CITY OF MILACA
CITY COUNCIL MEETING
COUNCIL AGENDA
November 21, 2019

1. Call Meeting to Order 6:30 p.m.
2. Pledge of Allegiance
3. Roll Call- Present: Mayor-Pete Pedersen__Council Members; Dave Dillan__ Lindsee Larsen__ Norris Johnson___ Cory Pedersen__ Absent; _____
4. **Approval of Agenda** MB___2nd___AIF___O__
5. **Consent Agenda** MB___2nd___AIF___O__
   A. Approval of the Minutes –October 17, 2019 and November 6, 2019
   B. Approval of Bills
   C. Resolution 19-52 Designating Polling Hours and Location
   D. Resolution 19-53 Accepting a Donations
   E. City Manager Contract Amendment
6. **Citizen Open Forum –**
7. **Requests and Communications- County project CSAH 2 & 2nd St. SE-Invited Pat Oman and Holly Wilson**
8. **Ordinances and Resolutions-**
   F. Previously Tabled -Resolution 19-51 Declaring a Hazardous Building-355 3rd Ave SE
   G. Ordinance No. 454 **Second Reading**-Repealing Ordinance 30.01 through 31.05 (Airport Commission)
9. **Reports of Departments, Boards and Commissions**
   H. Police Department- Monthly Activity- MB___2nd___AIF___O__
   I. Parks Commission- Approve Items for Purchase from donation funds MB___2nd___AIF___O__
   J. Public Works Department- Activity Report-Approve Payment #3 Minnesota Paving MB___2nd___AIF___O__
   K. Planning Commission- George Czech- Requesting extension to pave driveway. MB___2nd___AIF___O__
   L. Economic Development Commission- October 21st meeting.
   M. Fire Department-
   N. Airport Commission-
   O. MCAT-IF – MB___2nd___AIF___O__
   P. Joint Powers Board-
   Q.
10. **Unfinished Business**
11. **New Business-**
12. MB___2nd___AIF___O__
13. **Council Comments**
14.
15. **Adjourn** _____p.m. MB___2nd___AIF___O__

MILACA CITY COUNCIL MINUTES
OCTOBER 17, 2019 MEETING

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

Staff present: City Manager Tammy Pfaff, City Attorney Damien Toven, Police Officer Jake Isaacson, Public Works Supervisor Gary Kirkeby, and Building Official Marshall Lind.

Also Present: Tim Truebenbach, Sara Larson, Jesse Gerads, Roxanne Gerads, Don Vogel, and Lewis Foley.

Approval of the Agenda
Mayor Pedersen called for a motion to approve the agenda. The motion was seconded by Dillan. Motion carried unanimously.

Consent Agenda
Motion by Johnson, second by C. Pedersen, to approve the consent agenda with the changes as stated to move Resolution 19-51 to consent agenda. Motion carried unanimously.

a) Minutes of the September 19, 2019 and October 3, 2019 City Council Meetings
b) Approval of Bills and Treasurer's Report
c) Resolution 19-47 Assess Tree Removal
d) Resolution 19-48 Assess unpaid Fire Call
e) Resolution 19-49 Accepting Donation for Kwik Trip for $1000.00 to be used for Police Department body-worn cameras
f) Resolution 19-50 Assess mowing costs
g) Hazardous Building- 355 3rd Ave SE- Resolution 19-51 Declaring a Hazardous Building. Dan Vogel was present and requested from the council to hold off on declaring the building hazardous as they are in the process of purchasing the property. Mayor Pedersen asked how long this would take to be completed. Dan informed the council that they are applying for a loan to renovate the property and they would began renovation sometime this winter. Mayor Pedersen then called for the council to table Resolution 19-51 and instructed Dan Vogal to report the progress to the City Manager before the next city council meeting. Upon a motion by Johnson and seconded by Dillan the resolution is tabled until November. Motion carried unanimously.
h)

Citizens Forum- Tim Truebenbach presented information regarding the upcoming school election and informed the council that the school is asking for the minimum amounts to repair, replace and reinvest in the school.

Requests and Communications- County Project CSAH 2/2nd Avenue SE invite to Pat Oman and Holly Wilson to discuss the project. Mayor Pedersen stated that neither Pat Oman nor Holly Wilson were present and that we received an email from Pat Oman prior to the council meeting that they will be contacting us in the near future to discuss the project.

Ordinances and Resolutions
Ordinance No. 454 – First Reading- Repealing Ordinance 30.01 through 31.05. Upon a motion by Larsen and seconded by C .Pedersen the Ordinance will come back for the second reading in November. Motion carried unanimously.

Reports of Departments, Boards and Commissions

Police Department- Council reviewed the monthly report.

Parks Commission – Mayor Pedersen reviewed with council the Park Commission minutes with the Hockey Rink to be approved for purchase from the donation funds. Items were approved upon a motion by C. Pedersen and seconded by Dillan. Motion carried unanimously. Mayor Pedersen reported that they will bring to the next council meeting the approval of the donation funds allocation of the $250,000.

Public Works Department- Activity report review. Pay request # 2 in the amount of $186,308.45 for the 8th Street and 6th Avenue project. Upon a motion by Johnson and seconded by Larsen the pay request is approved. Motion carried unanimously.

Planning and Zoning Commission-

Economic Development Commission- Council reviewed the minutes.

Fire Department- Mayor Pedersen thanked the Fire Department for the Open House.

Airport Commission- Public Works Supervisor requested from council directive as to snow plowing the airport. Typically they plow all streets and then go to the airport to plow. Gary stated this is causing overtime for the staff to plow the airport the same day. Johnson stated that the airport can wait a day and Mayor Pedersen stated that it can wait even more than a day as the streets and alleys come first and this is the directive of the council. Council also stated that there will be no overtime allowed for the airport snowplowing and this is a directive from the council.

MCAT-IF- Dillan updated the council on the Brew Fest on October 25th at the golf course.

Joint Powers Board-

New Business-

Closed meeting- City Manager annual evaluation and contract review. Mayor Pederson closed the meeting at 7:32 p.m. and the meeting was reopened at 8:11 p.m.

Adjourn

With no other business presented before the council, Mayor Pedersen called for a motion to adjourn and a motion was made by Johnson and seconded by Larsen. Motion carried unanimously. Meeting adjourned at 8:12 p.m.

_____
Mayor Harold Pedersen

ATTEST:

_____
City Manager Tammy Pfaff

MILACA CITY COUNCIL MINUTES
November 6th, 2019
SPECIAL MEETING – 5:00 p.m.

Council members were present: Mayor Pedersen, Councilors Dillan, Larsen, Johnson and C. Pedersen.

Councilors Absent:
Staff Present: City Manager Tammy Pfaff, and Building Official Marshall Lind.

Others Present: Tim Hennagir

Mayor Pedersen called the meeting to order.
Mayor Pedersen called for a motion to approve the agenda. Johnson introduced a motion to approve the agenda, the motion was seconded by Dillan. Motion carried unanimously.

