

MILACA CITY COUNCIL AGENDA
NOVEMBER 15, 2012

6:30

Call meeting to order
Roll Call

Consent Agenda

Minutes of the October 18 regular meeting, and November 8 special meeting
Bills for payment
Resolution No. 12 – 45 Assessing unpaid water and sewer charges
Resolution No. 12 – 46 Assessing water service charge
Resolution No. 12 – 47 Assessing water service charge
City Treasurer's report

Citizens Forum

Public Hearing

Well head protection plan
Resolution No. 12 – 48 Approving well head protection plan

Requests and Communications

Chuck Beisner – Leasing AT & T space on water tower

Ordinances and Resolutions

Ordinance No. 3 - Pawn broker
Resolution No. 12 – 43 Fieldstone Greene Assessment (tabled at October meeting)
Resolution No. 12 – 49 Approving settlement agreement on assessment

Reports of Boards and Commissions

Planning commission
Economic Development commission
Airport commission
Parks commission
Downtown Initiative

Unfinished Business

New Business

Garbage rates/contract
Audit RFP

Council Comments

Adjourn

This agenda and attachments are available on the city's website, www.cityofmilaca.org

MILACA CITY COUNCIL MINUTES
OCTOBER 18, 2012 MEETING

The regular meeting of the Milaca City Council was called to order at 6:30 by Mayor Harold Pedersen. Upon roll call the following Council members were present: Dillan, Muller, and Bekius. Council member Johnson was absent.

Staff present: Lerud, Gann Olehy, Schieffer, and Toven

Others present: David Buelow, Ron Kveton, and Luther Dorr

Motion by Muller, second by Bekius to approve the consent agenda:

1. Minutes of the September 13 regular meeting
2. General bills, 812204E-812209E, #38843-38845, #38907-38915, #38919-38985, totaling \$215,267.45; Liquor bills, 912038E-912041E, #22310-22324, #22358-22370, totaling \$150,153.65
3. RESOLUTION NO. 12 – 39 A RESOLUTION ASSESSING UNPAID FIRE DEPARTMENT CHARGES FOR SERVICE (entire text appears in Resolution book.)
4. RESOLUTION NO. 12 – 40 A RESOLUTION APPROVING A CHARITABLE GAMBLING PREMISES PERMIT (entire text appears in Resolution book.)
5. RESOLUTION NO. 12 – 41 A RESOLUTION DECERTIFYING TAX INCREMENT DISTRICT 4-7 (entire text appears in Resolution book.)
6. RESOLUTION NO. 12 – 42 PUBLIC FUNDS BANKING RESOLUTION (entire text appears in Resolution book.)
7. Approve the return of \$79,585.19 from TIF District 4-7 to Mille Lacs County for distribution.
8. Call for a special meeting on November 8 beginning at 5:00 to canvas the election results.
9. Approve the City Treasurer's report.

All present voted in favor.

No one was present for open forum.

Mayor Pedersen opened the public hearing to consider the proposed assessment for lots in Fieldstone Greene.

City Attorney Schieffer said this proposed special assessment follows the completion of the streets in the Fieldstone Greene development. He said the proposed assessment against the lots still owned by the developer is within the city's authority, and authorized under the Minnesota Constitution and MN State Statues. He said the basic legal standard for special assessments intended to finance a public improvement requires that the benefit be at least equal to the assessment, and that the assessment be uniformly applied among the involved properties.

Schieffer said that the city can also approve assessments to eliminate health, safety and welfare hazards under the city's police powers authority. Those assessments are usually against an individual property, even though it may not be the only property that benefit, and they may be done without regard to benefit. Examples of this are the cost to raze a hazardous structure, eliminating Dutch Elm diseased trees, or cutting weeds and grass.

Schieffer said that there are three basis on which he is recommending completing this assessment under the City's police powers:

1. There is a provision in the development contract that gives the city the authority to complete the project after notice is given to the developer and assess the cost against the developer. Other people may have purchased property within the development and may benefit from the work, but the developer is the only one with a contractual obligation to complete the work.
2. City Ordinance 151.081 requires that all streets be built to city standards. The failure to build the streets to city standards allows the city to step in and do the work and assess the cost against the developer.
3. MN Statutes has a basic nuisance provision prohibiting any person from creating a condition that prevents free travel and free use of the road, and the city is correcting that condition.

Schieffer said that the city does not have to meet MN Chapter 429 assessment requirements in terms of the equality of the assessment or that the value of the assessment is greater than the assessment. The city must only show that the cost of improvement is reasonable. The city has satisfied that requirement because the city used the competitive bid process, and the actual cost was under the engineer's estimate.

Dave Buelow, President of All American Commercial Title, said that he and his partner are the financiers of the Fieldstone Greene development. He said that they had their business in Milaca several years ago, and own a couple of the residences in Fieldstone Greene. Buelow said that the developer has not kept his contract with them either, and in the near future they will begin foreclosure procedures against the developer. By assessing just the unsold parcels, Buelow said the city is treating him as the developer, and requested that if an assessment is approved, that it be equally applied within Fieldstone Greene.

Buelow said that the assessment of approximately \$4,500 for the unsold lots will virtually make the lots unsalable because the margins are so thin for construction and an assessment over \$2,500 probably means that those lots will sit vacant, and they would have to consider strongly about walking away from the lots even after they get them back during foreclosure. He said he would like to work with the city to try and sell the lots and have new houses built.

There was a lengthy discussion about the process. Lerud suggested that rather than lowering the assessment, the city consider waiving a portion of the water and sewer access fee to get the cost down to \$2,500. He said the city is taking in zero in access fees now, and it could be an incentive to sell the properties, as it could lower the price paid to put a house on the property. Buelow said that would not lower the lot price because they would have to increase the price to cover the assessment.

Schieffer said that the city council has three options; levy for the debt service payment over the entire city; assess each lot in the development, or assess the lots owned by the developer. The finance company loaned money to the developer and entered into an agreement with them with the hope of making a profit. This project is a loss, but Schieffer said, it is not the city's job to concern itself with the decisions made by the finance company.

Mayor Pedersen closed the public hearing.

Council member Bekius said he would like to consider this situation until the November meeting. Bekius offered Resolution No. 12 – 43 and moved to table consideration until the November 15 meeting, second by Muller. Upon voting, all present voted in favor. Lerud said the November meeting will begin at 6:30 p.m.

The second reading of Ordinance No. 395 was held. Motion by Dillan, second by Muller to approve the ordinance as presented with two changes: eliminating everything in the last sentence of A. 1. after "signs;" and in the first sentence of B. 1., add "per permit" after the word "temporary." All present voted in favor.

Council member Bekius said there was no planning commission meeting.

Lerud said the economic development commission meeting minutes from last month were in the packet, and the commission meets tomorrow morning.

Council member Muller said the minutes of the July airport commission were on the table for the council review. He said the last meeting of the commission was in July.

Mayor Pedersen said the parks commission will meet on November 13.

Council member Dillan said the downtown group meets next Wednesday.

A proposal from BDP Architects was reviewed. Motion by Bekius, second by Dillan to accept their proposal and proceed with the fire hall addition, all present voted in favor.

Lerud said the state fire marshal's office has a shared service grant application that is due by November 16. He said he thought it might be a good idea to look at how fire services could be shared among neighboring departments. The grant would help fund an investigation of any type of sharing - from sharing a full time chief, to merging departments, or sharing specialized skills. Lerud said the council did not have to approve the application, but it would have to approve the contract if awarded, and he wanted to make sure there was interest on the part of the council to consider the idea. The consensus of the project was to proceed and contact area departments to determine if there was interest on their part.

Mayor Pedersen called for council comments.

Council member Dillan said the end of the second year of the Rum River Community Foundation was coming up in December, and about \$6,000 needed to be raised to receive the match from the Initiative Foundation.

With no other business a motion to adjourn was made by Bekius, second by Muller, all present voted in favor and the meeting adjourned at 8:08 p.m.

Mayor Harold Pedersen

ATTEST

Greg Lerud, City Manager

MILACA CITY COUNCIL MINUTES
NOVEMBER 8, 2012 SPECIAL MEETING

The special meeting of the Milaca City Council was called to order at 5:05 p.m. by Mayor Pro tem Dave Dillan. The following council members were present: Muller, Bekius, and Johnson. Mayor Pedersen was absent.

No one else was present.

Council member Muller offered Resolution No. 12 – 44 and moved for its adoption, second by Johnson

RESOLUTION NO. 12 – 44
A RESOLUTION CERTIFYING THE 2012 MUNICIPAL ELECTION RESULTS
(entire text appears in Resolution book)

All present voted in favor.

With no other business a motion to adjourn was made by Bekius, second by Muller, all present voted in favor and the meeting adjourned at 5:08.

Mayor Pro tem Dave Dillan

ATTEST

Greg Lerud, City Manager

***Check Detail Register©**

OCTOBER 2012

Check Amt Invoice Comment

10100 General Bank

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
812226E	10/19/2012	CENTERPOINT ENERGY			
E 208-49010-381		Utilities	\$19.24	5813915	NATURAL GAS-SR CENTER
E 101-45600-381		Utilities	\$19.24	5817670	NATURAL GAS-HISTORICAL SOCIETY
E 101-43000-381		Utilities	\$53.23	5826633	NATURAL GAS-PW
E 101-41940-381		Utilities	\$18.08	5831068	NATURAL GAS-CITY HALL
E 101-42280-381		Utilities	\$12.79	6122593	NATURAL GAS-FIRE
E 602-49400-381		Utilities	\$56.54	6672186	NATURAL GAS-WATER TRMT
E 101-45500-381		Utilities	\$47.68	7142283	NATURAL GAS-LIBRARY
Total CENTERPOINT ENERGY			\$226.80		

10100 General Bank

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
812227E	10/7/2012	EAST CENTRAL ENERGY			
E 603-49450-381		Utilities	\$39.00	201875902	ELECTRIC
E 603-49450-381		Utilities	\$71.16	203981301	ELECTRIC
E 101-43000-380		Street Lights	\$3,078.63	204619700	ELECTRIC
E 101-45200-381		Utilities	\$50.31	205400900	ELECTRIC
E 602-49400-381		Utilities	\$1,110.11	206041500	ELECTRIC
E 101-45500-381		Utilities	\$818.52	206085200	ELECTRIC
E 602-49400-381		Utilities	\$586.58	206734200	ELECTRIC
E 101-45200-381		Utilities	\$33.04	5379600	ELECTRIC
E 101-49810-381		Utilities	\$104.49	5448100	ELECTRIC
E 101-42110-437		Other Miscellaneous	\$63.71	6302100	ELECTRIC
E 603-49450-381		Utilities	\$85.83	6678100	ELECTRIC
E 101-42280-381		Utilities	\$146.78	6751501	ELECTRIC
E 101-42280-381		Utilities	\$278.17	7546001	ELECTRIC
E 101-41940-381		Utilities	\$753.90	8145502	ELECTRIC
E 101-49810-381		Utilities	\$68.02	830700	ELECTRIC
E 101-49810-381		Utilities	\$81.29	831000	ELECTRIC
E 101-43000-380		Street Lights	\$221.51	831300	ELECTRIC
E 101-43000-381		Utilities	\$512.70	831500	ELECTRIC
E 603-49450-381		Utilities	\$589.29	832000	ELECTRIC
E 602-49400-381		Utilities	\$88.19	832100	ELECTRIC
E 101-45600-381		Utilities	\$144.33	832400	ELECTRIC
E 603-49450-381		Utilities	\$82.49	832500	ELECTRIC
E 603-49450-381		Utilities	\$106.99	832600	ELECTRIC
E 602-49400-381		Utilities	\$87.84	833100	ELECTRIC
E 602-49400-381		Utilities	\$102.77	833300	ELECTRIC
E 101-45200-381		Utilities	\$33.57	833400	ELECTRIC
E 101-45200-381		Utilities	\$121.97	833600	ELECTRIC
E 208-49010-381		Utilities	\$231.99	9084202	ELECTRIC
E 602-49400-381		Utilities	\$87.28	970110800	ELECTRIC
E 101-42110-437		Other Miscellaneous	\$33.94	97017300	ELECTRIC
Total EAST CENTRAL ENERGY			\$9,814.40		

10100 General Bank

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
812228E	10/15/2012	MILACA LOCAL LINK			
E 619-49900-321		Telephone	\$99.30	320-982-1099	PHONE SERVICE-DEP REG
E 101-45500-321		Telephone	\$39.10	320-982-1549	ALARM LINE - LIBRARY
E 101-42280-321		Telephone	\$88.83	320-982-3465	PHONE SERVICE-FIRE
Total MILACA LOCAL LINK			\$227.23		

10100 General Bank

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
812229E	10/5/2012	UNION SECURITY INSURANCE CO.			
G 101-21707		Disability	\$379.79	4022335-0-1	LTD-OCT 2012
Total UNION SECURITY INSURANCE CO.			\$379.79		

10100 General Bank

Paid Chk#	Date	Vendor	Check Amt	Invoice	Comment
812230E	10/19/2012	MN DEPT OF REVENUE			
G 602-20800		Sales Tax Payable	\$1,339.00	8023854	W/S SALES TAX
R 101-36200		Miscellaneous Revenues	\$2.00	8023854	QTRLY SALES TAX
R 101-34107		Assessment Search Fees	\$10.00	8023854	QTRLY SALES TAX

***Check Detail Register©**

OCTOBER 2012

		Check Amt	Invoice	Comment
R 101-34780	Park Fees	\$51.00	8023854	QTRLY SALES TAX
E 101-45700-437	Other Miscellaneous	\$763.00	8023854	QTRLY SALES TAX
R 602-37120	Sale of Water Parts	\$14.00	8023854	QTRLY SALES TAX
Total MN DEPT OF REVENUE		\$2,179.00		
<hr/>				
Paid Chk# 812231E	10/31/2012	INCONTACT INC		
E 101-42280-321	Telephone	\$8.22	4020342	LONG DISTANCE SERVICE-FIRE
E 101-41940-321	Telephone	\$37.95	4020370	LONG DISTANCE SERVICE-CITY HALL
E 101-43000-321	Telephone	\$12.41	4020375	LONG DISTANCE SERVICE-PW
E 101-42110-321	Telephone	\$60.27	4021370	LONG DISTANCE SERVICE-PD
E 619-49900-321	Telephone	\$5.18	4021396	LONG DISTANCE SERVICE-DEP REG
E 602-49400-321	Telephone	\$0.24	4021432	LONG DISTANCE SERVICE-WATER
E 101-45200-321	Telephone	\$11.84	4580547	LONG DISTANCE SERVICE-PARKS
Total INCONTACT INC		\$136.11		
<hr/>				
Paid Chk# 812232E	10/15/2012	MN DEPT OF LABOR & INDUSTRY		
R 607-32210	Building Permits	\$190.00		3RD QTR SURCHARGE
Total MN DEPT OF LABOR & INDUSTRY		\$190.00		
<hr/>				
Paid Chk# 812241E	10/30/2012	ENDICIA ACCOUNTING		
E 101-41940-322	Postage	\$500.00		POSTAGE FOR METER
Total ENDICIA ACCOUNTING		\$500.00		
10100 General Bank		\$13,653.33		

Fund Summary

10100 General Bank	
101 GENERAL FUND	\$8,660.31
208 CHARITABLE GAMBLING FUND	\$251.23
602 WATER FUND	\$3,472.55
603 SEWER FUND	\$974.76
607 BLDG INSPECTION FUND	\$190.00
619 DEPUTY REGISTRAR FUND	\$104.48
	\$13,653.33

