

CITY OF MILACA
CITY COUNCIL MEETING
COUNCIL AGENDA
MAY 21, 2026

1. Call Meeting to Order 6:00 p.m.

2. Pledge of Allegiance

3. Roll Call – Present: Mayor: Dave Dillan____ Council Members: Norris Johnson____ Lindsee Larsen____
Ken Muller____ Tim Poorker____ Absent:_____

4. Approval of Agenda

MB____2nd____ AIF__O__

5. Consent Agenda

MB____2nd____ AIF__O__

- a. Approval of Minutes – April 16, 2026
- b. Approval of Bills

6. Open Forum

7. Public Hearing

8. Requests and Communications —

9. Ordinances and Resolutions

- a. Resolution 26-09 Approving a Minor Subdivision of 320 River Dr W
(Application for Minor Lot Split) (Memo from Stantec)
- b. Resolution 26-10 Street Closures for Milaca Chamber Parade
- c. Resolution 26-11 Budget Adjustment for Public Works and Fire Dept
- d. Ordinance #555 Chapter 34 Water Rates and Charges; Schedule Pool Filling-
First Reading

MB____2nd____ AIF__O__

MB____2nd____ AIF__O__

MB____2nd____ AIF__O__

MB____2nd____ AIF__O__

10. Reports of Departments, Boards and Commissions

- a. City Manager -
- b. Police - (Info only) Incident Summary
- c. Police- Swear in Police Officer Steven Jerde
- d. Parks — Rec Park Pump Track and Trail Loop Donation/Approval
- e. Public Works — Engineers Memo
 - 1. Award Bid for Manhole project-
 - 2. Award Bid for Rum River Special Education Coop School Utility Improvements
- f. Liquor Store — 80th Anniversary May 23rd Noon to 4 PM (Info only)
- g. Fire Department — 2005 Peterbilt Rescue Truck Purchase Agreement (\$100,000)
- h. Planning and Zoning —
- i. Airport — (Info Only)- Pre-Construction Meeting 4/27 Taxi Lane Project Start date
June 15th

MB____2nd____ AIF__O__

MB____2nd____ AIF__O__

MB____2nd____ AIF__O__

MB____2nd____ AIF__O__

MB____2nd____ AIF__O__

11. Committees

- a. Budget —
- b. EDC — Empowering Small Minnesota Communities Summary

12. Unfinished Business

13. New Business

- a. DAC requesting \$20,000 from Gambling fund for We-Go Swing
- b. Special Event: Milaca Chamber Special Event Parade
- c. Change June 18th Council Meeting Due to the Chamber parade to June 17

MB____2nd____AIF__O__

MB____2nd____AIF__O__

MB____2nd____AIF__O__

14. Miscellaneous

15. Council Comments

16. Adjournment

MB____2nd____AIF__O__

Time_____

§ 30.19 ORDER OF BUSINESS; AGENDA

(C) Unless the Council, in its discretion, votes to consider matters not appearing on the agenda, no item of business shall be considered unless it appears on the agenda for the meeting.

**CITY OF MILACA
COUNCIL MINUTES
April 16, 2026**

Call to Order

Mayor Dillan called the meeting of the Milaca City Council to order at 6:00 p.m.

Pledge of Allegiance

Roll Call

Upon roll call, the following council members were present: Mayor Dave Dillan; Councilors: Lindsee Larsen, Ken Muller, and Tim Poorker. Norris Johnson was absent.

Staff present: City Manager Tammy Pfaff, Communications Specialist Mary Mickelson, Public Works Supervisor Gary Kirkeby, Fire Chief Jesse Gerads, and City Attorney Damien Toven.

Others present:

Approval of Agenda

Mayor Dillan called for a motion to approve the agenda. Muller made a motion for approval, seconded by Larsen. Mayor Dillan added #3 – Water Tower Evaluation to the agenda under *10.d. Reports of Departments, Boards, and Commissions: Public Works*. With no other additions or discussion, all in favor of the approval of the agenda. Motion passes.

Approval of Consent Agenda

1. Approval of Minutes – March 24, 2026
2. Approval of Bills
3. Approval of Quarterly Financial Reports

Mayor Dillan called for a motion to approve the consent agenda. Larsen made a motion for approval, seconded by Muller. Councilmember Poorker asked if revenues are meeting expectations. City Manager Pfaff explained that seeing a decline is usual, since the tax settlement does not arrive until July. All in favor of approving consent agenda. Motion passes.

Citizen Open Forum

Public Hearing

Requests and Communications

Honoring 20 years of dedicated legal services – City Attorney Damien Toven

Ordinances and Resolutions

Reports of Departments, Boards and Commissions

City Manager — Pete Stauber-sponsored Community Project Funding grant has been accepted into the appropriations committee for consideration for the Milaca Junction project in 2027. The Empowering Small Minnesota Communities Program awarded the City an \$8,000 grant, bringing the total to \$13,000. This will be used for development in the community or events. Public Works Supervisor Gary Kirkeby applied for a Blandin Foundation grant, which will be used to make Rec Park more inclusive, adding an accessible fishing pier and accessible swings. The Small Cities Development Program grant has been submitted for the water tower rehab. Mayor Dillan said that he asked City Manager Pfaff to list these grants to show that we are in the process of requesting over \$2,000,000 for the City of Milaca.

Public Works —

1. Plans And Specs and Authorize Bidding for Lead Line/Galvanized Water Service: Mayor Dillan called for a motion for approval. Muller made a motion for approval, seconded by Poorker. Replacement is being funded by the State of Minnesota's drinking water revolving loan fund. The original estimate was 98 households needing replacement. After inspection, that amount dropped to 26. The project was originally planned to be completed over the span of three years but can now be completed in 2026. Bids for this project will be sought towards the end of May. Public Works Supervisor Kirkeby also mentioned that as part of this project, a two-inch water main in the alley behind Holiday on Central will be replaced with a four-inch water main. All in favor of approving plans and specs and authorizing bidding for water service line replacement. Motion passes.
2. 2026 Sealcoating Project Quotes from Pearson and Allied Blacktop: Mayor Dillan called for a motion for approval. Larsen made a motion for approval, seconded by Muller. The two quotes submitted were Pearson Bros., Inc. for \$60,680 and Allied Blacktop Co. for \$66,610. Going with Pearson would still be \$10,680 over budget, but savings of \$30,000 when the plow truck was purchased means the departmental costs are still lower than projected budget amounts. Fire Chief Gerads asked if after-project sweeping was the City's responsibility; Public Works Supervisor Kirkeby said that the contractor will do the sweeping. Mayor Dillan asked about the added longevity that sealcoating gains, to which Kirkeby said that if you run a rotation every six years, you can gain an additional ten. Kirkeby also mentioned that the potholes and cracks are filled before sealcoating occurs. Mayor Dillan asked for a vote approving the bid award to Pearson Bros., Inc. All in favor of Pearson Bros., Inc. Motion passes.
3. Water Tower Evaluation: Cost per KLM Engineers is \$10,500. Responding to Mayor Dillan's question regarding who made the inspection recommendation, Public Works Supervisor Kirkeby said that both KLM and Stantec recommended it. Kirkeby also stated that KLM, whose specialty is water towers, is contracted with the City and has done inspections when a new antenna goes up. The City is also due for its standard five-year inspection. The water tower project is budgeted for 2027, for which the City will apply for different sources of funding, but the groundwork for that project needs to begin now. Councilmember Poorker asked if this is the first time the reservoir will be reconditioned. Kirkeby replied that other than repairs that were necessary to the bottom of the water tower bowl, the water tower has met its 25-year painting lifespan. The project was discussed in 2021, but the decision was made to wait until the water plant was off the City's debt schedule. Councilmember Poorker also asked if the reservoir was coated on the inside, and if there will be any interruption in water service. Kirkeby responded that both the interior and exterior would need to be sandblasted and then painted. Kirkeby also said that the water plant can be switched to different modes, preventing a water service interruption. Councilmember Poorker also questioned the line item that the City would be responsible for any site damage. Kirkeby thought that it was standard for KLM contracts but would seek a full definition. Councilmember Larsen asked for the dollar amount that needed to be approved, which was the \$10,500 that was verbally agreed to by KLM. Mayor Dillan called for a motion for approval. Poorker made a motion for approval, seconded by Larsen. Kirkeby also mentioned that the Council would eventually need to approve the logo and color for the tower as something to keep in mind going forward. All in favor of the water tower evaluation. Motion passes.

Liquor Store — Mayor Dillan noted that the 80th Anniversary Celebration on May 23, 2026 was being advertised.

Fire Department — Fire Chief Jesse Gerads said that the Fire Department is now fully staffed. Gerads also said that the department found a rescue truck in Wisconsin on the auction site. It will be checked in person to see if they'd like to proceed with the purchase.

Airport — MNDOT Grant Agreement #1061954 Taxiway Improvements Phase 3: Mayor Dillan called for a motion for approval. Muller made a motion for approval, seconded by Poorker. All in favor of MNDOT Agreement #1061954. Motion passes.

New Business

1. Special Event Application Milaca Rec Fest: Mayor Dillan called for a motion to approve. Motion made by Larsen, seconded by Muller. No further discussion. All in favor of Special Event Application for Milaca Rec Fest. Motion Passes.
2. Special Event Application Milaca Meats Memorial Weekend Rib Fest: Mayor Dillan called for a motion to approve. Motion made by Larsen, seconded by Muller. City Manager Pfaff mentioned that it will be the same weekend as the Liquor Store's 80th Anniversary Celebration. All in favor of Special Event Application for Milaca Meats Memorial Weekend Rib Fest. Motion Passes.
3. Special Event Application Family Fun Day – American Legion Auxiliary: Mayor Dillan called for a motion to approve. Motion made by Muller, seconded by Poorker. No further discussion. All in favor of Special Event Application for Family Fun Day – American Legion Auxiliary. Motion Passes.
4. Special Event Application Milaca High School Tractor Day: Mayor Dillan called for a motion to approve. Motion made by Poorker, seconded by Larsen. No further discussion. All in favor of Special Event Application for Milaca High School Tractor Day. Motion Passes.
5. Special Event Application Milaca ECFE Kiddie Parade: Mayor Dillan called for a motion to approve. Motion made by Larsen, seconded by Muller. No further discussion. All in favor of Special Event Application for Milaca ECFE Kiddie Parade. Motion Passes.

Council Comments

Councilmember Muller commented that it was very nice to work with City Attorney Damien Toven, and that he likes his work. Councilmember Poorker commented that the final house on 3rd Avenue NE by East Central Electric is being constructed. Poorker also asked about the status of the property on the west side of Heggies, to which City Manager Pfaff responded that there was no news at this time. Mayor Dillan commented that he was in touch with Sam Johnson regarding the Milaca Junction properties for sale. Sam stated that there's hesitancy because of the lack of road, so the City will be working to implement it quickly.

Adjourn

Mayor Dillan called for a motion to adjourn. Motion made by Larsen seconded by Muller to adjourn. No further discussion. All in favor, motion to adjourn passes. Meeting adjourned at 6:25 p.m.

Mayor Dave Dillan

Attest:

Tammy Pfaff, City Manager

Check Number	Check Issue Date	Payee	Invoice Number	Invoice Date	In S	Invoice GL Account	Check Amount	Description
53759	04/17/26	PETTY CASH	04172026	04/17/2026	1	609-10200	500.00	CASH FOR LIQUOR STORE DRAWERS
Total 53759:							500.00	
53760	04/22/26	BERNICKS	10476982	04/08/2026	1	609-49750-259	192.80	OTHER FOR RESALE
53760	04/22/26	BERNICKS	10476983	04/08/2026	1	609-49750-252	1,103.95	BEER
53760	04/22/26	BERNICKS	10476984	04/08/2026	1	609-49750-254	72.62	NA
53760	04/22/26	BERNICKS	10476985	04/08/2026	1	609-49750-252	179.20	CREDIT BEER
Total 53760:							1,190.17	
53761	04/22/26	BREAKTHRU BEVERAGE MN B	126462433	04/09/2026	1	609-49750-251	76.50	LIQUOR
Total 53761:							76.50	
53762	04/22/26	BREAKTHRU BEVERAGE MN W	126463075	04/09/2026	1	609-49750-251	1,392.17	LIQUOR
53762	04/22/26	BREAKTHRU BEVERAGE MN W	126463075	04/09/2026	2	609-49750-253	176.00	WINE
53762	04/22/26	BREAKTHRU BEVERAGE MN W	126463075	04/09/2026	3	609-49750-333	38.85	DELIVERY
Total 53762:							1,607.02	
53763	04/22/26	C & L DISTRIBUTING CO.	2277640	04/08/2026	1	609-49750-259	784.00	OTHER FOR RESALE
53763	04/22/26	C & L DISTRIBUTING CO.	2277905	04/08/2026	1	609-49750-259	89.94	OTHER FOR RESALE
53763	04/22/26	C & L DISTRIBUTING CO.	2277921	04/08/2026	1	609-49750-259	504.00	OTHER FOR RESALE
53763	04/22/26	C & L DISTRIBUTING CO.	2277922	04/08/2026	1	609-49750-251	5,850.00	LIQUOR
53763	04/22/26	C & L DISTRIBUTING CO.	2277922	04/08/2026	2	609-49750-252	14,757.47	BEER
53763	04/22/26	C & L DISTRIBUTING CO.	2277922	04/08/2026	3	609-49750-253	90.65	WINE
53763	04/22/26	C & L DISTRIBUTING CO.	2277922	04/08/2026	4	609-49750-254	544.20	NA
53763	04/22/26	C & L DISTRIBUTING CO.	2277922	04/08/2026	5	609-49750-333	5.00	DELIVERY
53763	04/22/26	C & L DISTRIBUTING CO.	2278106	04/08/2026	1	609-49750-251	291.41	LIQUOR
53763	04/22/26	C & L DISTRIBUTING CO.	2278106	04/08/2026	2	609-49750-252	564.35	BEER
53763	04/22/26	C & L DISTRIBUTING CO.	2278106	04/08/2026	3	609-49750-254	86.75	NA
53763	04/22/26	C & L DISTRIBUTING CO.	3702001257	04/08/2026	1	609-49750-251	7.50	CREDIT LIQUOR
53763	04/22/26	C & L DISTRIBUTING CO.	3702001257	04/08/2026	2	609-49750-252	61.00	CREDIT BEER
Total 53763:							23,499.27	
53764	04/22/26	CRYSTAL SPRINGS ICE	02-603933	04/20/2026	1	609-49750-259	247.04	OTHER FOR RESALE - ICE
53764	04/22/26	CRYSTAL SPRINGS ICE	02-603933	04/20/2026	2	609-49750-333	4.00	DELIVERY
Total 53764:							251.04	
53765	04/22/26	DAHLHEIMER DISTRIBUTING C	2746689	04/14/2026	1	609-49750-251	1,432.20	LIQUOR
53765	04/22/26	DAHLHEIMER DISTRIBUTING C	2746689	04/14/2026	2	609-49750-252	23,245.65	BEER
53765	04/22/26	DAHLHEIMER DISTRIBUTING C	2746689	04/14/2026	3	609-49750-253	900.90	WINE
53765	04/22/26	DAHLHEIMER DISTRIBUTING C	2746689	04/14/2026	4	609-49750-254	26.75	NA
53765	04/22/26	DAHLHEIMER DISTRIBUTING C	2746689	04/14/2026	5	609-49750-259	239.00	OTHER FOR RESALE
53765	04/22/26	DAHLHEIMER DISTRIBUTING C	2752644	04/21/2026	1	609-49750-251	1,022.15	LIQUOR
53765	04/22/26	DAHLHEIMER DISTRIBUTING C	2752644	04/21/2026	2	609-49750-252	4,308.45	BEER
53765	04/22/26	DAHLHEIMER DISTRIBUTING C	2752644	04/21/2026	3	609-49750-253	29.00	WINE
53765	04/22/26	DAHLHEIMER DISTRIBUTING C	2752644	04/21/2026	4	609-49750-259	148.00	OTHER FOR RESALE
Total 53765:							31,352.10	
53766	04/22/26	DELANO/JOAN CARPENTER	31-8205-00	04/22/2026	1	001-10005	6.61	CREDIT ON FINAL WATER BILL
Total 53766:							6.61	

Check Number	Check Issue Date	Payee	Invoice Number	Invoice Date	In S	Invoice GL Account	Check Amount	Description
53767	04/22/26	GRANITE CITY JOBBING	518340	04/10/2026	1	609-49750-217	622.14	OTHER OPERATING SUPPLIES
53767	04/22/26	GRANITE CITY JOBBING	518340	04/10/2026	2	609-49750-256	672.34	TOBACCO
53767	04/22/26	GRANITE CITY JOBBING	518340	04/10/2026	3	609-49750-254	4.71	NA
53767	04/22/26	GRANITE CITY JOBBING	518340	04/10/2026	4	609-49750-259	163.85	OTHER FOR RESALE
53767	04/22/26	GRANITE CITY JOBBING	518340	04/10/2026	5	609-49750-333	10.00	DELIVERY
53767	04/22/26	GRANITE CITY JOBBING	518527	04/17/2026	1	609-49750-259	1,429.25	OTHER FOR RESALE
53767	04/22/26	GRANITE CITY JOBBING	518527	04/17/2026	2	609-49750-333	10.00	DELIVERY
Total 53767:							2,912.29	
53768	04/22/26	GRAPE BEGINNINGS	MN00182028	04/10/2026	1	609-49750-253	290.00	WINE
53768	04/22/26	GRAPE BEGINNINGS	MN00182028	04/10/2026	2	609-49750-251	738.00	LIQUOR
53768	04/22/26	GRAPE BEGINNINGS	MN00182028	04/10/2026	3	609-49750-333	9.00	DELIVERY
Total 53768:							1,037.00	
53769	04/22/26	JOHNSON BROTHERS LIQUOR	1034372	04/21/2026	1	609-49750-251	112.00	LIQUOR
53769	04/22/26	JOHNSON BROTHERS LIQUOR	1034372	04/21/2026	2	609-49750-253	4,274.20	WINE
53769	04/22/26	JOHNSON BROTHERS LIQUOR	1034372	04/21/2026	3	609-49750-333	56.00	DELIVERY
Total 53769:							4,442.20	
53770	04/22/26	M. AMUNDSON LLP	421803	04/13/2026	1	609-49750-217	39.52	OTHER OPERATING SUPPLIES
53770	04/22/26	M. AMUNDSON LLP	421803	04/13/2026	2	609-49750-256	520.08	TOBACCO
53770	04/22/26	M. AMUNDSON LLP	421803	04/13/2026	3	609-49750-259	36.12	OTHER FOR RESALE
Total 53770:							595.72	
53771	04/22/26	MILACA AREA TOURISM BUREA	FEB RECEIP	04/01/2026	1	101-31410	371.13	LODGING TAX-MARCH
Total 53771:							371.13	
53772	04/22/26	MILLE LACS COUNTY DAC	42323	03/31/2026	1	101-41940-310	559.37	CLEANING SVCS-CITY HALL
53772	04/22/26	MILLE LACS COUNTY DAC	42323	03/31/2026	2	101-45500-310	332.51	CLEANING SVCS - LIBRARY
53772	04/22/26	MILLE LACS COUNTY DAC	42323	03/31/2026	3	101-42280-310	34.55	CLEANING SVCS - FIRE
53772	04/22/26	MILLE LACS COUNTY DAC	42323	03/31/2026	4	101-45200-310	237.46	CLEANING SVCS - GORECKI CENTER
Total 53772:							1,163.89	
53773	04/22/26	MN PEIP	1623130	04/10/2026	1	101-21706	42,813.34	MEDICAL INS-MAY
Total 53773:							42,813.34	
53774	04/22/26	PAUSTIS WINE COMPANY	292429	04/16/2026	1	609-49750-253	648.00	WINE
53774	04/22/26	PAUSTIS WINE COMPANY	292429	04/16/2026	2	609-49750-333	12.50	DELIVERY
Total 53774:							660.50	
53775	04/22/26	SOUTHERN GLAZERS OF MN	2745298	04/10/2026	1	609-49750-251	1,272.83	LIQUOR
53775	04/22/26	SOUTHERN GLAZERS OF MN	2745298	04/10/2026	2	609-49750-333	22.22	DELIVERY
53775	04/22/26	SOUTHERN GLAZERS OF MN	2745299	04/10/2026	1	609-49750-253	110.28	WINE
53775	04/22/26	SOUTHERN GLAZERS OF MN	2745299	04/10/2026	2	609-49750-333	3.10	DELIVERY
Total 53775:							1,408.43	
53776	04/22/26	VIKING BOTTLING CO.	3909082	04/10/2026	1	609-49750-254	308.85	NA

Check Number	Check Issue Date	Payee	Invoice Number	Invoice Date	In S	Invoice GL Account	Check Amount	Description
Total 53776:							308.85	
53777	04/22/26	VINOCOPIA	0393005-IN	04/10/2026	1	609-49750-251	540.00	LIQUOR
53777	04/22/26	VINOCOPIA	0393005-IN	04/10/2026	2	609-49750-253	584.00	WINE
53777	04/22/26	VINOCOPIA	0393005-IN	04/10/2026	3	609-49750-333	18.00	DELIVERY
Total 53777:							1,142.00	
53778	04/22/26	VISA	8948040126	04/12/2026	1	101-45200-437	52.00	RESERVATION KEY-PARKS
53778	04/22/26	VISA	8948040126	04/12/2026	2	101-41940-437	16.99	ZOOM-CITY
53778	04/22/26	VISA	8948040126	04/12/2026	3	101-45200-437	9.09	TELEMETRYTV-PARKS
53778	04/22/26	VISA	8948040126	04/12/2026	4	101-42110-309	342.53	SPEECHEXEC TRANSCRIPTION SOFTWARE
53778	04/22/26	VISA	8948040126	04/12/2026	5	609-49750-322	63.00	USPS-LIQUOR
53778	04/22/26	VISA	8948040126	04/12/2026	6	101-45200-221	423.76	MORRELL MFG - ARCHERY TARGETS
53778	04/22/26	VISA	8948040126	04/12/2026	7	101-43000-380	500.37	WESCO DIST - STREET LIGHT
53778	04/22/26	VISA	8948040126	04/12/2026	8	101-42110-208	75.00	BCA TRAINING - JERDE
53778	04/22/26	VISA	8948040126	04/12/2026	9	101-42110-437	91.94	POST LICENSE - DARWIN
53778	04/22/26	VISA	8948040126	04/12/2026	10	101-41940-309	120.00	CANVA SUBSCRIPTION 2026
53778	04/22/26	VISA	8948040126	04/12/2026	11	101-41940-208	540.00	MN STATE COLLEGES - M NIEDZIELSKI MCMC PRO
Total 53778:							2,234.68	
53779	05/14/26	4815 EXCELSIOR LLC	2439	04/22/2026	1	609-49750-259	250.00	OTHER FOR RESALE
Total 53779:							250.00	
53780	05/14/26	AMERICAN BOTTLING CO.	4851509228	04/30/2026	1	609-49750-254	262.95	NA
Total 53780:							262.95	
53781	05/14/26	ARTISAN BEER COMPANY	3849600	04/24/2026	1	609-49750-259	411.00	OTHER FOR RESALE
Total 53781:							411.00	
53782	05/14/26	BERNICKS	10482239	04/22/2026	1	609-49750-259	78.40	OTHER FOR RESALE
53782	05/14/26	BERNICKS	10482240	04/22/2026	1	609-49750-252	1,624.65	BEER
53782	05/14/26	BERNICKS	10482241	04/22/2026	1	609-49750-252	14.40-	CREDIT BEER
53782	05/14/26	BERNICKS	10484991	04/30/2026	1	609-49750-252	4,305.20	BEER
53782	05/14/26	BERNICKS	10484991	04/30/2026	2	609-49750-253	58.60	WINE
53782	05/14/26	BERNICKS	10484992	04/30/2026	1	609-49750-254	89.85	NA
53782	05/14/26	BERNICKS	10484993	04/30/2026	1	609-49750-252	522.00-	CREDIT BEER
Total 53782:							5,620.30	
53783	05/14/26	BREAKTHRU BEVERAGE MN W	126674749	04/23/2026	1	609-49750-251	782.88	LIQUOR
53783	05/14/26	BREAKTHRU BEVERAGE MN W	126674749	04/23/2026	2	609-49750-333	31.45	DELIVERY
Total 53783:							814.33	
53784	05/14/26	C & L DISTRIBUTING CO.	2283405	04/22/2026	1	609-49750-259	274.00	OTHER FOR RESALE
53784	05/14/26	C & L DISTRIBUTING CO.	2283406	04/22/2026	1	609-49750-251	288.94	LIQUOR
53784	05/14/26	C & L DISTRIBUTING CO.	2283406	04/22/2026	2	609-49750-252	10,468.90	BEER
53784	05/14/26	C & L DISTRIBUTING CO.	2283406	04/22/2026	3	609-49750-253	45.00	WINE
53784	05/14/26	C & L DISTRIBUTING CO.	2283406	04/22/2026	4	609-49750-254	100.60	NA
53784	05/14/26	C & L DISTRIBUTING CO.	2283406	04/22/2026	5	609-49750-333	5.00	DELIVERY
53784	05/14/26	C & L DISTRIBUTING CO.	2287056	04/30/2026	1	609-49750-251	567.50	LIQUOR
53784	05/14/26	C & L DISTRIBUTING CO.	2287056	04/30/2026	2	609-49750-252	9,515.35	BEER

Check Number	Check Issue Date	Payee	Invoice Number	Invoice Date	In S	Invoice GL Account	Check Amount	Description
53784	05/14/26	C & L DISTRIBUTING CO.	2287056	04/30/2026	3	609-49750-254	300.39	NA
53784	05/14/26	C & L DISTRIBUTING CO.	2287056	04/30/2026	4	609-49750-333	5.00	DELIVERY
53784	05/14/26	C & L DISTRIBUTING CO.	3702001271	04/22/2026	1	609-49750-253	30.00	CREDIT WINE
53784	05/14/26	C & L DISTRIBUTING CO.	3702001280	04/30/2026	1	609-49750-252	46.60	CREDIT BEER
Total 53784:							21,494.08	
53785	05/14/26	DAHLHEIMER DISTRIBUTING C	2746876	04/13/2026	1	609-49750-252	165.18	CREDIT BEER
53785	05/14/26	DAHLHEIMER DISTRIBUTING C	2754404	04/21/2026	1	609-49750-252	226.05	CREDIT BEER
53785	05/14/26	DAHLHEIMER DISTRIBUTING C	2757896	04/28/2026	1	609-49750-251	3,667.20	LIQUOR
53785	05/14/26	DAHLHEIMER DISTRIBUTING C	2757896	04/28/2026	2	609-49750-252	5,359.80	BEER
53785	05/14/26	DAHLHEIMER DISTRIBUTING C	2757896	04/28/2026	3	609-49750-253	67.60	WINE
53785	05/14/26	DAHLHEIMER DISTRIBUTING C	2757896	04/28/2026	4	609-49750-254	97.00	NA
53785	05/14/26	DAHLHEIMER DISTRIBUTING C	2757896	04/28/2026	5	609-49750-259	552.00	OTHER FOR RESALE
53785	05/14/26	DAHLHEIMER DISTRIBUTING C	2757896	04/28/2026	6	609-49750-260	30.00	DEPOSIT
53785	05/14/26	DAHLHEIMER DISTRIBUTING C	2759305	04/27/2026	1	609-49750-252	25.63	CREDIT BEER
53785	05/14/26	DAHLHEIMER DISTRIBUTING C	2759305	04/27/2026	2	609-49750-254	3.19	CREDIT NA
Total 53785:							9,353.55	
53786	05/14/26	GRANITE CITY JOBBING	519863	04/24/2026	1	609-49750-259	434.67	OTHER FOR RESALE
53786	05/14/26	GRANITE CITY JOBBING	519863	04/24/2026	2	609-49750-333	10.00	DELIVERY
53786	05/14/26	GRANITE CITY JOBBING	521019	04/24/2026	1	609-49750-254	9.42	NA
53786	05/14/26	GRANITE CITY JOBBING	521019	04/24/2026	2	609-49750-256	1,277.78	TOBACCO
53786	05/14/26	GRANITE CITY JOBBING	521019	04/24/2026	3	609-49750-259	306.28	OTHER FOR RESALE
Total 53786:							2,038.15	
53787	05/14/26	JOHNSON BROTHERS LIQUOR	1037816	04/24/2026	1	609-49750-251	1,625.10	LIQUOR
53787	05/14/26	JOHNSON BROTHERS LIQUOR	1037816	04/24/2026	2	609-49750-253	60.75	WINE
53787	05/14/26	JOHNSON BROTHERS LIQUOR	1037816	04/24/2026	3	609-49750-333	22.00	DELIVERY
53787	05/14/26	JOHNSON BROTHERS LIQUOR	1039206	04/28/2026	1	609-49750-251	5,699.02	LIQUOR
53787	05/14/26	JOHNSON BROTHERS LIQUOR	1039206	04/28/2026	2	609-49750-253	224.55	WINE
53787	05/14/26	JOHNSON BROTHERS LIQUOR	1039206	04/28/2026	3	609-49750-333	104.00	DELIVERY
Total 53787:							7,735.42	
53788	05/14/26	M. AMUNDSON LLP	422623	04/27/2026	1	609-49750-256	395.66	TOBACCO
53788	05/14/26	M. AMUNDSON LLP	422623	04/27/2026	2	609-49750-259	39.72	OTHER FOR RESALE
53788	05/14/26	M. AMUNDSON LLP	422990	04/30/2026	1	609-49750-256	401.63	TOBACCO
Total 53788:							837.01	
53789	05/14/26	MILLER TRUCKING	7814	04/30/2026	1	609-49750-333	63.80	DELIVERY
Total 53789:							63.80	
53790	05/14/26	MINNELEAF	5347	04/24/2026	1	609-49750-259	650.00	OTHER FOR RESALE
Total 53790:							650.00	
53791	05/14/26	NEW FRANCE WINE COMPANY,	270618	04/29/2026	1	609-49750-251	252.00	LIQUOR
53791	05/14/26	NEW FRANCE WINE COMPANY,	270618	04/29/2026	2	609-49750-333	3.00	DELIVERY
Total 53791:							255.00	
53792	05/14/26	NOTHING BUT HEMP	5682	04/29/2026	1	609-49750-259	419.57	OTHER FOR RESALE

