

City of Little Falls

REGULAR CITY COUNCIL MEETING ~ SEPTEMBER 19, 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, September 19, 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**

Council President Hanfler amended the agenda to delete item 5.b. and added item 9.k. Motion was made by Councilmember Hircock, seconded by Councilmember Knafla to approve the agenda of September 19, 2016, as amended. Ayes: Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

3. **APPROVAL OF MINUTES**

Motion was made by Councilmember Hanson, seconded by Councilmember Liljegren to approve the City Council minutes of the special work session of September 6, 2016; the regular meeting of September 6, 2016; and the budget work session of September 12, 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 Hircock to approve the bills totaling \$224,796.41 for check numbers 94893 through 95008. Ayes: Boyum, Hircock, Liljegren, Zylka, Hanson, Hanfler, Gosiak, and Knafla. Nays: none. Motion carried.

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

a. **Awards**

1. **Minnesota Board of Firefighter Training and Education, Training/Education Funding, Fire Department** – Motion was made by Councilmember Gosiak, seconded by Councilmember Hanson to accept the training reimbursement funding of \$6,800 from the Minnesota Board of Firefighter Training and Education and \$5,270 from the National Joint Power Alliance for the firefighters at the Fire Department. Ayes: Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

6. **CONSENT AGENDA**

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

- a. Received and placed on file the Animal Control report for August 2016; and
- b. Approved to the Minnesota Charitable Gambling Control Board, an Application for Exempt Permit as requested by the Knights of Columbus for allow a raffle at Our Lady of Lourdes Church, 208 West Broadway, on March 26, 2017, and further waived any waiting period; and
- c. Approved to the Minnesota Charitable Gambling Control Board, an Application for Exempt Permit as requested by St. Mary's Church to allow a raffle on the church grounds at 305 Southeast Fourth Street, on November 20, 2016, and further waived any waiting period; and
- d. Received and placed on file the Building Department report for August 2016; and
- e. Received and placed on file the Cable TV Review Board minutes of May and August 2016; and
- f. Received and placed on file the Fire Department report for August 2016; and
- g. Received and placed on file the Heritage Preservation Commission minutes of September 2016; and
- h. Received and placed on file the Library Board minutes of May 2016; and
- i. Received and placed on file the Morrison County Attorney's Prosecution report for July 2016; and
- j. Received and placed on file the Police Department report for August 2016; and
- k. Received and placed on file the Public Works Department report for August 2016; and
- l. Received and placed on file the Wastewater Treatment facility report for August 2016; and
- m. Received and placed on file the Water Treatment facility report for August 2016.

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

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Lettings**

1. **Irrigation Components, Hardware Hank, City Hall** – Motion was made by Mayor Zylka, seconded by Councilmember Hanson to award the low quotation of \$4,716.65 from Hardware Hank, Little Falls, for the irrigation components for City Hall, with the Parks, Grounds and Maintenance staff completing the installation, to be charged to the Equipment Fund. Ayes: Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

2. **LED Lights and Electrical, Fergus Parking Lot, et al** – Motion was made by Mayor Zylka, seconded by Councilmember Hircock to award the quotation of \$9,250 from Viking Electric, Baxter, for the LED lights for the streetlights; and further authorized Holden Equipment, Baxter, to complete the electrical work for the installation of a streetlight in Fergus Parking Lots, at a cost not to exceed \$3,745, all to be charged to the Equipment Fund. Ayes: Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

3. **Toro Multipro 1250 Sprayer, JMS Auctions, Golf Course** – Motion was made by Councilmember Liljegren, seconded by Councilmember Hircock to ratify and confirm the purchase of a Toro Multipro 1250 sprayer at a cost of \$5,905.63 from JMS Auctions, Elko, for the Golf Course, to be charged to the Golf Improvement Fund. Ayes: Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

8. **OLD BUSINESS**

a. **Ordinance No. 90, Sixth Series, Amend City Code Chapter 11, Section 1103, Nonconforming Uses, Required Open Spaces and Accessory Buildings** [Introduced 09/06/16] - Councilmember Gosiak reintroduced Ordinance No. 90, Sixth Series, an Ordinance Amending City Code Chapter 11, entitled “Land Use Regulations”, by amending Section 11.03, entitled “General Provisions”, by addressing impervious surfacing and overall combined floor area for detached accessory structures both in residential zoned districts; structures, fences, trees, etc., in street intersections; and the maximum size accessory structures in residential zoned districts.

