



CITY OF MILACA  
CITY COUNCIL MEETING  
COUNCIL AGENDA  
MAY 15, 2025

1. Call Meeting to Order 6:00 p.m.
2. Pledge of Allegiance
3. Roll Call- Present: Mayor-Dave Dillan\_\_\_\_ Council Members;     Norris Johnson\_\_\_\_     Lindsey Larsen\_\_\_\_  
Ken Muller\_\_\_\_     Tim Poorker\_\_\_\_     Absent;\_\_\_\_\_
4. **Approval of Agenda** MB\_\_2<sup>nd</sup>\_\_AIF\_\_O\_\_
5. **Consent Agenda** MB\_\_2<sup>nd</sup>\_\_AIF\_\_O\_\_
  - a. Approval of Minutes-April 17, 2025
  - b. Approval of Bills
  - c. Resolution #25-13 Resolution Accepting Donations
6. **Open Forum**
7. **Public Hearing**
8. **Requests and Communications**
9. **Ordinances and Resolutions**
  - a. Resolution #25-14 Adopting the Mille Lacs County 2024 Hazard Mitigation Plan MB\_\_2<sup>nd</sup>\_\_AIF\_\_O\_\_
10. **Reports of Departments, Boards and Commissions**
  - a. City Manager-
  - b. Police-Incident Summary (Info only – no action needed)
  - c. Parks –
  - d. Public Works-Engineer’s Report (Update only-no action needed)
  - e. Liquor Store-
  - f. Fire Department-
  - g. Planning and Zoning –
  - h. Airport-
11. **Committees**
  - a. Budget –
  - b. EDC
12. **Unfinished Business**
13. **New Business**
  - a. Procurement Standards Policy for Goods and Services Purchased with Federal Dollars MB\_\_2<sup>nd</sup>\_\_AIF\_\_O\_\_
  - b. Site Plan Options for Milaca Junction Addition MB\_\_2<sup>nd</sup>\_\_AIF\_\_O\_\_

14. **Miscellaneous**

15. **Council Comments**

16. **Adjournment** Time\_\_\_\_\_

MB\_\_\_2<sup>nd</sup>\_\_\_AIF\_\_\_O\_\_\_

**§ 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 17, 2025**

**Call to Order Roll Call**

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

**Pledge of Allegiance**

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

Staff present: City Manager Tammy Pfaff, Communications Specialist Mary Mickelson, Chief Quinn Rasmussen, Assistant City Clerk Deloris Katke, City Attorney Damien Toven,

Others present: Dan Hollenkamp, Michelle Hanson, Chris Carlson and Chloe Smith

**Approval of Agenda**

Mayor Dillan called for a motion to approve the agenda. Johnson made a motion for approval, seconded by Muller. Mayor Dillan requested to add under #9 Ordinances and Resolutions #540 Amending 96.01 Garage Sales-Second Reading is a revised version. Then under New Business add i. Special Event Application for Milaca High School Tractor Day. With no further discussion, all in favor of the approval of the agenda; motion passes.

**Approval of Consent Agenda**

Mayor Dillan called for a motion to approve the Consent Agenda.

- a. Approval of Minutes-March 20, 2025
- b. Quarterly Financial Reports
- c. Approval of Bills
- d. Resolution #25-10 Resolution Accepting Donations

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

**Citizen Open Forum**

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

**Public Hearing:**

**Requests and Communications**

## **Ordinances and Resolutions**

*Ordinance #539 Temporary Uses – Second Reading:* Mayor Dillan called for a motion to approve. Motion made by Muller, seconded by Johnson. With no further discussion. All in favor of Ordinance #539 Temporary Uses-Second Reading. Motion passes.

*Ordinance #540 Amending 96.01 Garage Sales-Second Reading:* Mayor Dillan called for a motion to approve as revised. Motion made by Muller, seconded by Johnson. Mayor Dillan stated by adding #10 was to clear up signage for garage sales. No further discussion. All in favor of Ordinance #540 Amending 96.01 Garage Sales-Second Reading. Motion passes.

*Ordinance #541 Amending Chapter 156.036(E)-Second Reading:* Mayor Dillan called for a motion to approve. Motion made by Johnson, seconded by Muller. No discussion. All in favor of Ordinance #541 Amending Chapter 156.036(E)-Second Reading. Motion passes.

*Ordinance #542 Amending Chapter 156.038(F)-Second Reading:* Mayor Dillan called for a motion to approve. Motion made by Muller, seconded by Johnson. No discussion. All in favor of Ordinance #542 Amending Chapter 156.038(F)-Second Reading. Motion passes.

*Ordinance #543 Amending Chapter 156.057(D)(1)-Second Reading:* Mayor Dillan called for a motion to approve. Motion made by Johnson, seconded by Muller. No discussion. All in favor of Ordinance #543 Amending Chapter 156.057(D)(1)-Second Reading. Motion passes.

*Resolution #25-11 Authorization to Summarize Ordinance #539 Temporary Uses for Publication:* Mayor Dillan called for a motion to approve. Motion by Johnson, seconded by Muller. No further discussion. All in favor of Resolution #25-11 Authorization to Summarize Ordinance #539 for Publication. Motion passes.

*Resolution #25-12 Authorization to Summarize Ordinance #540 Garage or Estate Sales for Publication:* Mayor Dillan called for a motion to approve. Motion by Muller, seconded by Johnson. No further discussion. All in favor of Resolution #25-12 Authorization to Summarize Ordinance #540 for Publication. Motion passes.

## **Reports of Departments, Boards and Commissions**

*City Manager* – City Manager Pfaff stated she has submitted the Congressionally Directed Spending Request Form to Senator Klobuchar's office. The auditors will be here Monday, Tuesday and Wednesday and then I will be at a conference Thursday and Friday.

*Police* – Nothing. New officer is out in the field on her 4<sup>th</sup> week of training.

*Parks* –

*Public Works* –

*Liquor Store* –

*Fire Department* –

*Planning and Zoning* –

*Airport -*

### **Committees**

Budget:

EDC: Been discussing the junction project. No meeting this month. Soil and Water are interested in being involved in the project.

### **Unfinished Business**

#### **New Business**

*a. Special Event Application for Recfest and Activities:* Mayor Dillan called for a motion to approve. Motion made by Johnson, seconded by Muller. No further discussion. All in favor of Special Event Application for Recfest and Activities. Motion passes.

*b. Variance Request for Recfest and Activities:* Mayor Dillan called for a motion to approve. Motion made by Muller, seconded by Johnson. No further discussion. All in favor of Variance Request for Recfest and Activities. Motion passes.

*c. El Jalisco Temporary Off Premises Sales for Existing On-Sale Intoxicating Liquor License:* Mayor Dillan called for a motion to approve. Motion made by Muller, seconded by Johnson. No further discussion. All in favor of El Jalisco Temporary Off Premises Sales for Existing On-Sale Intoxicating Liquor License. Motion passes.

*d. Special Event Application for June Bloom Craft & Vendor Show:* Mayor Dillan called for a motion to approve. Motion made by Muller, seconded by Johnson. No further discussion. All in favor of the Special Event Application for June Bloom Craft & Vendor Show. Motion passes.

*e. Special Event Application for Legion Auxiliary Family Day:* Mayor Dillan called for a motion to approve. Motion made by Johnson, seconded by Muller. Michelle Hanson was present and asked if the alley could be blocked on that day so there would be no traffic through the parking lot. She stated they would make sure that if anyone living in the apartments there needed to get out, they would be able to. Mayor Dillan and City Manager Pfaff stated there should be no problem with that. No further discussion. All in favor of the Special Event Application for Legion Auxiliary Family Day. Motion passes.

*f. Special Event Application for Milaca Meats Grand Opening:* Mayor Dillan called for a motion to approve. Motion made by Johnson, seconded by Muller. No further discussion. All in favor of the Special Event Application for Milaca Meats Grand Opening. Motion passes.

*g. Special Event Application for Milaca Early Childhood Kiddie Parade:* Mayor Dillan called for a motion to approve. Motion made by Muller, seconded by Johnson. No further discussion. All in favor of the Special Event Application for Milaca Early Childhood Kiddie Parade. Motion passes.

*h. Special Event Application for Rum River Market Vendor Events:* Mayor Dillan called for a motion to approve. Motion made by Muller, seconded by Johnson. Mayor Dillan commented that this event is growing. Now they are looking at adding some Saturdays. She's done a nice job getting that going and keeping it going. No further discussion. All in favor of the Special Event Application for Rum River Market Vendor Event. Motion passes.

*i. Special Event Application for Milaca High School Tractor Day:* : Mayor Dillan called for a motion to approve. Motion made by Johnson, seconded by Muller. No further discussion. All in favor of the Special Event Application for Milaca High School Tractor Day. Motion passes.

### **Miscellaneous**

### **Council Comments**

Mayor Dillan stated that it was nice to see all these Special Event Applications. Mayor Dillan further stated that we have mentioned this before but it is worth mentioning again that he was at the park last weekend and one other day and the people everywhere! Basketball court was full, skateboard, pickleball, kids just running around. That was great to see. Public Works does a great job down there.

### **Adjourn:**

Mayor Dillan called for a motion to adjourn. Motion made by Johnson, seconded by Muller to adjourn. No further discussion. All in favor, motion to adjourn passes. Meeting adjourned at 6:15 p.m.

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Mayor Dave Dillan

Attest:

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Tammy Pfaff, City Manager

Check Number	Check Issue Date	Payee	Invoice Number	Invoice Date	In S	Invoice GL Account	Check Amount	Description
52494	04/25/25	BERNICKS	10325676-1	04/01/2025	1	609-49750-252	395.00	BEER
52494	04/25/25	BERNICKS	10339058	04/02/2025	1	609-49750-254	58.00	NA
52494	04/25/25	BERNICKS	10339058	04/02/2025	2	609-49750-252	1,189.95	BEER
52494	04/25/25	BERNICKS	10339059	04/02/2025	1	609-49750-254	56.96	NA
52494	04/25/25	BERNICKS	10341854	04/09/2025	1	609-49750-252	1,325.20	BEER
52494	04/25/25	BERNICKS	10341854	04/09/2025	2	609-49750-253	58.60	WINE
52494	04/25/25	BERNICKS	10341855	04/09/2025	1	609-49750-254	44.90	NA
Total 52494:							3,128.61	
52495	04/25/25	BREAKTHRU BEVERAGE MN W	120823363	04/04/2025	1	609-49750-253	113.84	WINE
52495	04/25/25	BREAKTHRU BEVERAGE MN W	120823363	04/04/2025	2	609-49750-251	798.16	LIQUOR
52495	04/25/25	BREAKTHRU BEVERAGE MN W	120823363	04/04/2025	3	609-49750-333	12.95	DELIVERY
52495	04/25/25	BREAKTHRU BEVERAGE MN W	120903778	04/10/2025	1	609-49750-251	1,054.26	LIQUOR
52495	04/25/25	BREAKTHRU BEVERAGE MN W	120903778	04/10/2025	2	609-49750-333	26.52	DELIVERY
52495	04/25/25	BREAKTHRU BEVERAGE MN W	413415251	04/03/2025	1	609-49750-333	5.55-	CREDIT DELIVERY
52495	04/25/25	BREAKTHRU BEVERAGE MN W	413415251	04/03/2025	2	609-49750-253	128.00-	CREDIT WINE
52495	04/25/25	BREAKTHRU BEVERAGE MN W	413415251	04/03/2025	3	609-49750-251	152.84-	CREDIT LIQUOR
Total 52495:							1,719.34	
52496	04/25/25	C & L DISTRIBUTING CO.	2080991	04/02/2025	1	609-49750-259	89.94	OTHER FOR RESALE
52496	04/25/25	C & L DISTRIBUTING CO.	2080992	04/02/2025	1	609-49750-251	2,366.90	LIQUOR
52496	04/25/25	C & L DISTRIBUTING CO.	2080992	04/02/2025	2	609-49750-252	18,156.45	BEER
52496	04/25/25	C & L DISTRIBUTING CO.	2080992	04/02/2025	3	609-49750-254	225.00	NA
52496	04/25/25	C & L DISTRIBUTING CO.	2084565	04/09/2025	1	609-49750-252	1,743.65	BEER
52496	04/25/25	C & L DISTRIBUTING CO.	2084565	04/09/2025	2	609-49750-253	128.00-	CREDIT WINE
52496	04/25/25	C & L DISTRIBUTING CO.	2692000864	04/02/2025	1	609-49750-252	146.60-	CREDIT BEER
52496	04/25/25	C & L DISTRIBUTING CO.	2692000875	04/09/2025	1	609-49750-251	12.97-	CREDIT LIQUOR
52496	04/25/25	C & L DISTRIBUTING CO.	2692000875	04/09/2025	2	609-49750-252	148.50-	CREDIT BEER
Total 52496:							22,145.87	
52497	04/25/25	CRYSTAL SPRINGS ICE	02-500891	04/03/2025	1	609-49750-259	181.68	OTHER FOR RESALE - ICE
Total 52497:							181.68	
52498	04/25/25	DAHLHEIMER DISTRIBUTING C	2433898	04/01/2025	1	609-49750-251	424.75	LIQUOR
52498	04/25/25	DAHLHEIMER DISTRIBUTING C	2433898	04/01/2025	2	609-49750-252	9,500.15	BEER
52498	04/25/25	DAHLHEIMER DISTRIBUTING C	2433898	04/01/2025	3	609-49750-253	161.50	WINE
52498	04/25/25	DAHLHEIMER DISTRIBUTING C	2433898	04/01/2025	4	609-49750-254	133.60	NA
52498	04/25/25	DAHLHEIMER DISTRIBUTING C	2433898	04/01/2025	5	609-49750-259	81.17	OTHER FOR RESALE
52498	04/25/25	DAHLHEIMER DISTRIBUTING C	2440073	04/08/2025	1	609-49750-251	1,226.50	LIQUOR
52498	04/25/25	DAHLHEIMER DISTRIBUTING C	2440073	04/08/2025	2	609-49750-252	6,412.25	BEER
52498	04/25/25	DAHLHEIMER DISTRIBUTING C	2440073	04/08/2025	3	609-49750-253	132.00	WINE
52498	04/25/25	DAHLHEIMER DISTRIBUTING C	2440073	04/08/2025	4	609-49750-254	82.30	NA
52498	04/25/25	DAHLHEIMER DISTRIBUTING C	2440073	04/08/2025	5	609-49750-259	67.00	OTHER FOR RESALE
Total 52498:							18,221.22	
52499	04/25/25	GRANITE CITY JOBBING	448315	04/04/2025	1	609-49750-256	313.98	TOBACCO
52499	04/25/25	GRANITE CITY JOBBING	448315	04/04/2025	2	609-49750-259	41.25	OTHER FOR RESALE
52499	04/25/25	GRANITE CITY JOBBING	448315	04/04/2025	3	609-49750-333	10.00	DELIVERY
52499	04/25/25	GRANITE CITY JOBBING	449513	04/11/2025	1	609-49750-256	159.01	TOBACCO
52499	04/25/25	GRANITE CITY JOBBING	449513	04/11/2025	2	609-49750-259	204.28	OTHER FOR RESALE
52499	04/25/25	GRANITE CITY JOBBING	449513	04/11/2025	3	609-49750-333	10.00	DELIVERY