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Total 53792:							419.57	
53793	05/14/26	PAUSTIS WINE COMPANY	293105	04/27/2026	1	609-49750-253	892.00	WINE
53793	05/14/26	PAUSTIS WINE COMPANY	293105	04/27/2026	2	609-49750-333	25.50	DELIVERY
53793	05/14/26	PAUSTIS WINE COMPANY	293324	04/28/2026	1	609-49750-253	265.00	WINE
53793	05/14/26	PAUSTIS WINE COMPANY	293324	04/28/2026	2	609-49750-333	12.50	DELIVERY
Total 53793:							1,195.00	
53794	05/14/26	PHILLIPS WINE AND SPIRITS	5162656	04/24/2026	1	609-49750-251	896.58	LIQUOR
53794	05/14/26	PHILLIPS WINE AND SPIRITS	5162656	04/24/2026	2	609-49750-253	440.00	WINE
53794	05/14/26	PHILLIPS WINE AND SPIRITS	5162656	04/24/2026	3	609-49750-333	42.00	DELIVERY
53794	05/14/26	PHILLIPS WINE AND SPIRITS	5163463	04/29/2026	1	609-49750-251	435.50	LIQUOR
53794	05/14/26	PHILLIPS WINE AND SPIRITS	5163463	04/29/2026	2	609-49750-253	385.35	WINE
53794	05/14/26	PHILLIPS WINE AND SPIRITS	5163463	04/29/2026	3	609-49750-333	20.00	DELIVERY
Total 53794:							2,219.43	
53795	05/14/26	SOUTHERN GLAZERS OF MN	2750582	04/24/2026	1	609-49750-251	3,838.59	LIQUOR
53795	05/14/26	SOUTHERN GLAZERS OF MN	2750583	04/24/2026	1	609-49750-253	1,087.20	WINE
Total 53795:							4,925.79	
53796	05/14/26	STAR PUBLICATIONS	2026-43237	04/30/2026	1	609-49750-343	180.00	PUZZLE BOOK AD
Total 53796:							180.00	
53797	05/14/26	VIKING BOTTLING CO.	3921830	04/24/2026	1	609-49750-254	319.90	NA
Total 53797:							319.90	
53798	05/14/26	WIKID	000817	04/21/2026	1	609-49750-259	50.00	OTHER FOR RESALE
Total 53798:							50.00	
53799	05/14/26	WINE MERCHANTS	7562276	04/29/2026	1	609-49750-253	3,195.00	WINE
53799	05/14/26	WINE MERCHANTS	7562276	04/29/2026	2	609-49750-333	62.33	DELIVERY
Total 53799:							3,257.33	
53800	05/21/26	ABSOLUTE SEPTIC INC	2995	04/10/2026	1	101-42280-310	1,000.00	EXCAVATION
Total 53800:							1,000.00	
53801	05/21/26	AGAS MFG INC	264007771	04/08/2026	1	101-45200-437	125.00	FLAG POLE-GCC INDOOR
Total 53801:							125.00	
53802	05/21/26	AMAZON CAPITAL SERVICES IN	1YJH-FWWR	05/01/2026	1	101-41940-201	53.82	EXPANDING WALLETS FOLDERS
53802	05/21/26	AMAZON CAPITAL SERVICES IN	1YJH-FWWR	05/01/2026	2	101-41940-217	18.35	TOILET PAPER
53802	05/21/26	AMAZON CAPITAL SERVICES IN	1YJH-FWWR	05/01/2026	3	101-42280-217	93.44	TOILET PAPER/PAPER TOWELS
53802	05/21/26	AMAZON CAPITAL SERVICES IN	1YJH-FWWR	05/01/2026	4	101-45200-437	94.74	DECK MOUNT BRACKET/MISC
53802	05/21/26	AMAZON CAPITAL SERVICES IN	1YJH-FWWR	05/01/2026	5	101-45500-217	64.35	LIQUID SOAP
53802	05/21/26	AMAZON CAPITAL SERVICES IN	1YJH-FWWR	05/01/2026	6	609-49750-217	90.46	STICKERS/TOILET PAPER/SIGNS
53802	05/21/26	AMAZON CAPITAL SERVICES IN	1YJH-FWWR	05/01/2026	7	609-49750-401	23.98	OUTDOOR LIGHTING

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Total 53802:							439.14	
53803	05/21/26	AT&T MOBILITY	2873260566	04/25/2026	1	101-42280-321	38.73	FIRE TABLET
53803	05/21/26	AT&T MOBILITY	2873260566	04/25/2026	2	101-42110-321	489.54	POLICE-12 LINES
Total 53803:							528.27	
53804	05/21/26	AT&T MOBILITY	2873260586	04/25/2026	1	602-49400-321	160.92	WATER-4 LINES
53804	05/21/26	AT&T MOBILITY	2873260586	04/25/2026	2	101-43000-321	90.92	PUBLIC WORKS-2 LINES
53804	05/21/26	AT&T MOBILITY	2873260586	04/25/2026	3	101-41940-321	87.19	ADMINISTRATION-2 LINES
53804	05/21/26	AT&T MOBILITY	2873260586	04/25/2026	4	609-49750-343	41.73	LIQUOR STORE DIGITAL SIGN
Total 53804:							380.76	
53805	05/21/26	AW RESEARCH LABORATORIE	77578	04/08/2026	1	602-49400-310	125.00	COLIFORM BACTERIA/E.COLI TESTING
53805	05/21/26	AW RESEARCH LABORATORIE	77904	04/27/2026	1	603-49450-310	1,318.90	SEWER TESTING
Total 53805:							1,443.90	
53806	05/21/26	BIG J'S SERVICE STATION	0003953	05/04/2026	1	101-42280-212	832.74	GAS-FIRE
53806	05/21/26	BIG J'S SERVICE STATION	0003953	05/04/2026	2	101-43000-212	1,174.95	GAS-PW
53806	05/21/26	BIG J'S SERVICE STATION	0003953	05/04/2026	3	602-49400-212	201.48	GAS-WATER
53806	05/21/26	BIG J'S SERVICE STATION	0003953	05/04/2026	4	603-49450-212	201.47	GAS-SEWER
53806	05/21/26	BIG J'S SERVICE STATION	0003953	05/04/2026	5	101-45200-212	363.53	GAS-PARKS
Total 53806:							2,774.17	
53807	05/21/26	BOLTON & MENK INC	0393893	04/30/2026	1	101-49810-310	3,600.00	TAXIWAY PROJECT
Total 53807:							3,600.00	
53808	05/21/26	BRANDON COMMUNICATIONS I	INV-42053	04/24/2026	1	101-42280-240	2,625.00	RADIO
Total 53808:							2,625.00	
53809	05/21/26	CARDINAL, JASON THOMAS	MIL26-2	05/08/2026	1	101-42110-310	1,170.00	BACKGROUND INVESTIGATION-HOFFMAN
Total 53809:							1,170.00	
53810	05/21/26	CINTAS	4265031329	04/06/2026	1	101-43000-434	65.58	UNIFORMS - PW
53810	05/21/26	CINTAS	4265031372	04/06/2026	1	101-45200-310	31.05	RUGS-GCC
53810	05/21/26	CINTAS	4265031766	04/06/2026	1	101-41940-310	25.83	RUGS - CITY HALL
53810	05/21/26	CINTAS	4265359605	04/08/2026	1	101-45500-310	39.01	RUGS-LIBRARY
53810	05/21/26	CINTAS	4265744552	04/13/2026	1	101-43000-434	65.58	UNIFORMS - PW
53810	05/21/26	CINTAS	4266544929	04/20/2026	1	101-45200-310	31.05	RUGS-GCC
53810	05/21/26	CINTAS	4266545121	04/20/2026	1	101-43000-434	65.58	UNIFORMS - PW
53810	05/21/26	CINTAS	4267277603	04/27/2026	1	101-43000-434	65.58	UNIFORMS - PW
Total 53810:							389.26	
53811	05/21/26	CINTAS	4265744624	04/13/2026	1	609-49750-310	76.35	RUGS - LIQUOR STORE
53811	05/21/26	CINTAS	4267277792	04/27/2026	1	609-49750-310	67.76	RUGS - LIQUOR STORE
Total 53811:							144.11	
53812	05/21/26	Damien F. Toven & Associates, LL	1710	04/27/2026	1	101-41610-304	1,500.00	CIVIL RETAINER-APRIL
53812	05/21/26	Damien F. Toven & Associates, LL	1715	04/29/2026	1	101-41610-304	5,007.52	CRIMINAL RETAINER-APRIL

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Total 53812:							6,507.52	
53813	05/21/26	DIAMOND MAPS	12622	05/05/2026	1	602-49400-433	360.00	YEARLY SUBSCRIPTION
Total 53813:							360.00	
53814	05/21/26	DINGES PARTNERS GROUP LL	85125	04/13/2026	1	101-42280-240	5,563.75	AED SUPPLIES/CPR PADS
Total 53814:							5,563.75	
53815	05/21/26	DOOLEY'S PETROLEUM, INC	861864	04/22/2026	1	101-49810-270	7,254.66	1502 GAL. AIRPORT FUEL
Total 53815:							7,254.66	
53816	05/21/26	E.C.M. PUBLISHERS, INC.	1093782	04/02/2026	1	101-41110-351	52.20	ORDINANCE NO 554
53816	05/21/26	E.C.M. PUBLISHERS, INC.	1095459	04/16/2026	1	602-49400-343	70.43	UTILITY BILLING AD-WATER
53816	05/21/26	E.C.M. PUBLISHERS, INC.	1095459	04/16/2026	2	603-49450-343	70.44	UTILITY BILLING AD-SEWER
53816	05/21/26	E.C.M. PUBLISHERS, INC.	1095460	04/16/2026	1	603-49450-343	136.85	MANHOLE AD FOR BIDS
Total 53816:							329.92	
53817	05/21/26	EARL F. ANDERSEN, INC.	0142557-IN	04/30/2026	1	101-45200-240	87.95	CAMPING RULE SIGN
Total 53817:							87.95	
53818	05/21/26	FARMERS CO-OP CREAMERY	547721	05/06/2026	1	101-45200-225	255.00	GLYPHO-PARKS
Total 53818:							255.00	
53819	05/21/26	FERGUSON WATERWORKS	0562521	04/09/2026	1	602-49400-401	152.50	WTP VALVE REPAIR
53819	05/21/26	FERGUSON WATERWORKS	0562896	04/27/2026	1	602-49400-218	291.00	FLOAT
Total 53819:							443.50	
53820	05/21/26	FIRST NATIONAL BANK OF OMA	MILACA24A-	05/13/2026	1	355-47000-611	14,625.00	2024A STREET BOND INTEREST
53820	05/21/26	FIRST NATIONAL BANK OF OMA	MILACA24A-	05/13/2026	2	355-47000-620	495.00	2024A STREET BOND AGENT FEE
Total 53820:							15,120.00	
53821	05/21/26	GALLS INC	034763396	04/16/2026	1	101-42110-434	1,440.47	VEST-DARWIN
53821	05/21/26	GALLS INC	034960246	05/05/2026	1	101-42110-434	77.74	TASER HOLSTER
53821	05/21/26	GALLS INC	034971937	05/06/2026	1	101-42110-434	193.70	UNIFORM-PETERSON
Total 53821:							1,711.91	
53822	05/21/26	GOPHER STATE ONE CALL	6040600	04/30/2026	1	602-49400-310	99.90	APRIL LOCATES
Total 53822:							99.90	
53823	05/21/26	HANSEN, MARI	043026	04/30/2026	1	609-49750-208	114.55	MILEAGE FOR MMBA REGIONAL MTG
Total 53823:							114.55	
53824	05/21/26	HAWKINS, INC.	7403308	04/24/2026	1	602-49400-216	2,431.61	CHLORINE CYLINDER-WATER
Total 53824:							2,431.61	

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53825	05/21/26	HEALTH EQUITY	SZT57V6	05/01/2026	1	101-41940-310	40.50	MAY MONTHLY PARTICIPATION FEES
Total 53825:							40.50	
53826	05/21/26	HOTSYS MINNESOTA	28871	04/15/2026	1	101-43000-221	264.00	HOSE-PW
Total 53826:							264.00	
53827	05/21/26	HYDRONIC DISTRIBUTION CEN	22136	05/07/2026	1	602-49400-218	540.00	RITE HITE INSERT
Total 53827:							540.00	
53828	05/21/26	JIMS MILLE LACS DISPOSAL IN	211948-0501	05/01/2026	1	101-42280-384	25.00	GARBAGE-FIRE
53828	05/21/26	JIMS MILLE LACS DISPOSAL IN	211948-0501	05/01/2026	2	101-41940-381	87.62	GARBAGE-CITY
53828	05/21/26	JIMS MILLE LACS DISPOSAL IN	211948-0501	05/01/2026	3	101-45200-384	49.28	GARBAGE-PARKS
53828	05/21/26	JIMS MILLE LACS DISPOSAL IN	211948-0501	05/01/2026	4	101-43000-312	300.00	COMPOST
53828	05/21/26	JIMS MILLE LACS DISPOSAL IN	212276-0501	05/01/2026	1	101-45200-384	156.06	GARBAGE-PARKS
53828	05/21/26	JIMS MILLE LACS DISPOSAL IN	219225-0501	05/01/2026	1	609-49750-384	86.58	GARBAGE - LIQUOR
53828	05/21/26	JIMS MILLE LACS DISPOSAL IN	3249517-050	05/01/2026	1	101-45200-415	148.39	CHANGING SHELTER
53828	05/21/26	JIMS MILLE LACS DISPOSAL IN	3280373-050	05/01/2026	1	101-45200-415	93.39	REC PARK
Total 53828:							946.32	
53829	05/21/26	JONATHAN D SCHWARTZ	5585	04/02/2026	1	101-42110-437	345.00	SQUAD GARAGE-PD
Total 53829:							345.00	
53830	05/21/26	KOCHS HARDWARE HANK	13516818	04/06/2026	1	101-42280-217	90.97	PAPER TOWELS/MISC
53830	05/21/26	KOCHS HARDWARE HANK	13516867	04/06/2026	1	101-43000-240	113.47	MINOR TOOLS
53830	05/21/26	KOCHS HARDWARE HANK	13516868	04/06/2026	1	101-42280-437	5.39	TOGGLE SWITCH
53830	05/21/26	KOCHS HARDWARE HANK	13518452	04/10/2026	1	101-45200-437	9.98	BULB
53830	05/21/26	KOCHS HARDWARE HANK	13519615	04/13/2026	1	602-49400-322	77.95	POSTAGE
53830	05/21/26	KOCHS HARDWARE HANK	13520339	04/15/2026	1	101-43000-217	6.49	SPRAY PAINT
53830	05/21/26	KOCHS HARDWARE HANK	13521280	04/17/2026	1	101-43000-217	32.97	FUSE
53830	05/21/26	KOCHS HARDWARE HANK	13523574	04/22/2026	1	101-45600-437	16.99	BULB
Total 53830:							354.21	
53831	05/21/26	L.E.L.S.	238-0526	05/01/2026	1	101-21710	146.00	MAY UNION DUES - PD
Total 53831:							146.00	
53832	05/21/26	LEAGUE OF MN CITIES INSUR	40000681-06	05/04/2026	1	101-42280-151	16,493.78	WORK COMP INSURANCE-FIRE
53832	05/21/26	LEAGUE OF MN CITIES INSUR	40000681-06	05/04/2026	2	101-41940-151	51,650.87	WORK COMP INSURANCE-CITY
53832	05/21/26	LEAGUE OF MN CITIES INSUR	40000681-06	05/04/2026	3	602-49400-151	3,445.82	WORK COMP INSURANCE-WATER
53832	05/21/26	LEAGUE OF MN CITIES INSUR	40000681-06	05/04/2026	4	603-49450-151	3,248.85	WORK COMP INSURANCE-SEWER
53832	05/21/26	LEAGUE OF MN CITIES INSUR	40000681-06	05/04/2026	5	609-49750-151	5,550.17	WORK COMP INSURANCE-LIQUOR
Total 53832:							80,389.49	
53833	05/21/26	LOCATORS & SUPPLIES INC	0326391-IN	04/20/2026	1	603-49450-240	144.18	MARKING PAINT
Total 53833:							144.18	
53834	05/21/26	MARTIN-MCALLISTER INC	17363	04/01/2026	1	101-42110-310	650.00	DARWIN ASSESSMENT
Total 53834:							650.00	

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53835	05/21/26	MEYERS MILACA PARTS CITY	2071-043026	04/30/2026	1	101-43000-221	391.54	EQUIPMENT PARTS
53835	05/21/26	MEYERS MILACA PARTS CITY	2071-043026	04/30/2026	2	101-43000-217	754.98	OTHER OPERATING SUPPLIES-PW
Total 53835:							1,146.52	
53836	05/21/26	MID-STATES ORGANIZED CRIM	2601240-IN	04/01/2026	1	101-42110-437	100.00	MOCIC FEE
Total 53836:							100.00	
53837	05/21/26	MILACA UNCLAIMED FREIGHT	041026	04/10/2026	1	101-43000-221	58.86	HEAVY BONJI/COUPLER LOCK
Total 53837:							58.86	
53838	05/21/26	MILLE LACS CO AG SOCIETY	1683	04/01/2026	1	609-49750-343	125.00	MILLE LACS COUNTY FAIR
Total 53838:							125.00	
53839	05/21/26	MILLE LACS CO. RECORDER	042926	04/29/2026	1	101-45200-437	46.00	RIVER OAKS QUIT CLAIM DEED
Total 53839:							46.00	
53840	05/21/26	MILLE LACS COUNTY DAC	42368	04/29/2026	1	603-49450-310	47.85	UTILITY BILLING PROCESSING FOR MAY-SEWER
53840	05/21/26	MILLE LACS COUNTY DAC	42368	04/29/2026	2	602-49400-310	47.85	UTILITY BILLING PROCESSING FOR MAY-WATER
Total 53840:							95.70	
53841	05/21/26	MN CHIEFS OF POLICE ASSOC.	22184	04/01/2026	1	101-42110-437	380.00	VOTING DUES
Total 53841:							380.00	
53842	05/21/26	MN COMPUTER SYSTEMS INC	451197	05/04/2026	1	101-41940-310	45.46	COPIER-CITY
Total 53842:							45.46	
53843	05/21/26	MN PEIP	1629715	05/10/2026	1	101-21706	30,284.10	MEDICAL INS-JUNE COVERAGE
Total 53843:							30,284.10	
53844	05/21/26	NAPA CENTRAL MN	14381-04302	04/30/2026	1	101-43000-221	380.39	PARTS-PW
53844	05/21/26	NAPA CENTRAL MN	14381-04302	04/30/2026	2	101-43000-217	148.91	SUPPLIES
Total 53844:							529.30	
53845	05/21/26	NELSON SANITATION & RENTA	INV/2026/34	04/16/2026	1	603-49450-530	14,240.60	TELEWISE SANITATION LINES
Total 53845:							14,240.60	
53846	05/21/26	NIEDZIELSKI, MARY	050426	05/04/2026	1	101-41110-208	138.36	TRAVEL EXPENSE
Total 53846:							138.36	
53847	05/21/26	OLDENBURG, JOHN	043026	04/30/2026	1	101-49810-437	107.80	MILEAGE REIMB-AIRPORT CONVENTION
Total 53847:							107.80	
53848	05/21/26	QUILL CORPORATION	48105021	04/01/2026	1	609-49750-217	11.69	LABELS
53848	05/21/26	QUILL CORPORATION	48105839	04/01/2026	1	101-41940-201	41.99	COPIER PAPER-DEP REG
53848	05/21/26	QUILL CORPORATION	48528101	04/13/2026	1	609-49750-201	90.17	PAPER-LIQUOR

Check Number	Check Issue Date	Payee	Invoice Number	Invoice Date	In S	Invoice GL Account	Check Amount	Description
53848	05/21/26	QUILL CORPORATION	48765333	05/01/2026	1	101-41940-201	83.98	COPIER PAPER-CITY
Total 53848:							227.83	
53849	05/21/26	RHL INC	179551	04/07/2026	1	101-43000-310	480.00	LED SIGN REPAIR
Total 53849:							480.00	
53850	05/21/26	RUSSELL, MICHELLE A.	040126	05/01/2026	1	101-42110-310	70.00	APRIL RETAINER-PD
Total 53850:							70.00	
53851	05/21/26	ST. CLOUD REFRIGERATION IN	AW33042	04/13/2026	1	609-49750-401	538.49	MAINTENANCE-LIQUOR
53851	05/21/26	ST. CLOUD REFRIGERATION IN	AW33577	04/24/2026	1	609-49750-401	689.35	MAINTENANCE-LIQUOR
53851	05/21/26	ST. CLOUD REFRIGERATION IN	AW33687	04/28/2026	1	609-49750-401	496.32	MAINTENANCE-LIQUOR
53851	05/21/26	ST. CLOUD REFRIGERATION IN	AW34059	05/11/2026	1	101-45500-401	700.00	MAINTENANCE-LIBRARY
Total 53851:							2,424.16	
53852	05/21/26	STANTEC	2546787	04/08/2026	1	602-49400-303	59,098.25	LEAD LINE REPLACE PROJECT
Total 53852:							59,098.25	
53853	05/21/26	SYLVA CORPORATION	95213	04/15/2026	1	101-45200-225	1,388.00	PLAYGROUND SAFETY SURFACING
Total 53853:							1,388.00	
53854	05/21/26	TEALS MARKET	3141018-042	04/21/2026	1	602-49400-437	6.60	WATER PLANT
Total 53854:							6.60	
53855	05/21/26	U.S. POSTMASTER	053026	05/01/2026	1	602-49400-322	185.00	BULK PERMIT-WATER
53855	05/21/26	U.S. POSTMASTER	053026	05/01/2026	2	603-49450-322	185.00	BULK PERMIT-SEWER
Total 53855:							370.00	
53856	05/21/26	WEX BANK	112497173	05/07/2026	1	101-42110-212	1,022.38	GAS - POLICE
53856	05/21/26	WEX BANK	112497173	05/07/2026	2	101-43000-212	330.29	GAS-PW
Total 53856:							1,352.67	
53857	05/21/26	YODER'S PRODUCE & GREENH	863293	05/05/2026	1	101-43000-530	250.00	LILACS
Total 53857:							250.00	
53858	05/21/26	YOST, EDWARD T	INV255	05/01/2026	1	101-41940-309	125.00	IT SERVICES-CITY
53858	05/21/26	YOST, EDWARD T	INV255	05/01/2026	2	101-42280-309	125.00	IT SERVICES-FIRE
53858	05/21/26	YOST, EDWARD T	INV255	05/01/2026	3	101-43000-309	125.00	IT SERVICES-PW
53858	05/21/26	YOST, EDWARD T	INV255	05/01/2026	4	602-49400-309	62.50	IT SERVICES-WATER
53858	05/21/26	YOST, EDWARD T	INV255	05/01/2026	5	603-49450-309	62.50	IT SERVICES-SEWER
53858	05/21/26	YOST, EDWARD T	INV255	05/01/2026	6	101-42110-310	125.00	IT SERVICES-PD
Total 53858:							625.00	
821870	04/22/26	MN DEPT OF REVENUE	MAR LIQ TA	04/09/2026	1	609-20800	20,942.00	LIQUOR SALES TAX
Total 821870:							20,942.00	

Check Number	Check Issue Date	Payee	Invoice Number	Invoice Date	In S	Invoice GL Account	Check Amount	Description
821871	04/22/26	MN DEPT OF REVENUE	MAR WAT TA	04/09/2026	1	602-20800	782.00	W/S SALES TAX
821871	04/22/26	MN DEPT OF REVENUE	MAR WAT TA	04/09/2026	2	101-34780	54.00	SALES TAX-RESERVATION FEE
Total 821871:							836.00	
821872	04/22/26	NCPERS GROUP LIFE INS	6272000520	04/01/2026	1	101-21709	96.00	GROUP LIFE INS - MAY
Total 821872:							96.00	
821873	04/22/26	UNUM	0691590-001	04/13/2026	1	101-21707	871.11	LIFE, STD, LTD-MAY 2026
Total 821873:							871.11	
821874	05/14/26	BENTON COMMUNICATIONS	0238009623-	05/01/2026	1	101-42280-321	88.39	PHONE SERVICE - FIRE
Total 821874:							88.39	
821875	05/14/26	BENTON COMMUNICATIONS	0238009658-	05/01/2026	1	101-45500-321	130.32	PHONE SERVICE - LIBRARY
821875	05/14/26	BENTON COMMUNICATIONS	0238009658-	05/01/2026	2	101-43000-321	88.89	PHONE SERVICE - PW
821875	05/14/26	BENTON COMMUNICATIONS	0238009658-	05/01/2026	3	101-42110-321	191.32	PHONE SERVICE - POLICE
821875	05/14/26	BENTON COMMUNICATIONS	0238009658-	05/01/2026	4	101-41940-321	304.80	PHONE SERVICE - CITY HALL
821875	05/14/26	BENTON COMMUNICATIONS	0238009658-	05/01/2026	5	619-49900-321	75.21	PHONE SERVICE - DEP REG
821875	05/14/26	BENTON COMMUNICATIONS	0238009658-	05/01/2026	6	101-45200-321	64.95	PHONE SERVICE - GORECKI BLDG-PARKS
821875	05/14/26	BENTON COMMUNICATIONS	0238009658-	05/01/2026	7	101-49810-321	88.39	PHONE SERVICE - AIRPORT
821875	05/14/26	BENTON COMMUNICATIONS	0238009658-	05/01/2026	8	602-49400-321	93.45	PHONE SERVICE - WATER
821875	05/14/26	BENTON COMMUNICATIONS	0238009658-	05/01/2026	9	609-49750-321	160.42	PHONE SERVICE - LIQUOR STORE
Total 821875:							1,197.75	
821876	05/14/26	CENTERPOINT ENERGY	5826769-1-0	04/14/2026	1	609-49750-381	465.63	GAS - LIQUOR STORE
Total 821876:							465.63	
821877	05/14/26	CENTERPOINT ENERGY	8000014099-	04/23/2026	1	101-42280-381	197.20	FIRE HALL
821877	05/14/26	CENTERPOINT ENERGY	8000014099-	04/23/2026	2	208-45600-381	265.15	HISTORICAL SOCIETY
821877	05/14/26	CENTERPOINT ENERGY	8000014099-	04/23/2026	3	101-43000-381	1,109.74	PUBLIC WORKS
821877	05/14/26	CENTERPOINT ENERGY	8000014099-	04/23/2026	4	101-49010-381	183.72	SENIOR CENTER
821877	05/14/26	CENTERPOINT ENERGY	8000014099-	04/23/2026	5	101-41940-381	298.13	CITY HALL
821877	05/14/26	CENTERPOINT ENERGY	8000014099-	04/23/2026	6	602-49400-381	458.61	WATER PLANT
821877	05/14/26	CENTERPOINT ENERGY	8000014099-	04/23/2026	7	101-45500-381	738.40	LIBRARY
821877	05/14/26	CENTERPOINT ENERGY	8000014099-	04/23/2026	8	101-45200-381	164.62	GORECKI BLDG
Total 821877:							3,415.57	
821878	05/14/26	CITY HIVE INC	69F4B688EB	04/30/2026	1	609-49750-310	56.92	LIQUOR WEBSITE-APRIL
Total 821878:							56.92	
821879	05/14/26	DELTA DENTAL OF MN	CNS0002136	05/01/2026	1	101-21712	1,876.95	DENTAL INS - MAY
Total 821879:							1,876.95	
821880	05/14/26	EAST CENTRAL ENERGY	832400-0526	04/09/2026	1	101-43000-381	514.19	PUBLIC WORKS
821880	05/14/26	EAST CENTRAL ENERGY	832400-0526	04/09/2026	2	101-49010-381	80.72	SENIOR CENTER
821880	05/14/26	EAST CENTRAL ENERGY	832400-0526	04/09/2026	3	101-49810-381	351.88	AIRPORT
821880	05/14/26	EAST CENTRAL ENERGY	832400-0526	04/09/2026	4	101-45200-381	207.18	PARKS
821880	05/14/26	EAST CENTRAL ENERGY	832400-0526	04/09/2026	5	101-43000-380	3,017.06	STREET LIGHTS
821880	05/14/26	EAST CENTRAL ENERGY	832400-0526	04/09/2026	6	101-42110-437	139.33	PUBLIC SAFETY