9. **NEW BUSINESS**

a. **Resolution 2016-47, Proposed 2017 Levy** – Councilmember Gosiak introduced and moved for the adoption of Resolution 2016-47, a Resolution Adopting the Proposed 2017 Levy. Mayor Zylka seconded the motion for adoption. On a roll call vote; Ayes: Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Council President Hanfler then declared said Resolution 2016-47 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved and adopted.

b. **Resolution 2016-48, Proposed 2017 Housing and Redevelopment Authority Levy** – Councilmember Hanson introduced and moved for the adoption of Resolution 2016-48, a Resolution Adopting the Proposed 2017 Housing and Redevelopment Authority Levy. Councilmember Knafla seconded the motion for adoption. On a roll call vote; Ayes: Hircock, Liljegren, Zylka, Hanfler, Hanson, Gosiak, Knafla, and Boyum. Nays: none. Council President Hanfler then declared said Resolution 2016-48 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved and adopted.

c. **Resolution 2016-49, Proposed 2017 Budget** – Councilmember Gosiak introduced and moved for the adoption of Resolution 2016-49, a Resolution Adopting the Proposed 2017 Budget. Mayor Zylka seconded the motion for adoption. On a roll call vote; Ayes: Liljegren, Zylka, Hanfler, Hanson, Gosiak, Knafla, Boyum, and Hircock. Nays: none. Council President Hanfler then declared said Resolution 2016-49 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved and adopted.

d. **Budget Informational Meeting, December 5, 2016** – Motion was made by Councilmember Hanson, seconded by Councilmember Knafla to call for a public informational meeting on Monday, December 5, 2016, at 7:30 p.m. in the Council Chambers to review the City’s proposed budget and levy for 2017. Ayes: Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

e. **Advertise, Wastewater Operator Position** – Motion was made by Councilmember Liljegren, seconded by Councilmember Hanson to authorize the advertisement to fill the Wastewater Operator position as required in the Labor Agreement of the International Union of

Operating Engineers, Local 49, and should no one apply or is qualified, further authorize the advertisement to the general public. Ayes: Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

f. **Change Order No. 1, Eagle Construction Company, Inc., Water Treatment Improvement Project** – Motion was made by Mayor Zylka, seconded by Councilmember Hircock to approve Change Order No. 1 in the credit amount of \$72,000 with Eagle Construction Company, Inc., Little Falls, for the removal of the Public Facilities Authority requirements of the Water Treatment Improvement Project, for a total contract cost of \$977,900. Ayes: Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

g. **Personnel Policy No. 43, Temporary Seasonal Employees, Golf Course** – Motion was made by Mayor Zylka, seconded by Councilmember Gosiak to adopt Personnel Policy No. 43, Temporary Seasonal Employees. Ayes: Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

h. **Policy No. 81, Donation of Surplus Equipment, Nonprofit Organizations** – Motion was made by Councilmember Hanson, seconded by Councilmember Hircock to adopt Policy No. 81, Donation of Surplus Equipment, Nonprofit Organizations. Ayes: Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

i. **Resolution 2016-50, Minnesota Department of Labor and Industry Safety Grant, Police Department** – Councilmember Hircock introduced and moved for the adoption of Resolution 2016-50, a Resolution Authorizing the Submittal of a Minnesota Department of Labor and Industry Workplace Safety Consultation, Safety Grant, for the Police Department. Councilmember Liljegren seconded the motion for adoption. On a roll call vote; Ayes: Zylka, Hanfler, Hanson, Gosiak, Knafla, Boyum, Hircock, and Liljegren. Nays: none. Council President Hanfler then declared said Resolution 2016-50 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved and adopted.

j. **Resolution 2016-51, Minnesota Department of Labor and Industry Safety Grant, City Hall** – Councilmember Gosiak introduced and moved for the adoption of Resolution 2016-51, a Resolution Authorizing the Submittal of a Minnesota Department of Labor and Industry Workplace Safety Consultation, Safety Grant, for the City Hall. Councilmember Knafla seconded the motion for adoption. On a roll call vote; Ayes: Hanfler, Hanson, Gosiak, Knafla, Boyum, Hircock, Liljegren, and Zylka. Nays: none. Council President Hanfler then declared said Resolution 2016-51 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved and adopted.

k. **Grading Material, Independent School District 482, Donation** – Motion was made by Councilmember Knafla, seconded by Councilmember Hircock to authorize the donation of up to 20,000 yards of excess grading materials to Independent School District 482 for their baseball field development, which is allowed under Minnesota Statute 471.85. 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

12. ADJOURNMENT

Council President Hanfler recessed the meeting at 8:49 p.m. to the scheduled closed meeting pursuant to Minnesota Statute 13D.03 to discuss labor negotiations.

13. CALL TO ORDER

Council President Hanfler called the meeting to order at 8:50 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.

14. BUSINESS

Motion was made by Councilmember Hircock, seconded by Councilmember Knafla to close the scheduled meeting at 8:51 p.m. to discuss labor negotiations pursuant to Minnesota Statute 13D.03.

Motion was made by Councilmember Knafla, seconded by Mayor Zylka to reopen the meeting at 9:44 p.m.

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12. **ADJOURNMENT**

Council President Hanfler adjourned the meeting at 9:44 p.m.

Respectfully submitted,

Wendy J. Zylka