***Check Detail Register©**

NOVEMBER 2012

		Check Amt	Invoice	Comment
10100 General Bank				
Paid Chk#	038998	11/15/2012	AMERIPRIDE	
E 101-45500-310	Other Professional Services	\$26.16	2200298887	RUGS-LIBRARY
E 619-49900-310	Other Professional Services	\$17.53	2200298888	RUGS-DEP REG
E 101-41940-310	Other Professional Services	\$8.02	2200298888	RUGS-CITY
E 101-45500-310	Other Professional Services	\$26.16	2200304088	RUGS-LIBRARY
E 101-41940-310	Other Professional Services	\$8.02	2200304089	RUGS-CITY
E 619-49900-310	Other Professional Services	\$17.53	2200304089	RUGS-DEP REG
Total AMERIPRIDE		\$103.42		
Paid Chk#	038999	11/15/2012	BATTERY PRODUCTS INC	
E 101-42280-226	Radio Repair	\$243.13	44814	FD RADIO BATTERIES
Total BATTERY PRODUCTS INC		\$243.13		
Paid Chk#	039000	11/15/2012	BECKLIN, ARDIS	
E 101-41410-217	Other Operating Supplies	\$222.00		ELECTION JUDGE
Total BECKLIN, ARDIS		\$222.00		
Paid Chk#	039001	11/15/2012	BERTELSON TOTAL OFFICE SOLUTN	
E 101-45500-217	Other Operating Supplies	\$42.74	WO-804022-1	TOILET PAPER-LIBRARY
Total BERTELSON TOTAL OFFICE SOLUTN		\$42.74		
Paid Chk#	039002	11/15/2012	BILLINGS SERVICE	
E 101-43000-212	Auto Expense (Fuel/Repair)	\$795.20		GAS-PW
E 101-42280-212	Auto Expense (Fuel/Repair)	\$281.26		GAS-FIRE
E 101-45200-212	Auto Expense (Fuel/Repair)	\$81.44		GAS-PARKS
Total BILLINGS SERVICE		\$1,157.90		
Paid Chk#	039003	11/15/2012	BILLINGS, SHERI	
E 101-41410-217	Other Operating Supplies	\$132.00		ELECTION JUDGE
Total BILLINGS, SHERI		\$132.00		
Paid Chk#	039004	11/15/2012	BLENKUSH, STEPHEN	
E 101-41410-217	Other Operating Supplies	\$136.00		ELECTION JUDGE
Total BLENKUSH, STEPHEN		\$136.00		
Paid Chk#	039005	11/15/2012	BOSER, MICHAEL	
E 101-42110-208	Training and Travel	\$76.50		REIMB MILEAGE-TZD CONF-10/22-23
Total BOSER, MICHAEL		\$76.50		
Paid Chk#	039006	11/15/2012	BROWN, DON	
E 101-41410-217	Other Operating Supplies	\$136.00		ELECTION JUDGE
Total BROWN, DON		\$136.00		
Paid Chk#	039007	11/15/2012	CARGILL INC.	
E 101-43000-216	Chemicals and Chem Products	\$3,629.49	2900774001	ROAD SALT
Total CARGILL INC.		\$3,629.49		
Paid Chk#	039008	11/15/2012	CARTER, KAREN	
E 101-41410-217	Other Operating Supplies	\$132.00		ELECTION JUDGE
Total CARTER, KAREN		\$132.00		
Paid Chk#	039009	11/15/2012	DOVE FRETLAND & VAN VALKENBURG	
E 101-41610-304	Legal Fees	\$875.00	63008	CIVIL RETAINER-OCT
E 101-41610-304	Legal Fees	\$3,130.05	63009	CRIMINAL RETAINER-OCT
E 101-41610-304	Legal Fees	\$33.75	63050	VOA QUIET TITLE
E 203-46400-447	Ringham 1st Addn	\$1,181.25	63051	FIELDSTONE GREEN BOND FORFEITURE
Total DOVE FRETLAND & VAN VALKENBURG		\$5,220.05		

***Check Detail Register©**

NOVEMBER 2012

			Check Amt	Invoice	Comment
Paid Chk# 039010	11/15/2012	E.C.M. PUBLISHERS, INC.			
E 101-41110-351		Legal Notices Publishing	\$105.80	112002	ORDINANCE 395 AD
		Total E.C.M. PUBLISHERS, INC.	\$105.80		
Paid Chk# 039011	11/15/2012	EAST CENTRAL ENERGY			
E 101-45200-310		Other Professional Services	\$454.22	62376	ELECTRICAL WORK IN REC PARK
E 602-49400-310		Other Professional Services	\$454.22	62376	ELECTRICAL WORK IN REC PARK
		Total EAST CENTRAL ENERGY	\$908.44		
Paid Chk# 039012	11/15/2012	FAIRVIEW HEALTH SERVICES			
E 101-42280-305		Medical and Dental Fees	\$349.00	FVCL7500160	SOLOMON-FIRE DEPT PHYSICAL
		Total FAIRVIEW HEALTH SERVICES	\$349.00		
Paid Chk# 039013	11/15/2012	FIRE EQUIPMENT SPECIALTIES INC			
E 101-42280-434		Uniforms	\$206.95	7689	GLOVES-FIRE DEPT
		Total FIRE EQUIPMENT SPECIALTIES INC	\$206.95		
Paid Chk# 039014	11/15/2012	FRONTIER			
E 602-49400-321		Telephone	\$1.92	320-983-0121	PHONE SVC-WATER
E 101-49810-321		Telephone	\$50.18	320-983-2648	PHONE SVC-AIRPORT
E 101-45500-321		Telephone	\$16.20	320-983-3141	PHONE SVC-LIBRARY
E 101-41940-321		Telephone	\$193.01	320-983-3141	PHONE SVC-CITY HALL
E 101-41940-321		Telephone	\$44.17	320-983-3142	PHONE SVC-CITY HALL
E 619-49900-321		Telephone	\$92.82	320-983-3143	PHONE SVC-DEP REG
E 101-42280-321		Telephone	\$49.62	320-983-3465	PHONE SVC-FIRE
E 101-45200-321		Telephone	\$46.08	320-983-5729	PHONE SVC-PARKS
E 602-49400-321		Telephone	\$145.50	320-983-6134	PHONE SVC-WATER
E 101-42110-321		Telephone	\$97.19	320-983-6166	PHONE SVC-POLICE
E 101-43000-321		Telephone	\$103.25	320-983-6547	PHONE SVC-PW
		Total FRONTIER	\$839.94		
Paid Chk# 039015	11/15/2012	GANN-OLEHY, TRACY			
E 101-41510-208		Training and Travel	\$409.00		REIMB-ONLINE TRNG COURSES
		Total GANN-OLEHY, TRACY	\$409.00		
Paid Chk# 039016	11/15/2012	GENERATOR POWER SYSTEMS			
E 602-49400-310		Other Professional Services	\$1,682.21	20333	RPR GENERATOR-WATER TRMT PL
		Total GENERATOR POWER SYSTEMS	\$1,682.21		
Paid Chk# 039017	11/15/2012	GK CONSULTING LLC			
E 101-41940-309		EDP, Software and Design	\$800.00	102	NOV NETWORK
		Total GK CONSULTING LLC	\$800.00		
Paid Chk# 039018	11/15/2012	GOPHER STATE ONE CALL			
E 602-49400-310		Other Professional Services	\$61.00	53416	OCTOBER LOCATES
		Total GOPHER STATE ONE CALL	\$61.00		
Paid Chk# 039019	11/15/2012	GRAINGER			
E 602-49400-217		Other Operating Supplies	\$209.20	9948224465	FURNACE SUPPLIES-WATER
E 101-42280-217		Other Operating Supplies	\$113.34	9952517705	LIGHT BULBS-FIRE DEPT
E 602-49400-217		Other Operating Supplies	\$19.21	9954520657	SUPPLIES-FIRE
E 101-49810-217		Other Operating Supplies	\$19.20	9954520657	SUPPLIES-AIRPORT
		Total GRAINGER	\$360.95		
Paid Chk# 039020	11/15/2012	HALBERG, JOSHUA			
E 101-42280-208		Training and Travel	\$16.43		REIMB-TRNG-10/15-16
		Total HALBERG, JOSHUA	\$16.43		
Paid Chk# 039021	11/15/2012	HARDY AUTO PARTS			

***Check Detail Register©**

NOVEMBER 2012

			Check Amt	Invoice	Comment
E 101-43000-221	Equipment Parts/Repairs		\$114.91	3141	PARTS-PW
E 101-42110-221	Equipment Parts/Repairs		\$2.50	3141	PD BOILER PARTS
Total HARDY AUTO PARTS			\$117.41		
Paid Chk# 039022	11/15/2012	HAWKINS, INC.			
E 602-49400-216	Chemicals and Chem Products		\$3,238.26	3403604	CHEMICALS
Total HAWKINS, INC.			\$3,238.26		
Paid Chk# 039023	11/15/2012	HD SUPPLY WATERWORKS, LTD			
E 602-49400-218	Parts - Water Dept.		\$682.16	5382309	WATER PARTS
Total HD SUPPLY WATERWORKS, LTD			\$682.16		
Paid Chk# 039024	11/15/2012	HENDRICKSON, LOIS			
E 101-41410-217	Other Operating Supplies		\$128.00		ELECTION JUDGE
Total HENDRICKSON, LOIS			\$128.00		
Paid Chk# 039025	11/15/2012	HENDRICKSON, W. JAMES			
E 101-41410-217	Other Operating Supplies		\$76.00		ELECTION JUDGE
Total HENDRICKSON, W. JAMES			\$76.00		
Paid Chk# 039026	11/15/2012	HJORT EXCAVATING			
E 602-49400-310	Other Professional Services		\$3,130.00	2012.175	RPR WATER LINE - L BERGMAN
E 602-49400-310	Other Professional Services		\$3,224.18	2012.238	WATER MAIN BRK-10TH ST & 6TH AVE
E 602-49400-310	Other Professional Services		\$885.00	2012.321	REPLACE STAND PIPE-225 CENTRAL AVE S
E 101-43000-216	Chemicals and Chem Products		\$2,615.00	2012.328	250 YDS SAND
E 602-49400-310	Other Professional Services		\$567.50	2012.354	REPAIR STAND PIPE-1135 WOODLAND
Total HJORT EXCAVATING			\$10,421.68		
Paid Chk# 039027	11/15/2012	HOTSY EQUIPMENT OF MN			
E 101-43000-215	Shop Supplies		\$331.85	41261	SHOP SUPPLIES-PW
Total HOTSY EQUIPMENT OF MN			\$331.85		
Paid Chk# 039028	11/15/2012	JACOBSON, CANDICE			
E 101-41410-217	Other Operating Supplies		\$116.00		ELECTION JUDGE
Total JACOBSON, CANDICE			\$116.00		
Paid Chk# 039029	11/15/2012	JOHNSON, ARLA			
E 101-41410-217	Other Operating Supplies		\$132.00		ELECTION JUDGE
Total JOHNSON, ARLA			\$132.00		
Paid Chk# 039030	11/15/2012	K.E.E.P.R.S.			
E 101-42110-434	Uniforms		\$23.81	196345	BRASS-UNIFORMS
E 101-42110-434	Uniforms		\$96.89	196345-01	HAT-UNIFORM
E 101-42110-240	Small Tools and Minor Equip		\$10.89	199348	EARPIECE-HALBERG
Total K.E.E.P.R.S.			\$131.59		
Paid Chk# 039031	11/15/2012	KATKE, DELORIS			
E 101-41410-217	Other Operating Supplies		\$44.00		ELECTION JUDGE
Total KATKE, DELORIS			\$44.00		
Paid Chk# 039032	11/15/2012	KIRVIDA FIRE INC			
E 101-42280-221	Equipment Parts/Repairs		\$695.00	3047	09 PUMPER REPAIR
Total KIRVIDA FIRE INC			\$695.00		
Paid Chk# 039033	11/15/2012	KOCHS HARDWARE HANK			
E 101-45200-215	Shop Supplies		\$221.70		SHOP SUPPLIES-PARKS
E 602-49400-217	Other Operating Supplies		\$285.11		SUPPLIES-WATER
E 101-42110-208	Training and Travel		\$57.10		TRNG SUPPLIES-POLICE
E 101-42110-240	Small Tools and Minor Equip		\$21.36		COFFEE MAKER-POLICE

***Check Detail Register©**

NOVEMBER 2012

			Check Amt	Invoice	Comment
E 101-42110-201	Accessories (paper, pens, etc)		\$9.61		BATTERIES-POLICE
E 101-45200-437	Other Miscellaneous		\$18.55		SUPPLIES-PARKS
E 101-45200-240	Small Tools and Minor Equip		\$9.61		FRACTIONAL TAP-PARKS
E 101-45200-221	Equipment Parts/Repairs		\$52.78		PARTS-PARKS
E 101-42280-217	Other Operating Supplies		\$369.01		SUPPLIES-FIRE
E 603-49450-217	Other Operating Supplies		\$43.84		SUPPLIES-SEWER
E 101-43000-215	Shop Supplies		\$53.34		SHOP SUPPLIES-PW
E 101-45600-437	Other Miscellaneous		\$22.03		SUPPLIES-MUSEUM
E 101-49810-217	Other Operating Supplies		\$17.51		SUPPLIES-AIRPORT
E 101-45200-401	Repairs/Maint Buildings		\$95.90		TRIMBLE SIGN-PARKS
Total KOCHS HARDWARE HANK			\$1,277.45		
Paid Chk# 039034 11/15/2012 LEAGUE OF MN CITIES INSUR TRST					
E 101-42280-151	Worker s Comp Insurance Prem		\$237.00	23797	WORK COMP AUDIT
Total LEAGUE OF MN CITIES INSUR TRST			\$237.00		
Paid Chk# 039035 11/15/2012 M.E. PLUMBING & HEATING					
E 101-45600-310	Other Professional Services		\$356.00	33728	BLOWER SERVICE-MUSEUM
Total M.E. PLUMBING & HEATING			\$356.00		
Paid Chk# 039036 11/15/2012 MAURER, VIRGINIA					
E 101-41410-217	Other Operating Supplies		\$166.00		ELECTION JUDGE
Total MAURER, VIRGINIA			\$166.00		
Paid Chk# 039037 11/15/2012 MEYERS MILACA PARTS CITY					
E 101-45200-437	Other Miscellaneous		\$76.48	2071	CLOSING BATHROOMS-PARKS
E 101-45200-215	Shop Supplies		\$18.15	2071	SHOP SUPPLIES-PARKS
E 101-45200-221	Equipment Parts/Repairs		\$64.97	2071	PARTS-PARKS
E 101-45200-240	Small Tools and Minor Equip		\$12.81	2071	TOOLS-PARKS
E 101-43000-221	Equipment Parts/Repairs		\$5.01	2071	PARTS-PW
Total MEYERS MILACA PARTS CITY			\$177.42		
Paid Chk# 039038 11/15/2012 MILACA ARTS COUNCIL					
E 211-49000-343	Other Advertising		\$133.40		ADVERTISING FOR MAC
Total MILACA ARTS COUNCIL			\$133.40		
Paid Chk# 039039 11/15/2012 MILACA AUTO VALUE					
E 101-45200-221	Equipment Parts/Repairs		\$31.27	1302823	PARTS-PARKS
E 101-43000-221	Equipment Parts/Repairs		\$152.05	1302823	PARTS-PW
Total MILACA AUTO VALUE			\$183.32		
Paid Chk# 039040 11/15/2012 MILACA LAWN & GARDEN					
E 603-49450-221	Equipment Parts/Repairs		\$38.06	454122	PARTS-SEWER
E 603-49450-221	Equipment Parts/Repairs		\$65.41	454506	PARTS-SEWER
E 101-43000-221	Equipment Parts/Repairs		\$25.01	456179	PARTS-PW
E 101-45200-221	Equipment Parts/Repairs		\$1.60	457430	PARTS-PARKS
E 101-45200-221	Equipment Parts/Repairs		\$39.85	457431	CHAINSAW REPAIR-PARKS
Total MILACA LAWN & GARDEN			\$169.93		
Paid Chk# 039041 11/15/2012 MILACA UNCLAIMED FREIGHT					
E 101-43000-221	Equipment Parts/Repairs		\$108.63		PARTS-PW
Total MILACA UNCLAIMED FREIGHT			\$108.63		
Paid Chk# 039042 11/15/2012 MILLE LACS CO. COMMUNITY & VET					
E 101-42280-305	Medical and Dental Fees		\$36.00	08-2012-174	A SOLOMON - HEP B-1ST DOSE
E 101-42280-305	Medical and Dental Fees		\$36.00	08-2012-174	T CHRISTENSEN-HEP B-2ND DOSE
Total MILLE LACS CO. COMMUNITY & VET			\$72.00		
Paid Chk# 039043 11/15/2012 MILLE LACS COUNTY TIMES					