Check Number	Check Issue Date	Payee	Invoice Number	Invoice Date	In S	Invoice GL Account	Check Amount	Description
821880	05/14/26	EAST CENTRAL ENERGY	832400-0526	04/09/2026	7	208-45600-381	213.53	HISTORICAL SOCIETY
821880	05/14/26	EAST CENTRAL ENERGY	832400-0526	04/09/2026	8	101-45500-381	758.13	LIBRARY
821880	05/14/26	EAST CENTRAL ENERGY	832400-0526	04/09/2026	9	602-49400-381	3,745.89	WATER DEPT
821880	05/14/26	EAST CENTRAL ENERGY	832400-0526	04/09/2026	10	603-49450-381	1,051.64	SEWER DEPT
821880	05/14/26	EAST CENTRAL ENERGY	832400-0526	04/09/2026	11	101-42280-381	1,482.17	FIRE HALL
821880	05/14/26	EAST CENTRAL ENERGY	832400-0526	04/09/2026	12	101-41940-381	790.15	CITY HALL
821880	05/14/26	EAST CENTRAL ENERGY	832400-0526	04/09/2026	13	609-49750-381	2,524.27	LIQUOR STORE
Total 821880:							14,876.14	
821881	05/14/26	HEALTHQUITY	050126	05/01/2026	1	101-21705	7,445.00	MAY HSA CONTRIBUTIONS
Total 821881:							7,445.00	
821882	05/14/26	MIDCONTINENT COMMUNICATI	14799080115	04/18/2026	1	101-42110-321	145.65	INTERNET- POLICE
Total 821882:							145.65	
821883	05/14/26	MN DEPT OF LABOR & INDUST	DLIMN10015	05/14/2026	1	101-32210	165.50	1ST QTR SURCHARGE
Total 821883:							165.50	
821884	05/14/26	NCPERS GROUP LIFE INS	6272000620	05/11/2026	1	101-21709	112.00	GROUP LIFE INS-JUNE
Total 821884:							112.00	
992604221	04/20/26	AMERICAN FDS	PR0419261	04/20/2026	1	101-21708	325.00	AMERICAN FUNDS AMERICAN FUNDS Pay Period:
Total 992604221:							325.00	
992604222	04/20/26	EFTPS-FED TAXPAYMENT	PR0419261	04/20/2026	1	101-21703	3,029.14	FED/SSI/MEDICARE SOCIAL SECURITY Pay Period:
992604222	04/20/26	EFTPS-FED TAXPAYMENT	PR0419261	04/20/2026	2	101-21703	3,029.14	FED/SSI/MEDICARE SOCIAL SECURITY Pay Period:
992604222	04/20/26	EFTPS-FED TAXPAYMENT	PR0419261	04/20/2026	3	101-21703	860.88	FED/SSI/MEDICARE MEDICARE Pay Period: 04/19/
992604222	04/20/26	EFTPS-FED TAXPAYMENT	PR0419261	04/20/2026	4	101-21703	860.88	FED/SSI/MEDICARE MEDICARE Pay Period: 04/19/
992604222	04/20/26	EFTPS-FED TAXPAYMENT	PR0419261	04/20/2026	5	101-21701	4,555.77	FED/SSI/MEDICARE FEDERAL WITHHOLDING TAX
Total 992604222:							12,335.81	
992604223	04/20/26	GOVONE SOLUTIONS	PR0419261	04/20/2026	1	101-21704	3,187.13	PERA PERA COORDINATED Pay Period: 04/19/202
992604223	04/20/26	GOVONE SOLUTIONS	PR0419261	04/20/2026	2	101-21704	3,677.50	PERA PERA COORDINATED Pay Period: 04/19/202
992604223	04/20/26	GOVONE SOLUTIONS	PR0419261	04/20/2026	3	101-21704	1,260.49	PERA PERA PROTECTIVE Pay Period: 04/19/2026
992604223	04/20/26	GOVONE SOLUTIONS	PR0419261	04/20/2026	4	101-21704	1,890.75	PERA PERA PROTECTIVE Pay Period: 04/19/2026
Total 992604223:							10,015.87	
992604224	04/20/26	MN-STATE TAXPAYMENT	PR0419261	04/20/2026	1	101-21702	2,241.91	SWT STATE WITHHOLDING TAX Pay Period: 04/19/
Total 992604224:							2,241.91	
992604226	04/20/26	Aflac	PR0419261	04/20/2026	1	101-21706	24.16	AFLAC AFLAC ACCIDENT EE/CHILD Pay Period: 04/
992604226	04/20/26	Aflac	PR0419261	04/20/2026	2	101-21706	25.03	AFLAC AFLAC CANCER EE/CHILD Pay Period: 04/
Total 992604226:							49.19	
992605061	05/04/26	Aflac	PR0503261	05/04/2026	1	101-21706	24.16	AFLAC AFLAC ACCIDENT EE/CHILD Pay Period: 05/
992605061	05/04/26	Aflac	PR0503261	05/04/2026	2	101-21706	25.03	AFLAC AFLAC CANCER EE/CHILD Pay Period: 05/

Check Number	Check Issue Date	Payee	Invoice Number	Invoice Date	In S	Invoice GL Account	Check Amount	Description
Total 992605061:							49.19	
992605062	05/04/26	AMERICAN FDS	PR0503261	05/04/2026	1	101-21708	325.00	AMERICAN FUNDS AMERICAN FUNDS Pay Period:
Total 992605062:							325.00	
992605063	05/04/26	EFTPS-FED TAXPAYMENT	PR0503261	05/04/2026	1	101-21703	4,199.12	FED/SSI/MEDICARE SOCIAL SECURITY Pay Period:
992605063	05/04/26	EFTPS-FED TAXPAYMENT	PR0503261	05/04/2026	2	101-21703	4,199.12	FED/SSI/MEDICARE SOCIAL SECURITY Pay Period:
992605063	05/04/26	EFTPS-FED TAXPAYMENT	PR0503261	05/04/2026	3	101-21703	1,141.75	FED/SSI/MEDICARE MEDICARE Pay Period: 05/03/2026
992605063	05/04/26	EFTPS-FED TAXPAYMENT	PR0503261	05/04/2026	4	101-21703	1,141.75	FED/SSI/MEDICARE MEDICARE Pay Period: 05/03/2026
992605063	05/04/26	EFTPS-FED TAXPAYMENT	PR0503261	05/04/2026	5	101-21701	4,564.10	FED/SSI/MEDICARE FEDERAL WITHHOLDING TAX
Total 992605063:							15,245.84	
992605064	05/04/26	GOVONE SOLUTIONS	PR0503261	05/04/2026	1	101-21704	3,135.47	PERA PERA COORDINATED Pay Period: 05/03/2026
992605064	05/04/26	GOVONE SOLUTIONS	PR0503261	05/04/2026	2	101-21704	3,617.85	PERA PERA COORDINATED Pay Period: 05/03/2026
992605064	05/04/26	GOVONE SOLUTIONS	PR0503261	05/04/2026	3	101-21704	1,319.20	PERA PERA PROTECTIVE Pay Period: 05/03/2026
992605064	05/04/26	GOVONE SOLUTIONS	PR0503261	05/04/2026	4	101-21704	1,978.80	PERA PERA PROTECTIVE Pay Period: 05/03/2026
Total 992605064:							10,051.32	
992605065	05/04/26	MN-MCSO	PR0503261	05/04/2026	1	101-21711	415.20	Child Support CHILD SUPPORT Pay Period: 05/03/2026
Total 992605065:							415.20	
992605066	05/04/26	MN-STATE TAXPAYMENT	PR0503261	05/04/2026	1	101-21702	2,216.21	SWT STATE WITHHOLDING TAX Pay Period: 05/03/2026
Total 992605066:							2,216.21	
Grand Totals:							538,096.29	

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
001-10005	6.61	.00	6.61
001-20200	.00	6.61-	6.61-
101-20200	.00	263,720.21-	263,720.21-
101-21701	9,119.87	.00	9,119.87
101-21702	4,458.12	.00	4,458.12
101-21703	18,461.78	.00	18,461.78
101-21704	20,067.19	.00	20,067.19
101-21705	7,445.00	.00	7,445.00
101-21706	73,195.82	.00	73,195.82
101-21707	871.11	.00	871.11
101-21708	650.00	.00	650.00
101-21709	208.00	.00	208.00
101-21710	146.00	.00	146.00
101-21711	415.20	.00	415.20
101-21712	1,876.95	.00	1,876.95
101-31410	371.13	.00	371.13
101-32210	165.50	.00	165.50
101-34780	54.00	.00	54.00
101-41110-208	138.36	.00	138.36
101-41110-351	52.20	.00	52.20
101-41610-304	6,507.52	.00	6,507.52
101-41940-151	51,650.87	.00	51,650.87
101-41940-201	179.79	.00	179.79
101-41940-208	540.00	.00	540.00
101-41940-217	18.35	.00	18.35
101-41940-309	245.00	.00	245.00
101-41940-310	671.16	.00	671.16
101-41940-321	391.99	.00	391.99
101-41940-381	1,175.90	.00	1,175.90
101-41940-437	16.99	.00	16.99
101-42110-208	75.00	.00	75.00
101-42110-212	1,022.38	.00	1,022.38
101-42110-309	342.53	.00	342.53
101-42110-310	2,015.00	.00	2,015.00
101-42110-321	826.51	.00	826.51
101-42110-434	1,711.91	.00	1,711.91
101-42110-437	1,056.27	.00	1,056.27
101-42280-151	16,493.78	.00	16,493.78
101-42280-212	832.74	.00	832.74
101-42280-217	184.41	.00	184.41
101-42280-240	8,188.75	.00	8,188.75
101-42280-309	125.00	.00	125.00
101-42280-310	1,034.55	.00	1,034.55
101-42280-321	127.12	.00	127.12
101-42280-381	1,679.37	.00	1,679.37
101-42280-384	25.00	.00	25.00
101-42280-437	5.39	.00	5.39
101-43000-212	1,505.24	.00	1,505.24
101-43000-217	943.35	.00	943.35
101-43000-221	1,094.79	.00	1,094.79
101-43000-240	113.47	.00	113.47
101-43000-309	125.00	.00	125.00
101-43000-310	480.00	.00	480.00
101-43000-312	300.00	.00	300.00
101-43000-321	179.81	.00	179.81
101-43000-380	3,517.43	.00	3,517.43
101-43000-381	1,623.93	.00	1,623.93

GL Account	Debit	Credit	Proof
101-43000-434	262.32	.00	262.32
101-43000-530	250.00	.00	250.00
101-45200-212	363.53	.00	363.53
101-45200-221	423.76	.00	423.76
101-45200-225	1,643.00	.00	1,643.00
101-45200-240	87.95	.00	87.95
101-45200-310	299.56	.00	299.56
101-45200-321	64.95	.00	64.95
101-45200-381	371.80	.00	371.80
101-45200-384	205.34	.00	205.34
101-45200-415	241.78	.00	241.78
101-45200-437	336.81	.00	336.81
101-45500-217	64.35	.00	64.35
101-45500-310	371.52	.00	371.52
101-45500-321	130.32	.00	130.32
101-45500-381	1,496.53	.00	1,496.53
101-45500-401	700.00	.00	700.00
101-45600-437	16.99	.00	16.99
101-49010-381	264.44	.00	264.44
101-49810-270	7,254.66	.00	7,254.66
101-49810-310	3,600.00	.00	3,600.00
101-49810-321	88.39	.00	88.39
101-49810-381	351.88	.00	351.88
101-49810-437	107.80	.00	107.80
208-20200	.00	478.68-	478.68-
208-45600-381	478.68	.00	478.68
355-20200	.00	15,120.00-	15,120.00-
355-47000-611	14,625.00	.00	14,625.00
355-47000-620	495.00	.00	495.00
602-20200	.00	72,436.76-	72,436.76-
602-20800	782.00	.00	782.00
602-49400-151	3,445.82	.00	3,445.82
602-49400-212	201.48	.00	201.48
602-49400-216	2,431.61	.00	2,431.61
602-49400-218	831.00	.00	831.00
602-49400-303	59,098.25	.00	59,098.25
602-49400-309	62.50	.00	62.50
602-49400-310	272.75	.00	272.75
602-49400-321	254.37	.00	254.37
602-49400-322	262.95	.00	262.95
602-49400-343	70.43	.00	70.43
602-49400-381	4,204.50	.00	4,204.50
602-49400-401	152.50	.00	152.50
602-49400-433	360.00	.00	360.00
602-49400-437	6.60	.00	6.60
603-20200	.00	20,708.28-	20,708.28-
603-49450-151	3,248.85	.00	3,248.85
603-49450-212	201.47	.00	201.47
603-49450-240	144.18	.00	144.18
603-49450-309	62.50	.00	62.50
603-49450-310	1,366.75	.00	1,366.75
603-49450-322	185.00	.00	185.00
603-49450-343	207.29	.00	207.29
603-49450-381	1,051.64	.00	1,051.64
603-49450-530	14,240.60	.00	14,240.60
609-10200	500.00	.00	500.00
609-20200	1,280.75	166,831.29-	165,550.54-
609-20800	20,942.00	.00	20,942.00
609-49750-151	5,550.17	.00	5,550.17

GL Account	Debit	Credit	Proof
609-49750-201	90.17	.00	90.17
609-49750-208	114.55	.00	114.55
609-49750-217	763.81	.00	763.81
609-49750-251	30,780.57	7.50-	30,773.07
609-49750-252	75,253.77	1,240.06-	74,013.71
609-49750-253	13,824.08	30.00-	13,794.08
609-49750-254	2,223.99	3.19-	2,220.80
609-49750-256	3,267.49	.00	3,267.49
609-49750-259	7,299.64	.00	7,299.64
609-49750-260	30.00	.00	30.00
609-49750-310	201.03	.00	201.03
609-49750-321	160.42	.00	160.42
609-49750-322	63.00	.00	63.00
609-49750-333	595.25	.00	595.25
609-49750-343	346.73	.00	346.73
609-49750-381	2,989.90	.00	2,989.90
609-49750-384	86.58	.00	86.58
609-49750-401	1,748.14	.00	1,748.14
619-20200	.00	75.21-	75.21-
619-49900-321	75.21	.00	75.21
Grand Totals:	<u>540,657.79</u>	<u>540,657.79-</u>	<u>.00</u>

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____



CITY OF
MILACA *Minnesota*

255 First Street East, Milaca, MN 56353

(320)983-3141 | (320)983-3142 fax

APPLICATION FOR SUBDIVISION REQUEST

Subdivision Name

FULL LEGAL DESCRIPTION OF PROPERTY (Attach description if needed)

Bought 340 River Drive West to keep, 94 acres to merge with my existing property at 320 River Drive West and to be able to sell 340 with a 16,237 sq. ft lot.

ADDRESS OF PROPERTY

340 River Drive West, Milaca, Mn 56353

OWNER NAME

Bryan Herbst

OWNER ADDRESS

320 River Drive West Milaca, Mn 56353

STREET ADDRESS

Milaca

CITY

Mn

STATE

56353

ZIP CODE

TELEPHONE

(320) 293-0695

EMAIL ADDRESS

faithfarms84@gmail.com

APPLICANT NAME

Bryan Herbst

APPLICANT ADDRESS

320 River Drive West

STREET ADDRESS

Milaca

CITY

Mn

STATE

56353

ZIP CODE

APPLICANT TELEPHONE

(320) 293-0695

EMAIL ADDRESS

faithfarms84@gmail.com

THE FOLLOWING INFORMATION IS SUBMITTED IN SUPPORT OF THIS APPLICATION:

- COMPLETED APPLICATION FOR SUBDIVISION
- SUBDIVISION – 3 LOTS OR LESS \$250 PLUS \$25 PER LOT PLUS \$3,500 ESCROW
- SUBDIVISION – 4-15 LOTS \$300 PLUS \$25 PER LOT PLUS \$3,500 ESCROW
- SUBDIVISION – 16-30 LOTS \$350 PLUS \$20 PER LOT PLUS \$5,000 ESCROW
- SUBDIVISION – 31 OR MORE LOTS \$350 PLUS \$15 PER LOT PLUS \$5,000 ESCROW
- LEGAL DESCRIPTION OF PROPERTY ATTACHED
- CERTIFICATE OF SURVEY
- 12 COPIES OF SITE PLAN
- OTHER Minor Lot Split

PLEASE CLICK THE FOLLOWING LINK TO REFER TO CHAPTER 155 OF CITY OF MILACA ORDINANCES ON SUBDIVISIONS

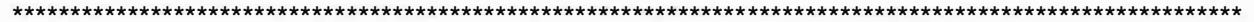
https://codelibrary.amlegal.com/codes/milaca/latest/milaca_mn/0-0-0-3973



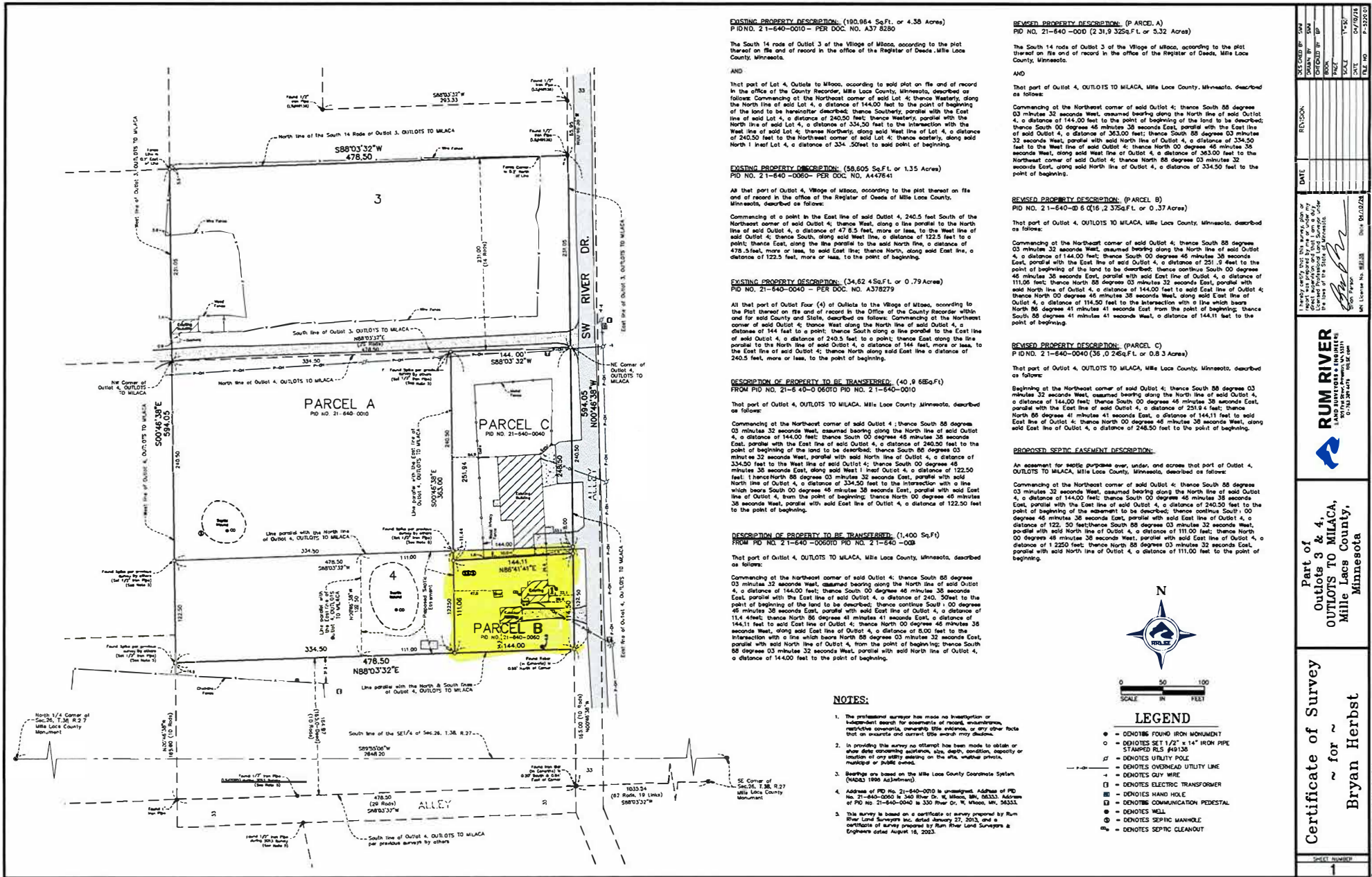
I FULLY UNDERSTAND THAT ALL OF THE ABOVE REQUIRED INFORMATION MUST BE SUBMITTED AT LEAST 15 DAYS PRIOR TO THE PLANNING COMMISSION MEETING TO ENSURE REVIEW BY THE PLANNING COMMISSION ON THAT DATE.

OWNER'S SIGNATURE [Signature] DATE 4.22.2024

COMMENTS/REVISIONS _____



RECEIVED BY: [Signature] CITY MANAGER SIGNATURE/ZONING ADMINISTRATOR 4-22-24 DATE



Certificate of Survey
 Outlots 3 & 4,
 OUTLOTS TO MILACA,
 Mills Lake County,
 Minnesota

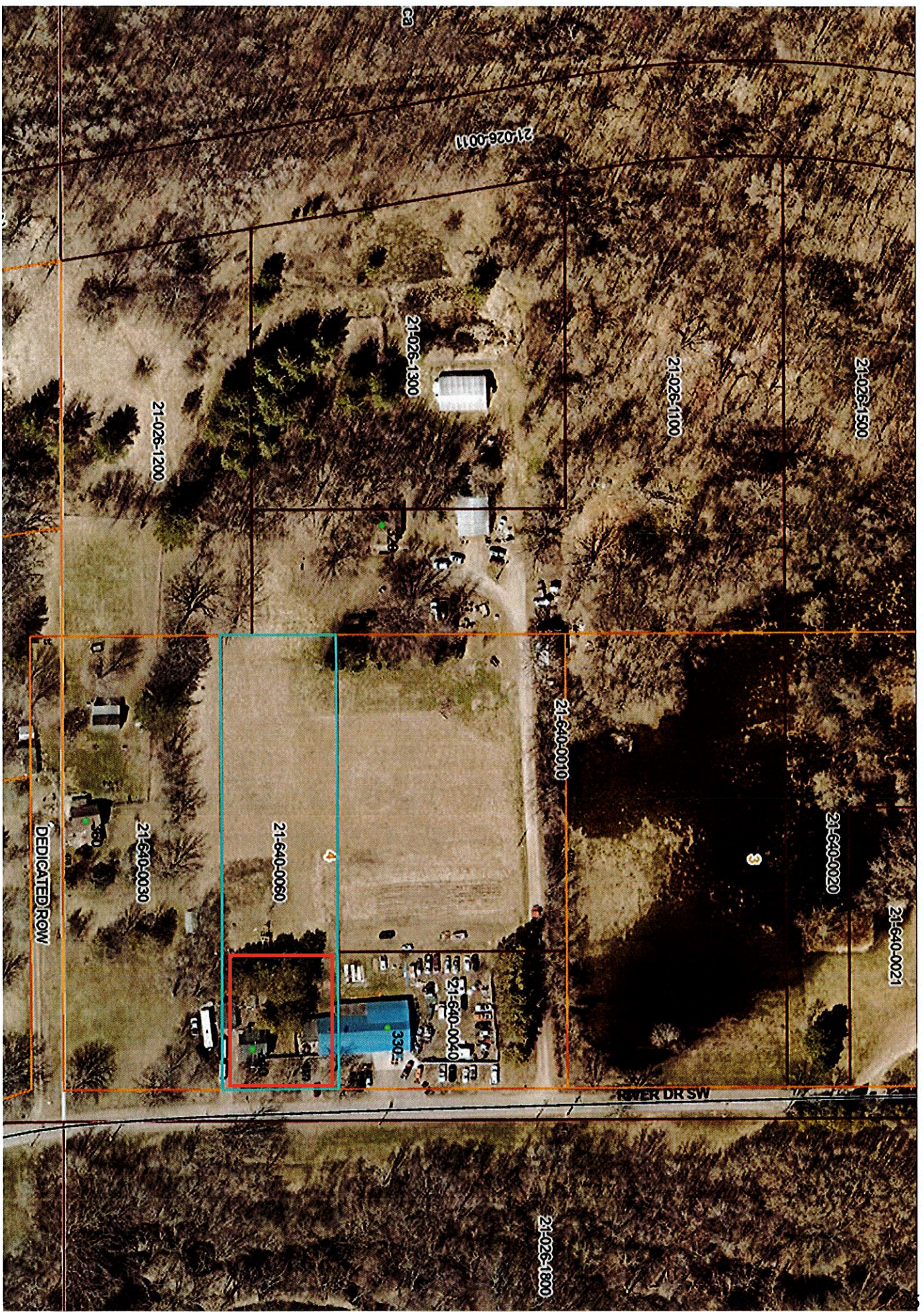
Part of
 ~ for ~
 Bryan Herbst

DATE: 06/16/2024
 TIME: 09:00 AM
 SHEET: 1 OF 1
 SCALE: 1" = 40'

REVISIONS:

NO.	DATE	DESCRIPTION
1	06/16/2024	REVISED PROPERTY DESCRIPTION (PARCEL A) PID NO. 21-640-0010 (231.9 325q.Ft. or 5.32 Acres)
2	06/16/2024	REVISED PROPERTY DESCRIPTION (PARCEL B) PID NO. 21-640-0060 (59,605 Sq.Ft. or 1.35 Acres)
3	06/16/2024	REVISED PROPERTY DESCRIPTION (PARCEL C) PID NO. 21-640-0040 (38,023 Sq.Ft. or 0.83 Acres)
4	06/16/2024	PROPOSED SEPTIC EASEMENT DESCRIPTION

Surveyor: Bryan Herbst
 License No. 1000000000



21-026-1500

21-026-1100

21-026-1300

21-026-1200

21-026-0011

21-640-0020

21-640-0021

21-640-0010

21-640-0060

21-640-0030

DEDICATED ROW

RIVER DR SW

21-026-1800

02

3

4

3302

21-640-0040

380

EXISTING PROPERTY DESCRIPTION: (190,964 Sq.Ft. or 4.38 Acres)

PID NO. 21-640-0010 - PER DOC. NO. A378280

The South 14 rods of Outlot 3 of the Village of Milaca, according to the plat thereof on file and of record in the office of the Register of Deeds, Mille Lacs County, Minnesota.

AND

That part of Lot 4, Outlots to Milaca, according to said plat on file and of record in the office of the County Recorder, Mille Lacs County, Minnesota, described as follows: Commencing at the Northeast corner of said Lot 4; thence Westerly, along the North line of said Lot 4, a distance of 144.00 feet to the point of beginning of the land to be hereinafter described; thence Southerly, parallel with the East line of said Lot 4, a distance of 240.50 feet; thence Westerly, parallel with the North line of said Lot 4, a distance of 334.50 feet to the intersection with the West line of said Lot 4; thence Northerly, along said West line of Lot 4, a distance of 240.50 feet to the Northwest corner of said Lot 4; thence easterly, along said North line of Lot 4, a distance of 334.50 feet to said point of beginning.

