

**REGULAR CITY COUNCIL MEETING ~ JULY 5, 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 Tuesday, July 5, 2016, at 7:30 p.m. in the Council Chambers at City Hall. Councilmembers Boyum, Hircock, Liljegren, Hanson, Gosiak, Knafla, Council President Hanfler, and Mayor Zylka were present. It was determined there was a quorum.

**2. APPROVAL OF AGENDA**

Motion was made by Councilmember Gosiak, seconded by Mayor Zylka to approve the agenda of July 5, 2016, as presented. Ayes: Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

**3. APPROVAL OF MINUTES**

Motion was made by Councilmember Hircock, seconded by Councilmember Liljegren to approve the City Council minutes of the special work session of June 20, 2016; the regular meeting of June 20, 2016; and the closed meeting of June 20, 2016, as presented. Ayes: Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

**4. APPROVAL OF BILLS**

Motion was made by Councilmember Gosiak, seconded by Councilmember Hanson to approve the bills totaling \$501,790.27 for check numbers 94377 through 94471. Ayes: Boyum, Hircock, Liljegren, 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 Mayor Zylka to take the following action on Consent Agenda items a. through l.:

- a. Received and placed on the file the City's Audited Financial Statements dated December 31, 2015; and
- b. Approved to the Minnesota Charitable Gambling Control Board, an Application to Conduct Excluded Bingo as requested by the American Legion Auxiliary Unit 46 at the Morrison County Fair, 11575 Hawthorn Road, on August 11 through 14, 2016, and further waived any waiting period; and
- c. Received and placed on file the Building Department report for May 2016; and
- d. Authorized the execution of a Contract for Services for Liaison Officer with Independent School District 482 for school years 2016/2017 and 2017/2018; and
- e. Received and placed on file the Housing and Redevelopment Authority minutes of June 2016; and
- f. Denied waiving the League of Minnesota Cities Insurance Trust's Liability Coverage monetary limits on municipal tort liability established by Minnesota Statutes Section 466.04; and
- g. Received and placed on file the Park, Recreation and Tree Board minutes of June 2016; and
- h. Received and placed on file the Planning Commission minutes of June 2016; and
- i. Received and placed on file the Recycling reports for January through May 2016; and
- j. Received and placed on file the Little Falls Fire Relief Association's Finance Statements dated December 31, 2015; and
- k. Approved a Show License as requested by the Little Falls Convention and Visitors Bureau to allow a show in Le Bourget Park on July 23, 2016, from 2:00 p.m. to 10:00 p.m. contingent upon the appropriate paperwork, insurance listing the City as additional insured, and fees being provided, and the Fire and Police Chiefs approve; and
- l. Approved a Temporary Sidewalk Closing, Sidewalk Display or Promotion Permit as requested by Bon Jos, 111 Southeast First Street, on July 28 through 30, 2016, contingent upon the appropriate paperwork and insurance listing the City as additional insured is received, the Fire and Police Chiefs and Public Works Director approve and they leave appropriate space for pedestrians to use the sidewalk.

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

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Letting**

1. **Tanker Truck, Fire Department** – Motion was made by Councilmember Hanson, seconded by Councilmember Hircock to award the low quotation of \$49,800 from Friedrichs Auto and Trust Sales, Rice, for a 2009 International 4400 chassis with a one year warranty with the specifications as presented; the apparatus from Heiman Fire Equipment, Ashton, IA, for a 2017 2,000 gallon tanker poly tank with lifetime warranty with the specifications as presented, at \$73,830, due to the emergency lighting being included, square tank, hose bed located on the top of the tank, and ladders can be mounted on the side for easier access; all for the Fire Department to be charged to the Fire Equipment Fund. Ayes: Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