New Business
County Project CSAH 2 and 2nd Street SE. Mayor Pedersen updated the council that he and Tammy attended the County Board Meeting and requested to be on the agenda, and once again we were denied. Council directive is to continue to invite Pat Oman and Holly Wilson to the city council meeting to give the city on update on the status of the project.

Joint Powers Agreement with the City of Ogilvie. The City Manager informed the council that over the last four years the city has lost over $26,000 on the contract. The City Manager stated to make up the difference in the 2020 budget we can shift the city hall carpet to 2021 and remove the computer server because it needed to be replaced this year. Other budget reductions would be taken from the airport to lower the taxi way project cost to $12,500, and the wages of $31,455. Council was in agreement with the termination of the Joint Powers Agreement and will give notice by mail to the City of Ogilvie. Council also made the decision to add an additional 30 days after the 90 day termination for consulting services to the City of Ogilvie, should they need it. Mayor Pedersen called for a motion to terminate the Joint Powers Agreement with the City of Ogilvie. A motion was made by Johnson to terminate the agreement and the motion was seconded by Larsen. Motion carried unanimously.

With no other business before the council Mayor Pedersen called for a motion to adjourn the meeting. Motion by C. Pedersen for adjournment, the motion was seconded by Johnson. Motion carried unanimously.

_____
Mayor Harold Pedersen

ATTEST

_____
City Manager Tammy Pfaff

CITY OF MILACA

*Check Summary Register©

General Bills

	Name	Check Date	Check Amt	
10100	**General Bank**			
45624	AMAZON	10/22/2019	$501.36	CLASP ENVELOPES-DEP REG
45625	BLUE CROSS BLUE SHIELD OF	10/22/2019	$13,269.01	MEDICAL INSUR-NOV 2019
45626	DELTA DENTAL OF MN	10/22/2019	$33.50	PED DENTAL-NOV 2019
45627	L.E.L.S.	10/22/2019	$234.05	POLICE UNION DUES-OCT 2019
45628	MN BENEFITS	10/22/2019	$572.08	LIFE/DENTAL-NOV 2019
45629	STONEYHILL MASONRY	10/22/2019	$38,027.00	HOCKEY/PICKLEBALL CONCRETE
45630	UNUM	10/22/2019	$623.94	LIFE, STD, LTD-NOV 2019
45631	VERIZON WIRELESS	10/22/2019	$643.05	OCT WIRELESS ROUTER SVC
45632	VISA	10/22/2019	$606.28	KUBOTA PARTS-PARKS-LANO EQUIPMENT
45633	U.S. POSTAL SERVICE	10/31/2019	$252.40	OCT BILLINGS
45634	FAMILY HERITAGE	11/7/2019	$79.00	SUPPL LIFE INS - NOV 2019
45635	FRONTIER	11/7/2019	$775.84	PHONE SVC-POLICE
45636	GK CONSULTING LLC	11/7/2019	$7,809.29	NOV NETWORK
45637	JIMS MILLE LACS DISPOSAL	11/7/2019	$455.72	GARBAGE-FIRE
45638	KRALS CUSTOM WELDING TDP	11/7/2019	$1,980.42	HANDRAILS-CITY SIDEWALK
45639	MILACA BLDG CENTER	11/7/2019	$2,745.91	SPLASH PAD SHELTER
45640	MILACA, CITY OF (PETTY CASH)	11/7/2019	$25.00	INCREASE PETTY CASH-POLICE DEPT
45641	MILLE LACS CO. RECORDER	11/7/2019	$40.00	NOTARY FEE-A CAIN
45642	OLDENBURG, JOHN	11/14/2019	$248.27	REFUND DEDUCTION IN ERROR-PR 11/14/1
45643	AMERIPRIDE	11/15/2019	$147.81	RUGS-DEP REG
45644	AW RESEARCH LABORATORIES	11/15/2019	$594.00	TESTING-WATER
45645	BECKER ARENA PRODUCTS INC	11/15/2019	$26,516.05	HOCKEY RINK
45646	BILLINGS SERVICE	11/15/2019	$2,627.69	GAS-PARKS
45647	BILLINGS, CRAIG	11/15/2019	$600.48	MSFCA CONFERENCE-10/16-19
45648	CENTRAL LAKES COLLEGE	11/15/2019	$550.00	PUMP OPERATIONS TRNG-ALLEY
45649	CHAPMANS AUTO REPAIR LLC	11/15/2019	$106.69	1989 DODGE FIRE TRUCK REPAIR
45650	COMPASS MINERALS AMERICA	11/15/2019	$6,162.82	73.21 TONS ROAD SALT
45651	CRYSTEEL TRUCK EQUIPMENT,	11/15/2019	$4,148.44	SALTDOGG POLY SAND & SALT-PW
45652	DEWITT, DEREK	11/15/2019	$45.73	OVERPMT-435 5TH AVE SE
45653	DOVE FRETLAND PLLP	11/15/2019	$3,590.10	CIVIL RETAINER
45654	E.C.M. PUBLISHERS, INC.	11/15/2019	$1,200.63	EVENT COORD AD
45655	EARL F. ANDERSEN, INC.	11/15/2019	$66.75	NO TRESPASSING SIGNS-WWTP
45656	ENGINEERSUPPLY LLC	11/15/2019	$90.99	ROLLED DOCUMENT STORAGE BOXES-B&
45657	FAIRVIEW HEALTH SERVICES	11/15/2019	$125.00	MEDICAL-WOLBERT
45658	FIRE EQUIPMENT SPECIALTIES	11/15/2019	$24,947.95	COATS/PANTS-FIRE DEPT
45659	FLEXIBLE PIPE TOOL COMPANY	11/15/2019	$82.30	PRESSURE GAUGE-SEWER
45660	GANN-OLEHY, TRACY	11/15/2019	$47.56	MLG-STATE AUDITOR TRNG-11/13
45661	GERADS, JESSE	11/15/2019	$7.35	POSTAGE-FIRE DEPT
45662	GOPHER STATE ONE CALL	11/15/2019	$72.90	OCT LOCATES
45663	GRAINGER	11/15/2019	$287.68	VESTS-PW
45664	GRANITE ELECTRONICS	11/15/2019	$179.90	RADIO REPAIR-FIRE
45665	H & L MESABI	11/15/2019	$994.62	PLOW PARTS-PW
45666	HERBST, CHRIS	11/15/2019	$15.00	DEPOSIT REFUND-345 5TH AVE SE
45667	HOLIDAY COMPANIES	11/15/2019	$1,281.63	GAS-POLICE
45668	IPRINT TECHNOLOGIES	11/15/2019	$879.00	PRINTER TONER-WATER
45669	IRON SLEEK INC	11/15/2019	$679.98	RINK 3 PLY LINER-PARKS
45670	JOHNSON JET-LINE INC	11/15/2019	$9,953.14	SEWER TELEVISING/CLEANING
45671	KIRKEBY, GARY	11/15/2019	$20.00	REIMB 10/9-GRTR MN PARKS TRAILS MTG
45672	KLM ENGINEERING, INC.	11/15/2019	$15,490.00	OLD WATER TOWER PAINTING
45673	KNIFE RIVER CORP. - NORTH C	11/15/2019	$5,121.64	CLASS 5 AGGREGATE-HOCKEY RINK
45674	KOCHS HARDWARE HANK	11/15/2019	$696.90	SHOP SUPPLIES-PW
45675	MID STATE TREE SERVICE	11/15/2019	$950.00	TREE REMOVAL-PARKS
45676	MILACA AUTO VALUE	11/15/2019	$172.73	PARTS-PW
45677	MILACA CHAMBER OF COMMER	11/15/2019	$1,720.35	SEP 19 LODGING TAX