EXISTING PROPERTY DESCRIPTION: (58,605 Sq.Ft. or 1.35 Acres)

PID NO. 21-640-0060 - PER DOC. NO. A447641

All that part of Outlot 4, Village of Milaca, according to the plat thereof on file and of record in the office of the Register of Deeds of Mille Lacs County, Minnesota, described as follows:

Commencing at a point in the East line of said Outlot 4, 240.5 feet South of the Northeast corner of said Outlot 4; thence West, along a line parallel to the North line of said Outlot 4, a distance of 478.5 feet, more or less, to the West line of said Outlot 4; thence South, along said West line, a distance of 122.5 feet to a point; thence East, along the line parallel to the said North line, a distance of 478.5 feet, more or less, to said East line; thence North, along said East line, a distance of 122.5 feet, more or less, to the point of beginning.

EXISTING PROPERTY DESCRIPTION: (34,624 Sq.Ft. or 0.79 Acres)
PID NO. 21-640-0040 - PER DOC. NO. A378279

All that part of Outlot Four (4) of Outlots to the Village of Milaca, according to the Plat thereof on file and of record in the Office of the County Recorder within and for said County and State, described as follows: Commencing at the Northeast corner of said Outlot 4; thence West along the North line of said Outlot 4, a distance of 144 feet to a point; thence South along a line parallel to the East line of said Outlot 4, a distance of 240.5 feet to a point; thence East along the line parallel to the North line of said Outlot 4, a distance of 144 feet, more or less, to the East line of said Outlot 4; thence North along said East line a distance of 240.5 feet, more or less, to the point of beginning.

DESCRIPTION OF PROPERTY TO BE TRANSFERRED: (40,968 Sq.Ft)
FROM PID NO. 21-640-0060 TO PID NO. 21-640-0010

That part of Outlot 4, OUTLOTS TO MILACA, Mille Lacs County, Minnesota, described as follows:

Commencing at the Northeast corner of said Outlot 4; thence South 88 degrees 03 minutes 32 seconds West, assumed bearing along the North line of said Outlot 4, a distance of 144.00 feet; thence South 00 degrees 46 minutes 38 seconds East, parallel with the East line of said Outlot 4, a distance of 240.50 feet to the point of beginning of the land to be described; thence South 88 degrees 03 minutes 32 seconds West, parallel with said North line of Outlot 4, a distance of 334.50 feet to the West line of said Outlot 4; thence South 00 degrees 46 minutes 38 seconds East, along said West line of Outlot 4, a distance of 122.50 feet; thence North 88 degrees 03 minutes 32 seconds East, parallel with said North line of Outlot 4, a distance of 334.50 feet to the intersection with a line which bears South 00 degrees 46 minutes 38 seconds East, parallel with said East line of Outlot 4, from the point of beginning; thence North 00 degrees 46 minutes 38 seconds West, parallel with said East line of Outlot 4, a distance of 122.50 feet to the point of beginning.

DESCRIPTION OF PROPERTY TO BE TRANSFERRED: (1,400 Sq.Ft)
FROM PID NO. 21-640-0060 TO PID NO. 21-640-0040

That part of Outlot 4, OUTLOTS TO MILACA, Mille Lacs County, Minnesota, described as follows:

Commencing at the Northeast corner of said Outlot 4; thence South 88 degrees 03 minutes 32 seconds West, assumed bearing along the North line of said Outlot 4, a distance of 144.00 feet; thence South 00 degrees 46 minutes 38 seconds East, parallel with the East line of said Outlot 4, a distance of 240.50 feet to the point of beginning of the land to be described; thence continue South 00 degrees 46 minutes 38 seconds East, parallel with said East line of Outlot 4, a distance of 11.44 feet; thence North 86 degrees 41 minutes 41 seconds East, a distance of 144.11 feet to said East line of Outlot 4; thence North 00 degrees 46 minutes 38 seconds West, along said East line of Outlot 4, a distance of 8.00 feet to the intersection with a line which bears North 88 degrees 03 minutes 32 seconds East, parallel with said North line of Outlot 4, from the point of beginning; thence South 88 degrees 03 minutes 32 seconds West, parallel with said North line of Outlot 4, a distance of 144.00 feet to the point of beginning.

REVISED PROPERTY DESCRIPTION: (PARCEL A)
PID NO. 21-640-0010 (231,932 Sq.Ft. or 5.32 Acres)

The South 14 rods of Outlot 3 of the Village of Milaca, according to the plat thereof on file and of record in the office of the Register of Deeds, Mille Lacs County, Minnesota.

AND

That part of Outlot 4, OUTLOTS TO MILACA, Mille Lacs County, Minnesota, described as follows:

Commencing at the Northeast corner of said Outlot 4; thence South 88 degrees 03 minutes 32 seconds West, assumed bearing along the North line of said Outlot 4, a distance of 144.00 feet to the point of beginning of the land to be described; thence South 00 degrees 46 minutes 38 seconds East, parallel with the East line of said Outlot 4, a distance of 363.00 feet; thence South 88 degrees 03 minutes 32 seconds West, parallel with said North line of Outlot 4, a distance of 334.50 feet to the West line of said Outlot 4; thence North 00 degrees 46 minutes 38 seconds West, along said West line of Outlot 4, a distance of 363.00 feet to the Northwest corner of said Outlot 4; thence North 88 degrees 03 minutes 32 seconds East, along said North line of Outlot 4, a distance of 334.50 feet to the point of beginning.

REVISED PROPERTY DESCRIPTION: (PARCEL B)

PID NO. 21-640-0060 (16,237 Sq.Ft. or 0.37 Acres)

That part of Outlot 4, OUTLOTS TO MILACA, Mille Lacs County, Minnesota, described as follows:

Commencing at the Northeast corner of said Outlot 4; thence South 88 degrees 03 minutes 32 seconds West, assumed bearing along the North line of said Outlot 4, a distance of 144.00 feet; thence South 00 degrees 46 minutes 38 seconds East, parallel with the East line of said Outlot 4, a distance of 251.94 feet to the point of beginning of the land to be described; thence continue South 00 degrees 46 minutes 38 seconds East, parallel with said East line of Outlot 4, a distance of 111.06 feet; thence North 88 degrees 03 minutes 32 seconds East, parallel with said North line of Outlot 4, a distance of 144.00 feet to said East line of Outlot 4; thence North 00 degrees 46 minutes 38 seconds West, along said East line of Outlot 4, a distance of 114.50 feet to the intersection with a line which bears North 86 degrees 41 minutes 41 seconds East from the point of beginning; thence South 86 degrees 41 minutes 41 seconds West, a distance of 144.11 feet to the point of beginning.

REVISED PROPERTY DESCRIPTION: (PARCEL C)

PID NO. 21-640-0040 (36,024 Sq.Ft. or 0.83 Acres)

That part of Outlot 4, OUTLOTS TO MILACA, Mille Lacs County, Minnesota, described as follows:

Beginning at the Northeast corner of said Outlot 4; thence South 88 degrees 03 minutes 32 seconds West, assumed bearing along the North line of said Outlot 4, a distance of 144.00 feet; thence South 00 degrees 46 minutes 38 seconds East, parallel with the East line of said Outlot 4, a distance of 251.94 feet; thence North 86 degrees 41 minutes 41 seconds East, a distance of 144.11 feet to said East line of Outlot 4; thence North 00 degrees 46 minutes 38 seconds West, along said East line of Outlot 4, a distance of 248.50 feet to the point of beginning.

PROPOSED SEPTIC EASEMENT DESCRIPTION:

An easement for septic purposes over, under, and across that part of Outlot 4, OUTLOTS TO MILACA, Mille Lacs County, Minnesota, described as follows:

Commencing at the Northeast corner of said Outlot 4; thence South 88 degrees 03 minutes 32 seconds West, assumed bearing along the North line of said Outlot 4, a distance of 144.00 feet; thence South 00 degrees 46 minutes 38 seconds East, parallel with the East line of said Outlot 4, a distance of 240.50 feet to the point of beginning of the easement to be described; thence continue South 00 degrees 46 minutes 38 seconds East, parallel with said East line of Outlot 4, a distance of 122.50 feet; thence South 88 degrees 03 minutes 32 seconds West, parallel with said North line of Outlot 4, a distance of 111.00 feet; thence North 00 degrees 46 minutes 38 seconds West, parallel with said East line of Outlot 4, a distance of 122.50 feet; thence North 88 degrees 03 minutes 32 seconds East, parallel with said North line of Outlot 4, a distance of 111.00 feet to the point of beginning.

To: Honorable Mayor and Milaca City Council From: Evan Monson, AICP

Project/File: 193800515 Date: May 11, 2026

REQUEST: Minor Subdivision/Resubdivision request for 330 and 340 River Drive West

APPLICANT: Bryan Herbst

OWNER: Bryan Herbst (340 River Drive West and Parcel ID 21-640-0010), Timothy Helmbrecht (330 River Drive West)

PROPERTY LOCATION: 340 River Drive West (Parcel ID 21-640-0060), 330 River Drive West (Parcel ID 21-640-0040), and Parcel ID 21-640-0010

ZONING CLASSIFICATION: R-1 Single Family Residential

REVIEW PERIOD: 120-day review period ends 8/20/2026.

ITEMS REVIEWED: Application and materials received by the city on 4/22/2026.

OVERVIEW

The applicant, Bryan Herbst, owns multiple properties on the west side of the city. As shown in their survey dated 4/10/2026, they are proposing to rearrange the lot lines between two parcels they own (Parcel IDs 21-640-0010 and 21-640-0060), and a third parcel owned by a neighbor (Parcel ID 21-640-0040). The survey shows Parcel ID 21-640-0010 as 'Parcel A', Parcel ID 21-640-0060 as 'Parcel B', and Parcel ID 21-640-0040 as 'Parcel C'.

This area was originally platted in the [1892](#) as the *Outlots to Milaca*, with development over time changing the lot line configurations. Per County records, the properties were part of a subdivision request in [2013](#), leading to the current lot line configuration.

The applicant's survey proposes Parcel A would be at a size of 5.32 acres. Parcel B would be at 0.37 acres, or 16,237 square feet (SF), in size. Parcel C is proposed to be 0.83 acres (36,024 SF) in size. The septic system for the house located at 340 River Drive West (Parcel ID 21-640-0060) would be, as a result of the proposed lot split, located on a different lot - Parcel ID 21-640-0010. The applicant proposes an easement for access and maintenance over the septic system and surrounding area totaling approximately 13,598 square feet in size.

Minor Subdivisions are covered under [Section 155.126](#) of the city code. These requests can go directly to the City Council, or can be reviewed by the Planning Commission and then approved or denied by the Council.

PROPERTY INFORMATION

Parcel Description: The subject properties are located in the western edge of the city, west of the Rum River and north of the intersection of River Drive with Minnesota Highway 23. 340 River Drive West (Parcel ID 21-640-0060) is currently 1.35 acres in size, consisting of a single family residence and detached garage. 330 River Drive West (Parcel ID 21-640-0040) is currently 0.79 acres (or 34,624 SF) in size, and

Reference: Minor Subdivision/Lot Split request for 330-340 River Drive W

has one building on the lot. Parcel ID 21-640-0010 is currently 4.38 acres in size, and is currently vacant. A gravel driveway runs east/west through Parcel ID 21-640-0010 providing access to River Drive for a neighboring property (320 River Drive West).



Figure 1: Aerial of the site, per Mille Lacs County GIS. The subdivision area is outlined in red, with the individual parcels outlined in dashed lines. Road right-of-way is shown in purple, other parcel lines are shown in red.

EVALUATION OF THE REQUEST

The request will not create any additional lots, just adjusting or rearranging the lot lines between the existing parcels. Each of the parcels are zoned R-1, which has a number of dimensional requirements as found in [Section 156.035\(B\)](#) of the zoning code and summarized in Table 1 below.

Table 1: Dimensional requirements of the R-1 zone.

Type of Requirement	Dimensional Requirement	Parcel A Parcel ID 21-640-0010	Parcel B Parcel ID 21-640-0060	Parcel C Parcel ID 21-640-0040
Minimum Lot Area (public / city sewer)	10,000 SF	4.38 acres (current)	1.35 acres (current)	34,624 SF (current)
Minimum Lot Area (on-site sewer / septic)	21,789 SF	5.32 acres (proposed)	16,237 SF (proposed)	36,024 SF (proposed)
Minimum Lot Width (public / city sewer)	80 feet	231.05 feet (current and proposed)	122.50 feet (current)	240.05 feet (current)
Minimum Lot Width (on-site sewer / septic)	150 feet		114.50 feet (proposed)	248.05 feet (proposed)

Reference: Minor Subdivision/Lot Split request for 330-340 River Drive W

The minimum required lot size in the R-1 zone differs for lots that have sewer versus septic. Parcels A and C are meeting the requirements for both situations. Parcel B currently is served by septic; with the proposed changes Parcel B would be deficient of the minimum lot size by 5,552 SF. As mentioned previously, a proposed easement area for the septic system is approximately 13,598 SF in size. While the easement area would be located on Parcel A, the space would in practice serve as a part of Parcel B. The easement area combined with the proposed lot size of Parcel B would total 29,835 SF; this would be over the minimum size required for a lot with septic. In the event of city sewer being extended to this portion of the city, Parcel B would already be over the minimum lot size required for a sewer lot.

The minimum lot width in the R-1 zone also differs for lots that have sewer versus septic. Parcels A and C are meeting the requirements for both situations. Parcel B is currently legally nonconforming to the width requirement for lots with septic; the proposed subdivision would further reduce the width by approximately eight (8) feet. The reduction in width is a result of shifting the line between Parcels B and C south, as shown in Figure 3 later in this report. The lot line currently runs along the existing building located on Parcel C; by shifting the line south the building would now be able to meet the minimum side yard setback of 10 feet. The house on Parcel B will still be meeting setback requirements from the side lot line. In the event of city sewer being extended to this portion of the city, Parcel B would already be over the minimum lot width required for a sewer lot.



Figure 2: Excerpt of city's zoning map. Area being subdivided is outlined in red.

Reference: Minor Subdivision/Lot Split request for 330-340 River Drive W

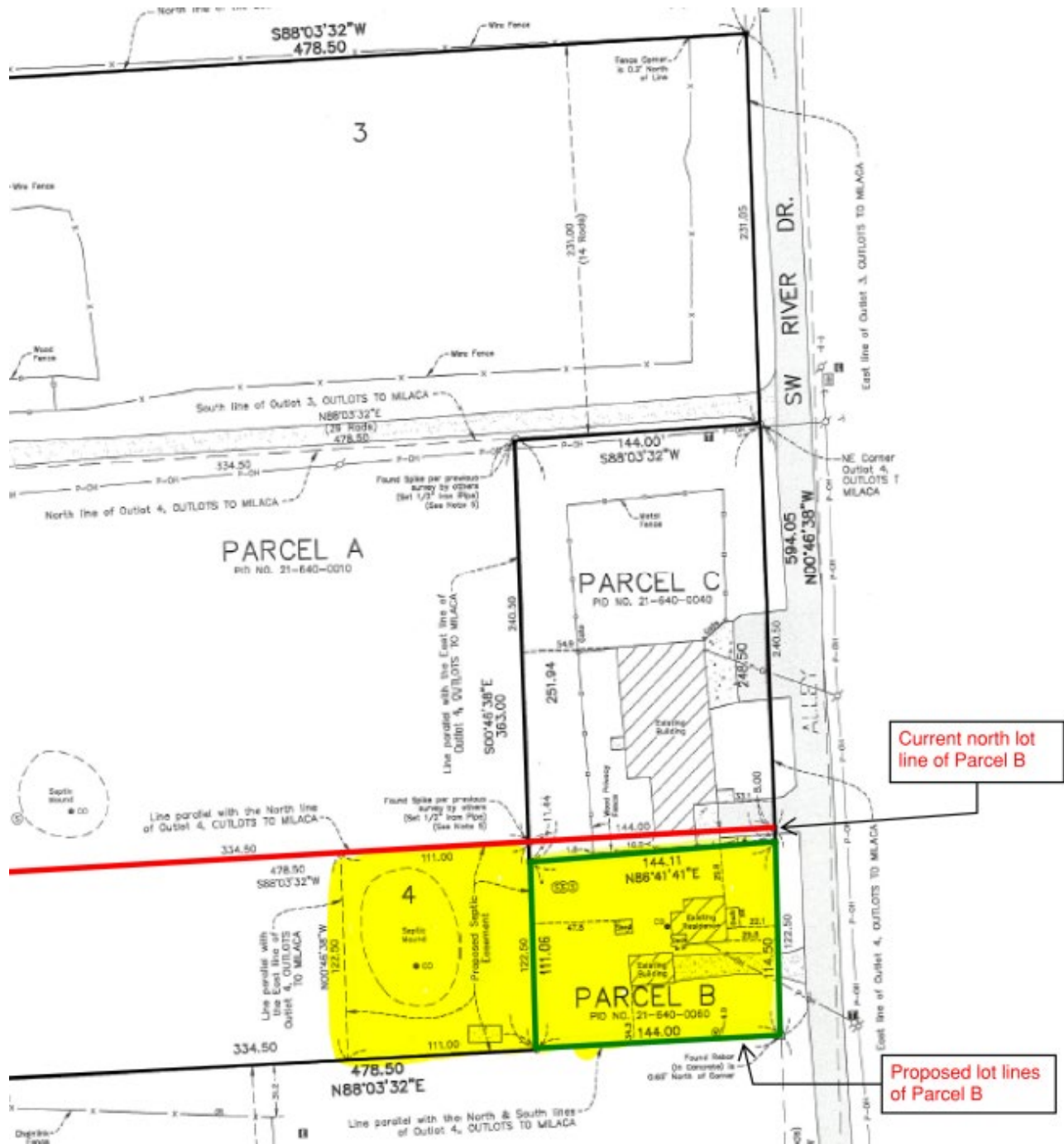


Figure 3: Excerpt of applicant's survey. Proposed Parcel B is outlined in green. Proposed Parcel B & proposed septic easement area are highlighted in yellow.

Reference: Minor Subdivision/Lot Split request for 330-340 River Drive W

STAFF / AGENCY COMMENTS

- **City Staff**
 - City Engineer: Agree with the easement comments as outlined in previous pages. No additional comments.

ACTION

The City Council can do one of the following:

1. Approve, with findings for approval and with/without conditions.
2. Deny, with findings for denial.
3. Table the request for further review and/or study.

RECOMMENDATION

Approval

If the City Council approves of the minor subdivision request by Bryan Herbst for 340 River Drive West (Parcel ID 21-640-0060), 330 River Drive West (Parcel ID 21-640-0040), and Parcel ID 21-640-0010 (as depicted on the Certificate of Survey prepared by Rum River Land Surveyors + Engineers dated April 10, 2026), staff would recommend the following findings of fact and conditions of approval:

Findings for Approval:

1. Bryan Herbst owns the properties of 340 River Drive West and Parcel ID 21-640-0010, and Timothy Helmbrecht owns the property of 330 River Drive West, per Mille Lacs County records.
2. Bryan Herbst has applied for a Minor Subdivision to rearrange the property lines of the properties listed above.
3. The proposed Minor Subdivision is identified and described on the Certificate of Survey from Rum River Land Surveyors + Engineers, dated April 10, 2026.
4. The survey identified above proposes Parcel A would be at a size of 5.32 acres. Parcel B would be at 0.37 acres, or 16,237 square feet (SF), in size. Parcel C is proposed to be 0.83 acres (36,024 SF) in size. The septic system for the house located at 340 River Drive West (Parcel ID 21-640-0060) would be, as a result of the proposed lot split, located on a different lot - Parcel ID 21-640-0010. The applicant proposes an easement for access and maintenance over the septic system and surrounding area totaling approximately 13,598 SF in size.
5. All of the properties are zoned R-1 Single Family Residential, as shown on the city's Zoning Map.
6. Proposed Parcels A and C meet the requirements of the city's zoning code. Proposed Parcel B meets the criteria for approval, provided the conditions of approval are met. The proposed subdivision meets the criteria for approving a minor subdivision under the Milaca City Code, provided the conditions of approval are met.

Reference: Minor Subdivision/Lot Split request for 330-340 River Drive W

Conditions for Approval:

1. The applicant shall rearrange the lot lines for 340 River Drive West (Parcel ID 21-640-0060), 330 River Drive West (Parcel ID 21-640-0040), and Parcel ID 21-640-0010, in accordance with the certificate of survey (prepared by Rum River Land Surveyors + Engineers dated April 10, 2026) submitted to the city for review with this request.
 - a. The applicant shall prepare easements, maintenance agreements, and other materials as required by Mille Lacs County for the septic system currently on Parcel ID 21-640-0060 that is proposed to be located on Parcel ID 21-640-0010 as a result of the change of lot line locations. Copies of said materials shall be submitted by the applicant to the city upon recording with the County.
2. The applicant shall acquire all applicable permits and approvals for this request.
3. The applicant shall pay any fees or escrows associated with this request.

Alternative Recommendations

The City Council can choose to table the item if there are additional items/questions to review, or if the council determines that based on their interpretation a variance from lot size and lot width requirements is required for the proposed request.

If the City Council finds that the request does not meet city code requirements, the Council can table the item and direct staff to prepare a resolution for denial that would be voted on at a future meeting.

RESOLUTION NO. 26-09

A RESOLUTION APPROVING A MINOR SUBDIVISION OF 320 RIVER DRIVE
SOUTHWEST PARCEL ID 21-640-0060

WHEREAS, Property owner Bryan Herbst is requesting a Minor Subdivision that would split the existing lot into two lots, shown as Parcel A and Parcel B as depicted on the Certificate of Survey from Rum River Land Surveyors + Engineers, dated April 10, 2026; and

WHEREAS, the property is located at 340 River Drive SW (Parcel ID 21-640-0060), legally described as:

EXISTING PROPERTY DESCRIPTION: (58,605 Sq.Ft. or 1.35 Acres)
PID NO. 21-640-0060 - PER DOC. NO. A447641

All that part of Outlot 4, Village of Milaca, according to the plat thereof on file and of record in the office of the Register of Deeds of Mille Lacs County, Minnesota, described as follows:

Commencing at a point in the East line of said Outlot 4, 240.5 feet South of the Northeast corner of said Outlot 4; thence West, along a line parallel to the North line of said Outlot 4, a distance of 478.5 feet, more or less, to the West line of said Outlot 4; thence South, along said West line, a distance of 122.5 feet to a point; thence East, along the line parallel to the said North line, a distance of 478.5 feet, more or less, to said East line; thence North, along said East line, a distance of 122.5 feet, more or less, to the point of beginning.

WHEREAS, Section 155.126 of the City Code outlines the conditions for granting Minor Subdivisions, and the City Council can approve or deny Minor Subdivision requests; and

NOW, THEREFORE, BE IT RESOLVED that the Milaca City Council hereby *approves* the Minor Subdivision that would split the existing lot into two lots, shown as Parcel A and Parcel B legally described as

REVISED PROPERTY DESCRIPTION: (PARCEL A)
PID NO. 21-640-0010 (231,932 Sq.Ft. or 5.32 Acres)

The South 14 rods of Outlot 3 of the Village of Milaca, according to the plat thereof on file and of record in the office of the Register of Deeds, Mille Lacs County, Minnesota.

AND

That part of Outlot 4, OUTLOTS TO MILACA, Mille Lacs County, Minnesota, described as follows:

Commencing at the Northeast corner of said Outlot 4; thence South 88 degrees 03 minutes 32 seconds West, assumed bearing along the North line of said Outlot 4, a distance of 144.00 feet to the point of beginning of the land to be described; thence South 00 degrees 46 minutes 38 seconds East, parallel with the East line of said Outlot 4, a distance of 363.00 feet; thence South 88 degrees 03 minutes 32 seconds West, parallel with said North line of Outlot 4, a distance of 334.50 feet to the West line of said Outlot 4; thence North 00 degrees 46 minutes 38 seconds West, along said West line of Outlot 4, a distance of 363.00 feet to the Northwest corner of said Outlot 4; thence North 88 degrees 03 minutes 32 seconds East, along said North line of Outlot 4, a distance of 334.50 feet to the point of beginning.

REVISED PROPERTY DESCRIPTION: (PARCEL B)
PID NO. 21-640-0060 (16,237 Sq.Ft. or 0.37 Acres)

That part of Outlot 4, OUTLOTS TO MILACA, Mille Lacs County, Minnesota, described as follows:

Commencing at the Northeast corner of said Outlot 4; thence South 88 degrees 03 minutes 32 seconds West, assumed bearing along the North line of said Outlot 4, a distance of 144.00 feet; thence South 00 degrees 46 minutes 38 seconds East, parallel with the East line of said Outlot 4, a distance of 251.94 feet to the point of beginning of the land to be described; thence continue South 00 degrees 46 minutes 38 seconds East, parallel with said East line of Outlot 4, a distance of 111.06 feet; thence North 88 degrees 03 minutes 32 seconds East, parallel with said North line of Outlot 4, a distance of 144.00 feet to said East line of Outlot 4; thence North 00 degrees 46 minutes 38 seconds West, along said East line of Outlot 4, a distance of 114.50 feet to the intersection with a line which bears North 86 degrees 41 minutes 41 seconds East from the point of beginning; thence South 86 degrees 41 minutes 41 seconds West, a distance of 144.11 feet to the point of beginning.

FINDINGS OF FACT:

1. Bryan Herbst owns the property at 340 River Drive SW (Parcel ID 21-640-0060), identified and described on the Certificate of Survey from Rum River Land Surveyors.
2. The property owner has proposed a minor subdivision depicted on the above noted survey that creates two lots. 'Parcel A' would be 231,932 square feet (SF) in size (or 5.32 acres), while 'Parcel B' would be 16,237 SF (or 0.37.55 acres) in size. Parcel includes proposed septic easement part of Outlot 4. Parcel C (Parcel ID 21-640-0040) revised due to building overhang per certified survey.
3. The property is zoned R-1 Single Family Residential.
4. The resulting two lots are consistent with the R-1 zoning district requirements, and the proposed subdivision meets the criteria for approving a minor subdivision in the Milaca City Code, provided the conditions of approval are met.
5. The applicant shall acquire all applicable permits and approvals for this request.
6. The applicant shall pay any fees or escrows associated with this request.

CONDITIONS FOR APPROVAL:

1. The applicant shall rearrange the lot lines for 340 River Drive West (Parcel ID 21-640-0060), 330 River Drive West (Parcel ID 21-640-0040), and Parcel ID 21-640-0010, in accordance with the certificate of survey (prepared by Rum River Land Surveyors + Engineers dated April 10, 2026) submitted to the city for review with this request.
 - a. The applicant shall prepare easements, maintenance agreements, and other materials as required by Mille Lacs County for the septic system currently on Parcel ID 21-640-0060 that is proposed to be located on Parcel ID 21-640-0010 as a result of the change of lot line locations. Copies of said materials shall be submitted by the applicant to the city upon recording with the County.
2. The applicant shall acquire all applicable permits and approvals for this request.
3. The applicant shall pay any fees or escrows associated with this request.

Passed and Adopted by the City Council of the City of Milaca, Minnesota this 21st day of May, 2026.

Dave Dillan, Mayor

ATTEST

Tammy Pfaff, City Manager

THIS INSTRUMENT WAS DRAFTED BY:

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

RESOLUTION NO. 26-10

A RESOLUTION REQUESTING STREET CLOSURES
FOR 2026 MILACA CHAMBER PARADE

WHEREAS the City of Milaca desires that the following roads/intersections be closed:

1. CR 33 and CR 36 (10th St and Central) west side of intersection.
2. CR 36 (Central) and 8th St NW/NE north side of intersection.
3. CR 33 and 6th Ave NE west side of intersection.
4. CR 36 and 12th St NE south of 12th Street

for the 2026 Milaca Parade line up. No Parking signs will be put up earlier in the week for both parade and line up routes. Date requested is for Thursday, June 18, 2026. Time requested is from 4:00 p.m. to 9:30 p.m. and,

WHEREAS the City agrees to the terms of the County agreement for closing county roads dated May 25, 1999, as it may be amended, in all respects; and,

WHEREAS the City has reviewed all alternate locations for the event and has determined the county road is the only feasible location at which to hold the event; and,

WHEREAS the City has, or will, obtain the necessary insurance certificates from sponsors,

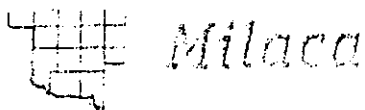
NOW THEREFORE BE IT RESOLVED that the Milaca City Council hereby requests the County to allow the City to close the roads and authorize the City Manager to execute the agreement with the County.

Adopted this 21st day of May, 2026.