***Check Detail Register©**

NOVEMBER 2012

			Check Amt	Invoice	Comment
E 101-41940-433	Dues and Subscriptions		\$35.00		SUBSCRIPTION RENEWAL-#2909-CITY
E 101-41940-433	Dues and Subscriptions		\$35.00		SUBSCRIPTION RENEWAL-#1372-PD
Total MILLE LACS COUNTY TIMES			\$70.00		
Paid Chk# 039044	11/15/2012	MILLER, PATTI			
E 101-49910-208	Training and Travel		\$106.08		SEP 2012 OGILVIE MILEAGE
E 101-49910-208	Training and Travel		\$132.60		OCT 2012 OGILVIE MILEAGE
Total MILLER, PATTI			\$238.68		
Paid Chk# 039045	11/15/2012	MN BOARD OF ACCOUNTANCY			
E 101-41940-433	Dues and Subscriptions		\$148.50		T GANN-OLEHY CERT RENEWAL-23138
Total MN BOARD OF ACCOUNTANCY			\$148.50		
Paid Chk# 039046	11/15/2012	MN DEPT OF HEALTH (1)			
E 602-49400-437	Other Miscellaneous		\$50.00	490958	2012 WELL MAINT PERMIT
Total MN DEPT OF HEALTH (1)			\$50.00		
Paid Chk# 039047	11/15/2012	MN VALLEY TESTING LABS			
E 602-49400-310	Other Professional Services		\$71.00	627430	TESTING
E 602-49400-310	Other Professional Services		\$88.00	630667	TESTING
Total MN VALLEY TESTING LABS			\$159.00		
Paid Chk# 039048	11/15/2012	MOTOROLA			
E 101-42280-226	Radio Repair		\$97.26	91121154	RADIO CHARGER/BATTERY
Total MOTOROLA			\$97.26		
Paid Chk# 039049	11/15/2012	PACE ANALYTICAL SERVICES			
E 603-49450-310	Other Professional Services		\$49.31	121224284	TESTING
E 603-49450-310	Other Professional Services		\$1,325.41	121224826	TESTING
Total PACE ANALYTICAL SERVICES			\$1,374.72		
Paid Chk# 039050	11/15/2012	PLOEGER, LOIS			
E 101-41410-217	Other Operating Supplies		\$128.00		ELECTION JUDGE
Total PLOEGER, LOIS			\$128.00		
Paid Chk# 039051	11/15/2012	QUILL CORPORATION			
E 101-42110-201	Accessories (paper, pens, etc)		\$49.99	6216259	OFFICE SUPPLIES-POLICE
E 619-49900-201	Accessories (paper, pens, etc)		\$109.56	6389658	OFFICE SUPPLIES-DEP REG
E 619-49900-240	Small Tools and Minor Equip		\$320.61	6393138	PRINTER-DEP REG
E 101-41510-201	Accessories (paper, pens, etc)		\$14.42	6523042	CALENDAR-TREASURER
E 101-43000-215	Shop Supplies		\$28.80	6523042	CALENDARS-PW
E 101-45200-215	Shop Supplies		\$18.25	6523042	CALENDARS-PARKS
E 607-42400-201	Accessories (paper, pens, etc)		\$10.57	6523042	CALENDAR-B&Z
E 101-41940-201	Accessories (paper, pens, etc)		\$26.60	6687431	STORAGE BOXES-CITY
E 101-43000-215	Shop Supplies		\$8.86	6687431	SUPPLIES-PW
E 101-42280-201	Accessories (paper, pens, etc)		\$21.36	6756645	SUPPLIES-FIRE
E 619-49900-201	Accessories (paper, pens, etc)		\$8.92	6791285	ENVELOPES-DEP REG
E 602-49400-201	Accessories (paper, pens, etc)		\$114.91	6791285	PRINTER TONER-WATER
E 603-49450-201	Accessories (paper, pens, etc)		\$114.91	6791285	PRINTER TONER-SEWER
E 101-41310-201	Accessories (paper, pens, etc)		\$46.32	6848434	PRINTER TONER-MGR
E 602-49400-201	Accessories (paper, pens, etc)		\$46.33	6848434	PRINTER TONER-WATER
E 603-49450-201	Accessories (paper, pens, etc)		\$46.33	6848434	PRINTER TONER-SEWER
E 101-42280-201	Accessories (paper, pens, etc)		\$21.36	6848434	SUPPLIES-FIRE
E 619-49900-201	Accessories (paper, pens, etc)		\$49.43	6941301	SUPPLIES-DEP REG
Total QUILL CORPORATION			\$1,057.53		
Paid Chk# 039052	11/15/2012	RANKIN-MELEEN, RUTH ANN			
E 101-41410-217	Other Operating Supplies		\$140.00		ELECTION JUDGE

***Check Detail Register©**

NOVEMBER 2012

		Check Amt	Invoice	Comment
Total RANKIN-MELEEN, RUTH ANN		\$140.00		
Paid Chk# 039053	11/15/2012 SANDERSON, ALYCE			
E 101-41940-217	Other Operating Supplies	\$13.71		SUPPLIES-CITY HALL
E 101-45500-217	Other Operating Supplies	\$10.50		SUPPLIES-LIBRARY
Total SANDERSON, ALYCE		\$24.21		
Paid Chk# 039054	11/15/2012 STANTEC			
E 500-45200-303	Engineering Fees	\$828.00	635595	PEDESTRIAN WALKING BRIDGE
E 101-43000-303	Engineering Fees	\$37.50	635595	LENNANDER REQUEST
E 500-43100-303	Engineering Fees	\$205.00	635595	2012 STREET PROJECT
E 500-45200-303	Engineering Fees	\$214.25	635596	DAM REMOVAL PROJECT
Total STANTEC		\$1,284.75		
Paid Chk# 039055	11/15/2012 STREICHER S			
E 101-42110-240	Small Tools and Minor Equip	\$585.64	966645	COVERSION KITS-GLOCKS
Total STREICHER S		\$585.64		
Paid Chk# 039056	11/15/2012 TROUPE ADVERTISING			
E 101-45200-437	Other Miscellaneous	\$879.05	2332	DISC GOLF SIGNS
E 101-45200-437	Other Miscellaneous	\$19.24	2364	DISC GOLF SIGNS
Total TROUPE ADVERTISING		\$898.29		
Paid Chk# 039057	11/15/2012 WEST PAYMENT CENTER			
E 101-42110-310	Other Professional Services	\$130.90	825806498	CLEAR WEB SEARCH-SEP
E 101-42110-310	Other Professional Services	\$130.90	825992764	CLEAR WEB SEARCH-OCT
Total WEST PAYMENT CENTER		\$261.80		
Paid Chk# 039058	11/15/2012 WILCOX, JUSTIN			
E 101-45200-437	Other Miscellaneous	\$220.44		REIMB-DISC GOLF EXP
Total WILCOX, JUSTIN		\$220.44		
Paid Chk# 039059	11/15/2012 WILKEN, NANCY			
E 101-41410-217	Other Operating Supplies	\$136.00		ELECTION JUDGE
Total WILKEN, NANCY		\$136.00		
Paid Chk# 039060	11/15/2012 ZAKRAJSEK, BARBRA			
E 101-41410-217	Other Operating Supplies	\$339.75		HEAD ELECTION JUDGE
Total ZAKRAJSEK, BARBRA		\$339.75		
10100 General Bank		\$43,180.62		

Fund Summary

10100 General Bank	
101 GENERAL FUND	\$23,352.77
203 RINGHAM 1ST-FIELDSTONE	\$1,181.25
211 INITIATIVE FOUNDATION	\$133.40
500 CAPITAL PROJECT FUND	\$1,247.25
602 WATER FUND	\$14,955.71
603 SEWER FUND	\$1,683.27
607 BLDG INSPECTION FUND	\$10.57
619 DEPUTY REGISTRAR FUND	\$616.40
	\$43,180.62

***Check Detail Register©**

OCTOBER 2012

Check Amt Invoice Comment

10100 General Bank

Paid Chk#	Date	Payee	Check Amt	Invoice	Comment
038916	10/5/2012	JIMS MILLE LACS DISPOSAL			
E 101-42280-384		Refuse/Garbage Disposal	\$25.00	211948	GARBAGE-FIRE
E 101-43000-384		Refuse/Garbage Disposal	\$107.62	211948	GARBAGE-CITY
E 101-45200-384		Refuse/Garbage Disposal	\$60.54	211948	GARBAGE-PARKS
E 101-43000-310		Other Professional Services	\$150.00	211948	STREET SWEEPING
E 101-43000-312		Compost	\$300.00	211948	COMPOST-SEPT
Total JIMS MILLE LACS DISPOSAL			\$643.16		

Paid Chk#	Date	Payee	Check Amt	Invoice	Comment
038917	10/5/2012	MILACA BLDG CENTER			
E 602-49400-217		Other Operating Supplies	\$19.75		SUPPLIES-WATER
E 603-49450-217		Other Operating Supplies	\$36.29		SUPPLIES-SEWER
E 101-45200-225		Landscaping Materials	\$192.47		REC PARK LANSCAPING
E 101-43000-215		Shop Supplies	\$14.49		SHOP SUPPLIES-PW
Total MILACA BLDG CENTER			\$263.00		

Paid Chk#	Date	Payee	Check Amt	Invoice	Comment
038918	10/5/2012	MN BENEFITS			
G 101-21712		Dental	\$151.44		LIFE/DENTAL-OCT 2012
G 101-21709		Life Insur.	\$282.31		LIFE/DENTAL-SEPT 2012
G 101-21712		Dental	\$151.44		LIFE/DENTAL-SEPT 2012
G 101-21709		Life Insur.	\$282.31		LIFE/DENTAL-OCT 2012
Total MN BENEFITS			\$867.50		

Paid Chk#	Date	Payee	Check Amt	Invoice	Comment
038986	10/25/2012	BLUE CROSS BLUE SHIELD OF MINN			
G 101-21706		Medical Insur.	\$11,338.00	7S034-M0 4	MEDICAL INSUR-NOV 2012
Total BLUE CROSS BLUE SHIELD OF MINN			\$11,338.00		

Paid Chk#	Date	Payee	Check Amt	Invoice	Comment
038987	10/25/2012	L.E.L.S.			
G 101-21710		Union Dues	\$208.05	LOCAL #238	POLICE UNION DUES-NOV 2012
Total L.E.L.S.			\$208.05		

Paid Chk#	Date	Payee	Check Amt	Invoice	Comment
038988	10/25/2012	LINDELL, JIM			
E 101-42280-217		Other Operating Supplies	\$90.00		STRAW FOR LIVE BURN
Total LINDELL, JIM			\$90.00		

Paid Chk#	Date	Payee	Check Amt	Invoice	Comment
038989	10/25/2012	MN BENEFITS			
G 101-21712		Dental	\$151.44		LIFE/DENTAL-NOV 2012
G 101-21709		Life Insur.	\$282.31		LIFE/DENTAL-NOV 2012
Total MN BENEFITS			\$433.75		

Paid Chk#	Date	Payee	Check Amt	Invoice	Comment
038990	10/25/2012	MN STATE AUDITOR			
E 101-41510-208		Training and Travel	\$125.00		REGISTRATION-T GANN-OLEHY
Total MN STATE AUDITOR			\$125.00		

Paid Chk#	Date	Payee	Check Amt	Invoice	Comment
038991	10/25/2012	MOYER, GREG			
E 101-45200-240		Small Tools and Minor Equip	\$138.93		SPORT EXTENSION-DEBRIS LOADER
Total MOYER, GREG			\$138.93		

Paid Chk#	Date	Payee	Check Amt	Invoice	Comment
038992	10/25/2012	USABLE LIFE			
G 101-21707		Disability	\$241.85	101408001G	DISABILITY/LIFE
Total USABLE LIFE			\$241.85		

Paid Chk#	Date	Payee	Check Amt	Invoice	Comment
038993	10/25/2012	VERIZON WIRELESS			
E 602-49400-321		Telephone	\$26.02	2812488172	OCT WIRELESS ROUTER SVC
E 101-42110-321		Telephone	\$87.05	2812488172	OCT WIRELESS ROUTER SVC
E 101-43000-321		Telephone	\$79.46	2813163326	CELL PHONE SVC-OCT
E 101-45200-321		Telephone	\$46.95	2813163326	CELL PHONE SVC-OCT
E 101-42280-321		Telephone	\$46.95	2813163326	CELL PHONE SVC-OCT

***Check Detail Register©**

OCTOBER 2012

	Check Amt	Invoice	Comment
Total VERIZON WIRELESS	\$286.43		
Paid Chk# 038994 10/30/2012 U.S. POSTMASTER			
E 603-49450-322 Postage	\$96.23		OCT BILLINGS
E 602-49400-322 Postage	\$96.24		OCT BILLINGS
Total U.S. POSTMASTER	\$192.47		
10100 General Bank	\$14,828.14		

Fund Summary

10100 General Bank	
101 GENERAL FUND	\$14,553.61
602 WATER FUND	\$142.01
603 SEWER FUND	\$132.52
	\$14,828.14

***Check Detail Register©**

OCTOBER 2012

			Check Amt	Invoice	Comment
10900 Liquor Bank					
Paid Chk#	912042E	10/7/2012	EAST CENTRAL ENERGY		
E 609-49750-381	Utilities		\$2,006.04	7115200	ELECTRIC
	Total EAST CENTRAL ENERGY		\$2,006.04		
Paid Chk#	912043E	10/11/2012	CENTERPOINT ENERGY		
E 609-49750-381	Utilities		\$52.02	128-000-782-1	NATURAL GAS
	Total CENTERPOINT ENERGY		\$52.02		
Paid Chk#	912044E	10/19/2012	MN DEPT OF REVENUE		
G 609-20800	Sales Tax Payable		\$13,716.00	9576201	LIQUOR SALES TAX
	Total MN DEPT OF REVENUE		\$13,716.00		
Paid Chk#	912045E	10/15/2012	MILACA, CITY OF (WATER/SEWER)		
E 609-49750-381	Utilities		\$26.54	01-00015990	WATER/SEWER
	Total MILACA, CITY OF (WATER/SEWER)		\$26.54		
Paid Chk#	912046E	10/1/2012	MILACA, CITY OF		
E 609-49750-700	Transfer to General Fund		\$30,000.00		BUDGTD TRANSFER TO GENERAL FUND
	Total MILACA, CITY OF		\$30,000.00		
	10900 Liquor Bank		\$45,800.60		

Fund Summary

10900 Liquor Bank	
609 MUNICIPAL LIQUOR FUND	\$45,800.60
	\$45,800.60

***Check Detail Register©**

NOVEMBER 2012

Check Amt Invoice Comment

10900 Liquor Bank

Paid Chk# 022386	11/15/2012	AMERICAN BOTTLING CO.			
E 609-49750-254	Mix/Non Alcoholic		\$95.28	2462607005	NA
Total AMERICAN BOTTLING CO.			\$95.28		

Paid Chk# 022387	11/15/2012	AMERIPRIDE			
E 609-49750-310	Other Professional Services		\$63.96	2200301438	RUGS
E 609-49750-310	Other Professional Services		\$23.82	2200304103	RUGS
E 609-49750-310	Other Professional Services		\$63.96	2200306821	RUGS
E 609-49750-310	Other Professional Services		\$33.75	2200309378	RUGS
Total AMERIPRIDE			\$185.49		

