

**CITY OF MILACA
COUNCIL MINUTES
March 21, 2024**

Pledge of Allegiance

Call to Order Roll Call

Mayor Dillan called the meeting of the Milaca City Council to order at 6:32 p.m.

Upon roll call, the following council members were present: Mayor Dave Dillan, Councilors: Norris Johnson, Lindsee Larsen. Ken Muller and Laurie Gahm-absent

Staff present: Assistant City Clerk Deloris Katke, Communications Specialist Mary Mickelson, Police Chief Quinn Rasmussen, Public Works Assistant Supervisor Warne Johnson, Liquor Store Manager Vicki Jeys, City Attorney Damien Toven

Others present: Chloe Smith, Nick Grahek of Bolton and Menk

Approval of Agenda

Mayor Dillan called for a motion to approve the agenda. Larsen made a motion for approval, seconded by Johnson. Mayor Dillan stated there were a couple additions to the agenda: under 9 Ordinances and Resolutions add b. Resolution #24-05 Calling for a Public Hearing on the issuance of General Obligation Street Reconstruction Bonds and Proposal to Adopt a Street Reconstruction Plan and 13(g) Northland Securities Professional Services Agreement. With no further discussion, all in favor of the approval of the agenda; motion passes.

Approval of Consent Agenda

Mayor Dillan called for a motion to approve the Consent Agenda of the following items:

- a. Approval of the Minutes – February 21, 2024
- b. Approval of Bills

Johnson made a motion for approval of Consent Agenda, seconded by Larsen. No further discussion. All in favor of the Consent Agenda; motion passes.

Citizen Open Forum

Mayor Dillan asked if anybody present wanted to address anything not on the agenda. No one came forward.

Public Hearings:

Requests and Communications:

Ordinances and Resolutions

Ordinance #521 Amending 51.25(C) Meter Requirements – First Reading. Mayor Dillan called for a motion for approval. Larsen made a motion to approve, seconded by Johnson. Assistant City Clerk Katke noted that per City Attorney Toven, there should be a correction made in the sentence "Failure to allow access to the meter within 10 days of written notice being sent to the premises by the City of Milaca, shall result in water serviced to the premises being disconnected immediately, etc." We just need

to change serviced to service. City Attorney Toven stated that this Ordinance is being presented due to the meters being changed and there are a few properties that did not comply. The existing Ordinance gives the city authority to impose a fee for noncompliance but really no more authority than that. By changing it, you can shut off their service until they comply. If the council agrees, the plan is to approve on the first reading, waive the second reading, get it published, get it active and then wait until April 15 for the end of the Cold Weather Rule to kick in and that will be the date that they can be shut down.

Mayor Dillan asked if there was any further discussion. With no further discussion, all in favor of Ordinance #521 amending 51.25(C) Meter Requirements and changing serviced to service. Motion passes.

Mayor Dillan called for a motion to waive the second reading. Johnson made a motion to waive the second reading, seconded by Larsen. No further discussion. Motion to waive second reading of Ordinance #521 amending 51.25(C) passes.

Resolution #24-05 Calling for A Public Hearing on the issuance of General Obligation Street Reconstruction Bonds and Proposal to Adopt a Street Reconstruction Plan. Mayor Dillan called for a motion to approve. Motion made by Larsen, seconded by Johnson. No further discussion. All in favor of Resolution #24-05 Calling for A Public Hearing on the issuance of General Obligation Street Reconstruction Bonds and Proposal to Adopt a Street Reconstruction Plan. Resolution #24-05 passes.