Mayor Dave Dillan

ATTEST

Tammy Pfaff, City Manager



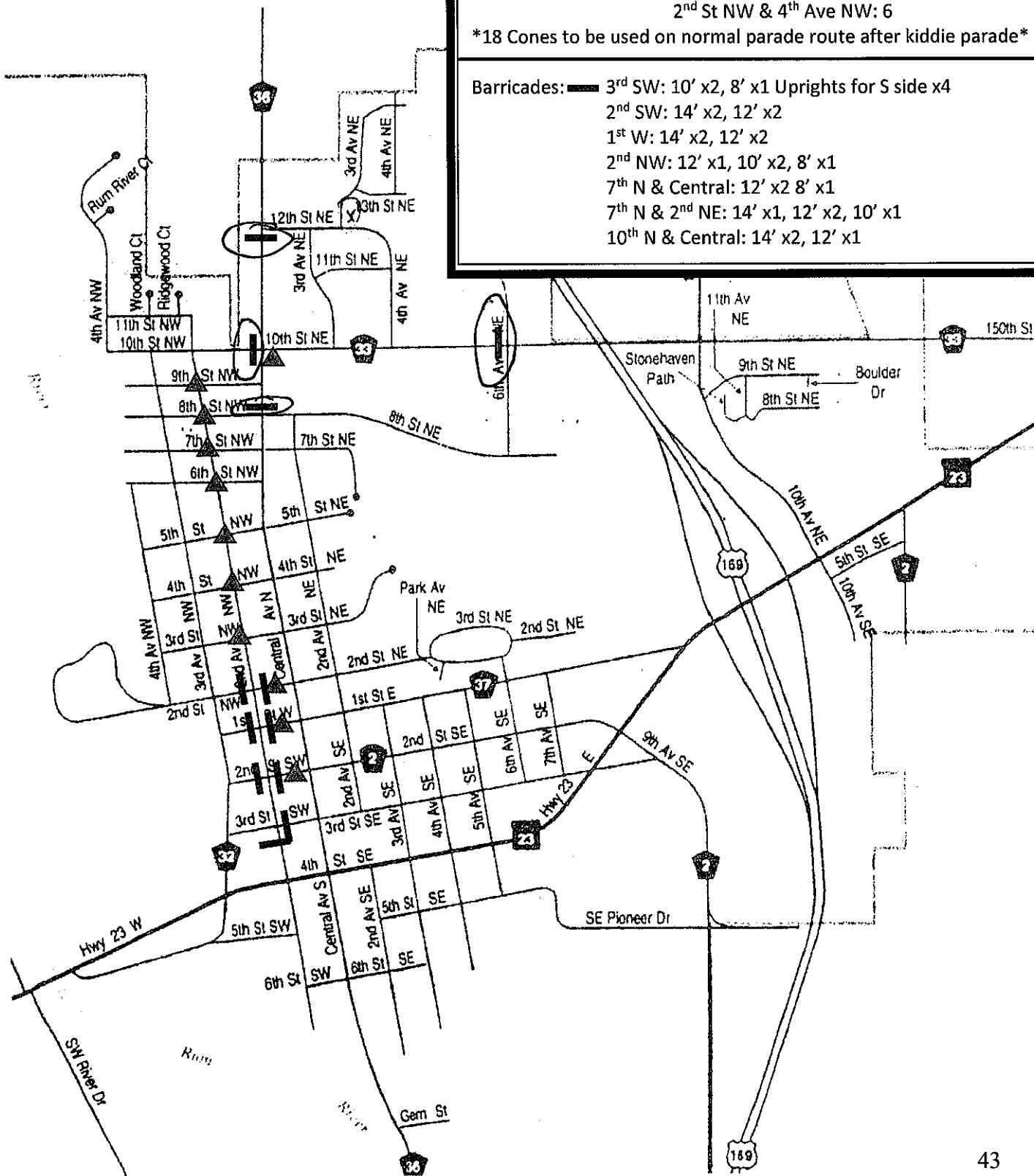
See Pages 9 & 10

Cones: ▲ 2nd SW-2nd NW & 2nd Ave NW 4 Each Intersection
 3rd-8th NW & 2nd Ave NW: 12 Each Intersection
 9th NW & 2nd Ave NW: 16
 10th N & Central: 4

For Kiddie Parade: ▲ 2nd St NW & 3rd Ave NW: 12
 2nd St NW & 4th Ave NW: 6

18 Cones to be used on normal parade route after kiddie parade

Barricades: — 3rd SW: 10' x2, 8' x1 Uprights for S side x4
 2nd SW: 14' x2, 12' x2
 1st W: 14' x2, 12' x2
 2nd NW: 12' x1, 10' x2, 8' x1
 7th N & Central: 12' x2 8' x1
 7th N & 2nd NE: 14' x1, 12' x2, 10' x1
 10th N & Central: 14' x2, 12' x1



RESOLUTION NO. 26-11

RESOLUTION APPROVING BUDGET ADJUSTMENT

BE IT RESOLVED by the Milaca City Council that the Council hereby approves the following budget changes for 2026:

Act			Original		
Type	Account		Budget	Increase	Decrease
GENERAL FUND					
E	101-42280-241	Fire Department-Reserve Purchase (2005 Peterbilt Custom Fire Rescue Truck)		100,000	
SEWER FUND					
E	603-49450-408	Manhole Project	55,000	23,703	

Adopted this 21st day of May, 2026.

Mayor Dave Dillan

ATTEST

Tammy Pfaff, City Manager

ORDINANCE NO. 555

AN ORDINANCE AMENDING TITLE III (ADMINISTRATION) CHAPTER 34 (FEES, CHARGES, AND RATES) SECTION 34.41 (WATER RATES AND CHARGES; SCHEDULE) OF THE CITY OF MILACA CODE OF ORDINANCES

THE CITY COUNCIL OF THE CITY OF MILACA, MINNESOTA ORDAINS AS FOLLOWS:

CHAPTER 34:41 WATER RATES AND CHARGES; SCHEDULE

§ 34.41

(B) Milaca Fire Department may fill swimming pools within the service area of fire contracts of the fire department. Fees are set in the fee schedule and may be changed from time to time.

(C) Owner of property or individual requesting water will be invoiced for amount due for pool fill. Payment will not be accepted at time of fill. Payment of invoice must be paid at city hall within 30 days or paid online within 30 days. Fire Department will bring pool fill form back to city hall within 5 business days of fill.

(D) Fire Department employee delivering water will be paid call out pay for filling pools.

(E) Pool filling fees will be deposited in Fund 602.

<i>Residential And Commercial Rate</i>	<i>Charge</i>
<i>Bulk Water</i>	
Per 100 Gallons	\$2.00
Minimum Charge	\$30.00
<i><u>Pool Filling</u></i>	<i><u>\$150.00 Fee-3000 gallons (per load)</u></i>

Passed this _____ day of _____, 2026.

ATTEST:

Mayor Dave Dillon

Tammy Pfaff, City Manager

First Reading: 05-21-26

Second Reading:

Published: _____



CITY OF MILACA

255 First Street East, Milaca, MN 56353

Pool Water Delivery

Delivery Date _____

Delivered By _____

Service Location

Contact Name _____

Address _____

City, State, Zip Code _____

Billing Information (if different from Service Location)

Contact Name _____

Address _____

City, State, Zip Code _____

Rate: \$150 per Trip (3,000 Gallons)

Number of Trips _____

@ \$150.00 each

Total _____

Total will be taxed at 7.375%

Customer Signature _____

City of Milaca Code of Ordinances
Title III Administration
CHAPTER 34: FEES, CHARGES, AND RATES

§ 34.41

- B) Milaca Fire Department may fill swimming pools within the service area of fire contracts of the fire department. Fees are set in the fee schedule and may be changed from time to time.
- C) Owner of property or individual requesting water will be invoiced for amount due for pool fill. Payment will not be accepted at time of fill. Payment of invoice must be paid at city hall within 30 days or paid online within 30 days. Fire Department will bring pool fill form back to city hall within 5 business days of fill.

Please submit completed form to Mary Mickelson at City Hall for invoicing



Milaca Police Department
255 1st St E
Milaca, MN 56353

Incidents Summary List

Printed On: 05/13/26 15:45

Reporting Period : 04/01/2026 - 04/30/2026

	Milaca Police Department	Total
911 Hang Up	2	2
Accident Property Damage	5	5
Agency Assist	1	1
Alarm	9	9
Animal	4	4
Background Check	7	7
Civil Issue	2	2
Community Contact	2	2
Crim Sex	1	1
Disturbance	6	6
Domestic	1	1
Driving Complaint	4	4
Family Services Referral	12	12
Found Property	3	3
Harassment Complaint	4	4
Icr Misc	16	16
Juvenile Complaint	4	4
Lockout	5	5
Lost Property	2	2
Medical	48	48
Mental Health	2	2
Missing Person	1	1
Permit To Acquire	4	4
Public Assist	22	22
Remove Unwanted	2	2
Suicidal Party	4	4
Suspicious Activity	10	10
Theft	4	4
Threats Complaint	5	5
Traffic	53	53
Trespass Complaint	1	1
Vulnerable Adult	1	1
Welfare Check	13	13
Total	260	260



Milaca Police

To Protect and Serve

*State of Minnesota
County of Mille Lacs*

Oath of Office

I, Stephen Jerde, do solemnly swear to support the Constitution of the United States and of this State, and to discharge faithfully the duties of *Police Officer* for the Police Department of the City of Milaca, Minnesota, to the best of my knowledge and ability.

Stephen Jerde

Subscribed and sworn before me this 21st day of May 2026

Quinn R. Rasmussen, Police Chief

Quinn R. Rasmussen
Chief of Police

REC PARK TRAIL & PUMP TRACK



**A PLACE TO PLAY.
A PLACE TO GROW.**

This project will create a natural surface pump track and biking loop trail at Rec Park—designed for all ages and abilities to build skills, stay active, and connect with nature.



PUMP TRACK

A fun, skill-building track with rollers, berms, and banked turns. Riders “pump” with their body to maintain momentum—no pedaling required!



BIKING LOOP

A winding natural surface loop trail perfect for biking and enjoying the beauty of Rec Park.



BENEFITS FOR OUR COMMUNITY



BUILT FOR OUR COMMUNITY

- ✓ Natural clay surface blends with the park
- ✓ Designed for all ages and abilities
- ✓ Encourages outdoor recreation and connection
- ✓ A place for memories, movement and community



FOR KIDS TO BUILD SKILLS & CONFIDENCE



PLACES TO REST, GATHER & ENJOY

 **STRONGER COMMUNITY. HEALTHIER KIDS. BETTER TOGETHER.**

Let's build something incredible at Rec Park!



Playground

Pickleball Courts

Trail Loop

Pump Track





City of Milaca

Engineer's Report – 05/11/2026

Information in italics is new since previous report.

General Planning Assistance. Milaca - General (193800515 Task 102). General on-going assistance with planning reviews (*Evan Monson*). *Small, ongoing reviews.*

Milaca Junction Addition Development – grading, street, and utilities). (193807178). Municipal utilities and a city street will be extended into the development when requested. *Tammy has submitted a grant request to FY27 Pete Stauber Community Funding. The council authorized preparation of site grading and preliminary utility plans at the 3/19/26 for 2026 site grading.*

Part 2 Wellhead Protection Plan. (193807329). Mark Janovec is working with Gary Kirkeby on this. A Public Hearing was held on December 18, 2025. *The final plan was submitted to the MDH for final review and approval in late February. The MDH review process takes 3 to 4 months.*

Milaca - 2026 Lead Service Line Improvements Project (193807614). A water service line inventory in 2024 identified potential existing lead and galvanized water service lines. We worked with the Public Works Supt. to prepare grant applications for funding to replace some of the identified lead and galvanized service lines. *The Minnesota Department of Health (MDH) has included Milaca in the fundable range for up to \$1,000,000 to replace 26 water services. Initially up to 90 services were identified. After a house by house inspection process the number has been reduced to only 26 identified services. A replacement agreement has been executed with the 26 property owners.*

Project Schedule:

- March 31, 2026: Plans and Specifications submitted to MDH for approval/certification. - DONE
- April 16, 2026: CC plan approval and authorization of bids. - DONE
- **May 21, 2026: Bids will be received.**
- June, 2026: receive MDH certification and proposed grant agreement.
- June-July 2026: CC approve MDH grant agreement and construction contract award.
- July-August 2026: Begin Construction

List of houses in the 2026 project:

WATER SERVICE PLAN - 630 CENTRAL AVE N
WATER SERVICE PLAN - 360 CENTRAL AVE S
WATER SERVICE PLAN - 440 CENTRAL AVE S
WATER SERVICE PLAN - 430 CENTRAL AVE S
WATER SERVICE PLAN - 465 CENTRAL AVE S
WATER SERVICE PLAN - 515 CENTRAL AVE S
WATER SERVICE PLAN - 345 STATE HWY 23 E
WATER SERVICE PLAN - 230 1ST ST W
WATER SERVICE PLAN - 560 2ND AVE SE
WATER SERVICE PLAN - 555 2ND AVE SE
WATER SERVICE PLAN - 335 2ND AVE NW
WATER SERVICE PLAN - 225 3RD AVE SE
WATER SERVICE PLAN - 245 3RD AVE SE
WATER SERVICE PLAN - 325 3RD AVE SE
WATER SERVICE PLAN - 345 3RD AVE SE
WATER SERVICE PLAN - 545 3RD AVE SE
WATER SERVICE PLAN - 210 4TH AVE SE
WATER SERVICE PLAN - 235 4TH AVE SE
WATER SERVICE PLAN - 360 4TH AVE SE
WATER SERVICE PLAN - 120 6TH AVE SE
WATER SERVICE PLAN - 130 6TH AVE SE
WATER SERVICE PLAN - 150 6TH AVE SE
WATER SERVICE PLAN - 140 6TH ST NW
WATER SERVICE PLAN - 150 6TH ST NW
WATER SERVICE PLAN - 230 8TH ST NW
WATER SERVICE PLAN - 320 2ND AVE SW

City Utilities for MnDOT project SP4801-26(TH23). (193807341). This project is for plans for city sanitary sewer and water main improvements for the MnDOT Highway 23 project. We have not added casings to the plans for all city water main and forcemain in hopes that MnDOT will not require them.

100-Percent final city utility plans have been sent to MnDOT. MnDOT is in the process of preparing a Cooperative Agreement including Cost Participation details between the City and the State. The current schedule is to bid the project in September with construction beginning in 2027 (minor construction could take place late this fall).

Mille Lacs County will complete a micro paving project on Co Rd 33 between 110th Avenue and TH-23 this summer in anticipation of this route being used as a detour route for the TH-23 project. .

Rum River Special Education Cooperative - municipal utilities. (193807442). This project will extend municipal sanitary sewer and water service across CSAH 2 from the east 5th Street SE to the property for the school. First Public Hearing for assessments was held on 11/19/25. *Developer has completed easement acquisition. Plans were approved in March. Bids were received on 5/5/26. Council can consider bid award in May (see separate letter). Construction will begin in +/- June.*

Rum River Special Education Cooperative – site improvements. (193800515 Task 150). The school completed some site work last fall. *Remaining site work will be completed in 2026.*

2026 Manhole Replacement Project. Street Project (1st St.). (193807619). There are a few sewer manhole structures in town that need to be repaired or replaced. The 2026 manhole project includes two new sanitary sewer manholes. *Plans were approved in March and bids were received on May 5th. The City can consider awarding the entire base bid project to install the two manholes, or the city could elect to eliminate one of the manholes if there are budget concerns (see separate letter).*

2025-2026 Circle K High Service Diesel Project. (193800515 Task 148). Site construction kick-off meeting was on 10/27/25. Circle K completed the tank installation and some site improvements in 2025. *The site contractor intends to dispose of some excess soils on the city's property. Remaining site work (including sidewalk and curb on 10th Ave. SE) will be completed in May and June.*

Milaca 2025-2026 AT&T Work on Water Tower.(19380___) (AT&T Site MILACA RELO/ FA# 10137997 / IWM WSUMW0048627). Engineering approval of Construction Drawings was sent on 11/3/2025. The City sent final approval message to the applicant on 4/24/26. *The project can now proceed to the construction phase. For the construction phase, the applicant, or their agent, will need to schedule an onsite preconstruction meeting and provide a Performance Bond. A Certificate of Insurance and construction phase cash escrow have previously been submitted to the City. KLM will be handling the city's construction inspection on this project.*

2027 Water Tower Painting Project. Milaca - General (193800515 Task 106). Gary Kirkeby submitted a Project Priority List (PPL) application on 2/4/2025. *A next step will be to start the Intended Use Plan (IUP) application process (submission due to MPFA June 5, 2026)available early May 2026.).*

In April, the City approved a proposal from KLM Engineering to complete interior and exterior inspections of the tower and to provide some technical specifications to be used in a future bid package to be prepared by Stantec. A letter requesting completed in 2026 to have information to use for construction documents.

Heidi Peper prepared a Public Facility Grant Application for this project. *The Public Hearing was held on March 24th and the final grant application was submitted to DEED on April 10th. DEED should be announcing grant information in June.*



May 12, 2026

Honorable Mayor and City Council
City of Milaca
255 1st Street East
Milaca, MN 56353

Re: 2026 Manhole Installation Project
Stantec Project No. 193807619
Bid Results

Dear Honorable Mayor and City Council:

Bids were opened for the 2026 Manhole Project on May 5th. The project adds two new sanitary sewer manholes to the city's sewer system. Attached is a copy of the Bid Tabulation for your file. A copy will also be distributed to the Bidders once the Project has been awarded.

There were a total of 9 Bids. The following summarizes the results of the Bids received:

	Contractor	Total Base Bid
Low	Kirchoff Construction, Inc.	\$78,702.10
#2	Motiv Excavating & Site Works	\$78,749.01
#3	Precision Utilities	\$87,735.65
#4	Kurilla Contracting	\$90,845.25
#5	New Look Contracting, Inc.	\$98,785.00
#6	Land Pride Construction	\$99,285.00
#7	Molitor Excavating, Inc.	\$101,840.00
#8	Kotzer Excavating, Inc.	\$104,863.50
#9	J.R.Ferche, Inc.	\$128,016.00

The low Bidder on the Project was Kirchoff Construction, Inc. with a Total Base Bid Amount of \$78,702.10. These Bids have been reviewed and found to be in order.

If the City Council wishes to award the Project to the low Bidder, there two possible options to consider. Option 1 would be to do 2 manholes. Option 2 would be to do only the manhole in Central Avenue and not the alley manhole. Option 2 is \$15,383.47 less than Option 1.

Option 1 – Install 2 manholes per the original base bid. To pursue this option, **Kirchoff Construction, Inc.** should be **awarded** the Project on the Total Base Bid in the Amount of **\$78,702.10**. We recommend Option 1.

Option 2 – Install only the Central Avenue manhole and delete the alley manhole. To pursue this option, **award the Project to Kirchoff Construction, Inc.** based on the Total Base Bid in the Amount of **\$78,702.10** and **approve Change Order No. 1** deducting the alley manhole in the amount of (\$15,383.47) for a **net revised total contract amount of \$63,318.63**.

Sincerely,
STANTEC CONSULTING SERVICES INC.

Phil Gravel



Project Name: **2026 MANHOLE INSTALLATION PROJECT**

I hereby certify that this is an exact reproduction of bids received.

City Project No.:

Stantec Project No.: 193807619

Bid Opening: Tuesday, May 5, 2026 at 10:45 AM CDT

Owner: **City of Milaca**

Phil Gravel
Phil Gravel, PE

License No. 19864

Item Num	Item	Bidder No. 1		Bidder No. 2		Bidder No. 3		Bidder No. 4	
		Units	Qty	Unit Price	Total	Unit Price	Total	Unit Price	Total
2026 - MANHOLE PROJECT									
1	MOBILIZATION	LS	1	\$14,152.70	\$14,152.70	\$15,000.00	\$15,000.00	\$5,000.00	\$5,000.00
2	TRAFFIC CONTROL	LS	1	\$2,615.06	\$2,615.06	\$2,650.00	\$2,650.00	\$5,500.00	\$5,500.00
3	EROSION AND SEDIMENT CONTROL	LS	1	\$568.49	\$568.49	\$0.01	\$0.01	\$3,000.00	\$3,000.00
4	REMOVE CONCRETE PAVEMENT	SQ FT	50	\$10.00	\$500.00	\$1.50	\$75.00	\$10.00	\$500.00
5	REMOVE BITUMINOUS PAVEMENT	SQ FT	2500	\$1.10	\$2,750.00	\$1.55	\$3,875.00	\$1.18	\$2,950.00
6	REMOVE PIPE	LIN FT	40	\$12.00	\$480.00	\$14.35	\$574.00	\$23.58	\$943.20
7	SAW CUT BITUMINOUS PAVEMENT	LIN FT	110	\$5.68	\$624.80	\$5.85	\$643.50	\$4.00	\$440.00
8	SAW CUT CONCRETE PAVEMENT	LIN FT	15	\$6.82	\$102.30	\$2.10	\$31.50	\$4.00	\$60.00
9	TYPE V GEOTEXTILE FABRIC STREET	SQ FT	2200	\$0.40	\$880.00	\$0.40	\$880.00	\$0.50	\$1,100.00
10	CL-5 AGGREGATE BASE STREET (16-inches)	SQ FT	2200	\$3.18	\$6,996.00	\$3.10	\$6,820.00	\$4.00	\$8,800.00
11	CL-5 AGGREGATE BASE ALLEY (12-inches)	SQ FT	300	\$4.72	\$1,416.00	\$2.50	\$750.00	\$4.00	\$1,200.00
12	BITUMINOUS PATCH STREET (6-INCHES BITUMINOUS)	SQ FT	2200	\$5.97	\$13,134.00	\$6.50	\$14,300.00	\$6.73	\$14,806.00
13	BITUMINOUS PATCH ALLEY (4-INCHES BITUMINOUS)	SQ FT	300	\$9.94	\$2,982.00	\$8.00	\$2,400.00	\$7.47	\$2,241.00
14	6-INCH CONCRETE WITH BASE	SQ FT	50	\$51.16	\$2,558.00	\$34.50	\$1,725.00	\$34.50	\$1,725.00
15	48-INCH SANITARY SEWER STRUCTURE	EACH	2	\$8,162.99	\$16,325.98	\$7,875.00	\$15,750.00	\$10,229.00	\$20,458.00
16	CONNECT TO EXISTING PIPE	EACH	5	\$1,040.66	\$5,203.30	\$1,225.00	\$6,125.00	\$966.00	\$4,830.00
17	CORE DRILL INTO EXISTING STRUCTURE	EACH	1	\$3,555.42	\$3,555.42	\$1,355.00	\$1,355.00	\$1,322.50	\$1,322.50
18	12-INCH SDR 26 PVC SEWER PIPE	LIN FT	35	\$89.22	\$3,122.70	\$206.00	\$7,210.00	\$105.30	\$3,685.50
19	10-INCH SDR 26 PVC SEWER PIPE	LIN FT	5	\$147.07	\$735.35	\$167.00	\$835.00	\$270.65	\$1,353.25
TOTAL BASE BID				\$78,702.10	\$78,749.01	\$87,735.65	\$90,845.25		
<p>Contractor Name and Address: Kirchoff Construction, Inc. 182 W. Hwy. 23 Foresten, MN 56330</p> <p>Phone: (320) 370-1468 Email: info@kirchoffconstruction.com</p> <p>Signed By: Chris Kirchoff Title: President Bid Security: Bid Bond</p> <p>Responsible Contractor Certification: Yes Addenda Acknowledged: NONE</p>									
<p>Contractor Name and Address: Motiv Excavating & Site Work 14529 83rd St. SE Becker, MN 55308 (763) 614-8932</p> <p>Phone: (507) 514-2953 Email: jdiedrich@motivexcavating.com</p> <p>Signed By: Bryce Novak Title: Estimator/PM Bid Bond</p> <p>Responsible Contractor Certification: Yes Addenda Acknowledged: NONE</p>									
<p>Contractor Name and Address: Kurilla Contracting 4450 HWY 25 N Buffalo, MN 55313 (763) 464-5966</p> <p>Phone: (763) 464-5966 Email: austing@kurillacontracting.com</p> <p>Signed By: Austin Kurilla Title: President Bid Bond</p> <p>Responsible Contractor Certification: Yes Addenda Acknowledged: NONE</p>									



Item Num	Item	Units	Qty	Bidder No. 5 New Look Contracting, Inc.		Bidder No. 6 Land Pride Construction		Bidder No. 7 Molitor Excavating, Inc.		Bidder No. 8 Kotzer Excavating, Inc.	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
2026 - MANHOLE PROJECT											
1	MOBILIZATION	LS	1	\$19,500.00	\$19,500.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$25,175.00	\$25,175.00
2	TRAFFIC CONTROL	LS	1	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$5,000.00	\$5,000.00	\$2,900.00	\$2,900.00
3	EROSION AND SEDIMENT CONTROL	LS	1	\$1,500.00	\$1,500.00	\$1,000.00	\$1,000.00	\$3,500.00	\$3,500.00	\$2,500.00	\$2,500.00
4	REMOVE CONCRETE PAVEMENT	SQ FT	50	\$5.00	\$250.00	\$12.80	\$640.00	\$25.00	\$1,250.00	\$7.50	\$375.00
5	REMOVE BITUMINOUS PAVEMENT	SQ FT	2500	\$1.25	\$3,125.00	\$1.10	\$2,750.00	\$4.20	\$10,500.00	\$1.70	\$4,250.00
6	REMOVE PIPE	LIN FT	40	\$26.50	\$1,060.00	\$15.00	\$600.00	\$10.00	\$400.00	\$13.00	\$520.00
7	SAW CUT BITUMINOUS PAVEMENT	LIN FT	110	\$5.00	\$550.00	\$6.15	\$676.50	\$6.50	\$715.00	\$2.50	\$275.00
8	SAW CUT CONCRETE PAVEMENT	LIN FT	15	\$10.00	\$150.00	\$30.00	\$450.00	\$8.00	\$120.00	\$5.50	\$82.50
9	TYPE V GEOTEXTILE FABRIC STREET	SQ FT	2200	\$0.50	\$1,100.00	\$1.50	\$3,300.00	\$3.85	\$8,470.00	\$1.16	\$2,552.00
10	CL-5 AGGREGATE BASE STREET (16-inches)	SQ FT	2200	\$2.50	\$5,500.00	\$3.00	\$6,600.00	\$3.85	\$8,470.00	\$3.47	\$7,634.00
11	CL-5 AGGREGATE BASE ALLEY (12-inches)	SQ FT	300	\$1,050.00	\$315,000.00	\$17.30	\$5,190.00	\$3.45	\$1,035.00	\$5.00	\$1,500.00
12	BITUMINOUS PATCH STREET (6-INCHES BITUMINOUS)	SQ FT	2200	\$8.25	\$18,150.00	\$6.50	\$14,300.00	\$5.75	\$12,650.00	\$5.50	\$12,100.00
13	BITUMINOUS PATCH ALLEY (4-INCHES BITUMINOUS)	SQ FT	300	\$16.75	\$5,025.00	\$7.15	\$2,145.00	\$7.10	\$2,130.00	\$5.00	\$1,500.00
14	6-INCH CONCRETE WITH BASE	SQ FT	50	\$60.00	\$3,000.00	\$35.00	\$1,750.00	\$95.00	\$4,750.00	\$55.00	\$2,750.00
15	48-INCH SANITARY SEWER STRUCTURE	EACH	2	\$9,000.00	\$18,000.00	\$10,750.00	\$21,500.00	\$8,800.00	\$17,600.00	\$8,700.00	\$17,400.00
16	CONNECT TO EXISTING PIPE	EACH	5	\$1,650.00	\$8,250.00	\$1,500.00	\$7,500.00	\$1,200.00	\$6,000.00	\$3,200.00	\$16,000.00
17	CORE DRILL INTO EXISTING STRUCTURE	EACH	1	\$3,275.00	\$3,275.00	\$3,000.00	\$3,000.00	\$1,850.00	\$1,850.00	\$2,250.00	\$2,250.00
18	12-INCH SDR 26 PVC SEWER PIPE	LIN FT	35	\$155.00	\$5,425.00	\$165.00	\$5,775.00	\$60.00	\$2,100.00	\$115.00	\$4,025.00
19	10-INCH SDR 26 PVC SEWER PIPE	LIN FT	5	\$175.00	\$875.00	\$821.70	\$4,108.50	\$60.00	\$300.00	\$215.00	\$1,075.00
TOTAL BASE BID					\$98,785.00		\$99,285.00		\$101,840.00		\$104,863.50
Contractor Name and Address:				New Look Contracting, Inc. 14045 North Dale Blvd. Rogers, MN 55374		Land Pride Construction 50480 368th St. Paynesville, MN 56362		Molitor Excavating, Inc. 1155 23rd Ave. South Waite Park, MN 56387		Kotzer Excavating, Inc. 21745 340th St. Albany, MN 56307	
Phone:				(763) 241-1596		(320) 894-2579		(320) 252-8010		(320) 980-0015	
Email:				jsargent@newlookcontracting.new		landprideconstruction@gmail.com		paul@molitorexc.com		office@kotzerexcavating.com	
Signed By:				Jarrod Sargent		Troy Soine		Paul Molitor		Christopher J. Kotzer	
Title:				Chief Estimator		President/Owner		President		President	
Bid Security:				Bid Bond		Bid Bond		Bid Bond		Bid Bond	
Responsible Contractor Certification:				Yes		Yes		Yes		Yes	
Addenda Acknowledged:				NONE		NONE		NONE		NONE	



Item Num		Item		Units		Qty		Unit Price		Total	
BID TABULATION											
2026 - MANHOLE PROJECT											
1		MOBILIZATION	LS		1			\$24,700.00			\$24,700.00
2		TRAFFIC CONTROL	LS		1			\$8,200.00			\$8,200.00
3		EROSION AND SEDIMENT CONTROL	LS		1			\$2,600.00			\$2,600.00
4		REMOVE CONCRETE PAVEMENT	SQ FT		50			\$20.00			\$1,000.00
5		REMOVE BITUMINOUS PAVEMENT	SQ FT		2500			\$2.00			\$5,000.00
6		REMOVE PIPE	LIN FT		40			\$10.00			\$400.00
7		SAW CUT BITUMINOUS PAVEMENT	LIN FT		110			\$10.00			\$1,100.00
8		SAW CUT CONCRETE PAVEMENT	LIN FT		15			\$20.00			\$300.00
9		TYPE V GEOTEXTILE FABRIC STREET	SQ FT		2200			\$0.50			\$1,100.00
10		CL-5 AGGREGATE BASE STREET (16-inches)	SQ FT		2200			\$6.36			\$13,992.00
11		CL-5 AGGREGATE BASE ALLEY (12-inches)	SQ FT		300			\$8.80			\$2,640.00
12		BITUMINOUS PATCH STREET (6-INCHES BITUMINOUS)	SQ FT		2200			\$6.22			\$13,684.00
13		BITUMINOUS PATCH ALLEY (4-INCHES BITUMINOUS)	SQ FT		300			\$8.00			\$2,400.00
14		6-INCH CONCRETE WITH BASE	SQ FT		50			\$50.00			\$2,500.00
15		48-INCH SANITARY SEWER STRUCTURE	EACH		2			\$12,500.00			\$25,000.00
16		CONNECT TO EXISTING PIPE	EACH		5			\$4,300.00			\$21,500.00
17		CORE DRILL INTO EXISTING STRUCTURE	EACH		1			\$500.00			\$500.00
18		12-INCH SDR 26 PVC SEWER PIPE	LIN FT		35			\$35.00			\$1,225.00
19		10-INCH SDR 26 PVC SEWER PIPE	LIN FT		5			\$35.00			\$175.00
TOTAL BASE BID										\$128,016.00	

Bidder No. 9
J.R. Ferche, Inc.