Paid Chk# 022388	11/15/2012	CRYSTAL SPRINGS ICE			
E 609-49750-259	Other For Resale		\$275.40	28293	ICE
E 609-49750-259	Other For Resale		(\$26.80)	520191C	ICE-CREDIT
Total CRYSTAL SPRINGS ICE			\$248.60		

Paid Chk# 022389	11/15/2012	EXTREME BEVERAGES, LLC			
E 609-49750-254	Mix/Non Alcoholic		\$134.00	W-640057	NA
Total EXTREME BEVERAGES, LLC			\$134.00		

Paid Chk# 022390	11/15/2012	GM CLEANING INC			
E 609-49750-310	Other Professional Services		\$485.45	4758	CARPET CLEANING
Total GM CLEANING INC			\$485.45		

Paid Chk# 022391	11/15/2012	GOLDEN VALLEY WHOLESALE CO.			
E 609-49750-333	Freight and Express		\$2.00	434529	DELIVERY
E 609-49750-259	Other For Resale		\$86.85	434529	MISC
E 609-49750-256	Tobacco Products For Resale		\$405.40	434529	TOBACCO
Total GOLDEN VALLEY WHOLESALE CO.			\$494.25		

Paid Chk# 022392	11/15/2012	GRANITE CITY JOBBING			
E 609-49750-256	Tobacco Products For Resale		\$1,154.27	739167	TOBACCO
E 609-49750-259	Other For Resale		\$214.01	739167	MISC
E 609-49750-217	Other Operating Supplies		\$21.84	739167	SUPPLIES
E 609-49750-333	Freight and Express		\$4.25	739167	DELIVERY
E 609-49750-259	Other For Resale		\$305.38	739910	MISC
E 609-49750-256	Tobacco Products For Resale		\$1,144.02	739910	TOBACCO
E 609-49750-333	Freight and Express		\$4.25	739910	DELIVERY
E 609-49750-254	Mix/Non Alcoholic		\$26.46	739910	NA
E 609-49750-259	Other For Resale		\$52.98	740655	MISC
E 609-49750-333	Freight and Express		\$4.25	740655	DELIVERY
E 609-49750-217	Other Operating Supplies		\$94.39	740661	STORE SUPPLIES
E 609-49750-256	Tobacco Products For Resale		(\$81.03)	740676	CREDIT-TOBACCO
E 609-49750-259	Other For Resale		(\$91.55)	740676	CREDIT-MISC
E 609-49750-256	Tobacco Products For Resale		\$1,215.22	740680	TOBACCO
E 609-49750-259	Other For Resale		\$325.28	740680	MISC
E 609-49750-214	Liquor Store Paper Supplies		\$82.84	740680	PAPER SUPPLIES
E 609-49750-254	Mix/Non Alcoholic		\$14.12	741484	NA
E 609-49750-256	Tobacco Products For Resale		\$803.47	741484	TOBACCO
E 609-49750-259	Other For Resale		\$30.75	741484	MISC
E 609-49750-333	Freight and Express		\$4.25	741484	DELIVERY
Total GRANITE CITY JOBBING			\$5,329.45		

Paid Chk# 022393	11/15/2012	GRANITE LEDGE ELECTRICAL CONTR			
E 609-49750-221	Equipment Parts/Repairs		\$436.00	P12326	LIGHT REPAIR
Total GRANITE LEDGE ELECTRICAL CONTR			\$436.00		

***Check Detail Register©**

NOVEMBER 2012

			Check Amt	Invoice	Comment
Paid Chk#	022394	11/15/2012	JOHNSON BROTHERS LIQUOR CO.		
E 609-49750-253	Wine For Resale		\$618.82	1424798	WINE
E 609-49750-251	Liquor For Resale		\$2,446.74	1424798	LIQUOR
E 609-49750-333	Freight and Express		\$67.51	1424798	DELIVERY
Total JOHNSON BROTHERS LIQUOR CO.			\$3,133.07		
Paid Chk#	022395	11/15/2012	KOCHS HARDWARE HANK		
E 609-49750-221	Equipment Parts/Repairs		\$87.60		PARTS-LIQUOR STORE
Total KOCHS HARDWARE HANK			\$87.60		
Paid Chk#	022396	11/15/2012	M. AMUNDSON LLP		
E 609-49750-259	Other For Resale		\$56.85	140916	MISC
E 609-49750-256	Tobacco Products For Resale		\$512.64	140916	TOBACCO
E 609-49750-256	Tobacco Products For Resale		\$751.49	141761	TOBACCO
E 609-49750-259	Other For Resale		\$122.10	141761	MISC
Total M. AMUNDSON LLP			\$1,443.08		
Paid Chk#	022397	11/15/2012	PHILLIPS WINE AND SPIRITS		
E 609-49750-333	Freight and Express		\$1.57	2326520	DELIVERY
E 609-49750-252	Beer For Resale		\$84.95	2326520	BEER
E 609-49750-333	Freight and Express		\$46.60	2326521	DELIVERY
E 609-49750-251	Liquor For Resale		\$2,783.89	2326521	LIQUOR
E 609-49750-253	Wine For Resale		\$560.00	2326521	WINE
E 609-49750-254	Mix/Non Alcoholic		\$56.00	2326521	NA
Total PHILLIPS WINE AND SPIRITS			\$3,533.01		
Paid Chk#	022398	11/15/2012	QUILL CORPORATION		
E 609-49750-201	Accessories (paper, pens, etc)		\$86.14	6791285	PRINTER TONER/ENVELOPES
Total QUILL CORPORATION			\$86.14		
Paid Chk#	022399	11/15/2012	SEGERSTROM, VICTORIA		
E 609-49750-217	Other Operating Supplies		\$43.98		SUPPLIES-COLLINS BROS
E 609-49750-208	Training and Travel		\$83.05		MMBA/JOHNSONS-9/27
E 609-49750-208	Training and Travel		\$92.82		MMBA REG MTG-ROSEVILLE-10/3
E 609-49750-254	Mix/Non Alcoholic		\$27.99		NA-COLLINS BROS
E 609-49750-333	Freight and Express		\$27.19		DELIVERY-COLLINS BROS
E 609-49750-259	Other For Resale		\$354.02		MISC-COLLINS BROS
Total SEGERSTROM, VICTORIA			\$629.05		
Paid Chk#	022400	11/15/2012	ST. CLOUD REFRIGERATION		
E 609-49750-310	Other Professional Services		\$293.00	255900	HVAC MAINTENANCE
Total ST. CLOUD REFRIGERATION			\$293.00		
Paid Chk#	022401	11/15/2012	VIKING BOTTLING CO.		
E 609-49750-254	Mix/Non Alcoholic		\$252.70	25317696	NA
E 609-49750-254	Mix/Non Alcoholic		\$335.40	25317903	NA
Total VIKING BOTTLING CO.			\$588.10		
Paid Chk#	022402	11/15/2012	WELLS FARGO		
E 609-49750-601	Debt Srv Bond Principal		\$21,050.42	0012-601994F	LEASE PRINCIPAL
E 609-49750-611	Bond Interest		\$11,861.11	0012-601994F	LEASE INTEREST
Total WELLS FARGO			\$32,911.53		
Paid Chk#	022403	11/15/2012	WIRTZ BEVERAGE MN WINE & SPRTS		
E 609-49750-333	Freight and Express		\$10.00	127614	DELIVERY
E 609-49750-251	Liquor For Resale		\$413.80	127614	LIQUOR
E 609-49750-253	Wine For Resale		\$407.80	129512	WINE
E 609-49750-251	Liquor For Resale		\$3,628.06	129512	LIQUOR

***Check Detail Register©**

NOVEMBER 2012

	Check Amt	Invoice	Comment
E 609-49750-333 Freight and Express	\$66.00	129512	DELIVERY
otal WIRTZ BEVERAGE MN WINE & SPRTS	\$4,525.66		
10900 Liquor Bank	\$54,638.76		

Fund Summary

10900 Liquor Bank	
609 MUNICIPAL LIQUOR FUND	\$54,638.76
	\$54,638.76

***Check Detail Register©**

OCTOBER 2012

Check Amt Invoice Comment

10900 Liquor Bank

Paid Chk#	Date	Payee	Check Amt	Invoice	Comment
022342	10/2/2012	BELLBOY CORP.			
E 609-49750-251		Liquor For Resale	\$2,749.10	75074600	LIQUOR
E 609-49750-253		Wine For Resale	\$1,586.66	75074700	WINE
Total BELLBOY CORP.			\$4,335.76		

Paid Chk#	Date	Payee	Check Amt	Invoice	Comment
022343	10/2/2012	BERNICKS			
E 609-49750-254		Mix/Non Alcoholic	\$67.90	210083	NA
E 609-49750-252		Beer For Resale	\$1,293.10	210084	BEER
E 609-49750-254		Mix/Non Alcoholic	\$32.50	212868	NA
E 609-49750-217		Other Operating Supplies	\$19.06	212868	SUPPLIES
E 609-49750-253		Wine For Resale	(\$10.00)	212869	WINE
E 609-49750-252		Beer For Resale	\$329.75	212869	BEER
E 609-49750-254		Mix/Non Alcoholic	\$40.00	215471	NA
E 609-49750-252		Beer For Resale	\$876.15	215472	BEER
E 609-49750-254		Mix/Non Alcoholic	\$10.50	218121	NA
E 609-49750-252		Beer For Resale	\$1,154.45	218122	BEER
Total BERNICKS			\$3,813.41		

Paid Chk#	Date	Payee	Check Amt	Invoice	Comment
022344	10/2/2012	C & L DISTRIBUTING CO.			
E 609-49750-260		Deposits	\$120.00	364280	DEPOSITS
E 609-49750-252		Beer For Resale	\$25.40	364280	BEER
E 609-49750-254		Mix/Non Alcoholic	\$125.15	364280	NA
E 609-49750-252		Beer For Resale	\$7,588.70	364280	BEER
E 609-49750-260		Deposits	(\$150.00)	365258	DEPOSITS
E 609-49750-252		Beer For Resale	\$3,914.00	365258	BEER
E 609-49750-254		Mix/Non Alcoholic	\$67.00	365258	NA
E 609-49750-252		Beer For Resale	\$6,349.25	366390	BEER
E 609-49750-254		Mix/Non Alcoholic	\$171.80	366390	NA
E 609-49750-252		Beer For Resale	\$150.00	367061	BEER
E 609-49750-252		Beer For Resale	\$6,467.05	367474	BEER
E 609-49750-254		Mix/Non Alcoholic	\$116.80	367474	NA
E 609-49750-260		Deposits	(\$30.00)	367474	DEPOSITS
Total C & L DISTRIBUTING CO.			\$24,915.15		

Paid Chk#	Date	Payee	Check Amt	Invoice	Comment
022345	10/2/2012	DAHLHEIMER DISTRIBUTING CO.			
E 609-49750-252		Beer For Resale	\$6,122.30	1025699	BEER
E 609-49750-252		Beer For Resale	\$1,960.30	1039130	BEER
E 609-49750-252		Beer For Resale	\$2,188.40	1039158	BEER
E 609-49750-254		Mix/Non Alcoholic	\$136.00	1040808	NA
E 609-49750-252		Beer For Resale	\$8,674.95	1040808	BEER
E 609-49750-260		Deposits	(\$30.00)	1040808	DEPOSITS
E 609-49750-260		Deposits	\$90.00	1040834	DEPOSITS
E 609-49750-252		Beer For Resale	\$1,845.38	1040834	BEER
E 609-49750-252		Beer For Resale	\$542.45	1040912	BEER
E 609-49750-254		Mix/Non Alcoholic	\$84.00	1040912	NA
E 609-49750-260		Deposits	(\$30.00)	1040942	DEPOSITS
E 609-49750-254		Mix/Non Alcoholic	\$182.50	1040942	NA
E 609-49750-252		Beer For Resale	\$13,571.35	1040942	BEER
E 609-49750-252		Beer For Resale	\$935.00	1042812	BEER
E 609-49750-252		Beer For Resale	\$83.00	7060	BEER
E 609-49750-260		Deposits	\$30.00	7060	DEPOSITS
E 609-49750-260		Deposits	\$30.00	7637	DEPOSITS
E 609-49750-252		Beer For Resale	\$78.00	7637	BEER
Total DAHLHEIMER DISTRIBUTING CO.			\$36,493.63		

Paid Chk#	Date	Payee	Check Amt	Invoice	Comment
022346	10/2/2012	FAMILY DIGEST			
E 609-49750-343		Other Advertising	\$55.00	MN 39	ADVERTISING

***Check Detail Register©**

OCTOBER 2012

		Check Amt	Invoice	Comment
Total FAMILY DIGEST		\$55.00		
Paid Chk# 022347	10/2/2012 FRONTIER			
E 609-49750-321	Telephone	\$116.45	320983625511	OCT PHONE SVC
Total FRONTIER		\$116.45		
Paid Chk# 022348	10/2/2012 J.J. TAYLOR DIST OF MN			
E 609-49750-333	Freight and Express	\$3.00	1878190	DELIVERY
E 609-49750-252	Beer For Resale	\$231.50	1878190	BEER
Total J.J. TAYLOR DIST OF MN		\$234.50		
Paid Chk# 022349	10/2/2012 JIMS MILLE LACS DISPOSAL			
E 609-49750-384	Refuse/Garbage Disposal	\$77.22	219225	REFUSE COLLECTION
Total JIMS MILLE LACS DISPOSAL		\$77.22		
Paid Chk# 022350	10/2/2012 JOHNSON BROTHERS LIQUOR CO.			
E 609-49750-333	Freight and Express	\$16.09	1382543	DELIVERY
E 609-49750-253	Wine For Resale	\$449.03	1382543	WINE
E 609-49750-259	Other For Resale	\$11.25	1382543	MISC
E 609-49750-254	Mix/Non Alcoholic	\$72.00	1385490	NA
E 609-49750-333	Freight and Express	\$329.70	1385490	DELIVERY
E 609-49750-253	Wine For Resale	\$4,240.68	1385490	WINE
E 609-49750-251	Liquor For Resale	\$7,747.35	1385490	LIQUOR
E 609-49750-253	Wine For Resale	\$167.22	1385490	WINE
E 609-49750-251	Liquor For Resale	\$716.08	1393194	LIQUOR
E 609-49750-254	Mix/Non Alcoholic	\$67.00	1393194	NA
E 609-49750-253	Wine For Resale	\$540.02	1393194	WINE
E 609-49750-333	Freight and Express	\$33.24	1393194	DELIVERY
E 609-49750-253	Wine For Resale	\$725.14	1398261	WINE
E 609-49750-333	Freight and Express	\$29.35	1398261	DELIVERY
E 609-49750-251	Liquor For Resale	\$361.24	1398261	LIQUOR
E 609-49750-251	Liquor For Resale	(\$11.27)	545932	LIQUOR-CREDIT
E 609-49750-253	Wine For Resale	(\$8.96)	545933	WINE-CREDIT
E 609-49750-251	Liquor For Resale	(\$8.75)	545934	LIQUOR-CREDIT
E 609-49750-253	Wine For Resale	(\$12.00)	545935	WINE-CREDIT
E 609-49750-253	Wine For Resale	(\$22.06)	545936	WINE-CREDIT
Total JOHNSON BROTHERS LIQUOR CO.		\$15,442.35		
Paid Chk# 022351	10/2/2012 PAUSTIS & SONS			
E 609-49750-253	Wine For Resale	\$1,755.02	8367986	WINE
E 609-49750-333	Freight and Express	\$25.00	8367986	DELIVERY
Total PAUSTIS & SONS		\$1,780.02		
Paid Chk# 022352	10/2/2012 PHILLIPS WINE AND SPIRITS			
E 609-49750-253	Wine For Resale	\$28.00	2297193	WINE
E 609-49750-333	Freight and Express	\$1.57	2297193	DELIVERY
E 609-49750-254	Mix/Non Alcoholic	\$197.80	2299025	NA
E 609-49750-253	Wine For Resale	\$4,897.48	2299025	WINE
E 609-49750-251	Liquor For Resale	\$7,092.64	2299025	LIQUOR
E 609-49750-333	Freight and Express	\$362.66	2299025	DELIVERY
E 609-49750-251	Liquor For Resale	\$903.32	2304452	LIQUOR
E 609-49750-253	Wine For Resale	\$1,124.55	2304452	WINE
E 609-49750-333	Freight and Express	\$48.83	2304452	DELIVERY
E 609-49750-253	Wine For Resale	\$425.28	2308002	WINE
E 609-49750-333	Freight and Express	\$17.27	2308002	DELIVERY
E 609-49750-333	Freight and Express	(\$1.57)	3489759	DELIVERY-CREDIT
E 609-49750-254	Mix/Non Alcoholic	(\$41.95)	3489759	NA-CREDIT
Total PHILLIPS WINE AND SPIRITS		\$15,055.88		