CITY OF MILACA

*Check Summary Register©

	Name	Check Date	Check Amt	
45678	MILACA, CITY OF	11/15/2019	$658.06	SPLASH PAD SHELTER-19/110
45679	MILLE LACS COUNTY DAC	11/15/2019	$524.91	CLEANING SVCS - CITY
45680	MINNESOTA PAVING AND MATE	11/15/2019	$186,308.45	MILL/OVERLAY 8TH ST/6TH AVE
45681	MN COMPUTER SYSTEMS INC	11/15/2019	$86.65	COPIER MAINTENANCE-CITY HALL
45682	MN RURAL WATER ASSOC	11/15/2019	$30.00	BERG-WATER REFRESHER
45683	PFAFF, TAMMY	11/15/2019	$39.44	MLG-MNDOT TA PRGM TRNG-10/14
45684	PORTER, REBECCA	11/15/2019	$25.99	SUPPLIES-POLICE
45685	POWERPLAN	11/15/2019	$577.95	MOWER PARTS-PW
45686	QUILL CORPORATION	11/15/2019	$107.95	ENVELOPES-CITY
45687	ST. CLOUD TECHNICAL COLLEG	11/15/2019	$377.99	LEADERSHIP TRNG-8/20-T PFAFF
45688	STARRY ELECTRIC, INC	11/15/2019	$200.00	FURNACE REPAIR-PW
45689	STONEHEART GRANITE	11/15/2019	$40.00	PAVER-FEHRING
45690	TEALS MARKET	11/15/2019	$148.74	CLEANING SUPPLIES-CITY HALL
45691	WEYER, CHAD	11/15/2019	$373.28	OPEN HOUSE SUPPLIES-FIRE
45692	WILLS LAWN CARE LLC	11/15/2019	$55.00	MOWING
		Total Checks	$368,650.34	

CITY OF MILACA

*Check Summary Register©

General ACH

	Name	Check Date	Check Amt	
10100 General Bank				
819202e	EFTPS-STATE TAXPAYMENT	10/15/2019	$1,991.07	STATE W/H
819203e	EFTPS-STATE TAXPAYMENT	10/15/2019	$142.77	STATE W/H
819204e	EFTPS-STATE TAXPAYMENT	10/23/2019	$2,142.65	STATE W/H
819205e	MINNESOTA REVENUE	10/23/2019	$248.27	WAGE LEVY-PAYDATE: 10/30/19
819206e	EFTPS-STATE TAXPAYMENT	10/23/2019	$142.77	STATE W/H
819207e	EFTPS-STATE TAXPAYMENT	11/12/2019	$1,967.28	STATE W/H
819208e	EFTPS-STATE TAXPAYMENT	11/12/2019	$142.77	STATE W/H
819209e	CENTERPOINT ENERGY	11/20/2019	$504.17	NATURAL GAS
819210e	EAST CENTRAL ENERGY	11/7/2019	$9,762.81	ELECTRIC
819211e	MILACA LOCAL LINK	11/20/2019	$296.02	PHONE SERVICE
819212e	INCONTACT INC	11/30/2019	$59.29	LONG DISTANCE SERVICE
819213e	MIDCONTINENT COMMUNICATI	11/6/2019	$65.00	INTERNET-
819214e	ENDICIA ACCOUNTING	11/12/2019	$500.00	POSTAGE FOR METER
		Total Checks	$17,964.87	

CITY OF MILACA

*Check Summary Register©

Liquor Bills

	Name	Check Date	Check Amt	
10900	**Liquor Bank**			
25009	AMAZON	10/22/2019	$30.32	TOILET PAPER/HIGHLIGHTERS
25010	VERIZON WIRELESS	10/22/2019	$40.01	OCT DIGITAL SIGN
25011	BELLBOY CORP.	11/5/2019	$1,910.34	MISC
25012	BERNICKS	11/5/2019	$6,413.90	BEER
25013	BREAKTHRU BEVERAGE MN	11/5/2019	$9,063.21	LIQUOR
25014	C & L DISTRIBUTING CO.	11/5/2019	$38,532.38	BEER
25015	DAHLHEIMER DISTRIBUTING CO	11/5/2019	$31,935.71	BEER
25016	FORESTEDGE WINERY	11/5/2019	$390.00	WINE
25017	JOHNSON BROTHERS LIQUOR	11/5/2019	$25,502.57	LIQUOR
25018	MINNESTALGIA WINERY	11/5/2019	$2,400.00	WINE
25019	PAUSTIS WINE COMPANY	11/5/2019	$1,217.30	WINE
25020	PHILLIPS WINE AND SPIRITS	11/5/2019	$7,256.45	LIQUOR
25021	ROUND LAKE VINEYARDS & WI	11/5/2019	$729.00	WINE
25022	SOUTHERN GLAZERS OF MN	11/5/2019	$11,089.71	LIQUOR
25023	THE WINE COMPANY	11/5/2019	$605.00	WINE
25024	VINOCOPIA	11/5/2019	$1,512.00	WINE
25025	WATSON COMPANY	11/5/2019	$4,570.45	TOBACCO
25026	WINE MERCHANTS	11/5/2019	$147.30	WINE
25027	AMERICAN BOTTLING CO.	11/18/2019	$479.04	NA
25028	AMERIPRIDE	11/18/2019	$277.06	RUGS
25029	CRYSTAL SPRINGS ICE	11/18/2019	$316.72	ICE
25030	DEPT. OF PUBLIC SAFETY (1)	11/18/2019	$20.00	2020 BUYERS CARD #6613
25031	FRONTIER	11/18/2019	$147.64	NOV SERVICE
25032	GODFATHER S EXTERMINATING	11/18/2019	$51.45	PEST CONTROL
25033	GRANITE CITY JOBBING	11/18/2019	$3,927.61	SUPPLIES
25034	JEYS, VICTORIA	11/18/2019	$260.13	MMBA REGIONAL MTG-10/9
25035	JIMS MILLE LACS DISPOSAL	11/18/2019	$72.54	REFUSE COLLECTION
25036	KOCHS HARDWARE HANK	11/18/2019	$165.49	SUPPLIES
25037	LEAGUE OF MN CITIES INSUR T	11/18/2019	$250.00	LIQ LIAB-EXTRA ENDORSEMENT
25038	M. AMUNDSON LLP	11/18/2019	$3,836.68	SUPPLIES
25039	MILLER TRUCKING	11/18/2019	$35.15	DELIVERY
25040	NJC PROMOS	11/18/2019	$297.00	ADVERTISING
25041	RED BULL DISTRIBUTION CO IN	11/18/2019	$68.50	NA
25042	TRUE BRANDS	11/18/2019	$333.88	MISC
25043	VIKING BOTTLING CO.	11/18/2019	$737.20	NA
		Total Checks	$154,621.74	