Contractor Name and Address: J.R. Ferche, Inc.
13265 25th Avenue NW
Rice, MN 56367

Phone: (320) 393-4625
Email: jrf@ferchecompanies.com

Signed By: Jason Ferche
Title: President

Bid Security: Bid Bond
Responsible Contractor Certification: Yes
Addenda Acknowledged: NONE



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

May 11, 2026

Honorable Mayor and City Council
City of Milaca
City Hall
255 1st Street East
Milaca, MN 56353

Re: 2026 Utilities for Rum River Cooperative School Project – Bid Results
Stantec Project No. 193807542

Dear Honorable Mayor and City Council:

Bids were opened for the Project stated above on May 5, 2026. Transmitted herewith is a copy of the Bid Tabulation for your information and file. A copy will also be distributed to the Bidders.

There were a total of 9 Bids. The following summarizes the results of the Bids received:

	Contractor	Total Base Bid
Low	Kirchoff Construction, Inc.	\$116,242.25
#2	DW Companies	\$137,000.00
#3	Kotzer Excavating, Inc.	\$139,139.00
#4	Motiv Excavating & Site Works	\$145,519.00
#5	New Look Contracting, Inc.	\$145,865.00
#6	Precision Utilities	\$151,623.83
#7	Kurilla Contracting.	\$164,171.89
#8	J.R. Ferche, Inc.	\$185,308.00
#9	Land Pride Construction	\$210,052.10

The low Bidder on the Project was Kirchoff Construction, Inc. with a Total Base Bid Amount of \$116,242.25. These Bids have been reviewed and found to be in order.

If the City Council wishes to award the Project to the low Bidder, **then Kirchoff Construction, Inc. should be awarded the Project on the Total Base Bid in the Amount of \$116,242.25.**

A current opinion of total probable project costs based on the bids is:

Construction Base Bid Total	\$116,242.25
Construction Contingency	\$ 11,757.75
Administration and Engineering	<u>\$ 47,000.00</u>
TOTAL ESTIMATED PROJECT COST	\$175,500.00

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

Sincerely,

STANTEC CONSULTING SERVICES INC.

Phil Gravel, P.E.



Project Name: 2026 UTILITIES FOR RUM RIVER COOPERATIVE SCHOOL PROJECT

I hereby certify that this is an exact reproduction of bids received.

City Project No.:

Stantec Project No.: 193807542

Bid Opening: Tuesday, May 5, 2026 at 10:30 AM CDT

Owner: City of Milaca

Phil Gravel
Phil Gravel, PE

License No. 19864

Item Num	Item	Units	Qty	Bidder No. 1 Kirchoff Construction, Inc.		Bidder No. 2 DW Companies		Bidder No. 3 Kotzer Excavating, Inc.		Bidder No. 4 Motiv Excavating & Site Works		
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	
2026 - UTILITIES FOR RUM RIVER COOP SCHOOL PROJECT												
1	MOBILIZATION	LS	1	\$9,195.00	\$9,195.00	\$12,600.00	\$12,600.00	\$17,750.00	\$17,750.00	\$18,975.00	\$18,975.00	
2	TRAFFIC CONTROL	LS	1	\$2,663.00	\$2,663.00	\$2,800.00	\$2,800.00	\$2,900.00	\$2,900.00	\$2,915.00	\$2,915.00	
3	EROSION AND SEDIMENT CONTROL	LS	1	\$852.00	\$852.00	\$5,000.00	\$5,000.00	\$7,500.00	\$7,500.00	\$3,700.00	\$3,700.00	
4	STRIP, STOCKPILE, AND RESPAID TOPSOIL	LS	1	\$836.00	\$836.00	\$4,800.00	\$4,800.00	\$3,000.00	\$3,000.00	\$2,575.00	\$2,575.00	
5	SAW CUT BITUMINOUS	LIN FT	155	\$2.65	\$410.75	\$5.00	\$775.00	\$2.00	\$310.00	\$2.10	\$325.50	
6	REMOVE STREET PAVEMENT (BITUMINOUS)	SQ FT	4100	\$1.05	\$4,305.00	\$0.75	\$3,075.00	\$0.29	\$1,189.00	\$0.75	\$3,075.00	
7	ADJUST EXIST. FRAME & RING CASTING	EACH	1	\$161.00	\$161.00	\$500.00	\$500.00	\$750.00	\$750.00	\$810.00	\$810.00	
8	ADJUST EXISTING VALVE BOX	EACH	1	\$215.00	\$215.00	\$500.00	\$500.00	\$700.00	\$700.00	\$614.00	\$614.00	
9	SUBGRADE PREPARATION	SQ YD	460	\$2.40	\$1,104.00	\$4.00	\$1,840.00	\$6.00	\$2,760.00	\$2.85	\$1,311.00	
10	AGGREGATE BASE, CLASS 5 (16-inches) (CV)	CU YD	220	\$29.00	\$6,380.00	\$40.00	\$8,800.00	\$36.75	\$8,085.00	\$37.00	\$8,140.00	
11	AGGREGATE BASE, CLASS 2 SHOULDERING (6-INCHES)(CV)	CU YD	8	\$253.00	\$2,024.00	\$60.00	\$480.00	\$60.00	\$480.00	\$45.00	\$360.00	
12	BITUMINOUS WEAR COURSE MIXTURE SP 9.5 (2.B) (2.0-inches)	TON	55	\$137.00	\$7,535.00	\$150.00	\$8,250.00	\$130.00	\$7,150.00	\$127.50	\$7,012.50	
13	BITUMINOUS NON-WEAR COURSE MIXTURE SP 12.5 (2.B)	TON	55	\$136.00	\$7,480.00	\$150.00	\$8,250.00	\$130.00	\$7,150.00	\$127.50	\$7,012.50	
14	TACK COAT	GAL	30	\$5.35	\$160.50	\$2.50	\$75.00	\$4.00	\$120.00	\$4.25	\$127.50	
15	8-INCH PVC SANITARY SEWER PIPE, SDR 26	LIN FT	375	\$48.00	\$18,000.00	\$35.00	\$13,125.00	\$67.00	\$25,125.00	\$81.00	\$30,375.00	
16	CONSTRUCT SANITARY MANHOLE	EACH	1	\$5,991.00	\$5,991.00	\$5,800.00	\$5,800.00	\$5,750.00	\$5,750.00	\$6,500.00	\$6,500.00	
17	CONNECT TO EXISTING SANITARY MANHOLE	EACH	2	\$2,489.00	\$4,978.00	\$5,000.00	\$10,000.00	\$2,200.00	\$4,400.00	\$2,511.00	\$5,022.00	
18	6" PVC WATERMAIN, C900	LIN FT	6	\$58.00	\$348.00	\$30.00	\$180.00	\$80.00	\$480.00	\$85.25	\$511.50	
19	8" PVC WATERMAIN, C900	LIN FT	390	\$43.00	\$16,770.00	\$45.00	\$17,550.00	\$58.00	\$22,620.00	\$66.00	\$25,740.00	
20	6" GATE VALVE AND BOX	EACH	1	\$3,918.00	\$3,918.00	\$3,900.00	\$3,900.00	\$2,850.00	\$2,850.00	\$3,002.00	\$3,002.00	
21	HYDRANT	EACH	1	\$8,134.00	\$8,134.00	\$8,100.00	\$8,100.00	\$7,850.00	\$7,850.00	\$7,160.00	\$7,160.00	
22	DIP FITTINGS	LBS	210	\$22.00	\$4,620.00	\$20.00	\$4,200.00	\$17.00	\$3,570.00	\$14.55	\$3,065.50	
23	CONNECT TO EXISTING WATER MAIN	EACH	2	\$2,651.00	\$5,302.00	\$5,500.00	\$11,000.00	\$1,750.00	\$3,500.00	\$1,890.00	\$3,780.00	
24	SEED, FERTILIZER, & HYDROMULCH	SQ YD	1800	\$2.70	\$4,860.00	\$3.00	\$5,400.00	\$1.75	\$3,150.00	\$1.90	\$3,420.00	
TOTAL BASE BID					\$116,242.25		\$137,000.00		\$139,139.00		\$145,519.00	

Item Num	Item	Units	Qty	Bidder No. 1		Bidder No. 2		Bidder No. 3		Bidder No. 4	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
BID TABULATION											
TOTAL BASE BID											
					\$116,242.25		\$137,000.00		\$139,139.00		\$145,519.00
	Contractor Name and Address:			Kirchoff Construction, Inc. 182 W. Hwy. 23 Foresten, MN 56330 (320) 370-1468 Phone: info@kirchoffconstruction.com Email: Chris Kirchoff Signed By:		DW Companies 3024 MN Hwy 95 NE Cambridge, MN 55008 (612) 685-5498 steve@dwcompanies.com Steve Strandlund Jr. President		Kotzer Excavating, Inc. 21745 340th St. Albany, MN 56307 (320) 980-0015 office@kotzerexcavating.com Christopher J. Kotzer President		Motiv Excavating & Site Works 14529 83rd St. SE Becker, MN 55308 (763) 614-8932 jdiedrich@motivexcavating.co Jimmy Diedrich VP	
	Responsible Contractor Certification:			Yes		Yes		Yes		Yes	
	Addenda Acknowledged:			NONE		NONE		NONE		NONE	
	Bid Security:			Bid Bond		Bid Bond		Bid Bond		Bid Bond	
	Title:			President		President		President		VP	



Item Num	Item	Units	Qty	Bidder No. 5 New Look Contracting, Inc.		Bidder No. 6 Precision Utilities LLC		Bidder No. 7 Kutilla Contracting		Bidder No. 8 J.R. Ferche, Inc.	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
2026 - UTILITIES FOR RUM RIVER COOP SCHOOL PROJECT											
1	MOBILIZATION	LS	1	\$17,250.00	\$17,250.00	\$30,000.00	\$30,000.00	\$8,200.00	\$8,200.00	\$21,900.00	\$21,900.00
2	TRAFFIC CONTROL	LS	1	\$3,075.00	\$3,075.00	\$3,080.00	\$3,080.00	\$11,010.00	\$11,010.00	\$4,100.00	\$4,100.00
3	EROSION AND SEDIMENT CONTROL	LS	1	\$4,750.00	\$4,750.00	\$1,400.00	\$1,400.00	\$10,500.00	\$10,500.00	\$3,000.00	\$3,000.00
4	STRIP, STOCKPILE, AND RESPAID TOPSOIL	LS	1	\$3,500.00	\$3,500.00	\$4,273.00	\$4,273.00	\$9,770.00	\$9,770.00	\$13,875.00	\$13,875.00
5	SAW CUT BITUMINOUS	LIN FT	155	\$5.00	\$775.00	\$2.90	\$449.50	\$5.35	\$829.25	\$5.00	\$775.00
6	REMOVE STREET PAVEMENT (BITUMINOUS)	SQ FT	4100	\$0.75	\$3,075.00	\$1.07	\$4,387.00	\$0.72	\$2,952.00	\$1.50	\$6,150.00
7	ADJUST EXIST. FRAME & RING CASTING	EACH	1	\$1,375.00	\$1,375.00	\$250.00	\$250.00	\$926.40	\$926.40	\$550.00	\$550.00
8	ADJUST EXISTING VALVE BOX	EACH	1	\$525.00	\$525.00	\$250.00	\$250.00	\$367.20	\$367.20	\$350.00	\$350.00
9	SURGRADE PREPARATION	SQ YD	460	\$2.00	\$920.00	\$9.14	\$4,204.40	\$3.10	\$1,426.00	\$10.00	\$4,600.00
10	AGGREGATE BASE, CLASS 5 (16-inches) (CV)	CU YD	220	\$40.00	\$8,800.00	\$31.97	\$7,033.40	\$57.01	\$12,542.20	\$65.00	\$14,300.00
11	AGGREGATE BASE, CLASS 2 SHOULDERING (6-INCHES)(CV)	CU YD	8	\$40.00	\$320.00	\$73.92	\$591.36	\$96.15	\$769.20	\$155.00	\$1,240.00
12	BITUMINOUS WEAR COURSE MIXTURE SP 9.5 (2.B) (2.0-inches)	TON	55	\$183.00	\$10,065.00	\$156.81	\$8,624.55	\$159.27	\$8,759.85	\$140.00	\$7,700.00
13	BITUMINOUS NON-WEAR COURSE MIXTURE SP 12.5 (2.B)	TON	55	\$174.00	\$9,570.00	\$151.21	\$8,316.55	\$152.00	\$8,360.00	\$140.00	\$7,700.00
14	TACK COAT	GAL	30	\$3.50	\$105.00	\$5.60	\$168.00	\$3.00	\$90.00	\$4.60	\$138.00
15	8-INCH PVC SANITARY SEWER PIPE, SDR 26	LIN FT	375	\$60.00	\$22,500.00	\$50.29	\$18,858.75	\$77.43	\$29,036.25	\$80.00	\$30,000.00
16	CONSTRUCT SANITARY MANHOLE	EACH	1	\$7,600.00	\$7,600.00	\$8,668.00	\$8,668.00	\$7,500.00	\$7,500.00	\$7,250.00	\$7,250.00
17	CONNECT TO EXISTING SANITARY MANHOLE	EACH	2	\$2,500.00	\$5,000.00	\$1,232.00	\$2,464.00	\$1,924.00	\$3,848.00	\$3,200.00	\$6,400.00
18	6" PVC WATERMAIN, C900	LIN FT	6	\$60.00	\$360.00	\$82.87	\$497.22	\$76.59	\$459.54	\$100.00	\$600.00
19	8" PVC WATERMAIN, C900	LIN FT	390	\$60.00	\$23,400.00	\$58.21	\$22,701.90	\$65.00	\$25,350.00	\$72.00	\$28,080.00
20	6" GATE VALVE AND BOX	EACH	1	\$3,500.00	\$3,500.00	\$4,697.00	\$4,697.00	\$3,400.00	\$3,400.00	\$3,500.00	\$3,500.00
21	HYDRANT	EACH	1	\$8,250.00	\$8,250.00	\$9,463.00	\$9,463.00	\$8,536.00	\$8,536.00	\$7,700.00	\$7,700.00
22	DIP FITTINGS	LBS	210	\$15.00	\$3,150.00	\$13.32	\$2,797.20	\$16.00	\$3,360.00	\$20.00	\$4,200.00
23	CONNECT TO EXISTING WATER MAIN	EACH	2	\$1,975.00	\$3,950.00	\$1,749.50	\$3,499.00	\$1,200.00	\$2,400.00	\$2,000.00	\$4,000.00
24	SEED, FERTILIZER, & HYDROMULCH	SQ YD	1800	\$2.25	\$4,050.00	\$2.75	\$4,950.00	\$2.10	\$3,780.00	\$4.00	\$7,200.00
TOTAL BASE BID					\$145,865.00		\$151,623.83		\$164,171.89		\$185,308.00

Item Num	Item	Units	Qty	Bidder No. 5 New Look Contracting, Inc.		Bidder No. 6 Precision Utilities LLC		Bidder No. 7 Kurilla Contracting		Bidder No. 8 J.R. Ferche, Inc.	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
TOTAL BASE BID											
					\$145,865.00	\$151,623.83	\$164,171.89	\$185,308.00			
	Contractor Name and Address:			New Look Contracting, Inc. 14045 Northdale Blvd. Rogers, MN 55374		Precision Utilities LLC 434 US 12 Montrose, MN (507) 514-2953 bryce@precisionutilities.com		Kurilla Contracting 4450 HWY 25 N Buffalo, MN 55313 (763) 464-5966 austing@kurillacontracting.com		J.R. Ferche, Inc. 13265 25th Avenue NW Rice, MN 56367 (320) 393-4625 jrf@ferchecompanies.com	
	Phone:			(763) 241-1596							
	Email:			jsargent@newlookcontracting.net							
	Signed By:			Jarrod Sargent		Bryce Novak		Austin Kurilla		Jason Ferche	
	Title:			Chief Estimator		Estimator/PM		President		President	
	Bid Security:			Bid Bond		Bid Bond		Bid Bond		Bid Bond	
	Responsible Contractor Certification:			Yes		Yes		Yes		Yes	
	Addenda Acknowledged:			NONE		NONE		NONE		NONE	



Item Num	Item	Units	Qty	Bidder No. 9	
				Land Price Construction	Total
2026 - UTILITIES FOR RUM RIVER COOP SCHOOL PROJECT					
1	MOBILIZATION	LS	1	\$15,000.00	\$15,000.00
2	TRAFFIC CONTROL	LS	1	\$3,000.00	\$3,000.00
3	EROSION AND SEDIMENT CONTROL	LS	1	\$6,000.00	\$6,000.00
4	STRIP, STOCKPILE, AND RESPREAD TOPSOIL	LS	1	\$19,200.00	\$19,200.00
5	SAW CUT BITUMINOUS	LIN FT	155	\$8.00	\$1,240.00
6	REMOVE STREET PAVEMENT (BITUMINOUS)	SQ FT	4100	\$1.50	\$6,150.00
7	ADJUST EXIST. FRAME & RING CASTING	EACH	1	\$800.00	\$800.00
8	ADJUST EXISTING VALVE BOX	EACH	1	\$800.00	\$800.00
9	SURGRADE PREPERATION	SQ YD	460	\$5.20	\$2,392.00
10	AGGREGATE BASE, CLASS 5 (16-inches) (CV)	CU YD	220	\$32.86	\$7,229.20
11	AGGREGATE BASE, CLASS 2 SHOULDERING (6-INCHES)(CV)	CU YD	8	\$263.00	\$2,104.00
12	BITUMINOUS WEAR COURSE MIXTURE SP 9.5 (2.B) (2.0-inches)	TON	55	\$154.00	\$8,470.00
13	BITUMINOUS NON-WEAR COURSE MIXTURE SP 12.5 (2.B)	TON	55	\$148.50	\$8,167.50
14	TACK COAT	GAL	30	\$6.00	\$180.00
15	8-INCH PVC SANITARY SEWER PIPE, SDR 26	LIN FT	375	\$109.50	\$41,062.50
16	CONSTRUCT SANITARY MANHOLE	EACH	1	\$9,795.00	\$9,795.00
17	CONNECT TO EXISTING SANITARY MANHOLE	EACH	2	\$1,500.00	\$3,000.00
18	6" PVC WATERMAIN, C900	LIN FT	6	\$445.00	\$2,670.00
19	8" PVC WATERMAIN, C900	LIN FT	390	\$96.41	\$37,599.90
20	6" GATE VALVE AND BOX	EACH	1	\$2,750.00	\$2,750.00
21	HYDRANT	EACH	1	\$7,300.00	\$7,300.00
22	DIP FITTINGS	LBS	210	\$12.00	\$2,520.00
23	CONNECT TO EXISTING WATER MAIN	EACH	2	\$2,311.00	\$4,622.00
24	SEED, FERTILIZER, & HYDROMULCH	SQ YD	1800	\$10.00	\$18,000.00
TOTAL BASE BID					\$210,052.10

Item Num	BID TABULATION	Item	Units	Qty	Unit Price	Total
TOTAL BASE BID						\$210,052.10
					Bidder No. 9 Land Pride Construction	
					Contractor Name and Address: Land Pride Construction 50480 368th St. Paynesville, MN 56362 Phone: (320) 894-2579 Email: landprideconstruction@gmail.com Signed By: Troy Soine Title: President/Owner Bid Security: Bid Bond Responsible Contractor Certification: Yes Addenda Acknowledged: NONE	



*Come Celebrate
With Us!*

May 23rd 2026
Noon - 4 pm

Bourbon Tasting!
Games!
Samples!

640 10th Ave SE, Milaca



Rio Fire Department

301 West Rio St.

PO Box 248

Rio, WI 53960

Phone: 920-992-5655 Fax: 920-992-3513

Tom Kehoe
Fire Chief

Brian Johnson
Assistant Chief

Steve Rowley
Assistant Chief

Andrew Langsdorf
Captain

Zach Koltes
Lieutenant

Spencer Tracy
Lieutenant

Jeff Gollither
Lieutenant

John Butterbaugh
Safety Officer

Betsyjo Howe
Treasurer

Purchase Agreement

This document serves as a purchase agreement between the Rio Community Fire Association (Seller) and the Milaca City Fire Department (Buyer).

The Rio Community Fire Association agrees to sell to the Milaca City Fire Department (1) 2005 Peterbilt 335 Custom Fire Rescue Truck, vehicle identification number 2NPLHZ8X15M884531, in consideration for and pursuant to the following terms:

1. The date of the sale of the Vehicle shall be _____.
2. The total purchase price of the Vehicle shall be **\$100,000.00 U.S. Dollars.**
3. On the day of the sale, the Buyer shall pay the Seller the total purchase price of the vehicle by certified cashier's check.
4. The Seller shall provide to the Buyer the following documents upon receipt of the total purchase price: Certificate of Title, all manuals and documents related to the chassis and fire body.
5. The Vehicle is sold "as is," and the Seller makes no express or implied warranties as to the condition or performance of the Vehicle.
6. The Buyer shall register the Vehicle in their name within two weeks of the date of the sale.

Executed this _____ day of May, 2026.

_____ Seller

_____ Buyer



PRE-CONSTRUCTION MEETING AGENDA

Taxilane Reconstruction Milaca Municipal Airport (18Y)



BMI Project No. 25X.141609

- Date:** April 27, 2026
- Place:** Milaca Municipal Airport Terminal
10726 155th St, Milaca, MN 56353
- Attendance:**
- City of Milaca
 - Tammy Pfaff
 - Gary Kirkeby
 - John Oldenburg
 - Clark Companies
 - Cody Cornelius
 - Bolton & Menk, Inc.
 - Nick Grahek
- Project:** Taxilane Reconstruction
Milaca Municipal Airport (18Y)
- Purpose:** Introduce involved parties, identify responsibilities and contact people; review project schedule; review contract requirements; establish protocol and procedures: identify expectations
- Owner:** City of Milaca, MN
- Engineer:** Bolton and Menk, Inc. – Nick Grahek, P.E.

1. Key Personnel

- a. Airport: City of Milaca, MN
 - City Administrator: Tammy Pfaff, tpfaff@milacacity.com, 320-983-3141
 - Airport Manager: John Oldenburg, john.oldenburg.vw@gmail.com, 320-267-6898
- b. Contractor: Clark Companies
 - Project Manager: Josh Bridell
 - Superintendent: Cody Cornelius (763) 248-3976
- c. Subcontractors:
 - Reclaiming – All State Construction
 - Sawcut – Skyline Sawing
 - Electrical – Aerotech Companies
 - Site Restoration – Norby Land Corp
 - Paving – Valley Paving
 - Traffic Control & Striping – Safety Signs

- d. Engineer: Bolton & Menk, Inc.
 - Project Manager: Nick Grahek, nick.grahek@bolton-menk.com, 651-285-6296
 - Construction RPR:

2. Project Overview

- a. Reconstruct Taxilanes
 - Reclamation
 - Cement stabilization
 - Taxilane paving
 - Topsoil & seeding
 - Pavement Markings

3. Construction Phasing

- a. Single Phase of Construction
- b. Completed in 15 working days by July 24, 2026
- c. Closures to taxilanes
 - Coordinate with hangar tenants regarding access. Notice to go out once schedule is received from contractor

4. Contractors Proposed Schedule

- a. Estimated Start Date: Est. mid May, waiting on confirmation from contractor
- b. Estimated completion date: Awaiting schedule from contractor
- c. Contracts to be signed by the city: Confirmed grant executed and contracts have been sent to the contractor to be executed
- d. Liquidated damages of \$500 per calendar day for exceeding contract time

5. Construction Staking

- a. Control points needed? BMI to coordinate setting 3 control points
- b. Contractor required to complete all other staking required BMI to send CAD release form and CAD files

6. Material Submittals

- a. Submittals required: To be sent by contractor once contracts executed
 - Aggregate gradations
 - Bituminous mix design
 - Seeding Mixture

7. Testing

- a. AET
 - Testing on gradations of reclaim material
 - Subgrade density
 - Bituminous material

8. Construction Safety and Phasing Plan

- a. Phasing
 - Single Phase of construction, complete in 15 working days by July 24
 - Coordinate with tenants as needed to access
- b. Traffic Control
 - Barricades at project limits as shown on CSPP
 - Flags and/or beacons all construction vehicles and equipment **Contractor to furnish and install on equipment**
- c. Haul Route
 - Access project site via Access Road
- d. FAR Part 77 Airspace
 - Equipment taller than 20-feet must be approved by Bolton & Menk – **None anticipated**

9. Contract Modification Process

- a. MnDOT to approve before committing to change order

10. Contract Administration

- a. Construction Progress Meetings
 - Will be scheduled as needed
- b. Pay Applications
 - Bolton & Menk will draft and submit to Contractor for review
- c. Labor and Wage Compliance
 - Jobsite posting required
 - Weekly payroll reports submitted to Bolton & Menk for review
 - Send to carrie.heidebrink@bolton-menk.com **Contractor directed to send payrolls to this contact**

11. Project Closeout

- a. Final Walk Through
 - Contractor, City, and Bolton & Menk will complete final walk through
 - Punch list will be developed
- b. Final Payment
 - Final payment including retainage release will be issued after following items have been completed:
 1. Punch list items completed to satisfaction of Bolton & Menk
 2. Lien Waivers from all subcontractors
- c. Warranty Period
 - One year warranty period begins the date of final payment

12. **Questions**

13. **Site Walk**

Site walk was completed. Discussed bridging haul route over existing culvert

Airport Construction Notice



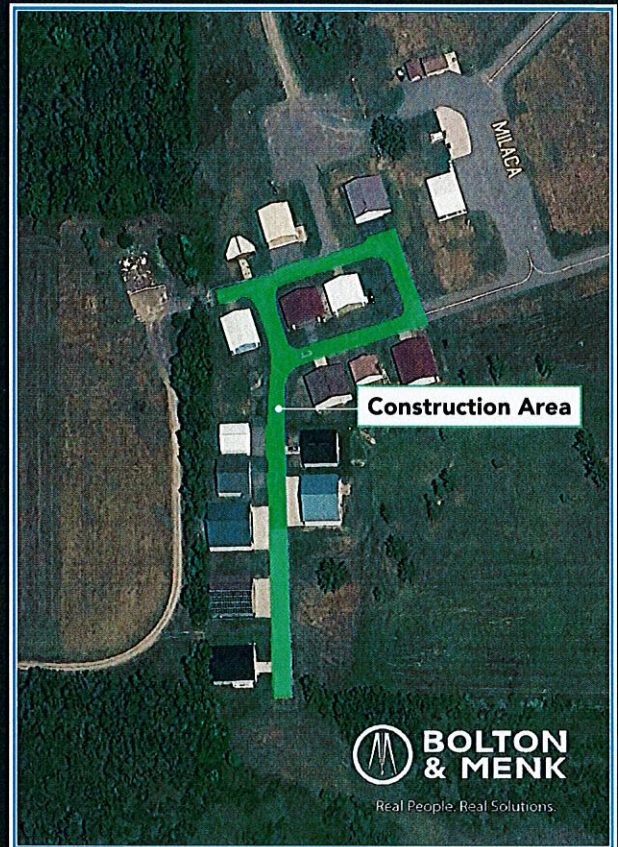
The taxi lanes at the Milaca Municipal Airport will be reconstructed. The work will include reclaiming the existing pavement, stabilizing the subgrade, and repaving. Taxi lanes will be inaccessible for the duration of the project.

