

City of Little Falls

REGULAR CITY COUNCIL MEETING ~ JUNE 6, 2016

1. **CALL TO ORDER**

The regular City Council meeting of the City of Little Falls was called to order by Council President Hanfler on Monday, June 6, 2016, at 7:41 p.m. in the Council Chambers at City Hall. Councilmembers Boyum, Hircock, Hanson, Gosiak, Knafla, Council President Hanfler, and Mayor Zylka were present. Councilmember Liljegren was absent. It was determined there was a quorum.

2. **APPROVAL OF AGENDA**

Council President Hanfler amended the agenda to add item 9.g. Councilmember Knafla, who voted in the negative, amended the agenda to reconsider the parking lot improvements of Block 42, Original Plat. Motion was made by Mayor Zylka, seconded by Councilmember Hanson to approve the agenda of June 6, 2016, as amended. Ayes: Boyum, Hircock, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

3. **APPROVAL OF MINUTES**

Motion was made by Councilmember Gosiak, seconded by Councilmember Knafla to approve the City Council minutes of the special work session of May 16, 2016; and the regular meeting of May 16, 2016; and the special meeting of May 23, 2016, as presented. Ayes: Boyum, Hircock, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

4. **APPROVAL OF BILLS**

Motion was made by Councilmember Gosiak, seconded by Councilmember Hircock to approve the bills totaling \$514,107.24 for check numbers 94163 through 94270. Ayes: Boyum, Hircock, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

5. **AWARDS, DONATIONS, PRESENTATIONS AND PROCLAMATIONS**

6. **CONSENT AGENDA**

Motion was made by Councilmember Gosiak, seconded by Councilmember Hanson to take the following action on Consent Agenda items a. through l.:

- a. Received and placed on file the Airport Commission minutes of May 2016; and
- b. Received and placed on file the Animal Control report for May 2016; and
- c. Approved the request from Will and Tiffany Threlkeld, Falls Ballroom, to allow serving beer and wine in Maple Island Park on June 30, 2016, for the Rock the Park event, and in Le Bourget Park on July 23, 2016, for the Tram Biking event, contingent upon them providing insurance listing the City as additional insured, they clean up after the event and the Police Chief approves; and
- d. Received and placed on file the Community Services Advisory Board minutes of March 2016; and
- e. Approved the following permits/licenses as requested by the Dam Festival Organization Inc. for their annual Dam Festival on June 17 and 18, 2016, all contingent upon the appropriate paperwork and fees being received, the City is listed as additional insured and the Fire and Police Chiefs and Public Works Director approved: Dance Permit; Parade, Walk/Run Permit; Temporary Roadway Closing and Sidewalk Closing, Sidewalk Display or Promotion Permits, leaving room for pedestrian traffic; an Application for Exempt Permit, to the Minnesota Charitable Gambling Control Board, for a raffle and bingo, and further waived any waiting period; and
- f. Approved an Application for Display of Fireworks License as requested by Pyrotechnic Display Inc. and Dam Festival Organization Inc. to allow a fireworks display from Mill Park on June 18, 2016, contingent upon the appropriate paperwork and insurance listing the City as additional insured are received and they clean up after the event; and
- g. Received and placed on file the Economic Development Authority minutes of May 2016; and
- h. Received and placed on file the Housing and Redevelopment Authority minutes of May 2016; and
- i. Received and placed on file the Investment Recap dated April 30, 2016; and
- j. Received and placed on file the Park, Recreation and Tree Board minutes of May 2016; and

k. Authorized the placement on a geocaching GPS upon the grounds of Pine Grove, Riverside and Le Bourget, and Memorial Parks and Library and Linden Hill, as requested by the Little Falls Convention and Visitors Bureau, contingent upon the City being held harmless; and

l. Approved a Temporary Sidewalk Closing, Sidewalk Display or Promotion Permit as requested by Bon Jos, 111 Southeast First Street, on June 17 and 18, 2016, contingent upon the appropriate paperwork and insurance listing the City as additional insured, they leave room for pedestrian traffic, and approval is granted by the Fire and Police Chiefs and the Public Works Director.