CITY OF MILACA

*Check Summary Register©

Liquor Acct

	Name	Check Date	Check Amt	
10900 Liquor Bank				
919051e	EAST CENTRAL ENERGY	11/7/2019	$1,878.50	ELECTRIC
919052e	CENTERPOINT ENERGY	11/12/2019	$71.67	NATURAL GAS
919053e	MN DEPT OF REVENUE	11/20/2019	$17,524.00	LIQUOR SALES TAX
919054e	MILACA, CITY OF (WATER/SEW	11/15/2019	$28.67	WATER/SEWER
919055e	HIBU	11/4/2019	$129.99	WEB HOSTING-
		Total Checks	$19,632.83	

CITY OF MILACA

Council Monthly Budget Report

October 2019

DEPT Descr	2019 YTD Budget	2019 YTD Amt	Balance	2019 % of Budget Remain
Airport	$129,115.00	$119,019.61	$10,095.39	7.82%
Assessing	$10,600.00	$27.00	$10,573.00	99.75%
Auditing	$7,250.00	$7,250.00	$0.00	0.00%
Building Inspection	$48,960.00	$47,879.88	$1,080.12	2.21%
City Attorney	$45,000.00	$35,889.46	$9,110.54	20.25%
City Hall	$341,685.00	$335,358.08	$6,326.92	1.85%
City Manager	$30,800.00	$26,048.77	$4,751.23	15.43%
Council	$19,200.00	$16,479.38	$2,720.62	14.17%
Elections	$0.00	$0.00	$0.00	0.00%
Fire Dept.	$396,070.00	$256,230.49	$139,839.51	35.31%
Liaison Officer	$84,850.00	$52,488.82	$32,361.18	38.14%
Libraries	$26,810.00	$22,692.11	$4,117.89	15.36%
Ogilvie	$63,805.00	$53,209.36	$10,595.64	16.61%
Parks	$154,930.00	$101,935.76	$52,994.24	34.21%
Planning Comm.	$1,000.00	$771.37	$228.63	22.86%
Police Dept.	$545,285.00	$481,821.09	$63,463.91	11.64%
Public Works	$319,235.00	$268,722.39	$50,512.61	15.82%
Recreation	$2,500.00	$3,193.88	($693.88)	-27.76%
Senior Center	$6,700.00	$1,989.76	$4,710.24	70.30%
Treasurer	$29,720.00	$24,938.18	$4,781.82	16.09%
Unallocated	$7,200.00	$10,762.17	($3,562.17)	-49.47%
	$2,270,715.00	$1,866,707.56	$404,007.44	17.79%

RESOLUTION NO. 19 – 52

RESOLUTION DESIGNATING POLLING HOURS AND LOCATION

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

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

1. Polling hours to be set from 7:00 a.m. to 8:00 p.m. for Presidential Primary, Primary Election, General Elections or Special Elections to be held within the City of Milaca for the calendar year 2020.
2. Polling place to be the Milaca City Hall, 255 1st Street E, Milaca, MN 56353.

Adopted this 21st day of November, 2019.

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Mayor Harold Pedersen

ATTEST

_____
Tammy Pfaff, City Manager

RESOLUTION NO. 19–53

RESOLUTION ACCEPTING DONATIONS

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

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

Name of Donor	Amount
Mike Nelson Auto Glass & Waikiki Tan	$15.00
Chapmans Repair	$15.00
Milaca Family Dental	$15.00
Molacek Family Eyecare	$15.00
Humphrey, Pawelk & Associates	$15.00
First National Bank of Milaca	$15.00
Pearl Crisis Center	$15.00
Cory's Barber Shop	$15.00
Milaca Jewelers	$15.00
Fairview Pharmacy	$15.00
3D Printing Minnesota	$15.00
Milaca Theatre	$15.00
Peterson-Johnson Funeral Home	$15.00
Milaca Museum	$15.00
Milaca Friends of the Library	$15.00
All Star Childcare Center	$15.00
Coffee Corner	$15.00
Anonymous donation	$200,000.00

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

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

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

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

2. The city manager is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Adopted this 21st day of November, 2019.

_____
Mayor Harold Pedersen

ATTEST

_____
Tammy Pfaff, City Manager

CITY MANAGER CONTRACT AMENDMENT

ITEM #5 – SALARY

To be in compliance with Minnesota Statues 471.993 which requires the city to ensure salaries for this position are reasonable when compared to similar positions with outside employers. Each year hereafter the compensation will be determined and negotiated based on the salary survey for this position from the League of Minnesota Cities on cities with populations of 2000 to 3000, in the central region of Minnesota.

There will be an annual performance review at which time Employer agrees to consider an increase in compensation to the Employee dependent upon the results of the performance evaluation on an annual basis. Any such changes shall be added to the Employment Agreement and made a part hereof by attaching an Addendum signed and dated by the parties.

City agrees to pay Employee for compensation for the duties performed and services rendered as City Manager pursuant hereto an annual salary in the amount of $79,000.00 effective January 1, 2020 through December 31, 2020.

Mayor Harold Pedersen

_____

City Manager Tammy Pfaff

_____

Approved by City Council on this _____ Day of _____, 2019

TABLED from Oct MTG

RESOLUTION NO. 19-51

RESOLUTION DECLARING A HAZAROUS BUILDING LOCATED AT 355 3RD AVE SE, MILACA, MN 56353

WHEREAS, the legal description for the property located at 355 3rd Ave SE, Milaca, MN 56353 is: THIRD ADDITION TO MILACA, S 1/3 OF LOT 3 BLK 24 EX S'LY 10 FT TO HWY 23, according to the plat thereof on file and of record in the office of the County Recorder, Mille Lacs County, Minnesota.