8. **OLD BUSINESS**

9. **NEW BUSINESS**

a. **Parking Lot Proposed Layout, Block 42, Original Plat** – Motion was made by Councilmember Hircock, seconded by Councilmember Knafla to approve the proposed parking lot layout with the adjustment of ten foot stalls vs. the nine feet as presented, for the lot in Block 42, Original Plat, and further instructed staff to work with the Minnesota Department of Transportation on establishing “no left turn” from Third Street Northeast onto Trunk Highway 27. Ayes: Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

b. **Planning Commission Recommendation, Conditional Use Permit, Sharon and Rich Hogan** – Motion was made by Councilmember Gosiak, seconded by Councilmember Liljegren to accept the recommendation of the Planning Commission and approve the request for a conditional use permit as requested by Sharon and Rich Hogan, 1010 Southeast Sixth Street, based on the findings of fact as presented in the Zoning Administrator’s memo dated June 29, 2016, with no conditions. Ayes: Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

c. **Resignation of Kevin Gerads, Wastewater Operator** – Motion was made by Councilmember Hanson, seconded by Councilmember Knafla to accept the resignation of Kevin Gerads as a Wastewater Operator effective July 7, 2016, and wished well in his future pursuits. Ayes: Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

d. **Resolution 2016-36, Appoint Election Administrator** – Councilmember Gosiak introduced and moved for the adoption of Resolution 2016-36, a Resolution Appointing the City Clerk as the Election Administrator and the Finance Officer as Assistant Election Administrator for the 2016 elections and all future elections until changed. Councilmember Hanson seconded the motion for adoption. On a roll call vote; Ayes: Boyum, Hircock, Liljegren, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Abstention: Zylka. Council President Hanfler then declared said Resolution 2016-36 to have received the majority vote of the entire City Council and the same to have been duly passed, approved and adopted.

e. **Resolution 2016-37, Appoint Election Judges for the 2016 Primary and General Elections** – Councilmember Knafla introduced and moved for the adoption of Resolution 2016-37, a Resolution Appointing Elections Judges for the 2016 Primary and General Elections. Councilmember Hircock seconded the motion for adoption. On a roll call vote; Ayes: Hircock, Liljegren, Hanson, Gosiak, Knafla, and Boyum. Nays: none. Abstention: Zylka and Hanfler. Council President Hanfler then declared said Resolution 2016-37 to have received the majority vote of the entire City Council and the same to have been duly passed, approved and adopted.

f. **Resolution 2016-38, Approve Pay Grades and Points, Part-time Seasonal Employees** – Councilmember Hanson introduced and moved for the adoption of Resolution 2016-38, a Resolution Approving the Pay Grade, Positions and Point Ranges and Establishing the 2016 Nonunion Part-time, Seasonal and Temporary Employee Step Structures. Councilmember Liljegren seconded the motion for adoption. On a roll call vote; Ayes: Liljegren, Zylka, Hanfler, Gosiak, Knafla, Boyum, and Hircock. Nays: none. Abstention: Hanson. Council President Hanfler then declared said Resolution 2016-38 to have received the majority vote of the entire City Council and the same to have been duly passed, approved and adopted.

g. **Resolution 2016-39, Acquisition of Property, Little Falls Assembly of God Church, Inc.** – Councilmember Gosiak introduced and moved for the adoption of Resolution 2016-39, a Resolution Authorizing the Acquisition of Property from the Little Falls Assembly of God Church, Inc., at a cost of \$78,247. Mayor Zylka seconded the motion for adoption. On a roll

call vote; Ayes: Hanfler, Hanson, Gosiak, Hircock and Liljegren. Nays: Zylka, Knafla and Boyum. Council President Hanfler then declared said Resolution 2016-39 to have received the majority vote of the entire City Council and the same to have been duly passed, approved and adopted.

h. **Stormwater Improvement Grant, Raingardens** – Motion was made by Councilmember Gosiak, seconded by Mayor Zylka to instruct staff to proceed with working on a joint grant application with the Mississippi Headwater Board to the Board of Water and Soil Resources for stormwater improvements, [i.e. raingardens], and further present the application to the City Council for consideration at the July 18, 2016, meeting. Ayes: Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

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

11. **ANNOUNCEMENTS**

Council President Hanfler reminded residents to mow their lawns.

12. **ADJOURNMENT**

Council President Hanfler adjourned the meeting at 8:32 p.m.

Respectfully submitted,

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Wendy J. Zylka