Check Number	Check Issue Date	Payee	Invoice Number	Invoice Date	In S	Invoice GL Account	Check Amount	Description
Total 52499:							738.52	
52500	04/25/25	JOHNSON BROTHERS LIQUOR	2758272	04/01/2025	1	609-49750-251	366.73	LIQUOR
52500	04/25/25	JOHNSON BROTHERS LIQUOR	2758272	04/01/2025	2	609-49750-253	305.80	WINE
52500	04/25/25	JOHNSON BROTHERS LIQUOR	2758272	04/01/2025	3	609-49750-333	19.20	DELIVERY
52500	04/25/25	JOHNSON BROTHERS LIQUOR	2758273	04/01/2025	1	609-49750-251	3,725.33	LIQUOR
52500	04/25/25	JOHNSON BROTHERS LIQUOR	2758273	04/01/2025	2	609-49750-333	49.92	DELIVERY
52500	04/25/25	JOHNSON BROTHERS LIQUOR	2762720	04/08/2025	1	609-49750-251	1,407.48	LIQUOR
52500	04/25/25	JOHNSON BROTHERS LIQUOR	2762720	04/08/2025	2	609-49750-253	1,967.42	WINE
52500	04/25/25	JOHNSON BROTHERS LIQUOR	2762720	04/08/2025	3	609-49750-254	464.00	NA
52500	04/25/25	JOHNSON BROTHERS LIQUOR	2762720	04/08/2025	4	609-49750-333	85.12	DELIVERY
52500	04/25/25	JOHNSON BROTHERS LIQUOR	2762721	04/08/2025	1	609-49750-251	1,483.50	LIQUOR
52500	04/25/25	JOHNSON BROTHERS LIQUOR	2762721	04/08/2025	2	609-49750-333	21.12	DELIVERY
Total 52500:							9,895.62	
52501	04/25/25	M. AMUNDSON LLP	401032	04/08/2025	1	609-49750-256	503.45	TOBACCO
52501	04/25/25	M. AMUNDSON LLP	401032	04/08/2025	2	609-49750-259	158.10	OTHER FOR RESALE
Total 52501:							661.55	
52502	04/25/25	MID-MN INSPECTIONS LLC	1183	04/15/2025	1	101-42400-300	1,474.70	CONTRACTED BLDG OFFICIAL-MARCH BILLING
Total 52502:							1,474.70	
52503	04/25/25	MILACA AREA TOURISM BUREA	FEB RECEIP	03/31/2025	1	101-31410	425.96	LODGING TAX-MARCH
Total 52503:							425.96	
52504	04/25/25	PAUSTIS WINE COMPANY	262328	04/02/2025	1	609-49750-253	995.00	WINE
52504	04/25/25	PAUSTIS WINE COMPANY	262328	04/02/2025	2	609-49750-333	15.00	DELIVERY
Total 52504:							1,010.00	
52505	04/25/25	PHILLIPS WINE AND SPIRITS	6955792	04/08/2025	1	609-49750-251	743.55	LIQUOR
52505	04/25/25	PHILLIPS WINE AND SPIRITS	6955792	04/08/2025	2	609-49750-333	11.52	DELIVERY
Total 52505:							755.07	
52506	04/25/25	SOUTHERN GLAZERS OF MN	2610882	04/11/2025	1	609-49750-251	1,818.35	LIQUOR
52506	04/25/25	SOUTHERN GLAZERS OF MN	2610882	04/11/2025	2	609-49750-333	22.32	DELIVERY
52506	04/25/25	SOUTHERN GLAZERS OF MN	2610883	04/11/2025	1	609-49750-253	1,074.60	WINE
52506	04/25/25	SOUTHERN GLAZERS OF MN	2610883	04/11/2025	2	609-49750-333	32.55	DELIVERY
Total 52506:							2,947.82	
52507	04/25/25	VERIZON WIRELESS	6110554142	04/09/2025	1	609-49750-321	40.01	DIGITAL SIGN 0868- LIQUOR STORE
52507	04/25/25	VERIZON WIRELESS	6110554142	04/09/2025	2	101-43000-321	148.25	CELL PHONE SVC 4055-PW
Total 52507:							188.26	
52508	04/25/25	VIKING BOTTLING CO.	3657659	04/11/2025	1	609-49750-254	226.85	NA
52508	04/25/25	VIKING BOTTLING CO.	3657660	04/11/2025	1	609-49750-254	58.74-	CREDIT NA
Total 52508:							168.11	
52509	04/25/25	VISA	8948041325	04/13/2025	1	101-45200-437	52.00	RESERVATION KEY-PARKS



City of Milaca		Check Register - Council Bill List						Page: 3	
		Check Issue Dates: 4/13/2025 - 5/15/2025						May 09, 2025 07:36AM	
Check Number	Check Issue Date	Payee	Invoice Number	Invoice Date	In S	Invoice GL Account	Check Amount	Description	
52509	04/25/25	VISA	8948041325	04/13/2025	3	101-43000-240	554.98	NORTHERN TOOL-PW	
52509	04/25/25	VISA	8948041325	04/13/2025	4	101-43000-208	36.29	PANDA EXPRESS-PW	
52509	04/25/25	VISA	8948041325	04/13/2025	5	101-43000-212	79.35	KWIK TRIP-PW	
52509	04/25/25	VISA	8948041325	04/13/2025	6	101-43000-212	85.00	KWIK TRIP-PW	
52509	04/25/25	VISA	8948041325	04/13/2025	7	101-41940-437	15.99	ZOOM-CITY	
52509	04/25/25	VISA	8948041325	04/13/2025	8	101-41940-437	79.89	VISTAPRINT-CITY	
52509	04/25/25	VISA	8948041325	04/13/2025	9	101-41940-437	5.44	VISTAPRINT TAX CREDIT-CITY	
Total 52509:							898.06		
52510	04/25/25	ANDERSON, MISTY	11-0520-00	04/11/2025	1	001-10005	55.02	CREDIT ON FINAL WATER BILL	
Total 52510:							55.02		
52511	04/25/25	BILLMARK, ROY	11-8000-00	04/25/2025	1	001-10005	6.49	CREDIT ON FINAL WATER BILL	
Total 52511:							6.49		
52512	04/25/25	DANIELSON, KENNETH	11-8435-00	04/09/2025	1	001-10005	15.00	CREDIT ON FINAL WATER BILL	
Total 52512:							15.00		
52513	04/25/25	ROHR, DANIEL & VIRGINIA	31-1460-00	04/15/2025	1	001-10005	10.05	CREDIT ON FINAL WATER BILL	
Total 52513:							10.05		
52514	04/25/25	VANCAMP, DUSTIN	11-3380-00	04/25/2025	1	001-10005	158.21	CREDIT ON FINAL WATER BILL	
Total 52514:							158.21		
52515	05/09/25	AGAS MFG INC	IN254007907	04/29/2025	1	101-43000-217	198.30	FLAGS-PW	
Total 52515:							198.30		
52516	05/09/25	ALL ENERGY SOLAR	25-018M	04/21/2025	1	101-42400-437	265.25	REFUND OF BLDG PERMIT FEE	
52516	05/09/25	ALL ENERGY SOLAR	25-018M	04/21/2025	2	101-42400-437	8.00	REFUND OF BLDG PERMIT SURCHARGE	
Total 52516:							273.25		
52517	05/09/25	AMAZON CAPITAL SERVICES IN	1FMF-XHKD-	04/09/2025	2	101-41940-201	9.69	POST IT NOTES CREDIT-CITY	
52517	05/09/25	AMAZON CAPITAL SERVICES IN	1T9P-PP44-J	04/01/2025	1	101-41940-201	64.07	OFFICE SUPPLIES-CITY	
52517	05/09/25	AMAZON CAPITAL SERVICES IN	1T9P-PP44-J	04/01/2025	2	101-41940-217	102.91	CLEANING SUPPLIES-CITY	
52517	05/09/25	AMAZON CAPITAL SERVICES IN	1T9P-PP44-J	04/01/2025	3	101-41940-437	78.88	WEBCAM/KEY CABINET-CITY	
52517	05/09/25	AMAZON CAPITAL SERVICES IN	1T9P-PP44-J	04/01/2025	4	101-42110-201	36.49	INK CARTRIDGE-PD	
52517	05/09/25	AMAZON CAPITAL SERVICES IN	1T9P-PP44-J	04/01/2025	5	101-43000-221	22.99	OVERFLOW TANK-PW	
52517	05/09/25	AMAZON CAPITAL SERVICES IN	1T9P-PP44-J	04/01/2025	6	101-43000-240	35.98	DEWALT BATTERY-PW	
52517	05/09/25	AMAZON CAPITAL SERVICES IN	1T9P-PP44-J	04/01/2025	7	101-45200-221	65.99	TOW MIRROR-PARKS	
52517	05/09/25	AMAZON CAPITAL SERVICES IN	1T9P-PP44-J	04/01/2025	8	101-45200-437	636.78	CLEANING SUPPLIES/NYLON NET/SCREEN DOO	
52517	05/09/25	AMAZON CAPITAL SERVICES IN	1T9P-PP44-J	04/01/2025	9	101-49010-437	180.72	COFFEE-SR CTR	
52517	05/09/25	AMAZON CAPITAL SERVICES IN	1T9P-PP44-J	04/01/2025	10	609-49750-201	155.54	INK CARTRIDGES-LIQUOR	
Total 52517:							1,370.66		
52518	05/09/25	AMERICAN LEGAL PUBLISHING	42238	04/30/2025	1	101-41940-310	195.00	INTERNET ORD UPDATES	
Total 52518:							195.00		
52519	05/09/25	AT&T MOBILITY	2873260566	04/25/2025	1	101-42280-321	38.23	FIRE TABLET	