Ayes: Boyum, Hircock, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Lettings**

1. **Appliance and Bulk Garbage Collection, Bob LeMieur Rolloffs, Refuse and Recycling** – Motion was made by Councilmember Gosiak, seconded by Councilmember Knafla to award the bid received from Bob LeMieur Rolloffs, Refuse and Recycling, Little Falls, for the curbside collection of appliances, tires, and bulk garbage at \$3,362.50, to be completed in one weekend, to be charged to the SCORE Grant. Ayes: Boyum, Hircock, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

2. **Furnish and Install Bypass Meter, Lindbergh Lions Recreational Park Complex** – Motion was made by Councilmember Hanson, seconded by Mayor Zylka to award the bid of \$2,448 received from Central Minnesota Electric, Little Falls, for the electrical work at Lindbergh Lions Recreational Park Complex, to be charged to the Park Improvement Fund. Ayes: Boyum, Hircock, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

8. **OLD BUSINESS**

a. **Belle Garden Plat** [Tabled 12/21/15] – Motion was made by Councilmember Gosiak, seconded by Councilmember Hircock to accept the recommendation of the Planning Commission and approved the final plat of Belle Garden, contingent upon the City receiving a drainage and utility easement. Ayes: Boyum, Hircock, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

b. **Electrical Work, MP Nexlevel, Lindbergh Lions Recreational Park Complex** [Table 04/18/16] – Motion was made by Councilmember Hircock, seconded by Councilmember Hanson to award the low bid of \$1,875 from MP Nexlevel, Maple Lake, for the installation of conduit at Lindbergh Lions Recreational Park Complex, to be charged to the Park Improvement Fund. Ayes: Boyum, Hircock, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

c. **Ordinance No. 86, Sixth Series, Amend City Code Chapter 11, Section 11.03 and Section 11.05** [Introduced 05/16/16] – Councilmember Hanson moved the adoption of Ordinance No. 86, Sixth Series, an Ordinance Amending City Code, Chapter 11, entitled “Land Use Regulations [Zoning]”, by Amending Section 11.03, entitled “General Provisions”, Paragraph L., defining dwelling units prohibited; and Section 11.05, entitled “Zoning District and Maps”, allowing certain uses deemed compatible with relevant zoning districts as a conditional use if they are not otherwise listed. Councilmember Gosiak seconded by the motion for adoption. On a roll call vote; Ayes: Boyum, Hircock, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: Liljegren [absent]. Council President Hanfler then declared said Ordinance No. 86 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

d. **Ordinance No. 87, Sixth Series, Amend City Code Chapter 3, Section 3.08, Brew Pubs** [Introduced 05/16/16] – Councilmember Hanson moved for the adoption of Ordinance No. 87, Sixth Series, an Ordinance Amending City Code Chapter 3, entitled “Beer, Wine and Liquor”, Section 3.08, entitled “Kinds of Licenses”, by adding Brew Pubs, Brewery/Taproom; Microdistillery, Cocktail Room, Small Brewer Off Sale Intoxicating, and Sunday Growler Off Sale Intoxicating. Mayor Zylka seconded the motion for adoption. On a roll call vote; Ayes: Hircock, Zylka, Hanfler, Hanson, Gosiak, Knafla, and Boyum. Nays: Liljegren [absent]. Council President Hanfler then declared said Ordinance No. 87 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

e. **Ordinance No. 87A, Sixth Series, Summary Publication of Ordinance No. 87, Sixth Series** [Introduced 05/16/16] – Councilmember Hircock moved for the adoption of Ordinance No. 87A, Sixth Series, an Ordinance Authorizing the Summary Publication of

Ordinance No. 87, Sixth Series, which amends City Code Chapter 3, Section 3.08, entitled "Kinds of Licenses". Councilmember Knafla seconded the motion for adoption. On a roll call vote; Ayes: Zylka, Hanfler, Hanson, Gosiak, Knafla, Boyum, and Hircock. Nays: Liljegren [absent]. Council President Hanfler then declared said Ordinance No. 87A to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

f. **Parking Lot Improvements, Joint City/County Project, Block 42, Original Plat** – Councilmember Knafla, one of the six descending votes of the failed motion of March 21, 2016, requested the motion to work with Morrison County on a joint parking lot project be reconsidered. Motion was made by Mayor Zylka, seconded by Councilmember Hanson to approve working with Morrison County to construct a parking lot with raingarden on Block 42, Original Plat, and further development a letter of understanding that the City will pay 25% of the costs to remove the snow/ice and providing sweeping, and that Morrison County will designate and provide ten parking spaces for use by the library patrons/staff; to be charged to the Permanent Improvement Revolving Fund [PIR]. Ayes: Hircock, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: Boyum. Motion carried.