Construction is scheduled to begin June 1st and is anticipated to be completed by July 24th.

PROJECT CONTACTS

Airport Engineer
Nick Grahek
651.285.6296

Airport Manager
John Oldenburg
320.267.6898



April 2026



Milaca

T. Fisher

M. Zins

ESMC Report 26-12

This report is available on the ESMC website: <https://www.cts.umn.edu/programs/empoweringcommunities>



ACKNOWLEDGMENTS

This is a co-publication of the University of Minnesota's Empowering Small Minnesota Communities (ESMC) Program. This effort is made possible thanks to funding by the Minnesota State Legislature. The ESMC is coordinated by UMN partners at the Center for Transportation Studies, the Center for Urban and Regional Affairs, the Humphrey School of Public Affairs, the Minnesota Design Center and UMN Extension Regional Sustainable Development Partnerships.

We want to thank the many people of Milaca, Minnesota, who participated in this project, including Dave Dillan, Tammy Pfaff, Joe Cronin, Dave Wedin, Lainy Hoskins, Phil Gravel, Shawn Docker, Jessica Bitz, Sam Johnson, Steven Hage, Sue Hage, Erik Lindell, Jordan Zeller, Nicole Geist, Mary Kiel, Jeff Borling, Jordan Deboer.

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MILACA, MINNESOTA

FINAL REPORT

Prepared by:

Thomas Fisher
Minnesota Design Center
University of Minnesota

Molly Zins
Regional Sustainable Development Partnership
University of Minnesota

APRIL 2026

Published by:

Empowering Small Minnesota Communities
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EXECUTIVE SUMMARY

The City of Milaca, Minnesota, successfully completed a proposal to the Empowering Small Minnesota Communities (ESMC) program for a tactical-action grant to help the city develop the land that it owned near the intersection of highway 169 and state route 23 as part of a mixed-use retail and industrial park called Milaca Junction. The ESCM team of Tom Fisher and Molly Zins worked closely with city leadership, primarily Mayor Dave Dillan and City Manager Tammy Pfaff, to hold a series of community workshops with the public and property owners to identify what city residents and business owners would like to see there. The ESCM team also helped identify possible funding sources for some of the infrastructure. The site has since been laid out, platted, and has lots up for sale.



Figure 1.1 The site of Milaca Junction and the current development there.

INTRODUCTION

In January 2024, the City of Milaca made an Empowering Small Minnesota Communities (ESMC) proposal for help in the development of an industrial park on land that the city had purchased at the intersection of Highway 169 and State Route 23. Three different businesses had contacted the city about expanding to the community, but they did not have the space to do so. The city did not want those businesses to go elsewhere, which is why it had prioritized the industrial park, while also serving other community needs.

The city has a lot of community assets and partners, and it also serves as the county seat for Milaca County. MNDOT's redevelopment of Highway 23 through town also promised to increase access to the community and the city hopes to make the downtown more livable, walkable and usable. The city also has an extensive hiking, cross-country skiing, and mountain bike trail system on land close to the downtown and it has invested heavily in its parks along the Rum River that's used a lot by community members and is a big draw for visitors.



Figure 1.2 The Rum River in Milaca

With a tag line “Gateway to the North,” Milaca also sees ongoing improvements to Highway 169 making the city and the Milaca Junction development attractive to people heading north to the state’s recreational lakes. There will be no stoplights from Elk River to Milaca, and even now, people can travel from Maple Grove to Milaca in under 50 min or from Milaca to Target Field in a little over an hour. The ESMC project expanded its focus beyond development of Milaca Junction to explore how the city might leverage its outdoor assets and key location to attract more business and recreational activity.

COMMUNITY ENGAGEMENT

With leadership of Mayor Dave Dillan and City Manager Tammy Pfaff, and the involvement of many business and civic leaders, the ESMC team, in partnership with the City, participated in some engagement events to hear what the broader community would like to see in Milaca. The goal was to include as many community members as possible in the process and to hear how the city could design new, welcoming community spaces for all. The city had done community visioning sessions with broad engagement and input in the past, with good results, and it saw the ESMC project as an opportunity to go through that process again.

There was a project-kickoff meeting, with a site visit from the ESMC team to meet key community members, on July 1, 2024. From that, the ESMC team developed a scope that included an asset-identification and idea-generation process to see how the highway 23 construction plans and the industrial park can be part of a larger strategy for the city. The goals of this work were: 1. To identify the assets that the city has to build on and how those assets can be leveraged for community development, 2. To help the city identify sustainable infrastructure projects that might compete for funding, and 3. To engage the city in considering how these projects can help achieve the goals that it has identified.

The first community engagement event coincided with the season-opener “Pizza Bowl” football game on August 30, 2024, where the ESMC team placed a giant map of the city on the floor of the school’s commons, with free pizza donated by Heggies Pizza. The goal was to gather the ideas of young people and families about what they liked about their community, what and where they saw its greatest assets, and what they would like to see happen in the city in the future. The event drew about 50 people. (See Appendix A for responses.)



Figure 1.3 Community “Pizza Bowl” event, August 30, 2024

On October 4, 2024, the ESMC team also had an outdoor table at the homecoming football game tailgate party, where community members gave their ideas in the form of Post-it notes on a map of the city, about what they loved about Milaca and what they would like to see there. About 100 people participated in that event. (See Appendix B for responses.)



Figure 1.4 Community engagement event, October 4, 2024

Then, on November 19, 2024, the group held a Milaca Junction Workshop, where about 20 property owners and local business leaders met with the City and the ESMC team to talk about what they wanted to see at the Junction, with small group discussions and a report-out at the end of the meeting.



Figure 1.5 Milaca Junction Workshop, November 19, 2024

IMPLEMENTATION

From that meeting, the City decided to form a smaller Milaca Junction work group, with eight members of that group meeting on January 21, 2025, to explore potential grant opportunities. The ESMC project provided the City with a \$5,000 grant in addition to making its Grants Library available to the City, with help in identifying possible funding sources for Milaca Junction, some of which the City pursued. For example, the City also received \$10,000 from the Initiative Foundation’s Economic Development Workforce Grant program. (See Appendix D for potential grant funding.)

The City decided in March 2025 to move ahead with the development of the Milaca Junction Addition Property, after discussion in a special city council meeting to gather community input. The 13 acres of Milaca Junction has been platted, with plans to extend utilities to the site and to build a road in order to put 12 lots on the market. The lots range from one to four acres to accommodate a range of businesses, and their prices range from \$100,000 to \$250,000 depending on size, visibility and grading requirements. The city will require developers to begin construction within a set time frame or forfeit the property to prevent land-banking that might stifle the development. While the infrastructure will cost a lot, the City expects to recover that investment through the sales of property, which are currently listed by Samuel Johnson and brokered by Parcel Real Estate Inc.



Figure 1.6 Milaca Junction sales brochure and potential development

While the ESMC work related to Milaca Junction was completed in November 2025, the community engagement process indicated a strong interest in the community for further discussions related to the downtown and to a possible regional park. In September, the City began contacting parties potentially interested in the regional park idea and the ESMC team remains in contact with the City about a possible Milaca Downtown design workshop, the date for which has yet to be determined.

One reason that some communities thrive while others do not, has to do with their willingness to change, their eagerness to leverage their assets, and their openness to new ideas. Milaca's leadership, its business community, and its residents all demonstrated those qualities throughout this project, and because of that, we know that the City of Milaca has a very bright future ahead.

APPENDIX A

What do you most love about Milaca?

- Knowing people
- Small town living but close to big cities
- Marching band, music, art
- Parks, people
- Multiple parks, community events, safety for our kids
- Good neighbors
- Fly-in breakfast
- Mayor Grandpa Dave
- Ice cream shop, superman ice cream
- Small town fell, safety for our kids, “It takes a village” to raise kids, and I love this village
- Rec park
- Splash pad

What do you think are the community’s greatest assets?

- Parks, golf course, schools/teachers, churches, industry
- Golf course
- Free recreation splash pad, ice rink, parks, movies in parks, skate park, etc.
- Parade
- We love our school and our teachers, Thank you!
- Community Christian school, Go CCS
- Free community kids’ events
- Marching bands
- The trails for biking, hiking, cross-country skiing
- Parks, trail system, band shell
- All the community support
- School parks
- Archery range

Where do you see possibilities for Milaca?

- Nice welcome to Milaca signs coming into town, visible welcome sign by Kochs
- Expand industrial to by unclaimed freight
- Tube rentals at rec park in the summer for river floating
- Fix potholes in the road
- Continue to involve the youth in ideas and events
- Bike lanes
- Safety for motorized wheelchair users using Milaca streets
- Continue the sidewalk on 23 to Snap Fitness and Kochs

What would you love to see in Milaca in 10 years?

- Big name country concert
- Rec center
- Community pool/water park
- Like the idea of a field house that the community could use, this was proposed a few years ago
- Trailhead parking and rec park
- More business
- Wellness center like Mora
- Expanded activity building, rec center, improving trailhead junction to N/S, E/W trails for biking
- Turn riverfront park into a fenced-in dog park

Responses on the map:

- On 23: Slower speed by Kochs
- On Central Ave: Residential development of Anfinson property with view of Rum River Valley
- An outdoor pool, fair
- At 169 and 23: Apartments, hotel upgrade and pool, more restaurants
- Along Rum River: Natural sand pool diverted from Rum River
- Community center/field house
- Combine rec park and tank park
- Adventure park
- By golf course: Kayak canoe tubing entry
- New clubhouse, with great food and patio
- Another park, like purple park that has walking area around it

APPENDIX B

What would you love to see in Milaca in 10 years?

Retail ideas

- Target
- Pet store
- Scheels
- Mall
- Fleet Farm
- Nike store
- Spiderman store
- Bookstore
- Toy Store
- Nerf store
- Aldi's
- Car wash that works
- Walmart
- Another grocery store
- Touch less car wash
- Lego store

Food-related ideas

- Coffee in school cafeteria at lunch time
- Pizza Ranch
- Pizza Hut
- Canes
- Starbucks
- Caribou
- Candy Store
- Chipotle, Taco Bell, McDonalds
- Another Place/Restaurant to eat
- Food Court

Recreational ideas

- Miniature golf course
- A real water park
- Walking and Biking Path to the gym
- Parks, Better park for school
- Public pool with waterslides
- Soccer Pitch
- Martial Arts Studio
- Field house
- The skate park
- Soccer field
- Ice hockey field
- Archery Range
- Nike Track
- Walking and bike trails

- Mini Golf

Entertainment ideas

- Farms
- Zoo
- Petting zoo
- Movie theater
- An all-age hang out building
- Train Bridge
- Youth Activity Center
- Auditorium
- Community center to have events (shows, concerts, bingo)
- Arboretum

Services

- Homeless Shelter
- Better street sweepers

APPENDIX C

What are you interested in seeing at the Junction?

- Hearing from high school students: fast food, Taco bell, Caribou/Starbucks
- Employment opportunities
- Front door to the community
- Expand youth experiences/employment opportunities
- More retail to encourage people to stop (while they have to wait 20 min for an EV charge)
- 9+ acres for retail
- Top 1, 2 or 3 for traffic counts with hwy 23 & 169 intersection
- What's best for Milaca
- Fleet Farm, people shopping on their way up north
- Farmer's Market
- Holiday/theme market
- Photo op (kitschy experience families can plan on each time they pass through)
- River routes "designated water trails"

What would cause people to stop at the Junction? And/or what will meet the community's needs?

- Seasonal attractions i.e. Bentleyville
- Marketing, marketing, marketing
- Retention - focus on businesses who are already here in addition to attracting new businesses
- Small business retailers
- Cabinet makers - woodworkers looking for space
- Unique dining experience (i.e. brewery, winery, coffee shop) - can also draw people to bike trails and parks
- Safe routes connecting to downtown center
- Broadband
- Truck wash
- Restaurant
- Outdoor water park (similar to Mora's)
- Unique experience/feel for families to stop "this is what our family does on the way up north"
- For teens, stuff to do movie theatre, mini golf, shopping, e-scooters, arcade, escape room
- Farmer's Market
- Walking trails - love the paved trail at Rec Park
- Running trails - from the Junction down to Rec Park
- Maintain sidewalks
- Recommend having Phil draw up 3 schematics, thinking about both production and retail
- Campers/boats parking spaces
- Dog walking area
- Night lighting

- Make the exit accessible/ easy to stop
- Signage - help people know what's there
- Shared marketing
- Pop ups for small businesses without storefront - the school could build the sheds (as is done in some other communities)
- Special events
- At Rec Park: log rolling and signage about the logging history of the area
- There is a lot of misconception about Milaca being an old farming community

APPENDIX D

Rural energy efficiency

- <https://www.rd.usda.gov/inflation-reduction-act/rural-energy-america-program-reap>
- <https://www.rd.usda.gov/programs-services/energy-programs/rural-energy-america-program-renewable-energy-systems-energy-efficiency-improvement-guaranteed-loans/mn>
- <https://mn.gov/commerce/energy/consumer/energy-programs/on-site-energy-storage-systems.jsp>
- <https://minnpace.com/> (Property Assessed Clean Energy)
- Rural Energy for America Program Energy Audit & Renewable Energy Development Assistance Grants in Minnesota: <https://www.rd.usda.gov/programs-services/energy-programs/rural-energy-america-program-energy-audit-renewable-energy-development-assistance-grants/mn>

Transportation

- <https://www.dot.state.mn.us/iija-match/index.html>
- https://grants.gov/search-results-detail/351205?utm_source=substack&utm_medium=email
(RAISE – rebuilding American Infrastructure with Sustainability and Equity) 2025?
- Small Cities Development Program:
<https://mn.gov/deed/government/financial-assistance/community-funding/small-cities.jsp>

Clean Water / Stormwater

- <https://www.pca.state.mn.us/grants-and-loans/clean-water-partnership-loans>
- <https://www.pca.state.mn.us/grants-and-loans/environmental-assistance-loans>
- <https://www.pca.state.mn.us/grants-and-loans/small-business-environmental-improvement-loans>
- <https://www.rd.usda.gov/programs-services/water-environmental-programs/water-waste-disposal-loan-grant-program/mn>
- <https://www.pca.state.mn.us/grants-and-loans/implementation-grants-for-stormwater-resilience>

- WaterSMART Grants: Water and Energy Efficiency Grants for Fiscal Year 2024:
https://www.grants.gov/search-results-detail/350982?utm_source=substack&utm_medium=email

Assistance to small communities

- <https://mn.gov/commerce/energy/consumer/energy-programs/state-competitiveness-fund.jsp>
- <https://www.lmc.org/resources/grant-navigator/>
- <https://mn.gov/deed/government/financial-assistance/community-funding/small-cities.jsp>
- Community Facilities Direct Loan & Grant Program in Minnesota:
<https://www.rd.usda.gov/programs-services/community-facilities/community-facilities-direct-loan-grant-program/mn>

Recreation / natural resources assistance

- https://www.dnr.state.mn.us/grants/recreation/outdoor_rec.html
- <https://www.lccmr.mn.gov/>

Small Businesses

- Small business environmental improvement loans:
<https://www.pca.state.mn.us/grants-and-loans/small-business-environmental-improvement-loans>
- Notice of Funding Opportunity: Small-Scale Supplier Projects:
<https://www.nist.gov/chips/incentives-funding-opportunities/notice-funding-opportunity-small-scale-supplier-projects>



May 1, 2026

City of Milaca
255 1st St E
Milaca, MN 56353

Dear City Officials,

Mille Lacs County Area DAC proposes to develop an accessible outdoor gathering space centered around the installation of a wheelchair-accessible “We-Go” swing as part of a broader garden and outdoor rehabilitation project at our program site. This initiative is designed to create an inclusive, welcoming environment where adults with disabilities can connect with others, engage with nature, and experience improved emotional wellbeing.

At its core, this project is about fostering connection and belonging. The accessible swing will serve as a focal point within a thoughtfully designed outdoor space that encourages participants to gather, interact, and share experiences. For many of the individuals we serve, opportunities to engage in typical outdoor recreational activities are limited or nonexistent due to physical and environmental barriers. This project directly addresses those barriers by providing a safe, accessible, and inviting space where all participants can fully participate.

The “We-Go” swing is specifically designed to accommodate individuals who use wheelchairs, allowing them to experience the joy and calming motion of swinging without the need to transfer. This seemingly simple activity carries profound benefits. The rhythmic motion of the swing can support sensory regulation, reduce anxiety, and promote a sense of calm. When combined with an outdoor garden setting, the experience becomes even more impactful, offering a multi-sensory environment that supports mental and emotional wellbeing.

Beyond individual benefits, the project is intentionally designed to encourage social interaction. The outdoor space will function as a shared gathering area where participants can spend time together, engage in conversation, and build relationships. Staff will incorporate the space into daily programming, using it for group activities, informal gatherings, and opportunities for peer connection. The presence of an accessible swing ensures that individuals of all ability levels can participate alongside one another, reinforcing a sense of inclusion and community.

This project aligns strongly with the city’s focus on fostering social connection and supporting local belonging. Many of the individuals served by MLCDAC experience social isolation, particularly outside of structured program environments. By creating a space that is both accessible and

intentionally designed for interaction, we are addressing a critical need for inclusive community connection.

To bring this vision to life, Mille Lacs County Area DAC respectfully requests \$20,000 in support from the City of Milaca's charitable gambling funds. The total project cost, based on the attached Flagship Recreation proposal, is approximately \$91,873, which includes the We-Go swing, accessible safety surfacing, and professional installation. We have been actively securing funding through grants, local partnerships, and private contributions to support this effort. While several requests are currently pending, a funding gap remains to fully complete the project as designed. Support from the City of Milaca will play a critical role in closing that gap and ensuring this space is fully accessible, safe, and available for daily use by the individuals we serve.

In addition, the project promotes healing and wellbeing through non-clinical, community-based approaches. Time spent outdoors has been shown to reduce stress and improve mood, while sensory experiences such as swinging can provide comfort and emotional regulation. The combination of these elements creates an environment where participants can decompress, recharge, and experience moments of joy in a safe and supportive setting.

The broader garden component of the project further enhances its impact. Participants will have opportunities to engage with the space in meaningful ways, including planting, maintaining, and enjoying the garden environment. This fosters a sense of ownership and purpose, allowing individuals to contribute to a shared community space and take pride in its upkeep. Staff and volunteers may also participate, strengthening connections between participants and the broader community. Importantly, this project is designed to be sustainable and integrated into ongoing programming. The outdoor space will be used daily during appropriate seasons, ensuring that the benefits extend well beyond initial implementation. It will become a permanent part of the MLCDAC environment, supporting current participants as well as those who will be served in the future. Community support is already evident in the development of this project, with funding secured and requested from a variety of local and regional partners. This demonstrates both the need for and the value of creating inclusive spaces for individuals with disabilities. Support from the City of Milaca will play a key role in bringing this vision to life and ensuring that the space is fully accessible and welcoming to all.

Ultimately, this project is about more than infrastructure—it is about creating opportunities for connection, inclusion, and wellbeing. By investing in an accessible outdoor gathering space, you are investing in the lives of individuals who too often face barriers to participation. This initiative will provide a place where participants can come together, build relationships, and experience a true sense of belonging within their community.

Thank you for your consideration and for your continued support of inclusive community initiatives in Milaca.

Sincerely,
Tess Shipman
Executive Director
Mille Lacs County Area DAC Inc.

Flagship Recreation

Proposal for Mille Lacs Co DAC





ls landscape
structures

Mille Lacs Cty DAC

Milaca_MilleLacsCtyDAC 042026 | 4.22.2026
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Mille Lacs Cty DAC
 115 1st St E
 Milaca, MN 56353
 Tess Shipman, Exec Dir

Labor Rate: Prevailing

PRELIMINARY BUDGET - THIS IS AN ESTIMATE & NOT A FORMAL QUOTE

	QTY	Preliminary Budget	Possible Additions	Possible Reductions	Notes
Play Equipment					
Milaca - Mille Lacs Cty DAC - We Go Swing APR 20 2026		\$43,520			2026 List Price
Flagship Recreation/Landscape Structures Discount	10%	-\$4,352			Flagship Recreation/Landscape Structures Discount
Sales Tax - if applicable		\$0			ST3 Certificate of Exemption must be provided by owner.
Playground Freight (Ships from Delano, MN)					
	1	\$850			Invoiced At Cost/No MarkUp per State of MN Contract
Mobilization					
Dumpster(s) - 30 Yard	1	\$750			Mobilization of Installation Crew to Job Site (Trailer Skid Steer Auger, Tools, Mixer, Etc.)
Per Diem / Lodging & Meals for Install Crew (If Needed)	1	\$1,800		(750.00)	Disposal of packaging material - Deduct if Provided by Owner/Other
				(1,800.00)	Only Actual Costs - No MarkUp - Hotel Receipts Available Upon Request
Site Work - Excavation, Leveling to 1%, etc					
	0				By Owner/Other
Border Options - None - Existing Surround Sidewalk					
	0				By Owner/Other
Playground Installation (Labor & Concrete for Footings)					
	1	\$19,083			Full professional installation by Landscape Structures Certified Installers. Quoted with Prevailing Wages **10-12 CY of Concrete for We Go Swing Footing**
Concrete Flatwork - None					
	0				By Owner/Other
Subgrade Prep & Poured In Place (PIP) or Turf Surfacing					
Compacted Aggregate Base (Recycled Concrete or Class 5) (Tons)	40	\$2,795			Class 5 Agg w/ Fines or Recycled Concrete, Material & Install 4" - 6" Compacted Required for PIP & Turf Installations
Drain Tile (LF) & Catch Basin/French Drain As Needed	120	\$2,400			Wrapped w/ Clear Agg - Drain Stubs Req'd Inside Container. Improper Drainage Will Cause PIP to Fail and is NOT Warrantied.
Poured In Place Rubber Surfacing (Sq. Ft.)	1,022	\$26,828			50/50 mix of Standard Colors/Black Speckled (Designs & Premium Colors Extra)
Chain Link Construction Fence (8' x 8' Panels)	0				Temporary Construction Fence, Locked Gate, Traffic Control - Cones, Signage, etc. Not Included
Security Guard / Site Monitoring	0				24 Hr Site Security req'd during Installation & Cure Time. Cure Times vary with weather and thickness. Defects or damage due to trespass before sufficient cure time will not be covered by warranty. Flagship Rec not licensed for Security Services.
Site Restoration (Sq.Ft.)	0				None - Area Surrounded by Concrete Sidewalk (By Other/Owner)
		Preliminary Total	Additions Total	Reductions Total	Total w/ Additions & Reductions
		\$94,423	0.00	(2,550.00)	91,873.33

PlayCAD Quote

Date: 04/22/2026

Rep Organization: Flagship Recreation

Quote No: Milaca_MilleLacsCtyDAC
042026

By: JLZT

Contact Person: Stacy Strand

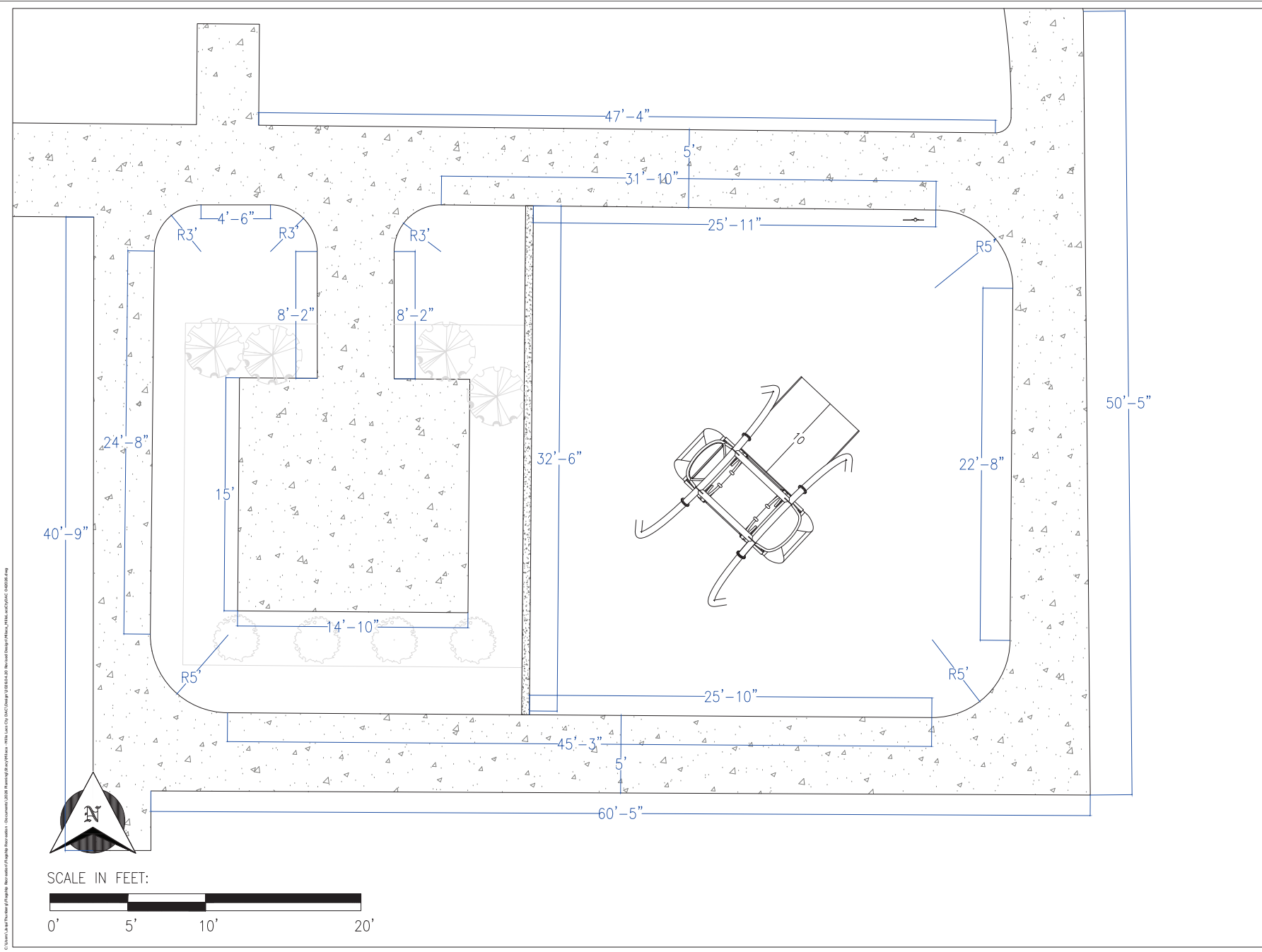
Project Title: Mille Lacs Cty DAC

Location: Milaca, MN

Freestanding Play (2-12 years)						
PHASE-1 Direct Bury Aluminum			UNIT		TOTAL	
QTY	NO.	DESCRIPTION	WEIGHT (lb)	PRICE (US \$)	WEIGHT (lb)	PRICE (2026)
Freestanding Play Signs						
1	182504B	Welcome Sign Ages 2-12 years Direct Bury			24.0	500.00
Swings						
1	277778A	We-Go-Swing w/1 Accessible Bay DB Only ¹			2357.0	43,020.00

SUMMARY		CONCRETE (cu-ft)	FOOTINGS (count)	LABOR (hours)	WEIGHT (lb)	PRICE (2026)
Freestanding Play (2-12 years) PHASE-1		271.3	3	60.8	2,381.0	43,520.00
Total Safety Zone Area = 548 sq. ft.						