Check Number	Check Issue Date	Payee	Invoice Number	Invoice Date	In S	Invoice GL Account	Check Amount	Description
52519	05/09/25	AT&T MOBILITY	2873260566	04/25/2025	2	101-42110-321	487.39	POLICE-12 LINES
Total 52519:							525.62	
52520	05/09/25	AT&T MOBILITY	2873260586	04/25/2025	1	602-49400-321	158.92	WATER-4 LINES
52520	05/09/25	AT&T MOBILITY	2873260586	04/25/2025	2	101-43000-321	217.16	PUBLIC WORKS-3 LINES
52520	05/09/25	AT&T MOBILITY	2873260586	04/25/2025	3	101-41940-321	86.11	ADMINISTRATION-2 LINES
52520	05/09/25	AT&T MOBILITY	2873260586	04/25/2025	4	609-49750-343	29.83	LIQUOR STORE DIGITAL SIGN
Total 52520:							492.02	
52521	05/09/25	AW RESEARCH LABORATORIE	69447	04/28/2025	1	602-49400-310	125.00	COLIFORM BACTERIA/E.COLI TESTING
52521	05/09/25	AW RESEARCH LABORATORIE	69568	04/30/2025	1	603-49450-310	1,311.62	SEWER TESTNG
Total 52521:							1,436.62	
52522	05/09/25	BELLBOY CORP.	0207480300	04/22/2025	1	609-49750-251	2,533.50	LIQUOR
52522	05/09/25	BELLBOY CORP.	0207480600	04/22/2025	1	609-49750-259	300.00	OTHER FOR RESALE
Total 52522:							2,833.50	
52523	05/09/25	BERNICKS	10349849	04/30/2025	1	609-49750-252	1,441.95	BEER
52523	05/09/25	BERNICKS	10349850	04/30/2025	1	609-49750-254	76.96	NA
52523	05/09/25	BERNICKS	10349851	04/30/2025	1	609-49750-252	202.01	CREDIT BEER
52523	05/09/25	BERNICKS	10349851	04/30/2025	2	609-49750-251	380.00	CREDIT LIQUOR
Total 52523:							936.90	
52524	05/09/25	BIG J'S SERVICE STATION	0002701	05/02/2025	1	602-49400-212	385.67	GAS-WATER
52524	05/09/25	BIG J'S SERVICE STATION	0002701	05/02/2025	2	603-49450-212	908.27	GAS-SEWER
52524	05/09/25	BIG J'S SERVICE STATION	0002701	05/02/2025	3	101-42280-212	487.85	GAS-FIRE
52524	05/09/25	BIG J'S SERVICE STATION	0002701	05/02/2025	4	101-43000-212	565.96	GAS-PW
52524	05/09/25	BIG J'S SERVICE STATION	0002701	05/02/2025	5	101-45200-212	146.61	GAS-PARKS
52524	05/09/25	BIG J'S SERVICE STATION	0002701	05/02/2025	6	101-49810-212	43.01	GAS-AIRPORT
Total 52524:							2,537.37	
52525	05/09/25	BREAKTHRU BEVERAGE MN W	121013758	04/17/2025	1	609-49750-254	24.00	NA
52525	05/09/25	BREAKTHRU BEVERAGE MN W	121013758	04/17/2025	2	609-49750-251	671.52	LIQUOR
52525	05/09/25	BREAKTHRU BEVERAGE MN W	121013758	04/17/2025	3	609-49750-333	11.10	DELIVERY
52525	05/09/25	BREAKTHRU BEVERAGE MN W	121144098	04/25/2025	1	609-49750-251	3,435.01	LIQUOR
52525	05/09/25	BREAKTHRU BEVERAGE MN W	121144098	04/25/2025	2	609-49750-333	70.15	DELIVERY
Total 52525:							4,211.78	
52526	05/09/25	BROOKVIEW WINERY	KISS-0142	04/24/2025	1	609-49750-253	333.00	WINE
Total 52526:							333.00	
52527	05/09/25	BROTHERS FIRE & SECURITY	W39918	03/26/2025	1	609-49750-310	43.00	ANNUAL FIRE EXTINGUISHER INSP-LIQUOR
52527	05/09/25	BROTHERS FIRE & SECURITY	W39919	03/26/2025	1	101-42110-310	67.00	ANNUAL FIRE EXTINGUISHER INSP-PD
52527	05/09/25	BROTHERS FIRE & SECURITY	W39921	03/26/2025	1	101-42110-240	520.00	EXTINGUISHER-PD
Total 52527:							630.00	
52528	05/09/25	C & L DISTRIBUTING CO.	2086788	04/16/2025	1	609-49750-252	4,682.20	BEER
52528	05/09/25	C & L DISTRIBUTING CO.	2086788	04/16/2025	2	609-49750-253	197.40	WINE
52528	05/09/25	C & L DISTRIBUTING CO.	2086788	04/16/2025	3	609-49750-254	246.55	NA

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52528	05/09/25	C & L DISTRIBUTING CO.	2088317	04/16/2025	1	609-49750-252	245.00	BEER
52528	05/09/25	C & L DISTRIBUTING CO.	2090386	04/23/2025	1	609-49750-252	8,645.40	BEER
52528	05/09/25	C & L DISTRIBUTING CO.	2090386	04/23/2025	2	609-49750-254	45.00	NA
52528	05/09/25	C & L DISTRIBUTING CO.	2090387	04/23/2025	1	609-49750-259	901.00	OTHER FOR RESALE
52528	05/09/25	C & L DISTRIBUTING CO.	2091921	04/23/2025	1	609-49750-251	147.00	CREDIT LIQUOR
52528	05/09/25	C & L DISTRIBUTING CO.	2094298	04/30/2025	1	609-49750-251	1,625.10	LIQUOR
52528	05/09/25	C & L DISTRIBUTING CO.	2094299	04/30/2025	1	609-49750-252	4,064.00	BEER
52528	05/09/25	C & L DISTRIBUTING CO.	2094299	04/30/2025	2	609-49750-253	33.60	WINE
52528	05/09/25	C & L DISTRIBUTING CO.	2094299	04/30/2025	3	609-49750-254	75.40	NA
52528	05/09/25	C & L DISTRIBUTING CO.	2094300	04/30/2025	1	609-49750-259	117.00	OTHER FOR RESALE
52528	05/09/25	C & L DISTRIBUTING CO.	2692000886	04/23/2025	1	609-49750-252	19.60	CREDIT BEER
52528	05/09/25	C & L DISTRIBUTING CO.	2692000893	04/30/2025	1	609-49750-252	59.38	CREDIT BEER
Total 52528:							20,651.67	
52529	05/09/25	CINTAS	4226468459	04/07/2025	1	101-45200-310	57.66	RUGS-GCC
52529	05/09/25	CINTAS	4226468489	04/07/2025	1	101-43000-434	102.84	UNIFORMS-PW
52529	05/09/25	CINTAS	4226468827	04/07/2025	1	101-41940-310	19.44	RUGS-CITY HALL
52529	05/09/25	CINTAS	4226468838	04/07/2025	1	101-45500-310	45.37	RUGS-LIBRARY
52529	05/09/25	CINTAS	4227227008	04/14/2025	1	101-43000-434	102.84	UNIFORMS-PW
52529	05/09/25	CINTAS	4227985915	04/21/2025	1	101-45200-310	57.66	RUGS-GCC
52529	05/09/25	CINTAS	4227986064	04/21/2025	1	101-43000-434	102.84	UNIFORMS-PW
52529	05/09/25	CINTAS	4227986413	04/21/2025	1	101-41940-310	19.44	RUGS-CITY HALL
52529	05/09/25	CINTAS	4227986432	04/21/2025	1	101-45500-310	45.37	RUGS-LIBRARY
52529	05/09/25	CINTAS	4228696129	04/28/2025	1	101-43000-434	116.11	UNIFORMS-PW
Total 52529:							669.57	
52530	05/09/25	CINTAS	4227227040	04/14/2025	1	609-49750-310	94.58	RUGS - LIQUOR STORE
52530	05/09/25	CINTAS	4228696211	04/28/2025	1	609-49750-310	100.85	RUGS - LIQUOR STORE
Total 52530:							195.43	
52531	05/09/25	CRYSTAL SPRINGS ICE	02-501122	04/24/2025	1	609-49750-259	118.80	OTHER FOR RESALE - ICE
Total 52531:							118.80	
52532	05/09/25	DAHLHEIMER DISTRIBUTING C	2444952	04/15/2025	1	609-49750-251	41.55	LIQUOR
52532	05/09/25	DAHLHEIMER DISTRIBUTING C	2444952	04/15/2025	2	609-49750-252	9,970.10	BEER
52532	05/09/25	DAHLHEIMER DISTRIBUTING C	2444952	04/15/2025	3	609-49750-254	230.00	NA
52532	05/09/25	DAHLHEIMER DISTRIBUTING C	2444952	04/15/2025	4	609-49750-259	121.88	CREDIT OTHER FOR RESALE
52532	05/09/25	DAHLHEIMER DISTRIBUTING C	2446070	04/14/2025	1	609-49750-251	18.67	CREDIT LIQUOR
52532	05/09/25	DAHLHEIMER DISTRIBUTING C	2446070	04/14/2025	2	609-49750-252	195.60	CREDIT BEER
52532	05/09/25	DAHLHEIMER DISTRIBUTING C	2451706	04/22/2025	1	609-49750-251	277.00	LIQUOR
52532	05/09/25	DAHLHEIMER DISTRIBUTING C	2451706	04/22/2025	2	609-49750-252	10,649.00	BEER
52532	05/09/25	DAHLHEIMER DISTRIBUTING C	2451706	04/22/2025	3	609-49750-253	69.00	WINE
52532	05/09/25	DAHLHEIMER DISTRIBUTING C	2451706	04/22/2025	4	609-49750-254	494.15	NA
52532	05/09/25	DAHLHEIMER DISTRIBUTING C	2451706	04/22/2025	5	609-49750-259	700.37	OTHER FOR RESALE
52532	05/09/25	DAHLHEIMER DISTRIBUTING C	2452244	04/22/2025	1	609-49750-252	197.10	CREDIT BEER
52532	05/09/25	DAHLHEIMER DISTRIBUTING C	2456123	04/29/2025	1	609-49750-251	416.95	LIQUOR
52532	05/09/25	DAHLHEIMER DISTRIBUTING C	2456123	04/29/2025	2	609-49750-252	15,775.35	BEER
52532	05/09/25	DAHLHEIMER DISTRIBUTING C	2456123	04/29/2025	3	609-49750-254	62.00	NA
52532	05/09/25	DAHLHEIMER DISTRIBUTING C	2456123	04/29/2025	4	609-49750-259	29.80	OTHER FOR RESALE
Total 52532:							38,182.02	
52533	05/09/25	Damien F. Toven & Associates, LL	1557	05/06/2025	1	101-41610-304	1,500.00	CIVIL RETAINER-APRIL
52533	05/09/25	Damien F. Toven & Associates, LL	1559	05/06/2025	1	101-41610-304	4,500.00	CRIMINAL RETAINER-APRIL

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Total 52533:							6,000.00	
52534	05/09/25	DOOLEY'S PETROLEUM, INC	691644	03/20/2025	1	101-49810-270	1,806.30	446 GAL. AIRPORT FUEL
52534	05/09/25	DOOLEY'S PETROLEUM, INC	695792	03/20/2025	1	101-49810-270	2,243.70	554 GAL. AIRPORT FUEL
Total 52534:							4,050.00	
52535	05/09/25	E.C.M. PUBLISHERS, INC.	1042796	04/03/2025	1	101-41110-351	32.20	ORD. #538
Total 52535:							32.20	
52536	05/09/25	EARL F. ANDERSEN, INC.	0139101-IN	04/09/2025	1	101-43000-403	839.50	TRAFFIC CONES/POSTS-PW
Total 52536:							839.50	
52537	05/09/25	E-SUV, LLC	PS53946-1	05/05/2025	1	101-45200-109	2,040.24	TRAIL BRIDGE REPAIRS-PARKS
Total 52537:							2,040.24	
52538	05/09/25	FES, INC	21443	04/05/2025	1	101-42280-241	16,787.04	PUMPER TRUCK EQUIP-FIRE
52538	05/09/25	FES, INC	21457	04/17/2025	1	101-42280-241	82.41	PUMPER TRUCK EQUIP-FIRE
52538	05/09/25	FES, INC	21477	04/26/2025	1	101-42280-240	99.96	REPLACEMENT STRAP-FIRE
Total 52538:							16,969.41	
52539	05/09/25	FLOWERPOT GREENHOUSE	000168	04/16/2025	1	101-41940-225	975.00	DOWNTOWN FLOWERS
Total 52539:							975.00	
52540	05/09/25	FRONTIER	011993-2-05	04/25/2025	1	609-49750-321	211.93	PHONE SVC-LIQUOR STORE
52540	05/09/25	FRONTIER	032802-2-05	04/25/2025	1	101-42280-321	53.75	PHONE SVC-FIRE (3465)
52540	05/09/25	FRONTIER	072480-2-05	04/25/2025	1	602-49400-321	182.69	PHONE SVC-WATER (6134)
52540	05/09/25	FRONTIER	082197-2-05	04/25/2025	1	602-49400-321	1.80	PHONE SVC-WATER (0121)
52540	05/09/25	FRONTIER	082488-2-05	04/25/2025	1	101-49810-321	329.99	PHONE SVC-AIRPORT (2648)
Total 52540:							780.16	
52541	05/09/25	GALLS INC	030734335	03/13/2025	1	101-42110-434	25.29	UNIFORM-VEST-BARROS
52541	05/09/25	GALLS INC	030734356	03/13/2025	1	101-42110-434	1,676.77	VEST-BARROS
52541	05/09/25	GALLS INC	030931480	04/02/2025	1	101-42110-434	29.09	VEST-OLSON
52541	05/09/25	GALLS INC	030943377	04/03/2025	1	101-42110-240	69.95	DUTY HOLSTER-OLSON
52541	05/09/25	GALLS INC	030986827	04/08/2025	1	101-42110-434	299.97	UNIFORMS-OLSON-PD
52541	05/09/25	GALLS INC	031042366	04/14/2025	1	101-42110-434	299.99	UNIFORMS-OLSON-PD
52541	05/09/25	GALLS INC	031067867	04/16/2025	1	101-42110-434	1,498.61	VEST-OLSON
Total 52541:							3,899.67	
52542	05/09/25	GOPHER STATE ONE CALL	5040600	04/30/2025	1	602-49400-310	45.90	APRIL LOCATES
Total 52542:							45.90	
52543	05/09/25	GRANITE CITY JOBBING	450773	04/18/2025	1	609-49750-259	467.76	OTHER FOR RESALE
52543	05/09/25	GRANITE CITY JOBBING	450773	04/18/2025	2	609-49750-333	10.00	DELIVERY
52543	05/09/25	GRANITE CITY JOBBING	451458	04/25/2025	1	609-49750-259	279.15	OTHER FOR RESALE
52543	05/09/25	GRANITE CITY JOBBING	451458	04/25/2025	2	609-49750-333	10.00	DELIVERY
52543	05/09/25	GRANITE CITY JOBBING	452117	04/25/2025	1	609-49750-256	278.31	TOBACCO
52543	05/09/25	GRANITE CITY JOBBING	452117	04/25/2025	2	609-49750-259	145.04	OTHER FOR RESALE