WHEREAS, Laurence & Carol Vogel are the record owner of the Subject Property in a recorded conveyance of said Subject Property, filed May 13, 2010

WHEREAS, Minnesota Statute 463.15 Subd. 3 defines a hazardous building or hazardous property as any building or property, which because of in adequate maintenance, dilapidation, physical damage, unsanitary conditions, or abandonment constitutes a fire hazard or hazard to public safety or health; and

WHEREAS, Minnesota Statue 463.16 states [T]he governing body of any municipality may order the owner of a hazardous building or property within the municipality to correct or remove the hazardous condition of the building or the property or to raze or remove the building; and

WHEREAS, Minnesota State Building Code 1300.0180 states a building or structure regulated by the Code is unsafe if it is structurally unsafe, not provided with adequate egress, a fire hazard, or otherwise dangerous to human life. The Code further states that all unsafe buildings, structures, or appendages are public nuisances and must be abated by repair, rehabilitation, demolition, or removal according to Minnesota Statutes, sections 463.15 to 463.26 (Hazardous and Substandard Buildings); and

WHEREAS, on or about June 9, 2019, an inspection was done on the Subject Property; and

WHEREAS, said inspection revealed substantial building code violations and unsanitary conditions, including the following: numerous building code violations, unsanitary conditions, fire hazards and general instability of the structure.

WHEREAS, the numerous building code violations, unsanitary conditions, fire hazards, and structural instability of the Subject Property, requires the city take action to abate the hazardous condition; and

WHEREAS, on June 10, 2019, the city mailed to Laurence & Carol Vogel, Owners, Notice of Hazardous Building and/or Hazardous Property and Nuisance or Blight Violation, and allowed Laurence & Carol Vogel until July 11, 2019 to correct said deficiencies; and

WHEREAS, as of September 25, 2019, all deficiencies described above have not been corrected to the satisfaction of city officials; and

WHEREAS, the Subject Property is in violation of laws of the State of Minnesota and the City of Milaca, to-wit:

Minnesota Statute 463.15-463.261 (Hazardous and Substandard Buildings); Minnesota State Building Code 1300.0180 (Unsafe Buildings or Structures); and Milaca City Ordinance 366 (Milaca Ordinance adopting the Minnesota State Building Code);

UPON THE FOREGOING FINDINGS, IT IS HEREBY RESOLVED by the City Council of the City of Milaca as follows:

1) The Subject Property, located at 355 3rd Ave. SE, Milaca, MN 56353 is hereby declared a hazardous building, unsafe building and public nuisance as defined in Minnesota Statute 463.15 Subd. 3, Minnesota State Building Code 1300.0180, and Milaca City Ordinance 336, by virtue of its numerous building code violations, unsanitary conditions, fire hazards and general instability of the structure.

2) The conditions of the Subject Property pose such a public hazard that the City must take all necessary action to abate the hazard.

3) The City Council of the City of Milaca hereby orders the owners of record of the described hazardous buildings, or their representatives, to correct the hazardous conditions on the Subject Property, within twenty (20) days of the service of this Order upon them;

4) The City Council of the City of Milaca further orders that unless such corrective action is taken, or an answer is filed in the office of the Court Administrator of the District Court of Mille Lacs County, Minnesota, within twenty (20) days from the date of the service of this Order, a Motion for Default Summary Enforcement of this Order will be made to the District Court of Mille Lacs County;

5) The City Council of the City of Milaca further orders that in the event the City elects, pursuant to the statute, to take the corrective action, all necessary costs expended by the City will be assessed against the Subject Property and collected in accordance with the applicable statutes;

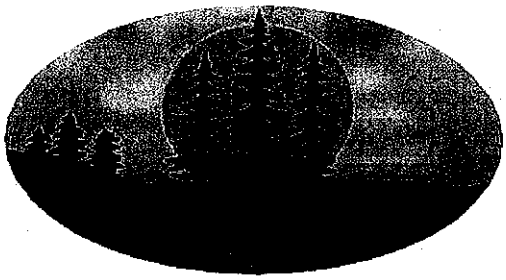
6) The City Council of the City of Milaca hereby authorizes and directs the Mayor and City Administrator, the City Engineer, the City Attorney, and any other necessary officers and employees of the City to prepare, sign and serve any papers, and to take any actions which are necessary to execute this Order and to assess the costs thereof against the Subject Property to be collected along with the ad valorem taxes in accordance with the statute in such case made and provided.

Approved by the City Council of the City of Milaca this 17th day of October, 2019.

_____
Mayor Harold Pedersen

ATTEST:

_____
Tammy Pfaff, City Manager



CITY OF MILACA
PUBLIC NOTICE

Thursday, November 21, 2019
6:30 p.m.
Milaca City Hall
Council Chambers

NOTICE IS HEREBY GIVEN that the Milaca City Council will hold the Regular scheduled Council meeting. The Council will take action on Ordinance No. 454 an ordinance repealing Ordinance 30.01 through 31.05 of the City of Milaca.

Tammy Pfaff
City Manager
City of Milaca

Published November 6th, 2019

ORDINANCE NO. 454
AN ORDINANCE REPEALING ORDINANCE 30.01 through 31.05
OF THE CITY OF MILACA

Section I: REPEALER

The ordinances of the City of Milaca are hereby amended by repealing the following provisions:

31.01 COMPOSITION.

Pursuant to M.S. Chapter 360, as it may be amended from time to time, there has been created a city Airport Commission, which Commission is hereby continued as heretofore established, and it shall consist of five members appointed by the Council. No more than one member shall be chosen from the Council membership. Each member shall serve for a term of three years and until his or her successor is appointed and qualified. Residence within this municipality need not be a qualification for membership. A vacancy shall be filled by the Council for the unexpired term. The Manager-Clerk of this municipality shall be the Executive Secretary of the Airport Commission but shall not be a member of the Commission. The Airport Commission shall be advisory to the City Council.

31.02 ABSENCE OF MEMBERS.

Absence from three regular meetings without the formal consent of the Commission shall be deemed to constitute a resignation of a member; and the vacancy thus created shall be filled thereafter by appointment by the City Council for the remainder of the term of the member so deemed to have resigned.
(Ord. passed 3-24-94

31.03 RULES; OFFICERS; SALARY.

The Commission shall adopt rules for its own proceedings. It shall annually choose a President from among its own members. No member of the Commission or the Executive Secretary thereof shall receive a salary except as fixed by the Council.

31.04 JURISDICTION; POWERS AND DUTIES.

(A) All powers set forth in M.S. § 360.038, as amended from time to time, and laws amendatory and supplementary thereof, are hereby granted to and vested in the City Council which shall exercise them after receiving advice from the city Airport Commission, except as hereinafter specifically qualified or restricted, as set forth in the divisions which follow.

(B) The Commission shall have, and is hereby granted, authority and power to negotiate executory agreements with all persons, firms, corporations, municipalities, and state and federal governments; provided, however, that the Commission shall thereupon refer these

negotiated agreements to the Council of this municipality, which this body shall act upon; further provided, however, that all these agreements shall be made in the name of this municipality and shall not have legal force or effect until entered into by the Council.