***Check Detail Register©**

OCTOBER 2012

			Check Amt	Invoice	Comment
Paid Chk#	022353	10/2/2012	ROHLFING OF BRAINERD, INC		
E 609-49750-252	Beer For Resale		(\$9.30)	801727	BEER-CREDIT
E 609-49750-252	Beer For Resale		\$784.45	808037	BEER
E 609-49750-259	Other For Resale		\$77.90	808037	MISC
Total ROHLFING OF BRAINERD, INC			\$853.05		
Paid Chk#	022354	10/2/2012	SOUTHERN WINE & SPIRITS OF MN		
E 609-49750-253	Wine For Resale		(\$112.00)	1868685	WINE-CREDIT
E 609-49750-333	Freight and Express		\$41.12	1878686	DELIVERY
E 609-49750-251	Liquor For Resale		\$2,119.22	1878686	LIQUOR
E 609-49750-253	Wine For Resale		\$592.00	1878686	WINE
E 609-49750-333	Freight and Express		\$7.50	1879684	DELIVERY
E 609-49750-251	Liquor For Resale		\$494.50	1879684	LIQUOR
E 609-49750-333	Freight and Express		\$7.50	1879706	DELIVERY
E 609-49750-251	Liquor For Resale		\$209.85	1879706	LIQUOR
E 609-49750-253	Wine For Resale		\$72.00	1879706	WINE
Total SOUTHERN WINE & SPIRITS OF MN			\$3,431.69		
Paid Chk#	022355	10/2/2012	SUNNY HILL DISTRIBUTORS		
E 609-49750-333	Freight and Express		\$5.70	273219	DELIVERY
E 609-49750-253	Wine For Resale		\$183.11	273219	WINE
E 609-49750-251	Liquor For Resale		\$107.14	273219	LIQUOR
Total SUNNY HILL DISTRIBUTORS			\$295.95		
Paid Chk#	022356	10/2/2012	VINOCOPIA		
E 609-49750-251	Liquor For Resale		\$161.50	63394	LIQUOR
E 609-49750-251	Liquor For Resale		\$359.75	63395	LIQUOR
E 609-49750-253	Wine For Resale		\$217.37	63395	WINE
E 609-49750-333	Freight and Express		\$12.00	63395	DELIVERY
E 609-49750-333	Freight and Express		\$3.50	66394	DELIVERY
Total VINOCOPIA			\$754.12		
Paid Chk#	022357	10/2/2012	WIRTZ BEVERAGE MN WINE & SPRTS		
E 609-49750-251	Liquor For Resale		\$336.43	101677	LIQUOR
E 609-49750-253	Wine For Resale		\$127.95	101677	WINE
E 609-49750-333	Freight and Express		\$7.50	101677	DELIVERY
E 609-49750-333	Freight and Express		\$9.00	104919	DELIVERY
E 609-49750-251	Liquor For Resale		\$411.83	104919	LIQUOR
E 609-49750-253	Wine For Resale		\$39.95	104919	WINE
E 609-49750-254	Mix/Non Alcoholic		\$33.38	104919	NA
E 609-49750-253	Wine For Resale		\$295.88	108056	WINE
E 609-49750-251	Liquor For Resale		\$2,800.29	108056	LIQUOR
E 609-49750-333	Freight and Express		\$52.50	108056	DELIVERY
E 609-49750-333	Freight and Express		\$1.50	111415	DELIVERY
E 609-49750-251	Liquor For Resale		\$74.79	111415	LIQUOR
E 609-49750-251	Liquor For Resale		\$1,461.29	111607	LIQUOR
E 609-49750-333	Freight and Express		\$18.00	111607	DELIVERY
E 609-49750-251	Liquor For Resale		\$282.90	111646	LIQUOR
E 609-49750-333	Freight and Express		\$6.00	111646	FREIGHT
E 609-49750-254	Mix/Non Alcoholic		\$39.94	111867	NA
E 609-49750-253	Wine For Resale		\$192.00	111867	WINE
E 609-49750-251	Liquor For Resale		\$11,300.09	111867	LIQUOR
E 609-49750-333	Freight and Express		\$216.00	111867	DELIVERY
E 609-49750-333	Freight and Express		(\$1.50)	867467	DELIVERY-CREDIT
E 609-49750-253	Wine For Resale		(\$72.00)	867467	WINE-CREDIT
Total WIRTZ BEVERAGE MN WINE & SPRTS			\$17,633.72		

***Check Detail Register©**

OCTOBER 2012

	Check Amt	Invoice	Comment
10900 Liquor Bank	\$125,287.90		

Fund Summary

10900 Liquor Bank	
609 MUNICIPAL LIQUOR FUND	\$125,287.90
	<hr/>
	\$125,287.90

RESOLUTION NO. 12 – 45

RESOLUTION ASSESSING UNPAID WATER/SEWER BILLS

BE IT RESOLVED that the following unpaid water and sewer bill be levied against the described property for 2013 property taxes, for 1 year, at a rate of 7 percent per annum:

PID #	OWNER	ADDRESS	ASSESSED
21-760-0230	Scholl, Robert & Karen	215 11 th St NW	\$163.59

Adopted this 15th day of November, 2012.

Mayor Harold Pedersen

ATTEST

Greg Lerud, City Manager

RESOLUTION NO. 12 – 46

A RESOLUTION ASSESSING AN UNPAID WATER SERVICE CHARGE

WHEREAS property owners of record, Rodney and Denise Kimble, own the property located at 225 Central Avenue South; and,

WHEREAS the property owner's water service shutoff was broken and it is the property owners' responsibility to effect repairs; and,

WHEREAS no response was received from the property owner regarding the city's notice to them that they needed to make the necessary repairs, the city contracted the work to prevent a public nuisance,

NOW THEREFORE BE IT RESOLVED by the Milaca City Council that the Council hereby approves the following unpaid water service charge be levied against the described property at a rate of six and one half (6.5) percent interest per annum for a period of one (1) years:

Rodney R. & Denise K. Kimble
225 Central Avenue South
Milaca, MN 56353
PID #21-042-0620
\$995.00

Adopted this 15th day of November, 2012.

Mayor Harold Pedersen

ATTEST

Greg Lerud, City Manager

RESOLUTION NO. 12 – 47

A RESOLUTION ASSESSING AN UNPAID WATER SERVICE CHARGE

WHEREAS Scott and MaryAnn Bost owned the property located at 1135 Woodland Court; and,

WHEREAS the property owner's water service shutoff was broken and it is the property owners' responsibility to effect repairs; and,

WHEREAS no response was received from the property owner regarding the city's notice to them that they needed to make the necessary repairs, the city contracted the work to prevent a public nuisance; and,

WHEREAS the property was subsequently acquired by Beechwood Properties LLC, and they were informed of the cost to repair, and they requested it be assessed against the property and collected with taxes,

NOW THEREFORE BE IT RESOLVED by the Milaca City Council that the Council hereby approves the following unpaid water service charge be levied against the described property at a rate of six and one half (6.5) percent interest per annum for a period of one (1) years:

Beechwood Properties LLC
PO Box 232
Foley, MN 56329
(Property address: 1135 Woodland Court)
Milaca, MN 56353
PID #21-760-0060
\$567.50

Adopted this 15th day of November, 2012.

Mayor Harold Pedersen

ATTEST

Greg Lerud, City Manager

CITY OF MILACA

Council Monthly Budget Report October 2012

DEPT Descr	2012 YTD Budget	2012 YTD Amt	Balance	2012 % of Budget Remain
Airport	\$92,800.00	\$81,242.69	\$11,557.31	12.45%
Assessing	\$13,500.00	\$0.00	\$13,500.00	100.00%
Auditing	\$12,000.00	\$11,050.00	\$950.00	7.92%
City Attorney	\$49,000.00	\$40,955.31	\$8,044.69	16.42%
City Hall	\$219,680.00	\$180,391.89	\$39,288.11	17.88%
City Manager	\$21,100.00	\$18,086.17	\$3,013.83	14.28%
Council	\$10,450.00	\$8,312.78	\$2,137.22	20.45%
Elections	\$2,000.00	\$2,510.90	(\$510.90)	-25.55%
Fire Dept.	\$174,920.00	\$164,443.05	\$10,476.95	5.99%
Historical Society	\$5,000.00	\$4,463.20	\$536.80	10.74%
Liaison Officer	\$64,485.00	\$47,652.06	\$16,832.94	26.10%
Libraries	\$24,100.00	\$16,055.14	\$8,044.86	33.38%
Ogilvie	\$30,200.00	\$25,178.45	\$5,021.55	16.63%
Parks	\$141,775.00	\$120,747.10	\$21,027.90	14.83%
Planning Comm.	\$2,000.00	\$125.05	\$1,874.95	93.75%
Police Dept.	\$408,060.00	\$372,762.93	\$35,297.07	8.65%
Public Works	\$211,775.00	\$151,543.71	\$60,231.29	28.44%
Rec Fest	\$28,670.00	\$24,120.76	\$4,549.24	15.87%
Recreation	\$2,000.00	\$0.00	\$2,000.00	100.00%
Treasurer	\$26,650.00	\$22,941.97	\$3,708.03	13.91%
Unallocated	\$15,194.00	\$11,255.62	\$3,938.38	25.92%
	\$1,555,359.00	\$1,303,838.78	\$251,520.22	16.17%

RESOLUTION NO. 12 – 48

RESOLUTION APPROVING WELL HEAD PROTECTION PLAN

WHEREAS the MN Department of Health has been working with the city over the past two years to develop a well head protection (WHP) plan; and

WHEREAS a public hearing is required before adoption of the plan; and,

WEREAS a duly called public hearing on the city's WHP was held on November 15, 2012 at which time anyone was invited to comment on the proposed plan,

NOW THEREFORE, BE IT RESOLVED BY THE MILACA CITY COUNCIL that the Council hereby adopts the plan as presented at the November 15 meeting. Be it further Resolved that if the MN Department of Health requires changes to the plan after adoption, that staff is permitted to with Department of Health staff to make changes that do not significantly change the plan as presented. Any substantive changes, or amendments must be brought back to the City Council for their review and approval.

Adopted this 15th day of November, 2012.

Mayor Harold Pedersen

ATTEST

Greg Lerud, City Manager

TABLE OF CONTENTS

PUBLIC WATER SUPPLY PROFILE	iii
DOCUMENTATION LIST	iv
PUBLIC WATER SUPPLY WELL INFORMATION	v
PART 2 EXECUTIVE SUMMARY	vi
1.0 INTRODUCTION.....	1
2.0 WELLHEAD PROTECTION AREA AND DRINKING WATER SUPPLY MANAGEMENT AREA.....	2
3.0 VULNERABILITY ASSESSMENT.....	3
4.0 DATA ELEMENTS	4
<i>4.1 Precipitation</i>	<i>4</i>
<i>4.2 Geology.....</i>	<i>4</i>
<i>4.3 Soil Conditions.....</i>	<i>4</i>
<i>4.4 Water Resources</i>	<i>5</i>
<i>4.5 Groundwater Quality.....</i>	<i>6</i>
<i>4.6 Groundwater Quantity.....</i>	<i>6</i>
<i>4.7 Surface-Water Quality</i>	<i>6</i>
<i>4.8 Surface-Water Quantity</i>	<i>7</i>
5.0 CONTAMINANT SOURCE INVENTORY.....	8
<i>5.1 Land Use</i>	<i>8</i>
<i>5.2 Shallow Disposal Wells.....</i>	<i>9</i>
<i>5.3 Wells.....</i>	<i>9</i>
<i>5.4 Point Sources</i>	<i>10</i>
<i>5.5 Non-Point Potential Contaminant Sources.....</i>	<i>10</i>
<i>5.6 Public Utility Services.....</i>	<i>11</i>
<i>5.7 Active Sites of Contamination.....</i>	<i>11</i>
<i>5.8 Summary.....</i>	<i>12</i>
6.0 PROJECTED CHANGES TO THE ENVIRONMENT, LAND USE, AND SURFACE AND GROUNDWATER.....	13
7.0 PROBLEMS AND OPPORTUNITIES.....	14

7.1 Problems	14
7.2 Opportunities	14
7.3 Status of Existing Governmental Controls Concerning Water and Related Land Use	14
8.0 WELLHEAD PROTECTION GOALS, OBJECTIVES AND IMPLEMENTATION PLAN	17
8.1 Goals	17
8.2 Objectives	17
8.3 Implementation Plan	18
9.0 GUIDANCE FOR USE BY MILACA STAFF FOR WELLHEAD PROTECTION PLANNING	26
10.0 PROGRAM EVALUATION	27
11.0 EMERGENCY PREPAREDNESS AND CONTINGENCY PLAN	28
12.0 LOCAL GOVERNMENT REVIEW AND PUBLIC HEARING	29

FIGURES

Figure 1:	Wellhead Protection Area and Drinking Water Supply Management Area
Figure 2:	Soils Map
Figure 3:	Water Resources
Figure 4:	Existing Land Use
Figure 5:	Future Land Use
Figure 6:	Wells
Figure 7:	Potential Contamination Sources
Figure 8:	Septic Systems

APPENDICES

Appendix A:	Wells and Potential Contaminant Sources Inventory
Appendix B:	City of Milaca Consumer Confidence Report
Appendix C:	Notice of Approval of Emergency Preparedness Plan
Appendix D:	Correspondence
Appendix E:	Documentation of Public Hearing
Appendix F:	Part 1 Wellhead Protection Plan

PUBLIC WATER SUPPLY

NAME: City of Milaca

ADDRESS: 255 First Street East
Milaca, MN 56353

TELEPHONE NUMBER: (320) 983-3141 **FAX NUMBER:** (320) 983-3142

WELLHEAD PROTECTION MANAGER

NAME: Steve Burklund, Public Works Director

ADDRESS: 255 First Street East
Milaca, MN 56353

TELEPHONE NUMBER: (320) 983-6547 **FAX NUMBER:** (320) 983-5216

E-MAIL: steveburklund@aol.com

CONSULTANT/TECHNICAL ASSISTANCE

NAME: Mark Janovec, Stantec

ADDRESS: 2335 West Highway 36
St. Paul, MN 55113

TELEPHONE NUMBER: (651) 636-4600

E-MAIL: mark.janovec@stantec.com **FAX NUMBER:** (651) 636-1311

PUBLIC WATER SUPPLY WELL INFORMATION

Well Number	Unique Number	Aquifer	Casing Depth (ft)	Well Depth (ft)	Date Constructed	Vulnerability*
3	578707	Confined Sand and Gravel	115	147	1996	Vulnerable
4	738390	Confined Sand and Gravel	105	135	2006	Vulnerable

*See Chapter 6 of the Part 1 Wellhead Protection Plan report (Minnesota Department of Health, 2010) for an explanation of the well vulnerability assessments.