Reports of Departments, Boards and Commissions

City Manager –

Police - Incident Summary Report (Info. Only-No Action Needed). Chief Rasmussen is requesting to allow from the police equipment reserve fund to purchase a second squad. Chief Rasmussen stated the 2024 Squad is a breakdown from the one time State Public Safety Aid. At the bottom of the sheet it shows what is left over from the State Public Safety Aid. The upfitting includes the equipment as well as labor for the second squad. You will notice that the cost for the second squad is more for upfitting and that is because we had already purchased some of the lighting equipment for the first squad last year anticipating receipt of that equipment this year. The \$37,141.94 is approximately the amount from the reserve fund. If the council allows this request, I would recommend that that number be \$40,000 to allow for incidentals. As justification, the original plan was to buy a squad this year and not replace any other squads. We keep the 3 squads but we found that between mechanical issues and not being able to assign them out well enough in a way that at least one of the squads isn't running 24/7, the intent is to have a fourth and keeping the squads we have. But as you can see from the 2016 Explorer Repair Costs sheet, since 2022, the Explorer from 80,000 miles (now has approximately 112,000 miles) we have spent \$14,000 in necessary repairs just here at Hy-Tech alone. So, the plan is to sell the 2016 and have 2 new squads purchased this year. Johnson asked what he had in the reserve fund now and Chief Rasmussen thought roughly \$100,000. Mayor Dillan commented that their mileage is different as the cars are running all the time. There is a lot of hours on them. Chief Rasmussen stated that the squad engine hours are a lot more than a standard vehicle.

Mayor Dillan asked if there were anymore questions. Mayor Dillan called for a motion. Johnson made a motion to approve \$40,000 from the Police Reserve Fund to be used to purchase a squad. Larsen seconded the motion. No further discussion. All in favor, motion to approve \$40,000 from Police Reserve Fund for a new squad passes.

Parks –

Public Works - Bid results for 2024 Street Project and Contract Award –Mayor Dillan asked if there were any questions. Mayor Dillan called for a motion. Johnson made a motion to approve the low bid of \$469,388.60 to OMG Midwest, Inc., dba Minnesota Paving & Materials. Larsen seconded. No further discussion. All in favor. Motion to accept bid of \$469,388.60 from OMG Midwest passes.

Mayor Dillan called for a motion to approve the 2024 Alley Paving and Rec Park Approval. Motion by Johnson, seconded by Larsen. Assistant City Clerk stated Gary recommended going with the low bid to Omann Brothers. Their quote came in at \$61,196.80 and Rum River Contracting Company came in at \$74,240.18. Johnson made a motion to accept the quote of \$61,196.80 from Omann Brothers, seconded by Larsen. No further discussion. All in favor. Motion to accept the quote of \$61,196.80 from Omann Brothers passes.

Liquor Store – Liquor Store Manager Jeys stated that she has noticed that since they are now open 7 days a week, Monday-Wednesday after 7 p.m. the customers have slowed down. Since they have stayed open until 10 pm, we have maybe 3 customers after 9 p.m. on Monday, Tuesday and Wednesday's. She has talked with Tammy and they decided just on Monday's and Tuesday's they would close at 9:30 p.m.

Vicki also stated that her conference is coming up.

Fire Department –

Planning and Zoning - No meeting

Airport- Resolution #24-03 Authorization to Execute Minnesota Department of Transportation Grant Agreement for Airport Improvement Excluding Land Acquisition(Turbine Blower and Field Roller) – Mayor Dillan called for a motion to approve. Motion by Johnson, seconded by Larsen. Assistant City Clerk stated that the city's portion for the turbine blower is \$790 and \$1,700 for the roller as the rest is covered by the grant. The city's total cost for both pieces of equipment is \$2,490.00 and the state will be paying \$22,410.00. Johnson questioned what the blower was. Public Works Assistant Supervisor Warne Johnson said it would be used to blow off the runways and taxiways after mowing. No further discussion. All in favor. Resolution #24-03 Authorization to Execute MN Department of Transportation Grant Agreement for Airport Improvement Excluding Land Acquisition passes.

Approve Advertisement of Bids for Airport Parking Lot and Entrance Road- Mayor Dillan called for a motion for approval. Motion made by Larsen, seconded by Johnson. Nick Grahek of Bolton & Menk was present. Nick stated that they have completed the design for paving the entrance road and parking lot for the airport. What we are looking for tonight is the approval to advertise for bids. The schedule is, if approved tonight, begin advertising online tomorrow, in the paper the following week and opening bids April 15 and to the council April 18 to hopefully get in the beginning of summer. Nick stated the estimated project total is \$322,435 with an estimated local share of 9% at \$16,121.75.

No further discussion. Mayor Dillan called for a motion for approval. Larsen made a motion to approve to advertise for bids for Airport Parking Lot and Entrance Road, seconded by Johnson. All in favor, motion to advertise for bids for airport parking lot and entrance road passes.