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Total 52543:							1,190.26	
52544	05/09/25	HACH COMPANY	14445237	04/04/2025	1	602-49400-216	146.85	CHEMICALS
Total 52544:							146.85	
52545	05/09/25	HAWKINS, INC.	7035728	04/15/2025	1	602-49400-216	20.00	CHLORINE CYLINDER-PW
52545	05/09/25	HAWKINS, INC.	7043340	04/17/2025	1	602-49400-216	3,201.12	CHEMICALS
Total 52545:							3,221.12	
52546	05/09/25	IPRINT TECHNOLOGIES	1224629	05/02/2025	1	609-49750-201	306.02	PRINTER TONER-LIQUOR
Total 52546:							306.02	
52547	05/09/25	JIMS MILLE LACS DISPOSAL IN	211948-0501	05/01/2025	1	101-42280-384	25.00	GARBAGE-FIRE
52547	05/09/25	JIMS MILLE LACS DISPOSAL IN	211948-0501	05/01/2025	2	101-41940-381	93.61	GARBAGE-CITY
52547	05/09/25	JIMS MILLE LACS DISPOSAL IN	211948-0501	05/01/2025	3	101-45200-384	52.65	GARBAGE-PARKS
52547	05/09/25	JIMS MILLE LACS DISPOSAL IN	212276-0501	05/01/2025	1	101-45200-384	127.98	GARBAGE-PARKS
52547	05/09/25	JIMS MILLE LACS DISPOSAL IN	219225-0501	05/01/2025	1	609-49750-384	67.86	GARBAGE - LIQUOR
52547	05/09/25	JIMS MILLE LACS DISPOSAL IN	3249517-050	05/01/2025	1	101-45200-415	148.39	CHANGING SHELTER
Total 52547:							515.49	
52548	05/09/25	JOHN DEERE FINANCIAL	10385014	03/17/2025	1	101-43000-221	243.72	PARTS-PW
Total 52548:							243.72	
52549	05/09/25	JOHNSON BROTHERS LIQUOR	2767488	04/15/2025	1	609-49750-253	1,299.49	WINE
52549	05/09/25	JOHNSON BROTHERS LIQUOR	2767488	04/15/2025	2	609-49750-251	3,278.44	LIQUOR
52549	05/09/25	JOHNSON BROTHERS LIQUOR	2767488	04/15/2025	3	609-49750-333	92.48	DELIVERY
52549	05/09/25	JOHNSON BROTHERS LIQUOR	2767489	04/15/2025	1	609-49750-251	771.16	LIQUOR
52549	05/09/25	JOHNSON BROTHERS LIQUOR	2767489	04/15/2025	2	609-49750-333	10.56	DELIVERY
52549	05/09/25	JOHNSON BROTHERS LIQUOR	2772228	04/22/2025	1	609-49750-251	2,882.00	LIQUOR
52549	05/09/25	JOHNSON BROTHERS LIQUOR	2772228	04/22/2025	2	609-49750-333	44.16	DELIVERY
52549	05/09/25	JOHNSON BROTHERS LIQUOR	2772229	04/22/2025	1	609-49750-253	45.05	WINE
52549	05/09/25	JOHNSON BROTHERS LIQUOR	2772229	04/22/2025	2	609-49750-251	1,586.40	LIQUOR
52549	05/09/25	JOHNSON BROTHERS LIQUOR	2772229	04/22/2025	3	609-49750-333	15.36	DELIVERY
Total 52549:							10,025.10	
52550	05/09/25	JOHNSON, WARNE	10373	04/25/2025	1	101-43000-230	200.00	WORK BOOTS - PW
Total 52550:							200.00	
52551	05/09/25	KOCHS HARDWARE HANK	3181-043025	04/30/2025	1	101-42110-437	21.57	KEY/GLOVES/BATTERY-PD
52551	05/09/25	KOCHS HARDWARE HANK	3181-043025	04/30/2025	2	101-42280-217	330.84	BATTERIES-FIRE
52551	05/09/25	KOCHS HARDWARE HANK	3181-043025	04/30/2025	3	101-42280-437	15.38	BOLTS/PAINT/MARKER-FIRE
52551	05/09/25	KOCHS HARDWARE HANK	3181-043025	04/30/2025	4	101-43000-240	59.99	STEP STOOL-PW
52551	05/09/25	KOCHS HARDWARE HANK	3181-043025	04/30/2025	5	101-45200-240	149.99	BROADCAST SPREADER-PARKS
52551	05/09/25	KOCHS HARDWARE HANK	3181-043025	04/30/2025	6	101-45200-437	45.31	MISC-PARKS
52551	05/09/25	KOCHS HARDWARE HANK	3181-043025	04/30/2025	7	101-49810-217	53.95	CLEANING SUPPLIES-AIRPORT
52551	05/09/25	KOCHS HARDWARE HANK	3181-043025	04/30/2025	8	101-49810-437	70.46	EAR PLUGS/GLOVES/PPE-AIRPORT
52551	05/09/25	KOCHS HARDWARE HANK	3181-043025	04/30/2025	9	602-49400-217	61.88	BATTERIES/BOLTS-WATER
52551	05/09/25	KOCHS HARDWARE HANK	3181-043025	04/30/2025	10	602-49400-322	65.65	POSTAGE-WATER

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Total 52551:							875.02	
52552	05/09/25	KRAFT, KEVIN D.	1117	05/02/2025	1	609-49750-259	190.00	OTHER FOR RESALE
Total 52552:							190.00	
52553	05/09/25	L.E.L.S.	238-0525	05/01/2025	1	101-21710	438.00	MAY UNION DUES-PD
Total 52553:							438.00	
52554	05/09/25	LEAGUE OF MN CITIES INSUR	40000739-04	04/10/2025	1	101-41940-361	51,031.18	PROP/LIAB-CITY HALL
52554	05/09/25	LEAGUE OF MN CITIES INSUR	40000739-04	04/10/2025	2	101-42280-361	5,892.43	PROP/LIAB-FIRE
52554	05/09/25	LEAGUE OF MN CITIES INSUR	40000739-04	04/10/2025	3	101-49010-361	1,568.25	PROP/LIAB-SR CTR
52554	05/09/25	LEAGUE OF MN CITIES INSUR	40000739-04	04/10/2025	4	101-49810-361	2,352.68	PROP/LIAB-AIRPORT
52554	05/09/25	LEAGUE OF MN CITIES INSUR	40000739-04	04/10/2025	5	602-49400-361	10,858.18	PROP/LIAB-WATER
52554	05/09/25	LEAGUE OF MN CITIES INSUR	40000739-04	04/10/2025	6	603-49450-361	6,645.18	PROP/LIAB-SEWER
52554	05/09/25	LEAGUE OF MN CITIES INSUR	40000739-04	04/10/2025	7	609-49750-361	6,146.43	PROP/LIAB-LIQUOR
52554	05/09/25	LEAGUE OF MN CITIES INSUR	40000739-04	04/10/2025	9	609-49750-364	3,780.00	PROP/LIAB-DRAM SHOP-LIQUOR
52554	05/09/25	LEAGUE OF MN CITIES INSUR	40000739-04	04/10/2025	10	101-41940-363	4,106.20	AUTO-GENERAL FUND
52554	05/09/25	LEAGUE OF MN CITIES INSUR	40000739-04	04/10/2025	11	101-42280-363	3,809.20	AUTO-FIRE
52554	05/09/25	LEAGUE OF MN CITIES INSUR	40000739-04	04/10/2025	12	101-49810-363	3,809.20	AUTO-AIRPORT
52554	05/09/25	LEAGUE OF MN CITIES INSUR	40000739-04	04/10/2025	13	602-49400-363	3,809.20	AUTO-WATER
52554	05/09/25	LEAGUE OF MN CITIES INSUR	40000739-04	04/10/2025	14	603-49450-363	3,809.20	AUTO-SEWER
Total 52554:							107,617.33	
52555	05/09/25	M. AMUNDSON LLP	401807	04/24/2025	1	609-49750-256	774.10	TOBACCO
Total 52555:							774.10	
52556	05/09/25	MEYERS MILACA PARTS CITY	2071-043025	04/30/2025	1	101-43000-221	160.32	PARTS-PW
Total 52556:							160.32	
52557	05/09/25	MILACA AUTO VALUE	1302823-042	04/25/2025	1	101-43000-221	13.19	PARTS-PW
52557	05/09/25	MILACA AUTO VALUE	1302823-042	04/25/2025	2	101-43000-212	71.25	2024 CHEV PARTS-PW
52557	05/09/25	MILACA AUTO VALUE	1302823-042	04/25/2025	3	101-42280-221	406.74	PARTS-FIRE
Total 52557:							491.18	
52558	05/09/25	MILACA UNCLAIMED FREIGHT	042225	04/22/2025	1	101-43000-217	31.92	BUNGY CORDS-PW
Total 52558:							31.92	
52559	05/09/25	MILLE LACS CO. SHERIFF	12791	04/18/2025	1	101-43000-309	440.00	ARMER RENEWAL - PW
Total 52559:							440.00	
52560	05/09/25	MILLE LACS COUNTY DAC	41712	04/30/2025	1	602-49400-310	47.81	UTILITY BILLING PROCESSING FOR MAY-WATER
52560	05/09/25	MILLE LACS COUNTY DAC	41712	04/30/2025	2	603-49450-310	47.81	UTILITY BILLING PROCESSING FOR MAY-SEWER
Total 52560:							95.62	
52561	05/09/25	MILLE LACS SOIL SERVICE	187166	04/22/2025	1	101-45200-225	299.88	SEED-PARKS
Total 52561:							299.88	

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52562	05/09/25	MILLER TRUCKING	7400	04/30/2025	1	609-49750-333	101.05	DELIVERY
Total 52562:							101.05	
52563	05/09/25	MIMBACH FLEET SUPPLY	213883	04/28/2025	1	101-45200-225	84.95	FERTILIZER-PARKS
Total 52563:							84.95	
52564	05/09/25	MINUTEMAN PRESS	40302	04/21/2025	1	101-41940-201	219.20	ENVELOPES-CITY
Total 52564:							219.20	
52565	05/09/25	MN COMPUTER SYSTEMS INC	424666	05/05/2025	1	101-41940-310	79.02	COPIER CONTRACT-CITY
Total 52565:							79.02	
52566	05/09/25	MN POLLUTION CONTROL AGE	1000020020	04/08/2025	1	603-49450-310	345.00	WASTEWATER PERMIT FEES-SEWER
Total 52566:							345.00	
52567	05/09/25	MOTOROLA	1411168888	03/14/2025	1	101-42110-309	780.00	BODY CAMERA ANNUAL LICENSE-PD
52567	05/09/25	MOTOROLA	1411168888	03/14/2025	2	101-42110-309	585.00	IN-CAR VIDEO ANNUAL LICENSE-PD
Total 52567:							1,365.00	
52568	05/09/25	NAPA CENTRAL MN	14381-04302	04/30/2025	1	101-45200-221	4.99	PARTS-PARKS
52568	05/09/25	NAPA CENTRAL MN	14381-04302	04/30/2025	2	101-43000-212	201.37	PARTS-PW
Total 52568:							206.36	
52569	05/09/25	NELSON SANITATION & RENTA	INV/2025/33	04/07/2025	1	603-49450-530	1,246.60	STORM SEWER TELEVISIONING-SEWER
Total 52569:							1,246.60	
52570	05/09/25	PFAFF, TAMMY	042425	04/24/2025	1	101-41310-208	185.46	TRAINING & MILEAGE FOR DEED AND MCMA CON
Total 52570:							185.46	
52571	05/09/25	PHILLIPS WINE AND SPIRITS	6959562	04/15/2025	1	609-49750-253	48.00	WINE
52571	05/09/25	PHILLIPS WINE AND SPIRITS	6959562	04/15/2025	2	609-49750-251	492.36	LIQUOR
52571	05/09/25	PHILLIPS WINE AND SPIRITS	6959562	04/15/2025	3	609-49750-333	11.52	DELIVERY
52571	05/09/25	PHILLIPS WINE AND SPIRITS	6962489	04/18/2025	1	609-49750-253	260.00	WINE
52571	05/09/25	PHILLIPS WINE AND SPIRITS	6962489	04/18/2025	2	609-49750-333	17.00	DELIVERY
52571	05/09/25	PHILLIPS WINE AND SPIRITS	6963388	04/22/2025	1	609-49750-251	339.60	LIQUOR
52571	05/09/25	PHILLIPS WINE AND SPIRITS	6963388	04/22/2025	2	609-49750-333	5.76	DELIVERY
Total 52571:							1,174.24	
52572	05/09/25	QUILL CORPORATION	43554730	04/02/2025	1	101-41940-201	79.78	COPIER PAPER-CITY
Total 52572:							79.78	
52573	05/09/25	ROBERTSON, SOFIA	1427462	04/01/2025	1	101-42280-208	278.25	EMT RECERTIFICATION CLASS-DISTANCE CME-FI
52573	05/09/25	ROBERTSON, SOFIA	1427462	04/01/2025	2	101-42280-208	25.00	EMT RECERTIFICATON APPLICATION FEE-FIRE
Total 52573:							303.25	
52574	05/09/25	SAFEGUARD LOCKSMITH	5727	04/10/2025	1	101-42110-240	1,350.00	TRILOGY ALARM LOCK-PD