PART 2 EXECUTIVE SUMMARY

This portion of the wellhead protection (WHP) plan for the City of Milaca includes:

- The results of the Potential Contaminant Source Inventory,
- The Potential Contaminant Source Management Strategy,
- The Alternative Water Supply Contingency Plan, and
- The Wellhead Protection Program Evaluation Plan.

Part 1 of the wellhead protection plan presented the 1) delineation of the wellhead protection area (WHPA) and the drinking water supply management area (DWSMA) and 2) the vulnerability assessments for the system's wells and the aquifer within the DWSMA. Part 1 of the WHP plan was prepared by the Minnesota Department of Health (MDH, June 2010) and approved in September 2010. See Appendix F for a copy of the full Part 1 plan. The boundaries of the WHPA/DWSMA are shown in Figure 1.

The *vulnerability assessment* for the aquifers within the DWSMA was performed using available information and indicates that the vulnerability of the aquifers used by the system varies from high to moderate.

- In the highly vulnerable areas, some potential contaminants would be expected to reach the aquifer system within a few years of release at the surface.
- In the low vulnerability areas of the DWSMA, the aquifers are protected by confining layers of sediment that restrict (or slow down) vertical movement of contaminants.

The *principle potential sources of contamination* to the aquifer vary with the vulnerability rating:

- Low vulnerability areas - other wells that reach or penetrate confining layers and non-point sources in areas that drain to high vulnerability areas.
- High vulnerability areas - All land uses and potential contaminant sources, including tanks, septic systems, hazardous waste generators, feedlots, etc.

Because vulnerability of the aquifers in the Milaca area was a mix between low and high vulnerability, the MDH specified that the inventory of potential contamination sources include all potential sources of contamination.

Also, automotive disposal systems, large sewer systems, and cesspools must also be inventoried throughout the DWSMA. This information was presented to the WHP Team during the Second Scoping meeting held with the MDH, October 27, 2010, when the necessary requirements for the content of Part 2 were outlined and discussed.

Sections 4-7 of this part of the WHP Plan (hereafter referred to as Plan) provide data and analysis in support the approaches taken to address potential contamination sources. Section 8 of this report describes the approaches taken in terms of goals, objectives, and actions to be taken.

In Section 4, the required *data elements* indicated by MDH in the Scoping 2 Decision Notice are addressed. Pertinent data elements include information about hydrology, geology, water quality, and water quantity

A *potential contaminant source inventory* and general *land use* information is given in Section 5. The potential contaminant source and land use inventory reflects the vulnerability of the aquifer in each land parcel and what is known about the data elements in Section 4.

Section 6 addresses the possible impacts that *changes in the physical environment, land use, and water*

resources may have on the public water supply. Continued land development and increases in groundwater appropriations within the DWSMA are anticipated within the next ten-year period. The City of Milaca will update its Wellhead Protection Plan if new public water supply wells are added, as required by the Minnesota Wellhead Protection Rules.

The *problems and opportunities* concerning land use issues relating to the aquifer, well water, and the DWSMA are addressed in Section 7. The major concerns addressed in the plan are 1) other wells located within the DWSMA that could become pathways for contamination to enter the aquifer; 2) the pumping effects of high-capacity wells that may alter the boundaries of the delineated WHPA or cause the movement of contamination toward public water supply well(s) and 3) the potential sources of contamination identified in Section 5 of this plan.

The drinking water protection *goals* that the public water supplier (PWS) would like to achieve with this plan are listed in Section 8. In essence, the PWS would like to:

- maintain the current drinking water quality
- increase public awareness of groundwater protection issues
- protect the aquifer
- continue to collect data on water quality
- practice water conservation

The *objectives and action plans* for managing potential sources of contamination are also contained in Section 8. Actions aimed toward educating the general public about groundwater and land use issues, gathering information about other wells and potential contaminant sources, using the collected data in water supply and land use planning, and collecting data relevant to wellhead protection planning are the general focus.

Section 9 contains *guidance for use* for Milaca staff, identifying areas of responsibility for City staff in helping to implement the Plan.

Section 10 contains a *guide to evaluate the implementation* of the identified management strategies of Section 8. The wellhead protection program for Milaca will be evaluated every two years.

Section 11 references the *Contingency Plan* developed by the City to address water supply emergencies.

Finally, Section 12 discusses the *review process* and addresses any comments brought by local units of government and the public.

1.0 INTRODUCTION

Wellhead protection is a means of safeguarding public water supply wells by preventing contaminants from entering the area that contributes water to the well or well field over a period of time. This program is now required in Minnesota since the Minnesota Department of Health (MDH) implemented its Wellhead Protection Rules in November 1997. The MDH initiated its Wellhead Protection Program in response to the 1986 Amendments to the Safe Drinking Water Act and MDH's statutory authority is granted in the Minnesota Groundwater Protection Act of 1989. This report is the culmination of the Milaca' efforts to adopt wellhead protection planning for its water supply system.

The City of Milaca obtains its drinking water supply from two wells screened in a glacially deposited sand and gravel aquifer. Detailed descriptions of the geologic and hydrogeologic setting of the water supply system, the delineation of the Wellhead Protection Area and Drinking Water Supply Area, and the well and aquifer vulnerability assessments are presented in *Wellhead Protection Plan, Part I* (MDH, 2010) which was approved by MDH in September 2010. (See Appendix F.) The rest of this report summarizes the information presented in the Part 1 report, presents additional data elements, and presents the contents of the wellhead protection plan.

2.0 WELLHEAD PROTECTION AREA AND DRINKING WATER SUPPLY MANAGEMENT AREA

The wellhead protection area (WHPA) and drinking water supply management area (DWSMA) delineation analyses were conducted in accordance with Minnesota Rules. As a result, the following criteria were considered in making the delineation analysis: 1) Aquifer transmissivity, 2) groundwater flow directions, 3) the maximum average daily pumping rate for each of the wells, 4) hydrogeologic boundaries, and 5) time of travel. Each of these criteria was factored into the development of a groundwater flow model that was used to conduct the delineation analyses. The results of these analyses (the WHPA and DWSMA) are presented in Figure 1. Additional details on the delineation analysis are presented in *Wellhead Protection Plan, Part I*, prepared by Minnesota Department of Health (MDH) and approved by MDH in September 2010. See Appendix F.

3.0 VULNERABILITY ASSESSMENT

Two separate vulnerability assessments were undertaken to as part of the Part 1 Plan. The first assessment consisted of an assessment of the vulnerability to contamination of the aquifer within the identified DWSMA. This assessment was completed according to MDH guidelines and recommended methodology. The second assessment was a well vulnerability assessment for each of the Milaca public water supply wells. The well vulnerability assessment was also completed using MDH guidelines. A description of the two assessments is presented in *Wellhead Protection Plan, Part I*, prepared by the Minnesota Department of Health (approved September 2010). (See Appendix F.) The DWSMA has a vulnerability ranking ranging from “low” vulnerability to “high” vulnerability (Figure 1). Each of the two public water supply wells was also ranked as “vulnerable” during the well vulnerability assessment. The results of these vulnerability assessments drove the need for a detailed evaluation of potential contaminant sources, which is presented later in this report.

4.0 DATA ELEMENTS

The state rules relating to wellhead protection require that wellhead protection plans include specific data elements. The required physical environment, water quantity and water quality data elements were addressed in the Part 1 Plan (*Wellhead Protection Plan – Part I*, MDH, 2010), included here in Appendix F. The Part 1 Plan also includes an assessment of the impact of these data elements on 1) the use of the wells, 2) the wellhead protection area delineation criteria and 3) the quality and quantity of water supplying the public water supply wells. Each of these elements was discussed specifically in the second scoping meeting with MDH and are presented briefly here.

4.1 Precipitation

Monthly and annual precipitation averages for Mille Lacs County are provided below, based on a compilation of observation networks in Mille Lacs County as provided by the Minnesota Climatology Working Group online database. Average annual precipitation during the period from 2007-2011 was 32.7 inches. The groundwater flow model developed to delineate the wellhead protection areas addresses the rate at which recharge occurs within the aquifer.

Average Precipitation (in inches) for Mille Lacs County

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2007	1.29	1.00	3.08	2.47	1.63	2.04	2.47	4.48	5.91	5.22	0.04	1.67	31.3
2008	0.15	0.60	0.98	5.34	4.20	6.15	2.49	3.48	4.79	2.38	1.01	2.73	34.3
2009	0.64	1.30	2.96	2.12	1.30	2.54	2.86	4.53	0.57	5.67	0.35	1.86	26.7
2010	0.49	0.57	1.33	2.25	2.96	5.76	5.64	6.17	6.53	3.91	1.90	2.60	40.1
2011	0.96	1.11	2.08	1.97	5.62	5.40	4.30	6.75	1.23	1.29	0.33	0.20	31.2
Avg.	0.71	0.92	2.09	2.83	3.14	4.38	3.55	5.08	3.81	3.69	0.73	1.81	32.7

Since there appears to be some connection between the aquifer and the surface, there exists a potential that precipitation could impact the water quality through storm-water runoff and precipitation infiltration. Therefore, the potential impact of precipitation infiltration on water quantity and quality was addressed in the development of this Plan.

4.2 Geology

A description of geologic conditions in the wellhead protection area was provided in the Part 1 report (see Appendix F). The municipal wells are completed in unconsolidated buried glacial deposits. The glacial geology of the area is complex, and the permeability and thickness of the aquifers and low permeability materials are highly variable.

The degree of geologic protection was an important factor in the DWSMA vulnerability assessment described in the Part 1 report. The level of vulnerability, in turn, determines the types of potential contaminants and land uses of concern and the appropriate level of management.

4.3 Soil Conditions

Because there is not a consistent protective layer of low permeability sediments throughout the

DWSMA, local soil conditions and soil infiltration characteristics may impact groundwater quality. Soil survey data for Mille Lacs County are maintained by the Natural Resource Conservation Service of the USDA as a SSURGO version 2 database. These data include Geographic Information System (GIS) mapping data (Figure 2). It should be noted that disturbance or scalping of soils, particularly in developed areas, may have occurred since the soil survey was completed.

The infiltration characteristics of soils are controlled primarily by soil texture, land cover/vegetation and other factors that affect soil structure, and land slope. In addition to soil infiltration characteristics, the potential rate of recharge to the water table is also controlled by the vertical permeability of the underlying sediments and the permeability and hydraulic gradient of the water table aquifer.

Drainage characteristics are summarized by the soil Hydrologic Group classifications. Descriptions of the classifications are as follows:

Hydrologic Group A soils have a high infiltration potential when thoroughly wet and consist mainly of deep, well drained to excessively drained sands or gravelly sands. These soils have a high rate of water transmission.

Hydrologic Group B soils have a moderate infiltration rate when thoroughly wet and consist of moderately deep or deep, moderately-well-drained or well-drained soils that have moderately fine texture to moderately coarse texture. These soils have a moderate rate of water transmission.

Hydrologic Group C soils have a slow infiltration rate when thoroughly wet and consist chiefly of soils that have a layer impedes the downward movement of water or have moderately fine to fine texture. These soils have a slow rate of water transmission.

Hydrologic Group D soils have a very slow infiltration rate when thoroughly wet. These soils consist of clays, soils that have a claypan or clay layer near the surface, or soils that have a permanently high water table. These soils have a very slow rate of water transmission.

Soil types in the DWSMA fall under the following Hydrologic Groups:

Hydrologic Group	Mapped Soil Types (See Figure 2)
A	C118C, C16B, C16C, C16E
B	1003B, 1026A, C17B, C17C, C23B, C35A
C	C10B, C11B, C130B, C1B, C24A, C5C, C8A, C91B, C91C, C91E
D	1020A, 1025A, C102A, C110A, C125A, C139A, C14A, C28A, C2A, C4A, C97A

Within the DWSMA for the City of Milaca, the most prevalent soil types are classified in Hydrologic Groups C and D. This implies that soils within the DWSMA have a relatively low rate of water infiltration where they are wet. However, the northern edge of the DWSMA and the highly vulnerable northeastern corner of the DWSMA have a mix of soils, with greater amounts of soils in Groups A and B, suggesting a higher infiltration rate where the soils are well drained.

4.4 Water Resources

The City of Milaca wells draw from a relatively shallow groundwater flow system. This system has a direct or indirect hydraulic connection to surface water features, and this connection is reflected in the pattern of observed static water levels in wells completed in the shallow aquifer(s). Therefore, surface waters may have some impact on the quantity and quality of groundwater within the DWSMA.

Figure 3 shows wetlands in the National Wetlands Inventory designated by wetland class and water regime. Minnesota Department of Natural Resources (DNR) designated public waters within the area include the Rum River bordering the eastern edge of the DWSMA and Chase Brook, a tributary of the Rum River which intersects the northern portion of the DWSMA.

The largest water features within the DWSMA are the sewage disposal ponds in the northeastern edge of the DWSMA, where Milaca's treated waste water is discharged

Stormwater runoff in the DWSMA generally follows local topography and County ditches. Water that is not captured by the Rum River or Chase Brook tends to collect in localized wetlands and ponds or is infiltrated into the soil.

4.5 Groundwater Quality

Routine monitoring data collected for the Public Water Supply Program are in the files of the Minnesota Department of Health. Routine monitoring by the Public Water Supply Program shows no contamination above existing water quality standards. A summary of the system's finished water quality is provided in the annual Consumer Confidence Report (Appendix B). Future changes in water chemistry reflected in routine monitoring results would be an indication that groundwater quality was affected by changes in the hydrologic system.

Average nitrate concentrations in 2011 were 1.90 mg/L, which is well below the established maximum contaminant level (MCL) of 10.4 mg/L. The City operates monitoring wells around the sewage treatment ponds to ensure that the ponds do not significantly elevate nitrates levels in groundwater. To date, average nitrate concentration of the effluent water has been at 2.0mg/L or lower.

4.6 Groundwater Quantity

Other than the Milaca water supply wells, there are no wells in the immediate surrounding area which are covered by state groundwater appropriation permits. There are no known well interference problems in or around the Milaca DWSMA. Therefore, existing high capacity wells or groundwater use conflicts do not need to be addressed in the management plan at this time.

4.7 Surface-Water Quality

There is very little available data to address the quality of surface water within the DWMSA, other than sampling of effluent discharged to the sewage treatment ponds in the northeastern portion of the DWSMA. It is not expected that any of the surface water features outside the DWSMA will impact the quality of groundwater within the 10-year capture zone for the City's water supply well. The largest water body immediately outside of the DWSMA, the Rum River, tends to receive groundwater flow and be a discharge point for the aquifer. In the event of a major flood, it is possible that floods waters could temporarily reverse this flow direction in the area immediately surrounding the river. However, the effects would likely not be far-reaching and would not impact Milaca's two active municipal wells.

4.8 Surface-Water Quantity

Because there are no significant surface water features within the DWSMA, other than wetlands and a small portion of Chase Brook, surface water quantity is not a significant issue for the management of the Milaca wellhead protection area. Chase Brook and the Rum River are both DNR-protected waterways and fall under the jurisdiction of the State for management of water quality and quantity.

5.0 CONTAMINANT SOURCE INVENTORY

As part of the City of Milaca wellhead protection planning process, an inventory of potential contaminant sources was conducted within the delineated Drinking Water Supply Management Area (DWSMA). The purpose behind this inventory was to develop a database listing potential sources of contamination that may affect the public water supply wells. The results of this effort provide the water supplier with information about contaminant sources identified in the DWSMA. Wellhead protection planning strategies can be directed in a manner that will deal with any potential sites before they become a problem or a threat to the drinking water supply.