New Business-

Resolution #24-04 Authorizing the Purchase of Real Property Owned by Kevin Helmin, Leslie Helmin and Timothy Pearson to the City of Milaca - Mayor Dillan called for a motion to approve. Motion made by Johnson, seconded by Larsen. No further discussion. All in favor. Motion to approve Resolution #24-04 Authorizing the Purchase of Real Property Owned by Kevin Helmin, Leslie Helmin and Timothy Pearson to the City of Milaca passes.

Approval of Revolving Loan Application to East Central Energy - Mayor Dillan called for a motion to approve. Motion made by Johnson, seconded by Larsen. Mayor Dillan stated this is a good loan opportunity from East Central Energy to help cover some of the costs of that land purchase. Mayor Dillan stated this is not a commitment yet that it just gets the ball rolling. No further discussion. All in favor, motion to Approve the Revolving Loan Application to East Central Energy passes.

Construction Agreement between City of Milaca and Milaca Township-Airport Road Federal Grant Project Number B-23-CP-MN-0884 - Mayor Dillan called for a motion to approve. Motion made by Larsen, seconded by Johnson. No further discussion. All in favor, motion to approve Construction Agreement between City of Milaca and Milaca Township Road Federal Grant Project Number B-23-CP-MN-0884 passes.

Lot Lease Agreement with Midwest EV Charging LLC - Mayor Dillan stated that he had a question about the drawing. He thought the charger looks off the pavement but he thought it was more on the pavement. Vicki stated that it would be more off the pavement. Mayor Dillan called for a motion to approve. Motion made by Johnson, seconded by Larsen. Johnson asked if this was for four charging stations. Mayor Dillan stated he thought a couple fast charge and a couple slow charged. No further discussion. All in favor. Motion to approve lot lease agreement with Midwest EV Charging LLC passes.

Special Event Application for Rec Fest - Mayor Dillan called for a motion for approval. Motion made by Johnson, seconded by Larsen. City Attorney stated that per the attachment, Item #7 No distribution or displaying of political pamphlets, banners or flags, there is a state statute that preempts local regulation of campaign material - signs and things like that and it starts 46 days before the primary and I think 10 days after the general and based on this year's calendar, I think this is like day 43. You can pass everything but I would suggest cross out item #7 and if Pete and the organization wants to ask people to not do this, that's fine but it shouldn't be the city telling them it can't be done. Mayor Dillan asked if everyone was in favor of the amendment to this. No further discussion. All in favor. Special Event Application for Rec Fest with item #7 crossed out passes.

Special Event Application for Kids Hands-On Event - Mayor Dillan called for a motion for approval. Motion made by Larsen, seconded by Johnson. Mayor Dillan asked Communication Specialist Mary Mickelson for some details. Mary stated that we are going to combine art and baseball. The city is working with Thumbs Up which is an organization out of Elk River. They are proponents of mental health, especially in teens so we would be bringing awareness to that and bringing resources for that. We are also working with I Am Community here in town. We have also asked the high school softball and baseball coaches if they could have some of their students present to show kids how to field, run the bases

and things like that. And then the art portion the kids can make a journal and this journal will have suicide prevention numbers and mental health numbers so they have something that they can take with them. No further discussion. All in favor. Motion to approve Special Event Application for Kids Hands-On Event passes.

Northland Securities Professional Services Agreement-Mayor Dillan called for a motion to approve. Motion made by Larsen, seconded by Johnson. No further discussion. All in favor. Northland Securities Professional Services Agreement passes.

Miscellaneous


Change date of June Council Meeting – Assistant City Clerk stated that the week of June 17 would not work so council should look at June 13 or June 24. Council decided on June 24.

Council Comments

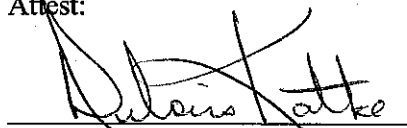
Mayor Dillan commented on the Rum River Community Foundation Spring Gala is April 20th at the Gorecki Center. El Jalisco is catering. Anybody that is interested can come. We will give out \$8,300 in grants to local non-profit organizations. We have previous grant winners come to say what they have done with the money.

Adjourn:

Mayor Dillan called for a motion to adjourn. Motion made by Larsen, seconded by Johnson to adjourn. No further discussion. All in favor, motion to adjourn passes. Meeting adjourned at 7:03 p.m.


Mayor Dave Dillan

Attest:


Assistant City Clerk Deloris Katke