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52574	05/09/25	SAFEGUARD LOCKSMITH	5727	04/10/2025	2	101-42110-310	380.00	LOCK INSTALLATION-POLICE
Total 52574:							1,730.00	
52575	05/09/25	SOUTHERN GLAZERS OF MN	2613501	04/18/2025	1	609-49750-251	2,638.07	LIQUOR
52575	05/09/25	SOUTHERN GLAZERS OF MN	2613501	04/18/2025	2	609-49750-333	36.95	DELIVERY
52575	05/09/25	SOUTHERN GLAZERS OF MN	2613502	04/18/2025	1	609-49750-253	72.00	WINE
52575	05/09/25	SOUTHERN GLAZERS OF MN	2613502	04/18/2025	2	609-49750-333	2.32	DELIVERY
52575	05/09/25	SOUTHERN GLAZERS OF MN	2613503	04/18/2025	1	609-49750-253	406.15	WINE
52575	05/09/25	SOUTHERN GLAZERS OF MN	2613503	04/18/2025	2	609-49750-333	12.40	DELIVERY
52575	05/09/25	SOUTHERN GLAZERS OF MN	2616198	04/25/2025	1	609-49750-251	79.20	LIQUOR
52575	05/09/25	SOUTHERN GLAZERS OF MN	2616198	04/25/2025	2	609-49750-333	1.55	DELIVERY
52575	05/09/25	SOUTHERN GLAZERS OF MN	2616199	04/25/2025	1	609-49750-253	136.53	WINE
52575	05/09/25	SOUTHERN GLAZERS OF MN	2616199	04/25/2025	2	609-49750-333	4.65	DELIVERY
52575	05/09/25	SOUTHERN GLAZERS OF MN	5124466	03/31/2025	1	609-49750-333	1.55	DELIVERY
52575	05/09/25	SOUTHERN GLAZERS OF MN	5125395	04/30/2025	1	609-49750-251	3,146.66	LIQUOR
52575	05/09/25	SOUTHERN GLAZERS OF MN	5125395	04/30/2025	2	609-49750-333	51.41	DELIVERY
52575	05/09/25	SOUTHERN GLAZERS OF MN	5125396	04/30/2025	1	609-49750-253	387.16	WINE
52575	05/09/25	SOUTHERN GLAZERS OF MN	5125396	04/30/2025	2	609-49750-333	8.01	DELIVERY
Total 52575:							6,984.61	
52576	05/09/25	ST. CLOUD REFRIGERATION IN	AW20459	04/28/2025	1	609-49750-401	512.98	MAINTENANCE-LIQUOR
Total 52576:							512.98	
52577	05/09/25	STAR PUBLICATIONS	231502	04/30/2025	1	609-49750-343	363.00	ADVERTISING
Total 52577:							363.00	
52578	05/09/25	TACTICAL LLC	75039	04/24/2025	1	609-49750-259	340.40	OTHER FOR RESALE
Total 52578:							340.40	
52579	05/09/25	TREASURER, STATE OF MN	8443-072425	05/06/2025	1	101-49810-437	40.00	3 YR LICENSE RENEWAL-AIRPORT
Total 52579:							40.00	
52580	05/09/25	VAULT HEALTH	FL00673885	05/05/2025	1	101-43000-305	67.84	DRUG TEST-PW
Total 52580:							67.84	
52581	05/09/25	VIKING BOTTLING CO.	3657746	04/25/2025	1	609-49750-254	112.34-	CREDIT NA
52581	05/09/25	VIKING BOTTLING CO.	3657747	04/18/2025	1	609-49750-254	181.90	NA
52581	05/09/25	VIKING BOTTLING CO.	3667632	04/25/2025	1	609-49750-254	183.60	NA
Total 52581:							253.16	
52582	05/09/25	VOLUNTEER FIREMEN S BENE	030125	03/01/2025	1	101-42280-433	244.00	FIREFIGHTER RENEWALS
Total 52582:							244.00	
52583	05/09/25	WATSON COMPANY	148917	04/15/2025	1	609-49750-259	154.19	OTHER FOR RESALE
52583	05/09/25	WATSON COMPANY	148917	04/15/2025	2	609-49750-256	354.07	TOBACCO
52583	05/09/25	WATSON COMPANY	148917	04/15/2025	3	609-49750-333	6.00	DELIVERY
52583	05/09/25	WATSON COMPANY	149037	04/22/2025	1	609-49750-256	895.65	TOBACCO
52583	05/09/25	WATSON COMPANY	149037	04/22/2025	2	609-49750-333	6.00	DELIVERY



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Total 52583:							1,415.91	
52584	05/09/25	WEX BANK	104729718	05/07/2025	1	101-42110-212	1,517.46	GAS - POLICE
52584	05/09/25	WEX BANK	104729718	05/07/2025	2	101-43000-212	251.15	GAS-PW
Total 52584:							1,768.61	
52585	05/09/25	WINE MERCHANTS	7516986	04/29/2025	1	609-49750-253	550.40	WINE
52585	05/09/25	WINE MERCHANTS	7516986	04/29/2025	2	609-49750-333	17.00	DELIVERY
Total 52585:							567.40	
52586	05/09/25	YOST, EDWARD T	INV215	05/06/2025	1	101-41940-309	125.00	IT SERVICES-CITY
52586	05/09/25	YOST, EDWARD T	INV215	05/06/2025	2	101-42280-309	125.00	IT SERVICES-FIRE
52586	05/09/25	YOST, EDWARD T	INV215	05/06/2025	3	101-43000-309	125.00	IT SERVICES-PW
52586	05/09/25	YOST, EDWARD T	INV215	05/06/2025	4	602-49400-309	62.50	IT SERVICES-WATER
52586	05/09/25	YOST, EDWARD T	INV215	05/06/2025	5	603-49450-309	62.50	IT SERVICES-SEWER
52586	05/09/25	YOST, EDWARD T	INV215	05/06/2025	6	101-42110-310	125.00	IT SERVICES-PD
Total 52586:							625.00	
52587	05/09/25	ZARNOTH BRUSH WORKS, INC	0201956-IN	04/25/2025	1	101-43000-221	43.00	SWEEPER PARTS-PW
Total 52587:							43.00	
52588	05/09/25	ZIESMER, RICK	040925	04/09/2025	1	609-49750-208	49.00	TRAVEL REIMBURSEMENT
Total 52588:							49.00	
821696	04/24/25	MN DEPT OF LABOR & INDUST	DLMN10012	04/23/2025	1	101-32210	69.00	1ST QTR SURCHARGE
Total 821696:							69.00	
821697	04/28/25	U.S. POSTMASTER	04282025	04/28/2025	1	602-49400-322	224.64	APRIL WATER BILLS-WATER
821697	04/28/25	U.S. POSTMASTER	04282025	04/28/2025	2	603-49450-322	224.64	APRIL WATER BILLS-SEWER
Total 821697:							449.28	
821698	05/09/25	BENTON COMMUNICATIONS	0238009623-	05/01/2025	1	101-42280-321	98.20	PHONE SERVICE - FIRE
Total 821698:							98.20	
821699	05/09/25	BENTON COMMUNICATIONS	0238009658-	05/01/2025	1	101-41940-321	234.13	PHONE SERVICE - CITY HALL
821699	05/09/25	BENTON COMMUNICATIONS	0238009658-	05/01/2025	2	101-45500-321	88.44	PHONE SERVICE - LIBRARY
821699	05/09/25	BENTON COMMUNICATIONS	0238009658-	05/01/2025	3	101-42110-321	176.02	PHONE SERVICE - POLICE
821699	05/09/25	BENTON COMMUNICATIONS	0238009658-	05/01/2025	4	101-43000-321	148.47	PHONE SERVICE - PW
821699	05/09/25	BENTON COMMUNICATIONS	0238009658-	05/01/2025	5	619-49900-321	82.92	PHONE SERVICE - DEP REG
821699	05/09/25	BENTON COMMUNICATIONS	0238009658-	05/01/2025	6	101-45200-321	129.90	PHONE SERVICE - PARKS
Total 821699:							859.88	
821700	05/09/25	CENTERPOINT ENERGY	5826769-1-0	04/09/2025	1	609-49750-381	449.92	LIQUOR STORE
Total 821700:							449.92	
821701	05/09/25	CENTERPOINT ENERGY	8000014099-	04/22/2025	1	101-42280-381	275.74	FIRE HALL
821701	05/09/25	CENTERPOINT ENERGY	8000014099-	04/22/2025	2	208-45600-381	273.52	HISTORICAL SOCIETY

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821701	05/09/25	CENTERPOINT ENERGY	8000014099-	04/22/2025	3	101-43000-381	1,112.90	PUBLIC WORKS
821701	05/09/25	CENTERPOINT ENERGY	8000014099-	04/22/2025	4	101-49010-381	193.01	SENIOR CENTER
821701	05/09/25	CENTERPOINT ENERGY	8000014099-	04/22/2025	5	101-41940-381	254.00	CITY HALL
821701	05/09/25	CENTERPOINT ENERGY	8000014099-	04/22/2025	6	602-49400-381	425.83	WATER PLANT
821701	05/09/25	CENTERPOINT ENERGY	8000014099-	04/22/2025	7	101-45500-381	657.87	LIBRARY
821701	05/09/25	CENTERPOINT ENERGY	8000014099-	04/22/2025	8	101-45200-381	134.51	GORECKI BLDG
Total 821701:							3,327.38	
821702	05/09/25	CITY HIVE INC	68138247E9	04/30/2025	1	609-49750-310	56.67	LIQUOR WEBSITE-APRIL
Total 821702:							56.67	
821703	05/09/25	DELTA DENTAL OF MN	CNS0001828	05/01/2025	1	101-21712	2,019.23	DENTAL INS - MAY
Total 821703:							2,019.23	
821704	05/09/25	EAST CENTRAL ENERGY	832400-0525	04/09/2025	1	101-43000-381	655.36	PUBLIC WORKS
821704	05/09/25	EAST CENTRAL ENERGY	832400-0525	04/09/2025	2	101-49010-381	88.17	SENIOR CENTER
821704	05/09/25	EAST CENTRAL ENERGY	832400-0525	04/09/2025	3	101-49810-381	353.79	AIRPORT
821704	05/09/25	EAST CENTRAL ENERGY	832400-0525	04/09/2025	4	101-45200-381	203.95	PARKS
821704	05/09/25	EAST CENTRAL ENERGY	832400-0525	04/09/2025	5	101-43000-380	3,005.84	STREET LIGHTS
821704	05/09/25	EAST CENTRAL ENERGY	832400-0525	04/09/2025	6	101-42110-437	137.46	PUBLIC SAFETY
821704	05/09/25	EAST CENTRAL ENERGY	832400-0525	04/09/2025	7	208-45600-381	203.35	HISTORICAL SOCIETY
821704	05/09/25	EAST CENTRAL ENERGY	832400-0525	04/09/2025	8	101-45500-381	751.16	LIBRARY
821704	05/09/25	EAST CENTRAL ENERGY	832400-0525	04/09/2025	9	602-49400-381	3,611.02	WATER DEPT
821704	05/09/25	EAST CENTRAL ENERGY	832400-0525	04/09/2025	10	603-49450-381	1,051.33	SEWER DEPT
821704	05/09/25	EAST CENTRAL ENERGY	832400-0525	04/09/2025	11	101-42280-381	1,201.45	FIRE HALL
821704	05/09/25	EAST CENTRAL ENERGY	832400-0525	04/09/2025	12	101-41940-381	715.02	CITY HALL
821704	05/09/25	EAST CENTRAL ENERGY	832400-0525	04/09/2025	13	609-49750-381	2,273.59	LIQUOR STORE
Total 821704:							14,251.49	
821705	05/09/25	HEALTHEQUITY	050125	05/01/2025	1	101-21705	8,945.00	MAY HSA CONTRIBUTIONS
Total 821705:							8,945.00	
821706	05/09/25	MIDCONTINENT COMMUNICATI	14799080114	04/18/2025	1	101-42110-321	145.39	INTERNET- POLICE
Total 821706:							145.39	
821707	05/09/25	MN DEPT OF REVENUE	APR LIQ TAX	05/08/2025	1	609-20800	22,378.00	LIQUOR SALES TAX
Total 821707:							22,378.00	
821708	05/09/25	MN DEPT OF REVENUE	APR WAT TA	05/08/2025	1	602-20800	539.00	W/S SALES TAX
821708	05/09/25	MN DEPT OF REVENUE	APR WAT TA	05/08/2025	2	101-34107	2.00	SALES TAX-SPECIAL SEARCHES
821708	05/09/25	MN DEPT OF REVENUE	APR WAT TA	05/08/2025	3	101-34780	30.00	SALES TAX-RESERVATION FEE
821708	05/09/25	MN DEPT OF REVENUE	APR WAT TA	05/08/2025	4	101-36200	645.00	SALES TAX - MISC
821708	05/09/25	MN DEPT OF REVENUE	APR WAT TA	05/08/2025	5	602-37120	3.00	SALES TAX-WATER PARTS
Total 821708:							1,219.00	
821709	05/09/25	NCPERS GROUP LIFE INS	6272000520	05/01/2025	1	101-21709	144.00	GROUP LIFE INS - MAY
Total 821709:							144.00	
821710	05/09/25	UNUM	0691590-001	04/15/2025	1	101-21707	1,100.88	LIFE, STD, LTD-MAY