5.1 Land Use

Understanding land use is important in determining key areas for concern in managing a wellhead protection area. For example, knowledge about the location of future development in relation to the DWSMA may reveal a need to closely manage the activity within more sensitive areas. Additionally, any land uses that currently pose a potential threat to the City's water supply need to be highlighted to increase awareness of any concerns. An existing land use map is provided as Figure 4. The four major zoning designations within the DWSMA are agricultural, single-family residential, park, and undeveloped, with agricultural being the largest of the areas.

Following a scoping meeting held with Minnesota Department of Health (MDH) staff in October 2010, Stantec and Milaca staff proceeded to locate information about land and water use within the delineated DWSMA for the Milaca wells. Any data which was relevant to the public water supply wells, the quality of the water being drawn in to the wells, or land and groundwater uses around the wells was considered important in determining any potential threat to the water supply. The following criteria were used:

1. All areas must be evaluated for the presence of wells, automotive disposal systems and cesspools (types of Class V or shallow disposal wells) and large sewer systems serving more than 20 people or 2 or more facilities, and non-point sources in areas that drain to high vulnerability areas.
2. All other potential sources of contamination must be also be considered within the highly vulnerable area of the DWSMA.

Each of these elements is described separately below. Figure 4 shows existing land use in the DWSMA, and Figure 5 shows future planned land uses. Figure 6 shows the locations of wells. Figure 7 shows identified potential point sources of contamination. Figure 8 shows the locations of septic systems. The wells, potential contamination sources, and septic systems are listed by parcel in Appendix A.

5.2 Shallow Disposal Wells

Disposal wells are potential sources of contamination that must be inventoried for the entire DWSMA. The USEPA regulates shallow disposal wells (Class V injection wells). Automotive disposal wells have been banned in groundwater protection areas and cesspools have been banned throughout Minnesota. Furthermore, the Code of Federal Regulations (Title 40, Chapter I, Part 144.12(a)) states that “no owner or operator [of an injection well] shall construct, operate, maintain, convert, plug, abandon, or conduct any other injection activity in a manner that allows the movement of fluid containing any contaminant into underground sources of drinking water, if the presence of that contaminant may cause a violation of any primary drinking water regulation under 40 CFR part 142 or may otherwise adversely affect the health of persons.”

No known shallow disposal well sites were identified within the DWSMA. A component of the management plan will include contacting owners of any properties with suspected shallow disposal wells and informing properties owners of any necessary reporting requirements. Also, continued vigilance will occur for identifying and reporting shallow disposal wells as they are discovered.

5.3 Wells

An important component of the potential contaminant source inventory was the location of any known wells within the groundwater capture zones. Since wells may penetrate confining layers that protect an aquifer, they are potential pathways for contaminants to rapidly enter the aquifer. A search for active and unsealed abandoned wells was undertaken for the DWSMA.

The following sources were used to identify wells in the DWSMA:

1. Minnesota Geological Survey’s County Well Index (CWI)
2. Milaca staff knowledge about current and historical land uses.
3. Aerial photographs.
4. Drive-by surveys.

The identified wells are plotted on the map in Figure 6, and listed in Appendix A. The results of the well search indicated that there are 73 wells known to be in the DWSMA, including the municipal supply wells. Known sealed wells were omitted from the inventory, as they are thought to no longer pose any threat to the DWSMA. There may be additional wells within the DWSMA that are not part of the current databases, including both active wells and abandoned wells that were never properly sealed.

The accuracy of the locations of the wells as mapped in Figure 6 varies. Whenever possible, wells were mapped using coordinates obtained by the MGS or MDH. When accurate coordinates were not available, all wells were mapped on the correct land parcel using an ortho-rectified digital air photo base map. For the purposes of this planning effort, this level of accuracy was deemed sufficient.

A total of nine active monitoring wells were identified, mostly associated with the sewage treatment ponds in the northeastern portion of the DWSMA. The former Farmer’s Co-Op Creamery well is now utilized by the Department of Natural Resources as a monitoring well. One other monitoring well is located between City wells 3 and 4. A total of 56 wells were identified within the DWSMA as being domestic wells, since the management area is not currently served by the municipal water supply system. Five public water supply wells were also located within the DWSMA, serving small businesses or churches.

5.4 Point Sources

An important component of the potential contaminant source inventory was to look for any potential point sources within the DWSMA that might be a threat to the quality of the public water supply. An example of a point source would be an underground storage tank or any facility that stores, handles, or disposes of materials that, if introduced into the environment, might degrade the quality of the water pumped from the aquifer. Identified potential point sources of contamination were identified according to the criteria listed above in Section 5.1. A listing of potential point sources by land parcel is presented in Appendix A. GIS data files containing the point source data are also available electronically. The locations are mapped in Figure 7.

Items located within the DWSMA were identified and inventoried according to the required criteria. Data points were located by the address information provided in the databases and by Milaca staff. Field reconnaissance of certain sites was used to verify locations of mapped contaminant sources. Only six parcels were identified within the DWSMA as potential point sources, not including sites with septic systems.

Two permitted hazardous waste generators were located within the DWSMA. In general, hazardous waste generators include properties that generate, store, or dispose of potentially hazardous compounds during their normal operations. Specific information about the nature of the hazardous wastes, and whether it poses a potential threat to groundwater, is not always immediately available. While it is assumed that proper handling and disposal of hazardous wastes is a condition of the permitting process, additional education efforts relating to groundwater protection are warranted among permit holders within the DWSMA. One site (Johnson Auto Body) has been listed in the MPCA inventory as inactive, but a visual drive-by inspection indicates that automotive services still appear to be conducted at this site. This site should be included, among other sites, in a public education activities targeted towards potential point sources of pollution.

A former unpermitted dump site has been identified in the northern portion of the DWSMA. The exact nature of the contents of this dump is unknown at this time. The MPCA has listed the site as inactive, but the potential exists for buried pollutants to degrade groundwater quality in and around this former dump site. At least one monitoring well exists between the dump site and the municipal wells, should the City decide to use this well as a sentinel well.

The entire portion of the DWSMA is currently not served by a sanitary sewer system, necessitating that residential and commercial properties construct and maintain septic systems, otherwise known as subsurface sewage treatments systems (SSTS). At present, Mille Lacs County does not maintain an active database of septic systems within the management area. For the purposes of this planning effort, all properties in the DWSMA that include structures for human habitation and occupancy were assumed to contain a septic system. Poorly maintained or failing septic systems may be a threat to aquifer water quality, particularly in high vulnerability areas. Nitrate is a contaminant of particular concern that may derive from septic systems. The Minnesota Pollution Control Agency (MPCA) has developed technical standards and criteria for septic systems, which are contained in MN Rules Chapter 7080. MPCA standards, or more restrictive local standards, must be followed in wellhead protection areas.

5.5 Non-Point Potential Contaminant Sources

Non-point sources of contamination are associated with land use not specific to a particular point or

small area. Non-point sources are a concern throughout highly vulnerable areas of the DWSMA because contaminants released at the surface may infiltrate into highly permeable soils and eventually migrate into the groundwater supply.

Agricultural areas are often one of the largest sources of concern for non-point sources. Currently, Mille Lacs County has zoned the entire portion of the DWSMA located outside of the City of Milaca as agricultural (Figure 4). A large portion of this land would be more accurately described as rural or single family residential. Portions of actively farmed land do still exist, including some parcels immediately adjacent to Milaca's municipal wells. Much of this area falls within the low vulnerability areas of the DWSMA, though small amounts of high vulnerability DWSMA are also included. Future land use (Figure 5) designations indicate that agricultural land uses will be eliminated east of 130th Avenue. Agricultural areas in the high vulnerability DWSMA will be replaced by residential land uses as the City expands.

Roads and impervious surfaces may also be potential non-point sources of contamination to the aquifer if they drain to high vulnerability areas. Transportation corridors are discussed further below. The land use maps provides a guide to areas that may be non-point sources (Figures 4 and 5).

Finally, the Forest Hill Cemetery is located on the eastern edge of the DWSMA, next to the Rum River. Cemeteries are sometimes included as non-point sources, particularly if there is concern of the cemetery leeching embalming chemicals into groundwater that may be intercepted by the municipal wells. At present, there does not appear to be any concern that this cemetery is degrading local groundwater supplies. Also, any leached chemicals would be expected to drain eastward and be discharged into the Rum River before being intercepted by water supply wells.

5.6 Public Utility Services

Infrastructure-related accidents are another potential contaminant source. Roadways, railways and oil pipelines are examples of transportation routes that may be the site of a leakage or spill that could threaten the aquifers.

Highway 23 is the major transportation corridor that intersects the DWSMA. A former railway also intersected the DWSMA. Milaca Wells 3 and 4 are located on this former railway alignment. While railways are sometimes the source for pollutants, there is no evidence of railway spills or contamination within Milaca's DWSMA.

There is one identified pipeline in the Milaca DWSMA, which is the Viking Gas Pipeline (see Figure 7). While natural gas pipelines can pose a threat to public safety if leaks or ruptures develop, they generally do not pose a strong threat to groundwater quality, as any leaked gas is expected to migrate upwards and be dissipated into the atmosphere.

Public water supply wells are also components of the public utility infrastructure. The locations of the active wells are shown on Figure 1. At present, all active public water supply wells appear to meet the required setbacks set forth for the 200 foot radius around each well.

5.7 Active Sites of Contamination

There are currently no listed active sites of contamination (spills, leaks, etc.) within the DWSMA. Should any contamination sites be identified within the DWSMA, they will be prioritized in order of the

threat they pose to the municipal wells. Site specific soil conditions, geology, surface runoff, and estimated time of travel to the public supply wells will be investigated to assess the level of threat to the City's water supply.

5.8 Summary

Proactive management of potential point sources of contamination within the 1-year groundwater capture zones, or Emergency Response Areas, in high vulnerability areas are of most immediate concern. These items would pose the greatest potential risk to the quality of water drawn from the public water supply wells.

No sites were identified within the Emergency Response Area, with the exception of two domestic wells, two septic systems, and one monitoring well. Only one hazardous waste generator and one septic system was located within the highly vulnerable area of the DWSMA.

Type of Potential Contaminant Source	Known Active Contamination Sources within DWSMA	Known Removed/Closed Contamination Sources within DWSMA	Total Known Active Sources Within the Emergency Response Area	Total Known Active Sources Within the High Vulnerability DWSMA
Groundwater Wells	73	Not quantified	6 (including municipal wells)	29
Registered Storage Tank Permit	0	0	0	0
Aboveground Storage Tank	0	0	0	0
Underground Storage Tank	0	0	0	0
Leaking Underground Storage Tank	0	0	0	0
Suspected Spill/Leak Site	0	0	0	0
Dump	0	1 (inactive)	0	0
Hazardous Waste Generator Permit	2	0	0	1
Septic Systems (SSTS)	61	Not quantified	2	18
Class V wells	None identified	None identified	None identified	None identified
Large sewer system	None identified	None identified	None identified	None identified
Transportation routes	State Highway and local roads	Railroad	Local roads	State Highway and local roads
Salvage Yard	0	0	0	0
Storage and preparation area	0	0	0	0

*actual number is likely higher, since all removed/closed sources might not be inventoried

The land use map (Figures 4) along with Figure 7 provides a tool for understanding the scope of land uses in the DWSMA. The inventory was made as complete as practicable at the time of the development of this Plan. Further data collection issues and the other problems and opportunities associated with land uses are addressed in Chapter 7. Plan goals, objectives, and actions are addressed in Chapter 8.

6.0 PROJECTED CHANGES TO THE ENVIRONMENT, LAND USE, AND SURFACE AND GROUNDWATER

General land uses within the DWSMA are expected to change in the coming years. Figure 5 shows projected future land uses. Areas currently zoned as agricultural by the County will be converted to residential and business uses. Future land use projections for areas outside of the City of Milaca were not currently available. It is assumed this area will continue to be zoned as agricultural until the County updates its land use plan.

As the City expands west of the Rum River, expansion of the current water supply system and sanitary sewer system is expected to eventually occur. The current system is expected to have sufficient capacity to supply the City's needs for the ten-year time frame of this Wellhead Protection Plan, however.

7.0 PROBLEMS AND OPPORTUNITIES

An identification of potential problems helps the City of Milaca realize the main challenges to successfully developing and implementing their wellhead protection plan. An identification of opportunities outlines circumstances which Milaca can use to their benefit while planning the management of their DWSMA.

7.1 Problems

1. Portions of the DWSMA for the City of Milaca are vulnerable to contamination.
2. Portions of the Emergency Response Area are classified as highly vulnerable to contamination.
3. Portions of the DWSMA are outside of the jurisdiction of the City of Milaca
4. The DWSMA is not currently served by City water or sewer services, which results in a large number of domestic wells and septic systems within the DWMSA.
5. The Highway 23 corridors runs through the center of the DWSMA, creating the possible threat of accidental spills.
6. Residential areas of the DWSMA represent potential non-point sources to which the water supply system may be susceptible if and lawn and garden chemicals are misused.

7.2 Opportunities

1. Planned expansion will result in a larger portion of the DWSMA being inside of the City of Milaca boundary.
2. Changing land uses within the DWSMA offer the opportunity to potentially avoid or restrict the introduction of potential contamination sources in highly vulnerable areas.
3. The most highly agricultural areas fall mostly within the low vulnerability portions of the DWSMA.
4. The majority of the identified point-source potential contamination sources do not appear represent significant threats to the groundwater.
5. An opportunity exists to work with local units of government, including Mille Lacs County, in planning land uses in order to protect the area's groundwater resources.

7.3 Status of Existing Governmental Controls Concerning Water and Related Land Use

City of Milaca

Zoning ordinances and special use permits are the primary means by which the City of Milaca controls water and land use within the city.

Mille Lacs County

The Mille Lacs County Land Services Office provides services relating to property records, land use regulation and construction permitting. Staff is responsible for administering local ordinances such as

193800516

14

Stantec

the Development Code and the Subsurface Sewage Treatment System (septic system) ordinance and state laws such as the Wetland Conservation Act and State Building Code. The Land Services Office administers the County's Comprehensive Plan, Ordinances that regulate the use and subdivision of land and Zoning Maps. Two advisory committees, the Planning Commission and Board of Adjustment, assist staff in the administration.

The Mille Lacs County Soil and Water Conservation District (SWCD) is a local unit of government that manages and directs conservation programs within Mille Lacs County. The SWCD's function is to assist land users in both rural and urban settings to protect soil and water resources. The SWCD receives its authority from Chapter 103C of Minnesota Statutes.

The SWCD implements erosion and pollution control practices with financial assistance to land occupiers, urban land users and local governmental units in Mille Lacs County in the management, conservation, and protection of the County's soil and water resources. The SWCD also provides educational programs and materials on conservation and soil stewardship.

The SWCD created and adopted a Local Water Resource Management Plan, which was in place from 2006 through 2011. Currently, the plan is in the process of being amended and is expected to be adopted through the year 2016.

State and Federal Regulations

Many of the state and federal regulations for potential sources of pollution are design and operation standards. Examples are regulations concerning on-site sewer systems, large storage tanks, and wells. It should be noted that the state's design and operation standards would be adequate for most contaminant sources within the Milaca DWSMA.

Land use authority that addresses the location of potential sources of contamination within the Milaca DWSMA rests with local units of government according to Minnesota law. The Milaca DWSMA falls within the jurisdiction of the City of Milaca and Mille Lacs County.

State and federal governmental units regulate:

- Well construction – MDH;
- Well sealing – MDH;
- State groundwater appropriation permits – DNR;
- Public water supply quality – MDH;
- Setbacks for specific contaminant sources from a well – MDH and local governments through conditional use permitting;
- Tank control program – MPCA, MDA
- Shallow disposal wells - U.S. EPA.

Any of the permitted activities which have the potential to affect the wellhead protection area and/or the quality or quantity of the Milaca water supply should be reviewed by the respective state agency before a permit can be approved.

The wellhead protection planning team recommends that no additional regulations be imposed at this time and are confident that local issues may be adequately addressed through existing processes.