(C) The Commission shall have and hereby is granted power to negotiate all necessary agreements to provide for the construction, enlargement, improvement, maintenance, equipment, operation, and regulation of the Municipal Airport; provided, however, that the Commission shall thereupon refer these negotiated agreements to the Council of this municipality, which this body shall act upon; further provided, however, that all these agreements shall be made in the name of this municipality and shall not have legal force or effect until entered into by the Council.

(D) The Commission shall recommend to the Council concerning employment of all necessary help for the management and operation of the Municipal Airport, which help shall be employed by the Council, and the Commission may prescribe the duties of all officers and employees. However, these rules and regulations shall have no force and effect until approved by the City Council.

(E) The Commission is hereby further granted power to adopt and amend all needful rules and regulations, for the management, government, and use of the Municipal Airport whether within or without the territorial limits of this municipality; to provide for full municipal police and fire regulation and protection; to adopt and enact rules and regulations designed to safeguard the public upon or beyond the limits of the airport; and to provide how these rules and regulations shall be published or otherwise made available to the public.

(F) The Commission is hereby further granted all necessary power to negotiate leases of airport properties and/or facilities in accordance with M.S. § 360.038(4), as amended from time to time, and laws amendatory and supplementary thereof. The Commission is further empowered to determine the charges of rental for the use of any properties under its control and the charges for any services or accommodations and the terms and conditions under which the property may be used; provided that in all cases the public is not deprived of its rightful, equal, and uniform use of the property. Charges shall be reasonable and uniform for the same class of service and established with due regard to the property and improvements used and the expense of operation to this municipality. This municipality shall have and may enforce liens, as provided by law for liens and enforcement thereof, for repairs to or improvement or storage or care of any personal property, to enforce the payment of any charges. However, the Commission shall thereupon refer these negotiated agreements to the Council of this municipality, which this body shall act upon; further provided, however, that all these agreements shall be made in the name of this municipality and shall not have legal force or effect until entered into by the Council.

(G) The Commission shall further determine what types of hazard and liability insurance protections and coverage shall be carried by this municipality on all properties under its control and shall see that these insurance coverages are obtained in the name of

this municipality and kept in full force and effect. However, these insurance protections and coverages shall not be obtained until they are approved by the Council.

31.05 REPORTS.

The Executive Secretary of the Commission shall make a monthly or other statement of operation to the Council as the Council may require. An annual financial report shall be made and a copy filed with the City Manager-Clerk at the close of the calendar year, and the same shall be included as a part of the annual financial statement of the City Manager-Clerk in conformity with M.S. § 412.281, as amended from time to time.

Section II: EFFECTIVE DATE

This ordinance shall become effective the ____ day of _____ 2019.

Adopted by the City Council of the City of Milaca this 21st day of November, 2019.

_____
Mayor Harold Pedersen

ATTEST:

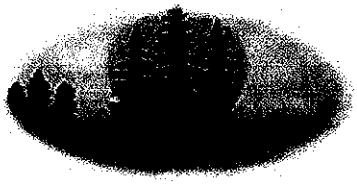
_____
Tammy Pfaff, City Manager

First Reading: 10-17-2019
Second Reading: 11-21-2019
Published:

Calls for Service By Type

10/1/2019 to 10/31/2019

Type	Sub Type	Total
911 Hang Up		1
Accident		6
Agency Assist		24
Alarm		2
Animal		7
Burglary		2
CDTP		5
Child Custody		2
Disturbance		2
Driving Complaint		2
Drugs		3
Family Services Referral		8
Fire		3
Firearms Complaint		1
Found Property		5
Fraud-Forgery-Scam		3
Funeral Escort		2
Garbage Dumping		2
Gas Drive Off		1
Gas Leak		1
Harassment Complaint		4
Icr Misc		24
Juvenile Complaint		6
Lockout		6
Lost Property		1
Medical		44
Motorist Assist		1
Noise Complaint		2
Ofp Violation		1
Parking Complaint		8
Property Watch		1
Public Assist		24
Recovered Property		1
Remove Unwanted		4
Search Warrant		1
Suicidal Party		1
Suspicious Activity		20
Theft		19
Threats Complaint		3
Traffic		20
Traffic Complaint		1
Welfare Check		12
Grand Total		**286**



Milaca Public Works

Supervisor's Report for October – November

Public Works:

- Finished final ponds wastewater discharge.
- Finished sweeping for the season.
- Truck winter equipment and plows set up, ready for winter.
- Fall city building maintenance completed, furnaces cleaned, lights replaced.
- Brine tank installed and set up in truck for winter season.
- Tree trimming completed at water plant.
- Patched potholes on Rum River Dr.
- New cb radios installed in 3 vehicles for snow plowing.

Parks:

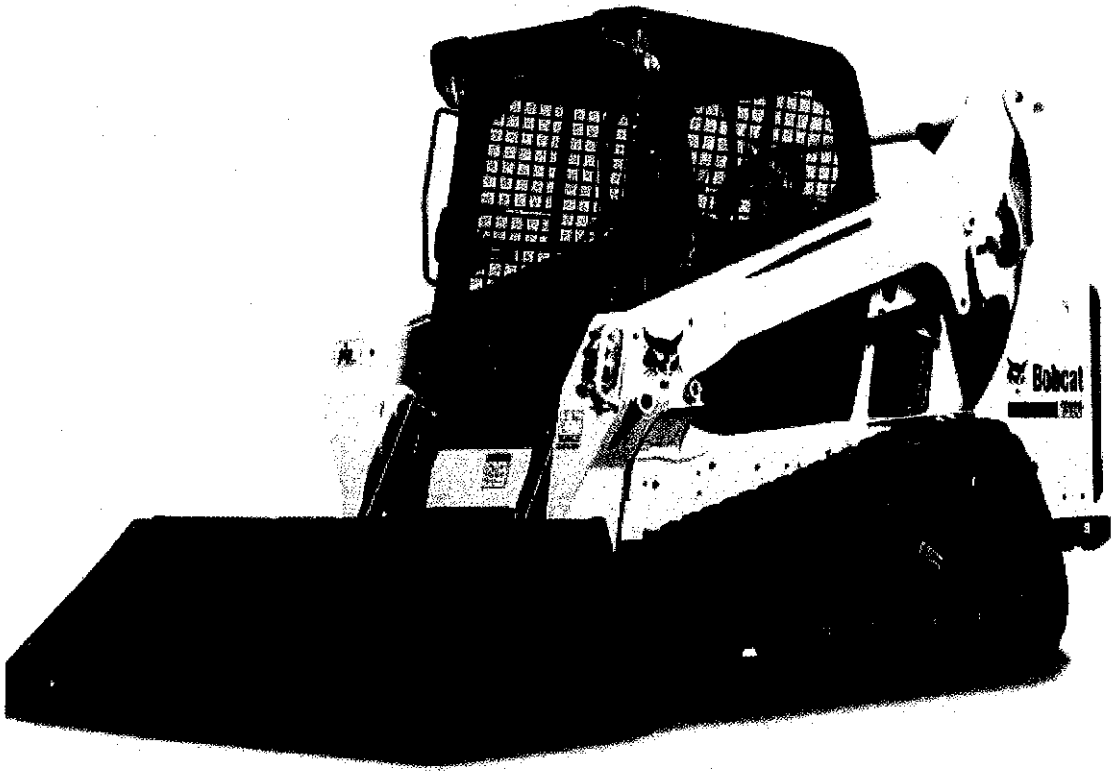
- Gorecki addition started.
- Splash pad shelter nearing completion.
- Class 5 grading done around new park equipment.
- Mulching done in all parks after the ground froze.
- Winterize park restrooms and water lines.
- Buckthorn cut and removed from wooded areas in Rec Park.
- Hockey rink boards installed early December.