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Total 821710:							1,100.88	
992504231	04/21/25	AMERICAN FDS	PR0420251	04/21/2025	1	101-21708	325.00	AMERICAN FUNDS AMERICAN FUNDS Pay Period:
Total 992504231:							325.00	
992504232	04/21/25	EFTPS-FED TAXPAYMENT	PR0420251	04/21/2025	1	101-21703	2,906.47	FED/SSI/MEDICARE SOCIAL SECURITY Pay Period:
992504232	04/21/25	EFTPS-FED TAXPAYMENT	PR0420251	04/21/2025	2	101-21701	4,628.31	FED/SSI/MEDICARE FEDERAL WITHHOLDING TAX
992504232	04/21/25	EFTPS-FED TAXPAYMENT	PR0420251	04/21/2025	3	101-21703	2,906.47	FED/SSI/MEDICARE SOCIAL SECURITY Pay Period:
992504232	04/21/25	EFTPS-FED TAXPAYMENT	PR0420251	04/21/2025	4	101-21703	972.65	FED/SSI/MEDICARE MEDICARE Pay Period: 4/20/2
992504232	04/21/25	EFTPS-FED TAXPAYMENT	PR0420251	04/21/2025	5	101-21703	972.65	FED/SSI/MEDICARE MEDICARE Pay Period: 4/20/2
Total 992504232:							12,386.55	
992504233	04/21/25	GOVONE SOLUTIONS	PR0420251	04/21/2025	1	101-21704	3,667.28	PERA PERA PROTECTIVE Pay Period: 4/20/2025
992504233	04/21/25	GOVONE SOLUTIONS	PR0420251	04/21/2025	2	101-21704	3,011.37	PERA PERA COORDINATED Pay Period: 4/20/2025
992504233	04/21/25	GOVONE SOLUTIONS	PR0420251	04/21/2025	3	101-21704	3,474.68	PERA PERA COORDINATED Pay Period: 4/20/2025
992504233	04/21/25	GOVONE SOLUTIONS	PR0420251	04/21/2025	4	101-21704	2,444.85	PERA PERA PROTECTIVE Pay Period: 4/20/2025
Total 992504233:							12,598.18	
992504234	04/21/25	MN-STATE TAXPAYMENT	PR0420251	04/21/2025	1	101-21702	2,519.60	SWT STATE WITHHOLDING TAX Pay Period: 4/20/2
Total 992504234:							2,519.60	
992505071	05/05/25	AMERICAN FDS	PR0504251	05/05/2025	1	101-21708	325.00	AMERICAN FUNDS AMERICAN FUNDS Pay Period:
Total 992505071:							325.00	
992505072	05/05/25	EFTPS-FED TAXPAYMENT	PR0504251	05/05/2025	1	101-21703	4,212.04	FED/SSI/MEDICARE SOCIAL SECURITY Pay Period:
992505072	05/05/25	EFTPS-FED TAXPAYMENT	PR0504251	05/05/2025	2	101-21701	4,733.59	FED/SSI/MEDICARE FEDERAL WITHHOLDING TAX
992505072	05/05/25	EFTPS-FED TAXPAYMENT	PR0504251	05/05/2025	3	101-21703	4,212.04	FED/SSI/MEDICARE SOCIAL SECURITY Pay Period:
992505072	05/05/25	EFTPS-FED TAXPAYMENT	PR0504251	05/05/2025	4	101-21703	1,302.25	FED/SSI/MEDICARE MEDICARE Pay Period: 5/4/20
992505072	05/05/25	EFTPS-FED TAXPAYMENT	PR0504251	05/05/2025	5	101-21703	1,302.25	FED/SSI/MEDICARE MEDICARE Pay Period: 5/4/20
Total 992505072:							15,762.17	
992505073	05/05/25	GOVONE SOLUTIONS	PR0504251	05/05/2025	1	101-21704	3,963.08	PERA PERA PROTECTIVE Pay Period: 5/4/2025
992505073	05/05/25	GOVONE SOLUTIONS	PR0504251	05/05/2025	2	101-21704	2,990.06	PERA PERA COORDINATED Pay Period: 5/4/2025
992505073	05/05/25	GOVONE SOLUTIONS	PR0504251	05/05/2025	3	101-21704	3,450.09	PERA PERA COORDINATED Pay Period: 5/4/2025
992505073	05/05/25	GOVONE SOLUTIONS	PR0504251	05/05/2025	4	101-21704	2,642.05	PERA PERA PROTECTIVE Pay Period: 5/4/2025
Total 992505073:							13,045.28	
992505074	05/05/25	MN-MCSO	PR0504251	05/05/2025	1	101-21711	300.14	Child Support CHILD SUPPORT Pay Period: 5/4/202
Total 992505074:							300.14	
992505075	05/05/25	MN-STATE TAXPAYMENT	PR0504251	05/05/2025	1	101-21702	2,539.40	SWT STATE WITHHOLDING TAX Pay Period: 5/4/20
Total 992505075:							2,539.40	
Grand Totals:							439,200.14	

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
001-10005	244.77	.00	244.77
001-20200	.00	244.77-	244.77-
101-20200	15.13	209,865.38-	209,850.25-
101-21701	9,361.90	.00	9,361.90
101-21702	5,059.00	.00	5,059.00
101-21703	18,786.82	.00	18,786.82
101-21704	25,643.46	.00	25,643.46
101-21705	8,945.00	.00	8,945.00
101-21707	1,100.88	.00	1,100.88
101-21708	650.00	.00	650.00
101-21709	144.00	.00	144.00
101-21710	438.00	.00	438.00
101-21711	300.14	.00	300.14
101-21712	2,019.23	.00	2,019.23
101-31410	425.96	.00	425.96
101-32210	69.00	.00	69.00
101-34107	2.00	.00	2.00
101-34780	30.00	.00	30.00
101-36200	645.00	.00	645.00
101-41110-351	32.20	.00	32.20
101-41310-208	185.46	.00	185.46
101-41610-304	6,000.00	.00	6,000.00
101-41940-201	363.05	9.69-	353.36
101-41940-217	102.91	.00	102.91
101-41940-225	975.00	.00	975.00
101-41940-309	125.00	.00	125.00
101-41940-310	312.90	.00	312.90
101-41940-321	320.24	.00	320.24
101-41940-361	51,031.18	.00	51,031.18
101-41940-363	4,106.20	.00	4,106.20
101-41940-381	1,062.63	.00	1,062.63
101-41940-437	174.76	5.44-	169.32
101-42110-201	36.49	.00	36.49
101-42110-212	1,517.46	.00	1,517.46
101-42110-240	1,939.95	.00	1,939.95
101-42110-309	1,365.00	.00	1,365.00
101-42110-310	572.00	.00	572.00
101-42110-321	808.80	.00	808.80
101-42110-434	3,829.72	.00	3,829.72
101-42110-437	159.03	.00	159.03
101-42280-208	303.25	.00	303.25
101-42280-212	487.85	.00	487.85
101-42280-217	330.84	.00	330.84
101-42280-221	406.74	.00	406.74
101-42280-240	99.96	.00	99.96
101-42280-241	16,869.45	.00	16,869.45
101-42280-309	125.00	.00	125.00
101-42280-321	190.18	.00	190.18
101-42280-361	5,892.43	.00	5,892.43
101-42280-363	3,809.20	.00	3,809.20
101-42280-381	1,477.19	.00	1,477.19
101-42280-384	25.00	.00	25.00
101-42280-433	244.00	.00	244.00
101-42280-437	15.38	.00	15.38
101-42400-300	1,474.70	.00	1,474.70
101-42400-437	273.25	.00	273.25
101-43000-208	36.29	.00	36.29

GL Account	Debit	Credit	Proof
101-43000-212	1,254.08	.00	1,254.08
101-43000-217	230.22	.00	230.22
101-43000-221	483.22	.00	483.22
101-43000-230	200.00	.00	200.00
101-43000-240	650.95	.00	650.95
101-43000-305	67.84	.00	67.84
101-43000-309	565.00	.00	565.00
101-43000-321	513.88	.00	513.88
101-43000-380	3,005.84	.00	3,005.84
101-43000-381	1,768.26	.00	1,768.26
101-43000-403	839.50	.00	839.50
101-43000-434	424.63	.00	424.63
101-45200-109	2,040.24	.00	2,040.24
101-45200-212	146.61	.00	146.61
101-45200-221	70.98	.00	70.98
101-45200-225	384.83	.00	384.83
101-45200-240	149.99	.00	149.99
101-45200-310	115.32	.00	115.32
101-45200-321	129.90	.00	129.90
101-45200-381	338.46	.00	338.46
101-45200-384	180.63	.00	180.63
101-45200-415	148.39	.00	148.39
101-45200-437	734.09	.00	734.09
101-45500-310	90.74	.00	90.74
101-45500-321	88.44	.00	88.44
101-45500-381	1,409.03	.00	1,409.03
101-49010-361	1,568.25	.00	1,568.25
101-49010-381	281.18	.00	281.18
101-49010-437	180.72	.00	180.72
101-49810-212	43.01	.00	43.01
101-49810-217	53.95	.00	53.95
101-49810-270	4,050.00	.00	4,050.00
101-49810-321	329.99	.00	329.99
101-49810-361	2,352.68	.00	2,352.68
101-49810-363	3,809.20	.00	3,809.20
101-49810-381	353.79	.00	353.79
101-49810-437	110.46	.00	110.46
208-20200	.00	476.87-	476.87-
208-45600-381	476.87	.00	476.87
602-20200	.00	23,976.66-	23,976.66-
602-20800	539.00	.00	539.00
602-37120	3.00	.00	3.00
602-49400-212	385.67	.00	385.67
602-49400-216	3,367.97	.00	3,367.97
602-49400-217	61.88	.00	61.88
602-49400-309	62.50	.00	62.50
602-49400-310	218.71	.00	218.71
602-49400-321	343.41	.00	343.41
602-49400-322	290.29	.00	290.29
602-49400-361	10,858.18	.00	10,858.18
602-49400-363	3,809.20	.00	3,809.20
602-49400-381	4,036.85	.00	4,036.85
603-20200	.00	15,652.15-	15,652.15-
603-49450-212	908.27	.00	908.27
603-49450-309	62.50	.00	62.50
603-49450-310	1,704.43	.00	1,704.43
603-49450-322	224.64	.00	224.64
603-49450-361	6,645.18	.00	6,645.18
603-49450-363	3,809.20	.00	3,809.20

GL Account	Debit	Credit	Proof
603-49450-381	1,051.33	.00	1,051.33
603-49450-530	1,246.60	.00	1,246.60
609-20200	2,234.78	191,151.30-	188,916.52-
609-20800	22,378.00	.00	22,378.00
609-49750-201	461.56	.00	461.56
609-49750-208	49.00	.00	49.00
609-49750-251	39,630.03	711.48-	38,918.55
609-49750-252	94,195.65	968.79-	93,226.86
609-49750-253	8,646.54	256.00-	8,390.54
609-49750-254	2,911.17	171.08-	2,740.09
609-49750-256	3,278.57	.00	3,278.57
609-49750-259	4,566.93	121.88-	4,445.05
609-49750-310	295.10	.00	295.10
609-49750-321	251.94	.00	251.94
609-49750-333	863.20	5.55-	857.65
609-49750-343	392.83	.00	392.83
609-49750-361	6,146.43	.00	6,146.43
609-49750-364	3,780.00	.00	3,780.00
609-49750-381	2,723.51	.00	2,723.51
609-49750-384	67.86	.00	67.86
609-49750-401	512.98	.00	512.98
619-20200	.00	82.92-	82.92-
619-49900-321	82.92	.00	82.92
Grand Totals:	443,699.96	443,699.96-	.00

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

RESOLUTION NO. 25-13

RESOLUTION ACCEPTING DONATION

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

WHEREAS, the following individual has offered to contribute the cash amount set forth below to the city:

<u>Name of Donor</u>	<u>Amount</u>	<u>Committed To</u>
The Money Tree Billing Foundation	\$3,500	Milaca Trail Initiative
Initiative Foundation	\$1,000	Milaca Trail Initiative
Initiative Foundation	\$1,000	Milaca Fire Dept. Open House

WHEREAS, said donations have been contributed to assist the city in the establishment as allowed by law; and

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

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

1. The donation described above is accepted and shall be used to the funds as indicated either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipt to the donor acknowledging the city's receipt of the donor's donation.