8.0 WELLHEAD PROTECTION GOALS, OBJECTIVES AND IMPLEMENTATION PLAN

Goals and objectives have been developed based on the results of the vulnerability analysis, the results of the potential contaminant source inventory, and the projected changes to the environment, land use, and surface and ground water. In general, goals and objectives are ranked in order of priority.

8.1 Goals

The following goals form the framework within which the information generated during delineation and source inventory activities is evaluated and upon which the planning activities are based:

1. To continue to provide high quality water that meets state and federal drinking water standards.
2. Practice prevention strategies and best management practices for properties containing potential contaminant sources to avoid adversely impacting the quality of the water drawn from the aquifer.
3. To work cooperatively with County and State government on aquifer protection actions.
4. To work cooperatively with Mille Lacs County to ensure land use planning and zoning takes into account protection of the aquifer.
5. Build awareness of wellhead protection goals among City staff and property owners within the DWSMA.

8.2 Objectives

In light of the problems and opportunities listed in Chapter 7 and the goals listed above, a strategy of objectives and specific actions aimed toward meeting those objectives was developed. Because the system water meets all state and federal drinking water standards, and contamination from human sources has not been a problem to date, the plan will focus on preventing acute point source releases, particularly in the Emergency Response Areas. To meet the stated goals, the following specific objectives were developed:

1. Evaluate the potable water quality monitoring strategy used for the water supply system to ensure that not only is it consistent with federal and state requirements but also that it takes into account local conditions.
2. Monitor the 200 foot Inner Wellhead Management Zones and one-year time of travel delineations to prevent contamination in the areas immediately surrounding the wellheads.
3. Locate missing or unknown wells in the DWSMA.
4. Seal abandoned or unused wells.
5. Manage nitrates in groundwater within the DWSMA
6. Identify new spills or potential contaminant sources within the DWSMA.
7. Manage risks of possible contamination of groundwater from accidental spills along highways and county roads.
8. Educate the public about hazardous waste and household hazardous waste.
9. Attempt to identify shallow disposal wells in the DWSMA and notify owners of federal reporting responsibilities.
10. Include Wellhead Protection overlays in future land use planning and comprehensive planning.
11. Develop specific guidance for Milaca staff so that personnel can make informed day-to-day decisions that may affect the wellhead protection program.

12. Develop public support and understanding for the wellhead protection plan through the use of news letters, press releases, handouts, and participation in special events.
13. Educate property owners about the need for having complying on-site sewage treatment systems in the DWSMA.

8.3 Implementation Plan

Objective 1: Evaluate the water quality monitoring strategy and results to ensure that they are consistent with federal and state requirements yet also take into account local conditions.

Action 1A: Maintain water quality sampling requirements mandated by MDH and analyze trends in water chemistry, looking for any possible degradation of quality.

Who: Milaca Public Works staff

Cooperators: MDH

When: Annually

Cost: Staff time

How: Review MDH monitoring requirements, requirements of 1996 amendments to Federal Safe Drinking Water Act, results of MDH and Milaca water quality testing, proposed and new water quality rulemaking, and unique needs for Milaca to verify the water pumped from the wells meets all appropriate drinking water quality standards.

Status: Continuation of ongoing program.

Objective 2: Monitor the 200 foot Inner Wellhead Management Zones and one-year time of travel delineations to prevent contamination in the areas immediately surrounding the wellheads.

Action 2A: Continue to monitor setbacks for all potential sources of contamination located within Inner Wellhead Management Zones and Emergency

Response Area.
Who: Milaca Wellhead Protection Manager, Milaca Public Works Staff
Cooperators: MDH
When: Annual review
Cost: Staff time
How: The wellhead protection manager will ensure that any new regulated activities will meet the required setbacks. A worksheet will be filled out annually to inventory any new or existing potential sources of contamination
Status: Not yet implemented.

Objective 3: Locate wells within the DWSMA that were not previously identified during the creation of the potential contamination source inventory.

Action 3A: Make direct contact with well owners in the DWSMA to determine the number of wells and status of each well on their property.
Who: Milaca Wellhead Protection Manager
When: Within three years of plan approval.
Cost: City staff time
How: Milaca will survey well owners to determine the number and status of wells at each property. Wells without accurate location information may be surveyed to better define well coordinates.
Status: Not currently implemented

Objective 4: Seal abandoned or unused wells located in the groundwater DWSMA and encourage proper well maintenance.

Action 4A: Provide MDH with a list of abandoned and unsealed well locations as Milaca personnel discover them.
Who: Milaca Wellhead Protection Manager
Cooperators: MDH
When: Ongoing, as needed
Cost: City staff time
How: Prepare written report for distribution to MDH as wells are discovered.
Status: Not currently implemented

Action 4B: Make property owners aware of financial and technical resources available to assist in securing grant funding for properly sealing wells.
Who: Milaca Wellhead Protection Manager
Cooperators: MDH, Mille Lacs County, Soil and Water Conservation District
When: Funding needs to be reviewed as abandoned wells are identified
Cost: Staff time
How: Research types of grants and loans available for permanent well sealing and distribute this information to appropriate well owners, as requested.

Status: Not currently implemented.

Action 4C: If wells are identified that require sealing, pursue grant funding to assist with well sealing activity.

Who: Milaca Wellhead Protection Manager, Milaca City Manager, MDH

When: Funding needs and grant opportunities to be reviewed as abandoned wells are identified

Cost: Staff time

How: Determine the availability of grant money from MDH for well sealing activities. Apply for grants to seal wells that are identified to no longer being used and/or are not properly maintained.

Status: Not currently implemented.

Action 4D: Send educational information to well owners reminding them of proper well maintenance.

Who: Milaca Wellhead Protection Manager

Cooperators: Soil and Water Conservation District

When: Within three years of plan approval

Cost: Staff time, printing and postage costs

How: Educational information will be sent to well owners at the time the well survey (Action 3A) is completed. Educational information will emphasize the importance of sealing unused wells.

Status: Not currently implemented.

Objective 5: Monitor nitrates in groundwater within the DWSMA and work with MDH Hydrogeologist to determine trends in nitrates.

Action 5A: Continue nitrates monitoring program to determine if the sewage treatment system is having a degrading impact on local groundwater resources

Who: Milaca Public Works Staff

Cooperators: MDH, MPCA

When: Annually

Cost: Staff time

How: Continue collecting samples from monitoring wells, as directed by state agencies, in order to assess the potential impact of the sewage treatment ponds on groundwater.

Status: Currently implemented.

Action 5B: Review nitrates trends with MDH Hydrologist to determine if additional study is required to determine nitrates sources.
Who: Milaca Wellhead Protection Manager
Cooperators: MDH
When: 3 years and 6 years after plan adoption.
Cost: Staff time
How: Provide nitrates data to MDH Hydrologist for review. Discuss trends in nitrates and determine if there is a need for additional study or additional monitoring. If additional study is needed to determine the source of nitrates, pursue available grant funding to help fund a study.
Status: Not currently implemented.

Objective 6: Identify new spills or potential contaminant sources within the DWSMA.

Action 6A: Determine if state agencies or local services have knowledge of new spills or potential contaminant sources in the DWSMA. Determine if the status of any existing spill/leak sites has changed.
Who: Milaca Wellhead Protection Manager
Cooperators: MPCA, Department of Agriculture, Local emergency response services
When: Once every three years
Cost: Staff time
How: Contact designated Point Of Contact staff at MPCA and MDA acting as a liaison to the wellhead protection program. Contact local emergency response teams. Provide map coverage of DWSMA to cooperators, along with current known PCSI inventory. Request updates on any new or existing spills/leaks or possible contamination sources. Update PCSI coverage based on information provided by cooperators.
Status: Not currently implemented.

Objective 7: Manage risks of possible contamination of groundwater from accidental spills along highways and county roads.

Action 7A: Work with emergency management teams to raise awareness of wellhead protection goals and aquifer vulnerability
Who: Milaca Wellhead Protection Manager
Cooperators: MPCA, MDA, Mille Lacs County, Local emergency response services, Minnesota Rural Water Association
When: Within five years of plan approval
Cost: Staff time
How: Meet with cooperators to discuss wellhead protection goals. Identify keys issues and responsibilities for each party and outline roles and responses following an identified spill. Raise awareness of aquifer vulnerability among cooperators.
Status: Not currently implemented

Objective 8: Educate the public about hazardous waste and household hazardous waste.

Action 8A: Use education materials to encourage residents to use hazardous waste collection programs.
Who: Milaca Wellhead Protection Manager, Milaca City Manager
Cooperators: Mille Lacs County
When: Every two years
Cost: Staff time
How: Include information about wellhead protection and the importance of proper disposal of household hazardous wastes in education materials (newsletter, brochure, or website). Provide facility address, operational hours, and contact information.
Status: Not currently implemented

Objective 9: Attempt to identify shallow disposal wells (Class V wells) in the DWSMA and notify owners of federal reporting responsibilities.

Action 9A: Identify possible Class V shallow disposal well sites within the DWSMA
Who: Milaca Wellhead Protection Manager
Cooperators: MDH, US EPA
When: Every three years or as suspected sites are identified.
Cost: Staff time
How: Contact owners of properties with suspected shallow disposal wells to determine if Class V well exists on site. Provide information to property owners to identify shallow disposal wells and requirements for their removal (or maintenance). Provide contact information at MDH and US EPA. Notify MDH of Class V well sites as they are identified.
Status: Not currently implemented.

Objective 10: Include Wellhead Protection overlays in future land use planning and comprehensive planning.

Action 10A: Provide wellhead protection maps and overlays for land use planning, zoning, and comprehensive planning.

Who: Milaca Wellhead Protection Manager, Milaca City Manager, Milaca Planning Commission
Cooperators: Mille Lacs County Planning Commission
When: Ongoing, as needed
Cost: Staff time
How: Provide DWSMA information to planning departments. Identify issues in land use, zoning, and comprehensive planning that could impact the groundwater quality within the DWSMA. Review possible impacts of converting land uses from agricultural to business and residential. Consider changes or controls that would help maintain or improve groundwater quality within or near the DWSMA.
Status: Not currently implemented.

Objective 11: Develop specific guidance for Milaca personnel to use so that staff can make informed day-to-day decisions.

Action 11A: Review responsibilities of each department. Determine action triggers that could affect wellhead protection activities. Establish means of educating City staff about wellhead protection planning and the role they play in ensuring its successful implementation.

Who: Milaca Wellhead Protection Manager, Milaca City Manager
When: Within one year of plan approval, annual review thereafter
Cost: Staff time
How: Prepare specific guidance for each utility department and educate appropriate City staff about its use.
Status: Currently prepared in outline form as part of this document.

Objective 12: Develop public support and understanding for the wellhead protection plan through the use of education materials. These materials may include newsletter articles, handouts, the Consumer Confidence Report, and the City's website.

Action 12A: Develop handouts or informational brochures to be given to residents in the DWSMA explaining the issues involved in protecting water quality in the DWSMA.

Who: Milaca Wellhead Protection Manager, Milaca City Manager
Cooperators: MDH
When: Within one year of plan approval

Cost: Staff time, printing costs
How: Identify and obtain existing materials available from MDH and other sources. Make available at City buildings.
Status: Not currently implemented.

Action 12B: Include information about wellhead protection in annual Consumer Confidence report. Include information on City's website.
Who: Milaca Wellhead Protection Manager, Public Works Staff
Cooperators: MDH
When: Within one year of plan approval, then ongoing
Cost: Staff time
How: Create articles relating to wellhead protection goals and implementation. Include in CCR and on City's website.
Status: Not currently implemented.

Action 12C: Send letter to potential contamination source property owners (other than well and ISTS properties) within the high vulnerability portion of the DWSMA, notifying them of their placement in a wellhead protection area.
Who: Milaca Wellhead Protection Manager
Cooperators: MDH
When: Within two years of plan approval
Cost: Staff time
How: Send letter to property owners with identified potential contaminations sources (other than wells and ISTS systems). Educate property owners on wellhead protection goals and aquifer vulnerability. Provide best management practices for property owners to follow.
Status: Not currently implemented.

Objective 13: Educate property owners about the need for having complying onsite sewage treatment systems in the DWSMA.

Action 13A: Request that Mille Lacs County provide a status list of all Individual Sewage Treatment Systems in the highly vulnerable portion of the DWSMA.
Who: Milaca Wellhead Protection Manager
Cooperators: Mille Lacs County
When: Within four years of plan approval
Cost: Staff time
How: Work with Mille Lacs County staff to obtain current list of all ISTS systems in DWSMA. Updates to the inventory will be made, if necessary, to reflect the most current conditions of each system.
Status: Not currently implemented

Action 13B: Provide information to ISTS owners in the highly vulnerable portion of the DWSMA identifying wellhead protection as a concern and provide information pertaining to proper ISTS maintenance.

Who: Mille Lacs County

Cooperators: Milaca Wellhead Protection Manager, University of Minnesota Extension

When: Within five years of plan approval

Cost: Staff time

How: Request that Mille Lacs County notify ISTS owners within the highly vulnerable portion of the DWSMA about proper system maintenance. Obtain packets from the University of Minnesota Extension Service that provide information on septic system maintenance. Make these packets available to ISTS owners upon request

Status: Not currently implemented.

9.0 GUIDANCE FOR USE BY MILACA STAFF FOR WELLHEAD PROTECTION PLANNING

To ensure that wellhead protection planning is viable for the City of Milaca, City staff should understand the nature of the Milaca Wellhead Protection Plan and how their day-to-day actions pertain to the Wellhead Protection program

Wellhead Protection Manager: Public Works Director (Steve Burklund)

9.1 Activities Affecting Wellhead Protection

The list presented below reflects the type of information or activities that City staff may encounter or manage as part of their normal functions that should be communicated to the Wellhead Protection Manager.

City of Milaca

- Well siting
- Well sampling and analysis results
- Contamination noted during construction
- Change in pumping of municipal wells
- Review of new construction within Inner Wellhead Management Zone
- Annual review of land use changes within one-year capture zone
- Comprehensive planning

Wellhead Protection Manager

- Plan implementation
- Internal coordination and plan management
- Interaction with external cooperators
- Biannual evaluation of WHP activities accomplished, with report to governing authority

When City staff and the Wellhead Protection Manager encounter activities that fall under the above categories, an effort should be made to tie in those activities with the Wellhead Protection Plan, ensuring that the protection of the groundwater resources within the DWSMA are accounted for when these activities take place. Certain activities may also trigger management strategies listed in Chapter 8.

10.0 PROGRAM EVALUATION

The City of Milaca will evaluate the progress of the implementation plan every two years. The Wellhead Protection Manager will prepare a progress report to be completed by December 31st on odd-numbered years while this Plan is in effect. The evaluation report will briefly discuss the actions implemented by the City or any cooperators during the previous two years, and actions that will be completed in the next two years. The progress report will be distributed to the Milaca City Council for their review after which it will be submitted to MDH.

According to Minnesota wellhead protection rules, this wellhead protection plan will be updated every 10 years from date of adoption or with the installation of any new municipal well to the water supply system.

11.0 EMERGENCY PREPAREDNESS AND CONTINGENCY PLAN

Milaca's Public Water Plan was submitted to the Department of Natural Resources and was approved on January 15, 2010. Notice of the plan approval is provided in Appendix C. This plan fulfills the Wellhead Protection Rule requirements for an emergency preparedness and contingency plan. The plan may be reviewed at City Hall in Milaca, MN.

12.0 LOCAL GOVERNMENT REVIEW AND PUBLIC HEARING

(Note: This section will be completed following the conclusion of the public hearing in November 2012.)

The draft Milaca wellhead protection plan was submitted to local units of government for their review and comments on August 31, 2012. The required 60-day review period ended on November 1, 2012. No comments were received from local units of government during the review period.

Milaca held a public hearing on the Wellhead Protection Plan on _____. Documentation from the public hearing is included in Appendix E. Comments or questions were received by the general public during the public hearing include _____.





