Phone: same
Milaca Fax Phone #: _____
Email Address: jplus@frontier.com 50 people

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 6/1/18 Starting Time 6:00 PM
Ending Date 6/3/18 Ending Time 10:00 PM

Estimated Number of Participants Attending the Event _____
Number of Sanitary Facilities Gorecki Bldg Sanitary Locations Gorecki Bldg

Where will Individuals Park Gorecki Bldg lot

Will Security Be Provided Yes No Explain Arrangements: _____

If using a public address system, give the location of speakers No

How will drinking water be provided Gorecki Bldg

Will electricity be required, and if so, how will it be provided Gorecki Bldg

How will refuse be disposed of city containers

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)