Adopted this 15th day of May, 2025.

---

Mayor Dave Dillan

ATTEST

---

Tammy Pfaff, City Manager



4/21/2025

City of Milaca  
255 1st St E  
Milaca, MN 56353-1609

Re: Grant Request for Milaca Trails Event - Grant #PF-25-15389

Dear Mary Mickelson,

We are pleased to present the enclosed grant check on behalf of the Rum River Community Foundation, a partner fund of the Initiative Foundation. This generous grant in the amount of \$1,000.00 is awarded to support the Milaca Trails Event.

On behalf of the Rum River Community Foundation and the Initiative Foundation, I send our thanks for your shared commitment to our community.

Sincerely,

Carl Newbanks  
Vice President of Philanthropy

---

Grant Amount:	\$1,000.00
Check Number:	67361
Grant Purpose:	to support the Milaca Trails Event.
Public Recognition:	Rum River Community Foundation of the Initiative Foundation
Tax Reporting:	A tax receipt has been provided to the donor by the Initiative Foundation
Acknowledgement to:	Rum River Community Foundation c/o The Initiative Foundation 405 1 <sup>st</sup> Street SE, Little Falls, MN 56345 <a href="mailto:grants@ifound.org">grants@ifound.org</a>

By accepting the enclosed grant check, City of Milaca acknowledges and agrees to the following:

1. Grantee is a governmental unit, a public charity described in Section 501(c)(3) of the Internal Revenue Code and is not a "disqualified supporting organization."
2. No goods or services were rendered in exchange for this grant.
3. The recipient of this grant shall specifically reference the Initiative Foundation in all media releases and public relations materials where information regarding or resulting from this grant is presented and must say, "This project was funded in part by the Initiative Foundation, a regional community foundation."
4. The Grantee authorizes the use of its name to appear on lists of Initiative Foundation grantees, including in social media and other publications.





4/21/2025

City of Milaca  
255 1st St E  
Milaca, MN 56353-1609

Re: Grant Request for Annual Fire Department Open House - Grant #PF-25-15390

Dear Chris Ehlen,

We are pleased to present the enclosed grant check on behalf of the Rum River Community Foundation, a partner fund of the Initiative Foundation. This generous grant in the amount of \$1,000.00 is awarded to support the Milaca Annual Fire Department Open House.

On behalf of the Rum River Community Foundation and the Initiative Foundation, I send our thanks for your shared commitment to our community.

Sincerely,

A handwritten signature in black ink, appearing to read 'Carl'.

Carl Newbanks  
Vice President of Philanthropy

---

Grant Amount:	\$1,000.00
Check Number:	67361
Grant Purpose:	to support the Milaca Annual Fire Department Open House.
Public Recognition:	Rum River Community Foundation of the Initiative Foundation
Tax Reporting:	A tax receipt has been provided to the donor by the Initiative Foundation
Acknowledgement to:	Rum River Community Foundation c/o The Initiative Foundation 405 1 <sup>st</sup> Street SE, Little Falls, MN 56345 <a href="mailto:grants@ifound.org">grants@ifound.org</a>

By accepting the enclosed grant check, City of Milaca acknowledges and agrees to the following:

1. Grantee is a governmental unit, a public charity described in Section 501(c)(3) of the Internal Revenue Code and is not a "disqualified supporting organization."
2. No goods or services were rendered in exchange for this grant.
3. The recipient of this grant shall specifically reference the Initiative Foundation in all media releases and public relations materials where information regarding or resulting from this grant is presented and must say, "This project was funded in part by the Initiative Foundation, a regional community foundation."
4. The Grantee authorizes the use of its name to appear on lists of Initiative Foundation grantees, including in social media and other publications.

RESOLUTION NO. 25-14

RESOLUTION ADOPTING THE MILLE LACS COUNTY 2024 HAZARD MITIGATION PLAN

WHEREAS, The City of Milaca recognizes the threat that natural hazards pose to people and property within the City of Milaca; and

WHEREAS, Mille Lacs County has prepared a multi-hazard mitigation plan, hereby known as the Mille Lacs County 2024 Hazard Mitigation Plan in accordance with federal laws, including the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended; the National Flood Insurance Act of 1968, as amended; and the National Dam Safety Program Act, as amended; and

WHEREAS, the Mille Lacs County 2024 Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in City of Milaca from the impacts of future hazards and disasters; and

WHEREAS, adoption by the City of Milaca City Council demonstrates its commitment to hazard mitigation and achieving the goals outlined in the Mille Lacs County 2024 Hazard Mitigation Plan.

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

Section 1. In accordance with the Minnesota State Statute, the City of Milaca City Council adopts the Mille Lacs County 2024 Hazard Mitigation. While content related to City of Milaca may require revisions to meet the plan approval requirements, changes occurring after adoption will not require City of Milaca to re-adopt any further iterations of the plan. Subsequent plan updates following the approval period for this plan will require separate adoption resolutions.

Adopted this 15th day of May, 2025.

---

Mayor Dave Dillan

ATTEST

---

Tammy Pfaff, City Manager

## Tammy Pfaff

---

**From:** Andy Beckstrom <Andy.Beckstrom@millelacs.mn.gov>  
**Sent:** Tuesday, April 29, 2025 10:19 AM  
**To:** Michele McPherson; Tammy Pfaff; jamie@cityofisle.com; michelle@onamiamn.gov; cityofbock@yahoo.com; cityofpease@gmail.com; cityofforeston@yahoo.com; Karrie Roeschlein  
**Subject:** MLC Hazard Mitigation Plan  
**Attachments:** Sample Resolution for HMP\_2023.docx; 04-01-25-03.pdf

### [Mille Lacs Hazard Mitigation Plan](#)

Greetings,

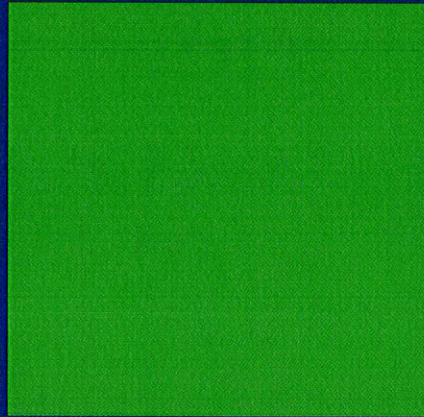
Over the last year and a half, Mille Lacs County Emergency Management in conjunction with University of Minnesota Duluth Spatial have been working on the updated Hazard Mitigation Plan. That plan has now been finished and approved by FEMA. It has now also been adopted by the county board as well. It is also recommended that cities within the jurisdiction adopt the plan for potential funding in the future. They recommend any city that participated and had input during this process. The link above should take you to the plan if you'd like to review, and attached is a sample of a resolution and the actual resolution the county used to adopt the plan. The choice is yours, but it would be good to see as many cities as possible adopt this plan. If you'd like me to attend a city council meeting to answer your questions, please let me know. Otherwise I just need a copy of the signed resolution once approved. Thank you so much for your participation in this process!!

**Andy Beckstrom** | *PSAP Manager*  
*Emergency Management Director*  
*ARMER Administrator / TAC*  
**Mille Lacs County Sheriff's Office**  
O: 320.983.8288 | C: 320.241.0718  
24H: 320.983.8257





# Mille Lacs County 2024 Hazard Mitigation Plan



Department of Public Safety | Division of Homeland Security and Emergency Management



# Mille Lacs County Minnesota

## 2024 Hazard Mitigation Plan

Andy Beckstrom  
Emergency Management Director  
Mille Lacs County Sheriff's Office  
640 3rd Street SE  
Milaca, MN 56353

(320) 983-8288

*Prepared By:*

U-Spatial  
Research and Innovation Office (RIO) | University of Minnesota  
389 Kirby Plaza, 1208 Kirby Drive  
Duluth, MN 55812

218-726-7438

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## Incident Summary by Incident Type

Date Range: 4/1/2025 to 4/30/2025

Incident Type	# of Incidents
Accident	2
Agency Assist	23
Alarm	6
Animal	6
Child Custody	1
Civil Issue	1
Community Contact	8
Community Contact	3
Danco Violation	1
Debris	2
Disturbance	3
Domestic	1
Driving Complaint	4
Family Services Referral	6
Fire	2
Found Property	2
Fraud-forgery-scam	2
Funeral Escort	1
Harassment Complaint	4
Icr Misc	25
Juvenile Complaint	3
Lockout	6
Mailbox Vandalism	1
Medical	40
Missing Adult	1
Motorist Assist	2
Noise Complaint	4



## Incident Summary by Incident Type

Date Range: 4/1/2025 to 4/30/2025

Ofp Violation	3
Parking Complaint	2
Public Assist	16
Search Warrant	1
Suicidal Party	2
Suspicious Activity	8
Theft	5
Threats Complaint	4
Traffic	95
Trespass Complaint	1
Welfare Check	6
Zoning Violation	1
Total: 304	

# City of Milaca

## Engineer's Report – 04/29/2025

*Information in italics is new since previous report.*

**General Planning Assistance.** Milaca - General (193800515 Task 102). General on-going assistance with planning reviews. *Meeting planned for 9:00 on May 8<sup>th</sup> 5<sup>th</sup> to discuss transition. Currently working on CUP reports for 225 1st St W (apartment building) and Circle K development.*

**Wastewater Treatment Plant Assistance.** Milaca - General (193800515 Task 107). Peter Daniels is working with Gary Kirkeby on wastewater plan issues. *Annual Compliance Summary was received from MPCA on 4/15/2025.*

The NPDES Permit reissuance application has been prepared and submitted. On 1/6/25, the MPCA confirmed that the WWTP Permit reissuance information was received and is complete enough for processing. *On 4/16/2025, Gary reminded MPCA that the application has been submitted.*

Mercury Minimization Plan (MMP). The MMP was submitted to the MPCA on 12/30/2024 and is complete pending MPCA review.

**2027 Water Tower Painting Project.** Milaca - General (193800515 Task 106). Project Priority List (PPL) application was submitted by Gary Kirkeby on 2/4/2025. In early 2026, we will need to start the Intended Use Plan (IUP) application process and work with KLM to get interior and exterior inspections completed.

**Milaca 110th Ave. (HUD grant project).** (193806178). Contractor Payment No. 5 was processed in January. *Final paving and project close-out to be completed in 2025.*

**Milaca Junction Addition Development (plat).** (193806178). Dan Roeber prepared a concept plan dated 12/30/24. A meeting was held on March 5<sup>th</sup>. *Three updated concept plan options have been prepared. A draft Preliminary Plat can be prepared later when more information is available.*

**Part 2 Wellhead Protection Plan.** (193807329). Mark Janovec is working with Gary Kirkeby on this. *A draft contaminant source inventory was submitted for City review in April. A draft management plan will be delivered to city staff in May. Following city staff approval, the document will be distributed for local government and agency reviews (60-day review period). A Public Hearing will be necessary in +/- August 2025). The goal is to submit the final plan to MDH in September.*

**City Utilities for MnDOT project SP4801-26(TH23).** (193807341). This is the project to produce plans for the sanitary sewer and water main improvements associated with the MnDOT Highway 23 project. Field survey was completed in 2024. City Municipal Consent was approved on 2/19/25. *Need to discuss if the city wants sewer extensions for developable parcels east of Highway 169. A meeting with MnDOT will be held on 5/5/25.*

**Milaca 2025 Street Project (1<sup>st</sup> St.).** (193807360). This project will replace curb and sidewalk on the south side of 1<sup>st</sup> Street between 3<sup>rd</sup> and Central. Questions regarding building accesses and curb cut locations have been answered. *Completion of construction plans and specifications has been delayed while the location of existing underground utilities is determined. The current goal is to have plans finalized by June for bidding in July.*

**Milaca Lead and Galvanized Water Service Replacement Project** (19380xxxx). A water service line inventory in 2024 identified several lead and galvanized lines. *We worked with the Public Works Supt. to submit a PPL application for possible funding to replace some of the identified lead and galvanized service lines. The next step is to submit an IUP application (due June 6<sup>th</sup>).*

## **CITY OF MILACA**

### **Procurement Standards Policy for Goods and Services Purchased with Federal Dollars**

#### **Purpose**

The purpose of this policy is to establish procedures for the administration of federal awards of the City of Milaca. The Office of Management and Budget (OMB) Uniform Guidance [2 CFR 200] requires all sub-recipients of federal funds to establish and maintain internal controls designed to reasonably ensure compliance with Federal laws, regulations and program compliance requirements. Written policies and procedures are part of the necessary internal controls and are required as a precondition to receiving federal funds. These policies and procedures are intended to be sufficiently comprehensive to adequately meet such requirements. However, in no case are these policies and procedures intended to supersede or limit federal or state laws or regulations, or the provisions of individual grant agreements.

#### **Conflicts of Interest (2 CFR 200.318(c))**

The City of Milaca maintains written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. The Uniform Grant Guidance 2 CFR 200 includes the following provisions:

No employee, officer, or agent of the City of Milaca will participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the City of Milaca must neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, unless the financial interest is not substantial or the gift is an unsolicited item of nominal value. Disciplinary actions will be applied for violations of such standards by officers, employees, or agents of the City of Milaca.

The City of Milaca defines nominal value as an expense of five dollars (\$5.00) or less.