9. **NEW BUSINESS**

a. **Airport Commission Recommendation, Task Order 2012-07, Inventory Map** – Motion was made by Councilmember Hircock, seconded by Councilmember Knafla to accept the recommendation of the Airport Commission and approved Task Order 2012-07 with Mead & Hunt, Inc., Minneapolis, to provide "Exhibit A" Property Inventory Map at a cost of \$47,999, to be charged to the Airport Improvement Fund. Ayes: Boyum, Hircock, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

b. **Housing and Redevelopment Authority Recommendation, Ordinance No. 88, Sixth Series, Sale of Property Shawn P and Joe W LLC** – Councilmember Gosiak introduced Ordinance No. 88, Sixth Series, an Ordinance Authorizing and Directing the Sale of Certain Property to Shawn P and Joe W LLC for the sum of \$10.

c. **Out of State Travel, ICMA Conference, City Administrator** – Motion was made by Mayor Zylka, seconded by Councilmember Gosiak to approve the out of state travel as requested by Jon Radermacher to attend the ICMA Conference in Kansas City, MO, including lodging and meal costs. Ayes: Boyum, Hircock, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

d. **Police Department**

1. **Resignation, William VandenAvond** – Motion was made by the Mayor Zylka, seconded by Councilmember Hanson to accept the resignation of William VandenAvond as a fulltime Patrol Officer and further retain him as a part-time Patrol Officer, effective June 25, 2016. Ayes: Boyum, Hircock, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

2. **Appoint Kenneth Coppes, Fulltime Patrol Officer** – Motion was made by Councilmember Gosiak, seconded by Councilmember Hircock to appoint Kenneth Coppes a fulltime Patrol Officer, effective June 26, 2016, at the salary established in the Law Enforcement Labor Services Union Agreement. Ayes: Boyum, Hircock, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

3. **Advertisement, Eligibility List** – Motion was made by Mayor Zylka, seconded by Councilmember Knafla to authorize the advertisement to fill the position of part-time Patrol Officer as well as establish an Eligibility List for future vacancies. Ayes: Boyum, Hircock, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

e. **Sidewalk Project Northwest** – Motion was made by Councilmember Hanson, seconded by Mayor Zylka to separate the sidewalk project from Public Improvement 374 and further awarded the bid of \$7,691 from Tri-City Paving, Little Falls, for the construction of sidewalk on Fourth Street Northwest from Broadway to First Avenues Northwest, to be charged to Permanent Improvement Revolving Fund [PIR]. Ayes: Hircock, Zylka, Hanfler, Hanson, and Knafla. Nays: Boyum and Gosiak. Motion carried.

f. **Town 101 Funding Request, Economic Development /Tourism, Pop Up Business and Shovel Ready** – Motion was made by Mayor Zylka, seconded by Councilmember Hanson to authorize/approve the funding request from the Little Falls Convention and Visitors Bureau on behalf of Town 101 for \$5,000 for the Shoppe of Little Falls Project and \$1,800 for the Shovel Ready Project, to be charged to the Innovated Communities Grant. Ayes: Boyum, Hircock, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

g. **City Website Design and Redevelopment** – Motion was made by Mayor Zylka, seconded by Councilmember Gosiak to award the RFP for the City Web Design and Redevelopment to Golden Shovel Agency, Little Falls, for three years at \$19,500, to be charged to the Equipment Fund against the property sales. Ayes: Boyum, Hircock, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

10. CITY COUNCIL REPORTS OF CITY AUTHORITIES, BOARDS, BUREAUS, COMMISSIONS AND COMMITTEES

11. ANNOUNCEMENTS

12. ADJOURNMENT

Council President Hanfler recessed the meeting at 9:01 p.m. to a scheduled closed City Council meeting pursuant to Minnesota Statutes 13D.05, Subdivision 3[a], to discuss City Administrator Radermacher's performance evaluation.

13. CALL TO ORDER

Motion was made by Councilmember Knafla, seconded by Councilmember Hircock to open a scheduled closed meeting at 9:15 p.m. in the Council Chambers pursuant to Minnesota Statutes 13D.05, Subdivision 3[a], to discuss City Administrator Radermacher's performance evaluation. Ayes: Boyum, Hircock, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

Motion was made by Councilmember Knafla, seconded by Councilmember Gosiak to adjourn the closed meeting at 9:39 p.m. Ayes: Boyum, Hircock, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

Motion was made by Councilmember Boyum, seconded by Councilmember Hircock to reopen the regular meeting at 9:40 p.m. Ayes: Boyum, Hircock, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

15. ADJOURNMENT

Council President Hanfler adjourned the meeting at 9:40 p.m.

Respectfully submitted,

Wendy J. Zylka