Airport:

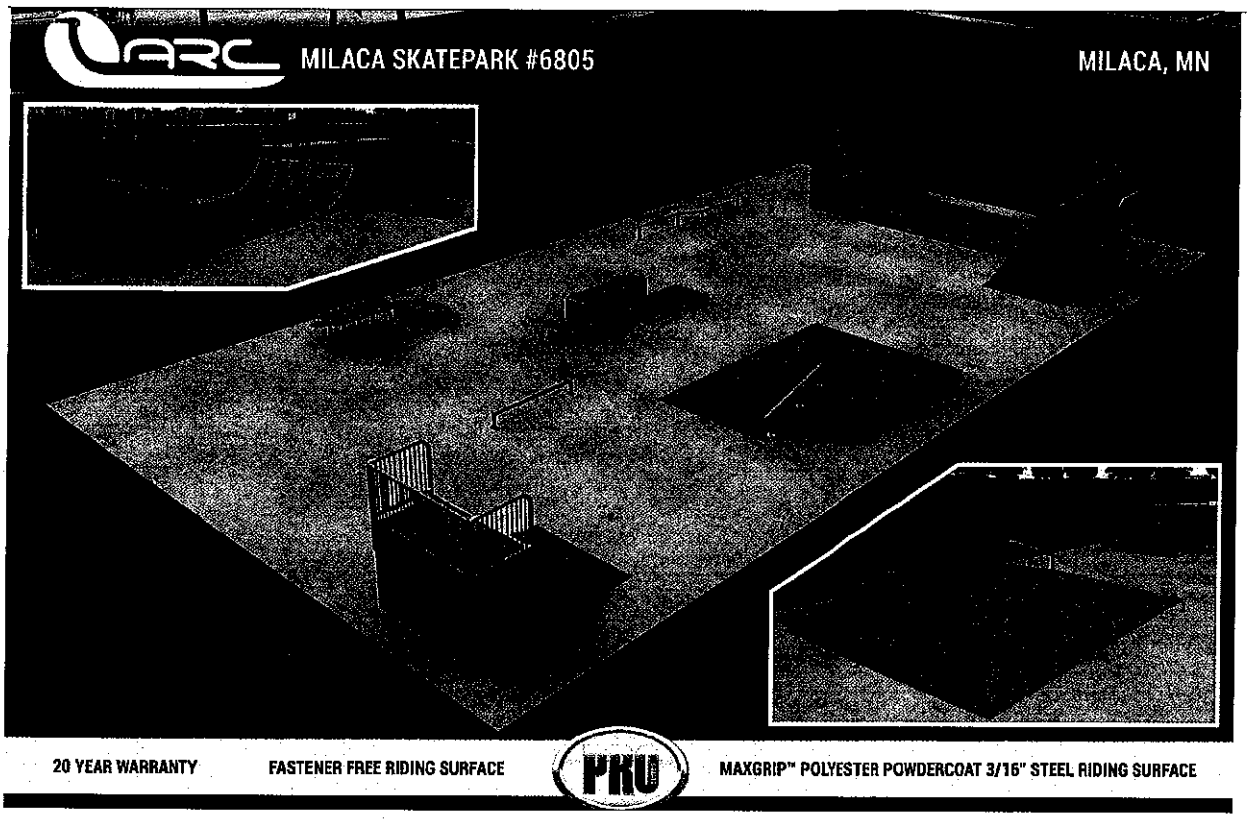
Trade in City Parks Bobcat to upgrade to a tracked unit on State Bid

- More equipped for excavating projects in Rec Park coming up
- Allows better traction for trail improvements and maintenance

Requested amount $24,000



Skate Park
Expansion



Purchased through contract pricing.

Approval needed for $65,000

MILACA TRAILS INITIATIVE - TRAIL IMPROVEMENT NEEDS

IMPROVE ACCESS TO BOG MONSTER TRAILS

			Vendor
Future New Bridge structure - city of Milaca and copy existing bridge into the Northwoods	$	2,000	**Milaca Building Center**

TRAIL REPAIRS AND IMPROVEMENTS

Rum River Run and Lagoon Road low spot repairs - Milaca?	$	2,000	**Local Rental Center**

Soft and Rooty trail section improvements

1400' of elevated bridge to improve trail at low areas with difficult drainage options

Smaller 3' wide bridge from 2x6 material like existing Northwoods structure, 8' spacing

175	sleepers, 4' wide timbers	$ 800	
350	2"x 6" treated 8' stringers	$ 2,100	
700	2"x 6" treated 12' decking	$ 6,300	
	Screws, L/Gusset brackets	$ 1,000	
		$ 10,200	**Milaca Building Center**

SIGNAGE IMPROVEMENTS

	Rec Park x 2, Entrance, Northwood Entrance, Bog Monster Lot, Sky		
Large & Medium Trail Maps	Hill Top?	$2,000	
Trail Post Driver Tools	Driver and pilot hole tools	$500	
Trail Posts	80 posts	$1,600	
Post Stickers 3"x3"	Arrows, number, custom	$1,500	
	names, do not enter, etc...		**digitalinkdesign.net**
		$5,600	**rockartsigns.com (posts, stickers)**

TRAIL MAINTAINENCE EQUIPMENT

2 Leaf Blowers for trail maintenance days	Use blowers currently in city inventory	$0	
		$ -	

Wheeled String Trimmer	DR Trimmer Mower Pro	629.99	
	318' Roll Trimmer Cord 175 mil	79.99	
		$709.98	**DrPower.com**

Specialty Trail Building & Maintenance Hand Tools

Rogue Hoe 70AR 7" Travis Tool
Rogue Hoe 55A 5.5" hoe/pick
Rogue Hoe 115FR No Break Rake 11"
Rogue Hoe 70HR

	$ 400.00	**roguehoe.com**
	$ 20,909.98	**TOTAL**

Stantec

Stantec Consulting Services Inc.
733 Marquette Avenue Suite 1000, Minneapolis MN 55402-2309

November 7, 2019

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

Re: 8th Street NE and 6th Avenue NE Improvements Project
Project No. 193804693
Contractor's Request for Payment No. 3

Dear Tammy:

Attached for city approval is Contractor's Request for Payment No. 3 for the 2019 8th Street NE and 6th Avenue NE Improvements Project. The prime Contractor on this project is Minnesota Paving and Materials.