#### **Procurement Under Federal Awards (2 CFR 200.318(a))**

Procurement of goods and services whose costs are charged to federal awards received by the City of Milaca are subject to all of the specific purchasing policies of the organization. In addition, procurements associated with Federal awards are subject to the following supplemental policies:

1. The City of Milaca will avoid acquisition of unnecessary or duplicative items. Consideration will be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

2. The City of Milaca will consider entering into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services.
3. The City of Milaca is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.
4. The City of Milaca is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions.
5. The City of Milaca will award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.
6. The City of Milaca will maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.
7. All procurement transactions will be conducted in a manner providing full and open competition. All prequalified lists of persons, firms, or products which are used in acquiring goods and services will be current and include enough qualified sources to ensure maximum open and free competition. Potential bidders will not be precluded from qualifying during the solicitation period.
8. All solicitations will incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a "brand Milaca or equivalent" description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the Milaca brand which must be met by offers must be clearly stated. All solicitations will also identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.
9. The City of Milaca will ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and including enough qualified sources to ensure maximum open and free competition. The City of Milaca will not preclude potential bidders from qualifying during the solicitation period.
10. All necessary affirmative steps will be taken to assure that minority business, women's business enterprises, and labor surplus area firms are used when possible.

A. Affirmative steps must include:

1. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
  2. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
  3. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
  4. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
  5. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
  6. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.
11. A cost or price analysis will be performed in connection with every procurement action in excess of (\$175,000) including contract modifications. To comply with Minnesota statutes, this threshold has been lowered from the Simplified Acquisition Threshold of \$250,000. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the City of Milaca will make independent estimates before receiving bids or proposals.
12. All procurement files will be made available for inspection upon request by a Federal awarding agency.
13. All contracts will require the contractor to certify in writing that it has not been suspended or disbarred from doing business with any federal agency.

**Methods of Procurement (2 CFR 200.320)**

City of Milaca will use one of the following methods of procurement.

1. **Procurement by micro-purchases.** Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed \$10,000 (or \$2,000 in the case of acquisitions for construction subject to the Davis-Bacon Act). To the extent practicable, the City of Milaca must distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if the City of Milaca considers the price to be reasonable.
2. **Procurement by small purchase procedures.** Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than the Simplified Acquisition Threshold. If small purchase

procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources.

3. **Procurement by sealed bids (formal advertising).** Bids are publicly solicited and a firm fixed price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming to all the material terms and conditions of the invitation for bids, is the lowest in price.

All purchases in excess of \$10,000 shall be made by obtaining oral or written quotations from at least two responsible contractors. All purchases of \$175,000 or more shall be made by obtaining competitive proposals via public solicitation. To comply with Minnesota statutes, this threshold has been lowered from the Simplified Acquisition Threshold of \$250,000. Sealed bids shall be utilized when required by the Federal awarding agency or Minnesota statutes.

In order for sealed bidding to be feasible, the following conditions will be present:

- a. A complete, adequate, and realistic specification or purchase description is available;
- b. Two or more responsible bidders are willing and able to compete effectively for the business; and
- c. The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

If sealed bids are used, the following requirements apply:

- a. The invitation for bids will be publicly advertised and bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids;
  - b. The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
  - c. All bids will be publicly opened at the time and place prescribed in the invitation for bids;
  - d. A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and
  - e. Any or all bids may be rejected if there is a sound documented reason.
4. **Procurement by competitive proposals.** The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not

appropriate for the use of sealed bids. If this method is used, the following requirements apply:

- a. Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
  - b. Proposals must be solicited from an adequate number of qualified sources;
  - c. The City of Milaca must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;
  - d. Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and
  - e. Competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.
5. **Procurement by noncompetitive proposals.** Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:
- a. The item is available only from a single source;
  - b. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
  - c. The Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the City of Milaca; or
  - d. After solicitation of a number of sources, competition is determined inadequate.

#### **Cost Principles Policy Guide (2 CFR 200.302(b)(7))**

The application of these cost principles is based on the fundamental premises that:

- (a) The City of Milaca is responsible for the efficient and effective administration of the Federal award through the application of sound management practices.
- (b) The City of Milaca assumes responsibility for administering Federal funds in a manner consistent with underlying agreements, program objectives, and the terms and conditions of the Federal award.



- (c) The City of Milaca in recognition of its own unique combination of staff, facilities, and experience, has the primary responsibility for employing whatever form of sound organization and management techniques may be necessary in order to assure proper and efficient administration of the Federal award.
- (d) The application of these cost principles should require no significant changes in the internal accounting policies and practices of the non-Federal entity. However, the accounting practices of the non-Federal entity must be consistent with these cost principles and support the accumulation of costs as required by the principles, and must provide for adequate documentation to support costs charged to the Federal award. The City of Milaca will place Federal grant funds into a new fund for tracking funds received and funds expended.
- (e) In reviewing, negotiating and approving cost allocation plans or indirect cost proposals, the cognizant agency for indirect costs should generally assure that the City of Milaca is applying these cost accounting principles on a consistent basis during their review and negotiation of indirect cost proposals. Where wide variations exist in the treatment of a given cost item by the City of Milaca, the reasonableness and equity of such treatments should be fully considered. See §200.56 Indirect (facilities & administrative (F&A)) costs.
- (f) For non-Federal entities that educate and engage students in research, the dual role of students as both trainees and employees (including pre- and post-doctoral staff) contributing to the completion of Federal awards for research must be recognized in the application of these principles.
- (g) The City of Milaca may not earn or keep any profit resulting from Federal financial assistance, unless explicitly authorized by the terms and conditions of the Federal award. See also §200.307 Program income.

Adopted by the City Council on May 15<sup>th</sup>, 2025.

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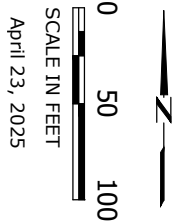
Mayor Dave Dillan

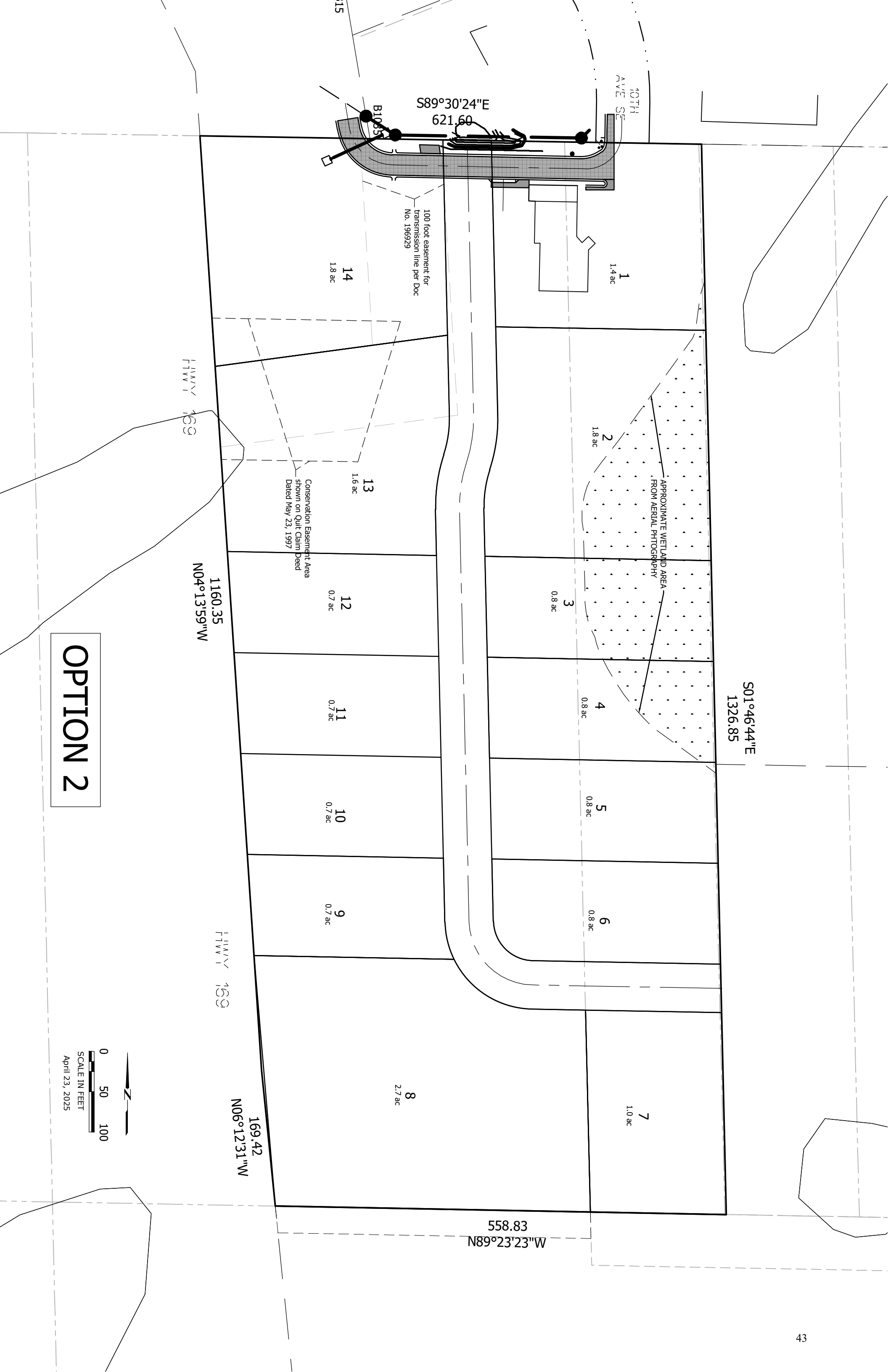
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City Manager Tammy Pfaff



OPTION 1





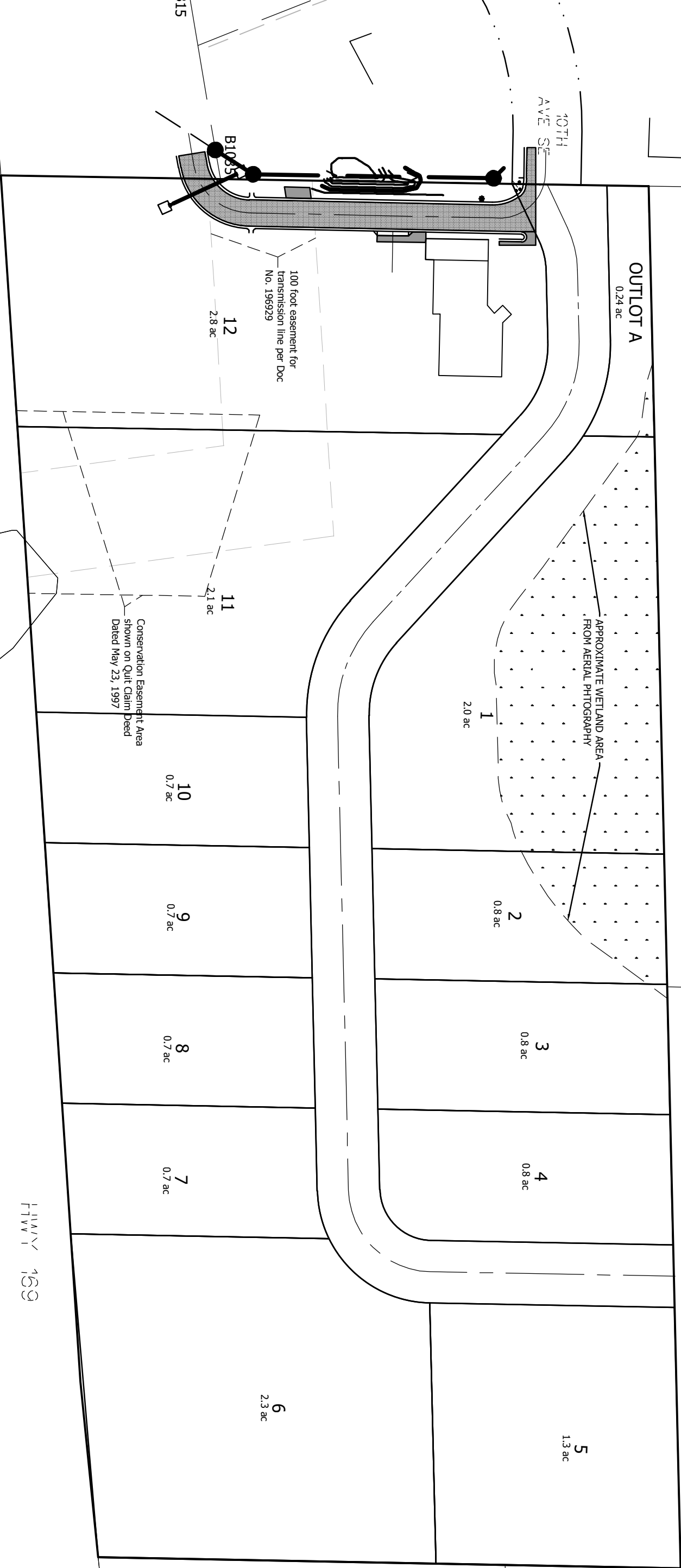
OPTION 2



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SCALE IN FEET

April 23, 2025



OPTION 3