ALL PHASES		CONCRETE (cu-ft)	FOOTINGS (count)	LABOR (hours)	WEIGHT (lb)	PRICE (2026)
	Freestanding Play	271.3	3	60.8	2,381.0	43,520.00
	Total	271.3	3	60.8	2,381.0	43,520.00



FLAGSHIP RECREATION
 11123 UPPER 33RD ST N
 LAKE ELMO, MN 55082
 763-550-7860
 FLAGSHIPPLAY.COM

Sm **landscape structures**

THIS PLAY AREA AND PLAY EQUIPMENT IS DESIGNED FOR AGE RANGES AS NOTED ON PLAN.
 THIS DESIGN CONFORMS TO THE ADA ACCESSIBILITY GUIDELINES (ADAAG), ASSUMING THAT THE ENTIRE USE ZONE IS COVERED WITH AN ACCESSIBLE PROTECTIVE SURFACING, UNLESS OTHERWISE NOTED ON THE PLAN.

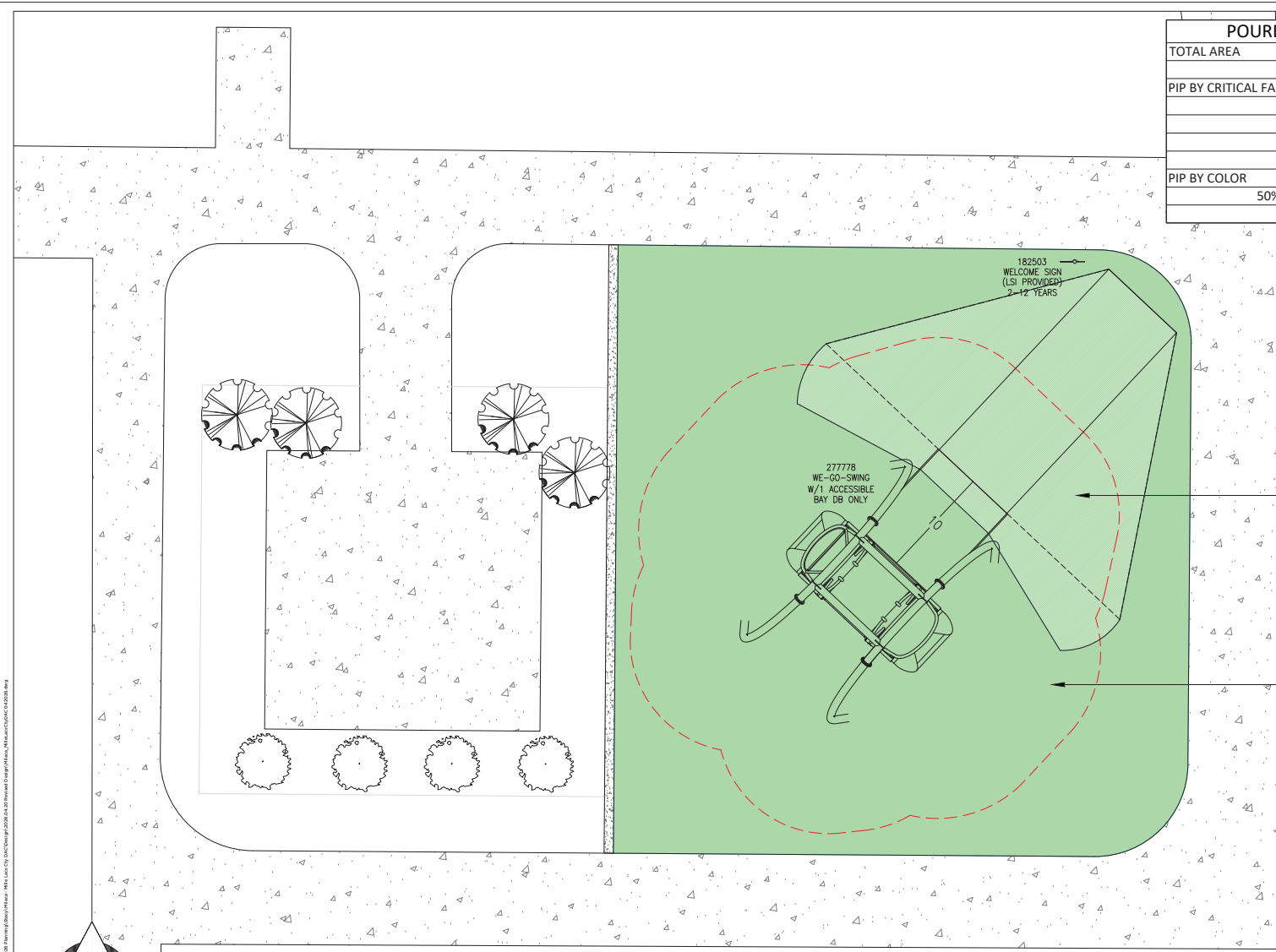
NAME PLAYGROUND
CONCRETE CURB & FLATWORK DIMENSIONS
 STREET, CITY, MN

SALES REPRESENTATIVE: NAME

DESIGNED BY: INITIAL
 4/20/26

3/8" = 1'-0"

SHEET
LC101



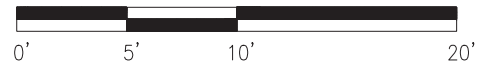
POURED-IN-PLACE DETAILS	
TOTAL AREA	998
PIP BY CRITICAL FALL HEIGHTS	
FLAT 4' CFH PIP	772
SLOPED 4' CFH PIP	250
TOTAL PIP	1022
PIP BY COLOR	
50% COLOR 1 / 50% BLACK	1022
TOTAL PIP	1022

SLOPED ACCESSIBLE RAMP
UP TO WGS ACCESS

FLAT PIP UNDER WGS
AND TO CONCRETE WALK



SCALE IN FEET:



FLAGSHIP RECREATION
11123 UPPER 33RD ST N
LAKE ELMO, MN 55082
763-550-7860
FLAGSHIPPLAY.COM



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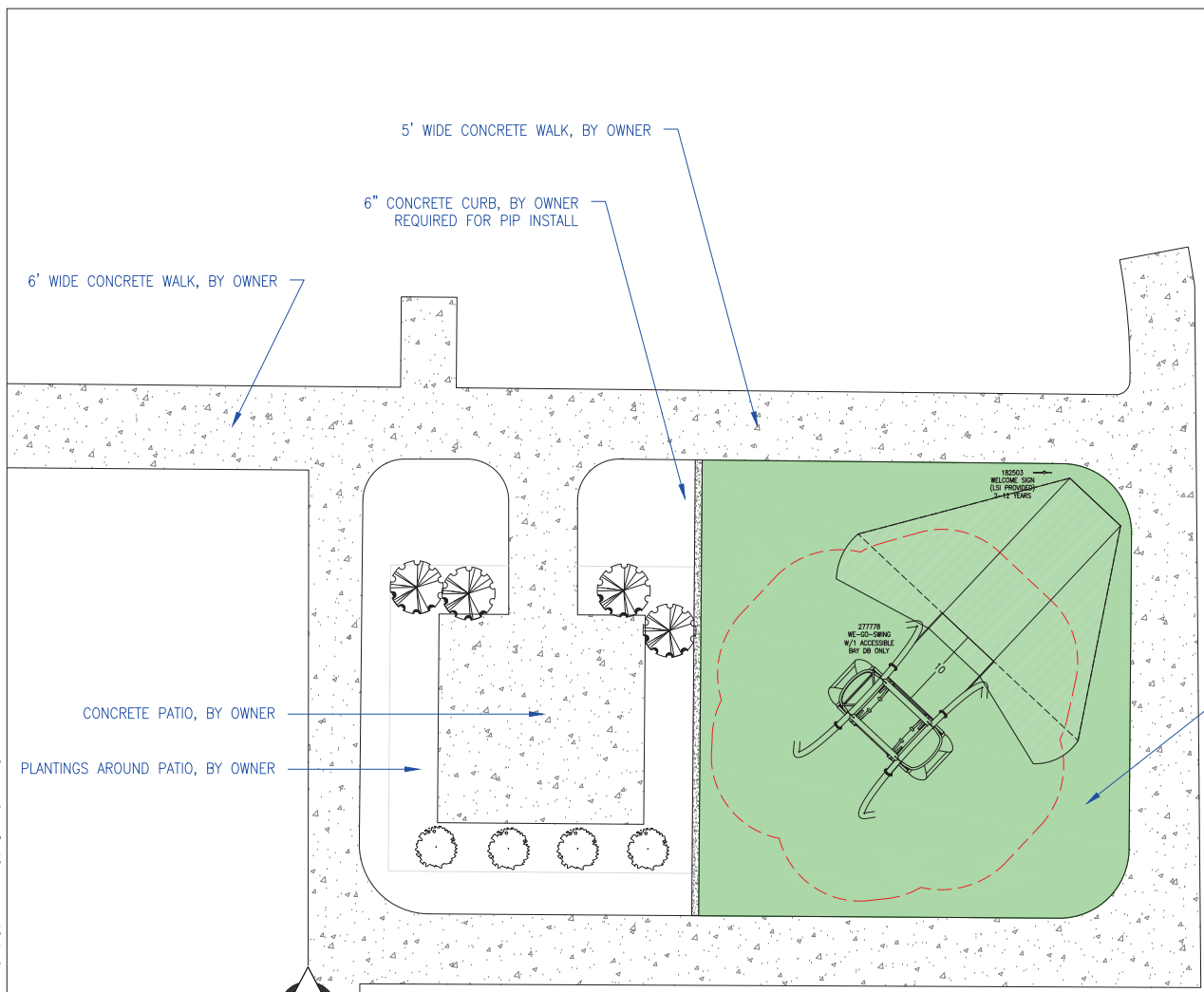
Mille Lacs DAC
Full PIP Option
SAFETY SURFACING HOLD
DOWN'S & DESIGN
115 1st St E, Milaca, MN 56353

SALES REPRESENTATIVE:
Stacy Strand

DESIGNED BY:
JLZT
4/20/26

3/8" = 1'-0"

SHEET
LG101A

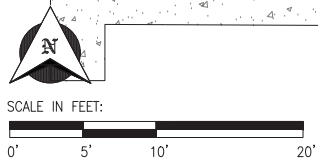


CONTAINER DETAILS	
TOTAL CONTAINER AREA	998 SF
ASTM SAFETY SURFACING TYPE	POURED-IN-PLACE
TOTAL PIP AREA	998 SF
EDGING TYPE	CONCRETE WALK/CURB, BY OWNER
FINISH GRADE	TOP OF CONCRETE WALK
MAX FALL HEIGHT (2-12 YR)	48"

- *SITE PREPARATION REQUIREMENTS:**
- Owner to provide a minimum 6' wide approved site access path to container and protection of this access route.
 - Playground plan is based on ideal soil conditions. If there are concerns about the soils being suitable, it is recommended that the owner provide a geotechnical report of the site.
 - Maximum of 1% grade change across the container.
 - Owner installed drain tile to be within 4' of container perimeter.
 - Drain tile by Flagship Recreation accounts for water within the container and does not account for run off from the surrounding flatwork, landscaping, buildings, etc.
 - **If owner installed border, drain tile stub to be provided.**
 - Owner to provide an accessible route to container.
 - Minimum container size needed denotes the inside of the curb dimension.
 - Play containers must be clear of all utility lines prior to equipment installation to avoid damage when installing equipment footers.

PLAYGROUND EQUIPMENT AND PIP SAFETY SURFACING, BY FLAGSHIP

CONCRETE PATIO, BY OWNER
 PLANTINGS AROUND PATIO, BY OWNER



5-12 AREA		
TOTAL ELEVATED PLAY COMPONENTS	0	
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED 0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	0	REQUIRED 0
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	1	REQUIRED 0
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	1	REQUIRED 1



FLAGSHIP RECREATION
 11123 UPPER 33RD ST N
 LAKE ELMO, MN 55082
 763-550-7860
 FLAGSHIPPLAY.COM



THIS PLAY AREA AND PLAY EQUIPMENT IS DESIGNED FOR AGE RANGES AS NOTED ON PLAN.
 THIS DESIGN CONFORMS TO THE ADA ACCESSIBILITY GUIDELINES (ADAAG), ASSUMING THAT THE ENTIRE USE ZONE IS COVERED WITH AN ACCESSIBLE PROTECTIVE SURFACING, UNLESS OTHERWISE NOTED ON THE PLAN.

**Mille Lacs DAC
 We-Go-Swing**
 115 1st St E, Mille Lacs, MN 56353

SALES REPRESENTATIVE:
Stacy Strand

DESIGNED BY:
 JLZT
 4/20/26

1/4" = 1'-0"

SHEET
LS101



CITY OF MILACA Minnesota

255 First Street East, Milaca, MN 56353

(320)983-3141 | (320)983-3142 fax

www.cityofmilaca.org

CITY OF MILACA SPECIAL EVENT PERMIT APPLICATION

PERMIT FEE: \$50

Application must be received at least 60 days prior to event

Date Received at City Hall _____

- A Special Event Permit is needed for events that require street closures, public path or trail closures, where event fees are charged, public resources including traffic control, police, and/or public works assistance are needed, outdoor sales are part of the event, and/or expected outdoor crowd size is over 150 persons.
- Other permits may be required for your event, including a Street Closing Permit, Banners/Signs Permit, Parade Permit, Park Grounds Permit, Temporary Liquor License, and Fireworks Permit. Park Structure Reservations are separate from this permit.
- Food trucks must be licensed by the City of Milaca per Ordinance No. 115.
- Priority is given to City of Milaca events. Returning events have priority for a date/venue over other applicants.
- Additional information not specifically addressed on the application may be needed.
- Special Event is not confirmed until the Milaca City Council or City Manager approves the permit application.
- A City of Milaca park or trail cannot be reserved for the exclusive use of one group. Access to the parks by the general public must be available at all times. Areas may be roped off or otherwise secured if the City of Milaca grants this as a specified condition, but we cannot guarantee that the public will not enter the event area.

NAME OF SPECIAL EVENT: Milaca Parade

TYPE OF SPECIAL EVENT: Parade Runs/Walks _____ Concert or Movie _____ Other: _____

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

Name of Contact Person: Carrie Vesel

Daytime Phone: 651-280-5169

Address: 255 First St. E

Evening Phone: _____

Fax Number: _____

Email Address: execdirector@milacachamber.com

Start Date & Time 6/18/2026

End Date & Time 5:30pm

Estimated Number of Participants Attending the Event 1800-3500

Number of Sanitary Facilities 10-15 Sanitary Locations Parade route, Parks and Band & Float staging

Where will Individuals Park Street and parking lots

Will Security Be Needed? Explain Arrangements: yes, Milaca Police, Mille Lacs Sheriff Dep, Reserves

If using a public address system, give the location of speakers _____

Will electricity be required, and if so, how will it be provided No

How will refuse be disposed of Garbages, All Food Trucks have been notified that they need to remove all there trash.

Will the Special Event require the use of a park/shelter Yes No (A park/shelter reservation must be made separately)

Will alcohol be served Yes No (Police presence may be required; rate is \$100/hr)

FOOD

Will food or beverage be sold Yes No

Name of vendor / serving team Food Trucks/ City should have all food vendors applications

Licensed with State of MN (enclose copy)

Liability Insurance (enclose copy)

Type of Service Food Truck Food Stand Other _____

Name of vendor / serving team _____

Licensed with State of MN (enclose copy)

Liability Insurance (enclose copy)

Type of Service Food Truck Food Stand Other _____

REQUEST FOR CITY OF MILACA POLICE COVERAGE

Request is made for the Milaca Police Department to provide security for the following times:

Date: 6/18/2026 Time 4:30pm to 9:30pm
(Beginning) (End)

Date: _____ Time _____ to _____
(Beginning) (End)

Date: _____ Time _____ to _____
(Beginning) (End)

DEFINED AREA OF EVENT

Provide a written description of all borders of jurisdiction for the event. Use the map below to highlight these borders. This will establish sole authority and responsibility for all activities within this area.

Cones: 2nd
 SW-2nd NW &
 2nd Ave NW
 3rd-8th NW & 2nd
 Ave NW
 9th NW & 2nd Ave
 NW
 10th N & Central

Barricades: 3rd
 SW: Uprights for S
 side
 2nd SW
 1st W
 2nd NW
 7th N & Central
 7th N & 2nd NE
 10th N & Central





CITY OF MILACA Minnesota

255 First Street East, Milaca, MN 56353

(320)983-3141 | (320)983-3142 fax

www.cityofmilaca.org

PARADE AND/OR STREET CLOSURE PERMIT Submit with Special Event Permit Application

Parade / Event Title Milaca Parade

Date of Parade / Event 6/18/2026 Assembly Time 4:00PM-9PM

Assembly Area Band Staging: 10th ST NE and 3rd Ave NE/11th ST NE/4th Ave NE

(Note: Applicant must obtain owner(s) written permission and attach to this application if assembly/dispersal is on private property).

Parade Start Time 5:30PM Estimated Duration 10PM

Actual Starting Location 9th St. NW,

**Proposed Parade Route
(Attach a separate sheet if necessary)**

Parade route will come down 9th st NW to 2nd Ave NW down to 3rd St SW.
 Map attached.

Parade End Location Milaca Public School Parade Dispersal Area 3rd Ave SW/Milaca Public Schools

Approximate Number of Units in Parade 22 Bands 60-75 Floats

Approximate Number of Persons in Parade _____

Approximate Number of Animals in Parade Maybe 1

Type of Animals in Parade Alpaca

Maximum Length of Parade in miles (or fractions thereof) _____

Contact Person Carrie Vesel Telephone 651-280-5169 Cell Phone _____

If your parade involves the closing of any county road (CSAH 33/10th Street NE, CSAH 36/Central Avenue, CSAH 37/1st Street E, CSAH 2/2nd Street SE, CSAH 32/2nd Street SW & 3rd Avenue SW) in the city limits, please submit your request to Mille Lacs County Public Works using the procedure found at <https://www.millelacs.mn.gov/2782/Street-Closing-Permit>.

To close MN Trunk Highway 23, submit your application to MN DOT using the procedure found at <https://www.dot.state.mn.us/utility/forms.html>.

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

1.

Location 10th St (Street to be Closed) Between Central Ave (Cross Street) & Enterprise Ave (Cross Street)
 Date 6/18/26 Time 3:00pm (Beginning) - 10:00pm (End)
 Contact Person Carrie Vesel Daytime Phone 651-280-5169 Cell Phone _____
 Special Requests _____

2.

Location 3rd Ave NE (Street to be Closed) Between 10th St NE (Cross Street) & 11th St NE (Cross Street)
 Date 6/18/26 Time 4:30pm (Beginning) - 10:00pm (End)
 Contact Person Carrie Vesel Daytime Phone 651-280-5169 Cell Phone _____
 Special Requests _____

3.

Location 11th St NE (Street to be Closed) Between 3rd Ave NE (Cross Street) & 4th Ave NE (Cross Street)
 Date 6/18/26 Time 4:30pm (Beginning) - 10:00pm (End)
 Contact Person Carrie Vesel Daytime Phone 651-280-5169 Cell Phone _____
 Special Requests _____

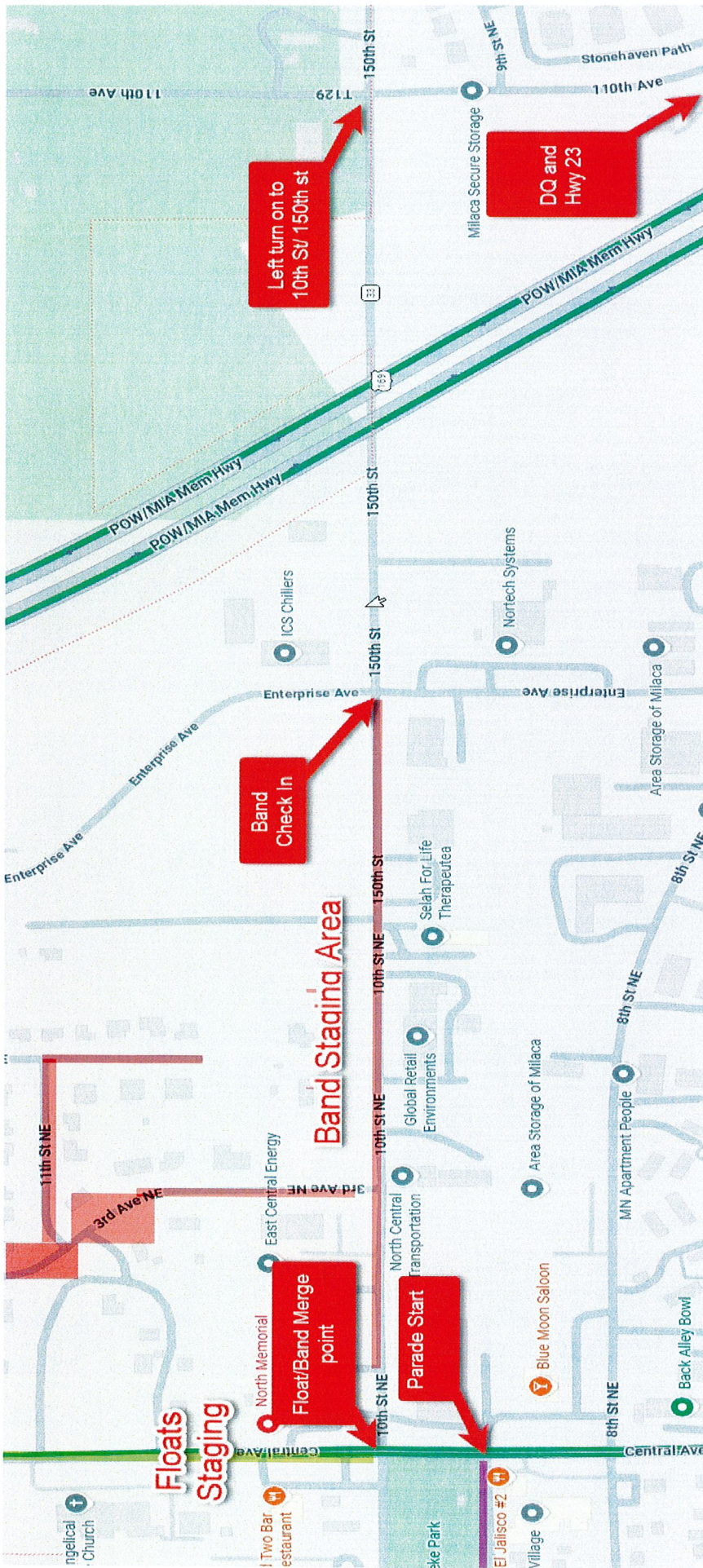
4.

Location Central Ave (Street to be Closed) Between 8th St NW (Cross Street) & 12th St NE (Cross Street)
 Date 6/18/26 Time 4:30pm (Beginning) - 10:00pm (End)
 Contact Person Carrie Vesel Daytime Phone 651-280-5169 Cell Phone _____
 Special Requests _____

5.

Location 2nd Ave NW (Street to be Closed) Between 9th ST NW (Cross Street) & 3rd St SW (Cross Street)
 Date 6/18/26 Time 4:30pm (Beginning) - 10:00pm (End)
 Contact Person Carrie Vesel Daytime Phone 651-280-5169 Cell Phone _____
 Special Requests _____

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





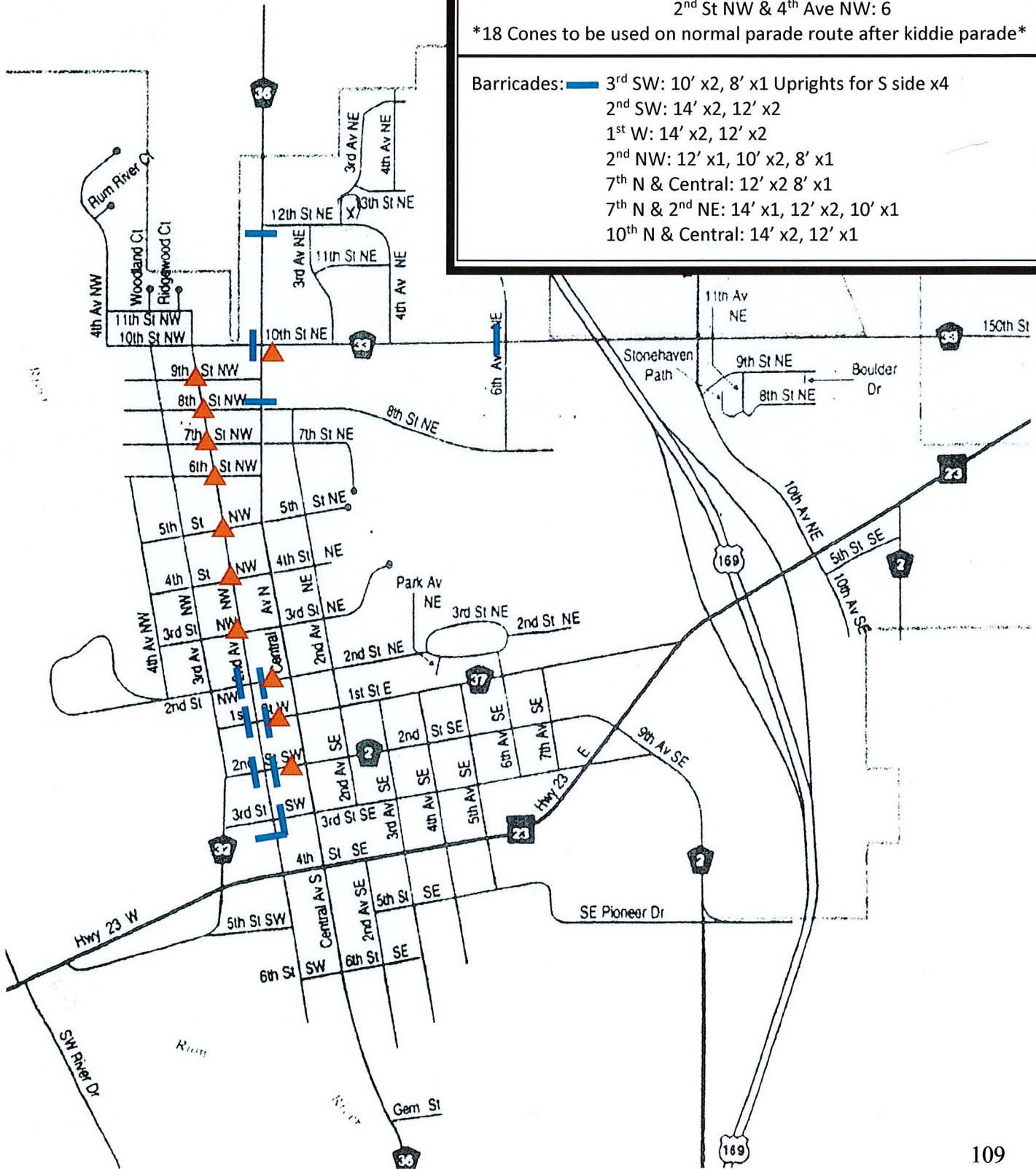
See Pages 9 & 10

Cones: ▲ 2nd SW-2nd NW & 2nd Ave NW 4 Each Intersection
 3rd-8th NW & 2nd Ave NW: 12 Each Intersection
 9th NW & 2nd Ave NW: 16
 10th N & Central: 4




For Kiddie Parade: ▲ 2nd St NW & 3rd Ave NW: 12
 2nd St NW & 4th Ave NW: 6

18 Cones to be used on normal parade route after kiddie parade

Barricades: ■ 3rd SW: 10' x2, 8' x1 Uprights for S side x4
 2nd SW: 14' x2, 12' x2
 1st W: 14' x2, 12' x2
 2nd NW: 12' x1, 10' x2, 8' x1
 7th N & Central: 12' x2 8' x1
 7th N & 2nd NE: 14' x1, 12' x2, 10' x1
 10th N & Central: 14' x2, 12' x1



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

	SIGN IF APPROVED	COMMENTS
City Administration	 _____ 5-6-2026 (date)	_____ _____ _____ _____ _____
Milaca Police Dept.	 _____ 5-6-2026 (date)	_____ _____ _____ _____ _____
Public Works	 _____ 5-12-26 (date)	_____ _____ _____ _____ _____
Building/Zoning Admin.	 _____ 05.06.2026 (date)	_____ _____ _____ _____ _____
Fire Chief	 _____ 5/6/20 (date)	_____ _____ _____ _____ _____

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