This request includes the boulevard restoration (seeding). This request also reduces the project retainage to 1% of the total completed value. Construction is substantially complete.

We have reviewed the contractor's payment request and found it to be in order. We recommend approval. **If the City wishes to approve this request, then payment should be made to Minnesota Paving and Materials in the amount of $24,692.37.**

Please execute the payment request documents. Keep one copy for your records, forward a copy to Minnesota Paving and Materials, and return one copy to me.

Feel free to contact Chuck Boser or me if you have any questions.

Regards,
Stantec Consulting Services Inc.

Phil Gravel

Phil Gravel
City Engineer

Enclosures

cc: Gary Kirkeby, Public Works Department

Stantec

Owner:	City of Milaca, 255 1st Street East., Milaca, MN 56353	Date:	November 5, 2019
For Period:	10/3/2019 thru 11/1/2019	Request No:	3
Contractor:	Minnesota Paving and Materials, 14475 Quiram Drive, Rogers, MN 55374		

CONTRACTOR'S REQUEST FOR PAYMENT
2019 STREET PROJECT
STANTEC PROJECT NO. 193804693

SUMMARY

1	Original Contract Amount			$ 462,761.00
2	Change Order - Addition		$ 21,385.35	
3	Change Order - Deduction		$ 0.00	
4	Revised Contract Amount			$ 484,146.35
5	Value Completed to Date			$ 450,327.76
6	Material on Hand			$ 0.00
7	Amount Earned			$ 450,327.76
8	Less Retainage 1%			$ 4,503.28
9	Subtotal			$ 445,824.48
10	Less Amount Paid Previously			$ 421,132.11
11	Liquidated damages -			$ 0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO.	3		$ 24,692.37

Recommended for Approval by:
STANTEC

11-7-19

Approved by Contractor:
MINNESOTA PAVING AND MATERIALS

11.07.19

Approved by Owner:
CITY OF MILACA

Specified Contract Completion Date:

Date:

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
	2019 STREET PROJECT BASE BID:						
1	MOBILIZATION	LS	1	25000.00		0.9	$22,500.00
2	TEMPORARY TRAFFIC CONTROL	LS	1	10500.00		0.9	$9,450.00
3	INLET PROTECTION	EACH	3	150.00		6	$900.00
4	FILTER LOGS	LIN FT	100	6.00		63	$378.00
5	SALVAGE, REINSTALL & ADJUST EXISTING CASTING	EACH	12	850.00		16	$13,600.00
6	ADJUST EXISTING GATE VALVE BOX	EACH	7	500.00		7	$3,500.00
7	BITUMINOUS STREET PATCH	SQ YD	2140	18.00		358.33	$6,449.94
8	5" MILL	SQ YD	14780	1.70		14775	$25,117.50
9	SP 12.5 NON-WEARING COURSE MIXTURE, (3,C)	TON	2550	66.10		2350.95	$155,397.80
10	SP 9.5 WEARING COURSE MIXTURE, (3,C)	TON	2030	69.00		2028.63	$139,975.47
11	TACK COAT	GAL	1280	2.70		1280	$3,456.00
12	CONCRETE CURB AND GUTTER REPLACEMENT	LIN FT	540	38.60		774.5	$29,895.70
13	8" CONCRETE DRIVEWAY APRON REPLACEMENT	SQ FT	700	14.80		714	$10,567.20
14	TOPSOIL, SEED & HYDROMULCH	SQ YD	300	18.60	378	478	$8,890.80
	TOTAL BASE BID						$430,078.41
	CHANGE ORDER NO 1 - 6TH STREET STORM SEWER						
1	REMOVE STORM SEWER PIPE	LIN FT	100	9.00		100	$900.00
2	22"X36" ARCH RC PIPE SEWER DESIGN 3014 J CLASS V	LIN FT	48	142.00		40	$5,680.00
3	22"X36" ARCH RC PIPE APRON	EACH	1	1650.00		1	$1,650.00
4	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	EACH	2	4188.00		2	$8,376.00
5	CONNECT TO EXISTING STORM SEWER	EACH	1	1200.00		1	$1,200.00
6	RANDOM RIP RAP, CLASS III	CU YD	15	65.00		15	$975.00
7	AGGREGATE BASE, RECLAIM	CU YD	30	15.00		30	$450.00
8	5% CONTRACTOR MARK UP FEE	LS	1	1018.35		1	$1,018.35
	TOTAL CHANGE ORDER NO 1						$20,249.35
	TOTAL BASE BID						$430,078.41
	TOTAL CHANGE ORDER NO 1						$20,249.35
	TOTAL WORK COMPLETED TO DATE						**$450,327.76**

PROJECT PAYMENT STATUS

OWNER CITY OF MILACA

STANTEC PROJECT NO. 193804693

CONTRACTOR MINNESOTA PAVING AND MATERIALS

CHANGE ORDERS

No.	Date	Description	Amount
1	8/19/2019	6TH STREET STORM SEWER ADDITION	$21,385.35
Total Change Orders			$21,385.35

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	07/19/2019	08/28/2019	234,823.66	12,359.14	247,182.80
2	08/29/2019	10/02/2019	186,308.45	22,164.85	443,296.96
3	10/03/2019	11/01/2019	24,692.37	4,503.28	450,327.76

Material on Hand

Total Payment to Date	$445,824.48	Original Contract	$462,761.00
Retainage Pay No. 3	4,503.28	Change Orders	$21,385.35
Total Amount Earned	$450,327.76	Revised Contract	$484,146.35

Milaca Economic Development Commission

Oct. 21, 2019 meeting 7:30 AM City Hall

Present: Marshal, Jordan, Matt, Tammy, Joe C., and Tim T.

Call Meeting to order – 7:37

Secretary's Report – Review and approved

Old Business

Jeff Dotseth Property – Jeff came back and is asking $398,000. The County has the value at $117,000. Tammy also reminded the group that 16 acres of the land is actually usable. That is too expensive for our budget. It would be sold as is.

Independent School District 912 Referendum – Tim gave a brief reminder of the upcoming election on November 5. He directed the group to check out the district's facebook page for updates. He has received positive feedback on the video posts.

Industrial Park Surveys - Matt and Tammy went around to the industrial lot businesses to visit. General feedback was that most businesses are open to expansion, but are concerned with workforce. They are interested in working with schools to build that workforce. Compared to other communities, Matt reported that community support it the same. Housing is also a factor. Overall, the business surveys went well.

New Business

-The Embers building is being torn down within 30 days. The fence is up.
-Brewery is starting to move along. The owner (Eric Sannerud) is pursuing plans and determining needs. He is meeting with people to figure his next steps.

Other

Adjourn – 8:24

Next Meeting Date – Monday, Nov. 25, 2019 – Cancelled