

REGULAR CITY COUNCIL MEETING ~ OCTOBER 17, 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, October 17, 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 Hircock, seconded by Councilmember Liljegren to approve the agenda of October 17, 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 Knafla, seconded by Councilmember Hanson to approve the City Council minutes of the special work session of October 3, 2016; and the regular meeting of October 3, 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 Mayor Zylka to approve the bills totaling \$301,535.22 for check numbers 95092 through 95204. Ayes: Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

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

a. **Donations**

1. **Resolution 2016-58, Accept Donations [Third Quarter]** – Councilmember Gosiak introduced and moved for the adoption of Resolution 2016-58, a Resolution Accepting Donations for Third Quarter 2016. Councilmember Hircock seconded the motion for adoption. On a roll call vote; Ayes: Boyum, Hircock, Liljegren, Zylka, Hanson, Gosiak, and Knafla. Nays: none. Abstention: Hanfler. Council President Hanfler then declared said Resolution 2016-58 to have received the majority vote of the entire City Council and the same to have been duly passed, approved and adopted.

6. **CONSENT AGENDA**

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

- a. Received and placed on file the Animal Control report for September 2016; and
- b. Received and placed on file the Building Department report for September 2016; and
- c. Received and placed on file the Fire Department report for September 2016; and
- d. Received and placed on file the Heritage Preservation Commission minutes of October 2016; and
- e. Ratified and confirmed the hiring of Duane Sowada as a Temporary Seasonal Groundskeeper at the Golf Course, effective September 26, 2016, at \$9.50 per hour with his employment not to exceed 67 days; and
- f. Received and placed on file the Housing and Redevelopment Authority minutes of September 2016; and
- g. Authorized a one week internship as requested by Brad Knapp at the Water Treatment facility the week of October 24, 2016, with no pay or benefits as per Policy No. 11; and
- h. Received and placed on file the Morrison County Attorney's Prosecution report for August 2016; and
- i. Received and placed on file the Public Works Department report for September 2016; and
- j. Accepted the resignation of Lucy Tanner from the Library Board effective immediately, thanked her for her commitment to our community and wished her well, and further instructed Mayor Zylka to find a replacement to fill her unexpired term; and
- k. Received and placed on file the Water Treatment facility report for September 2016.

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

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Lettings**

1. **GMC Sierra 3/4 Pickup, Nelson Auto Center, Street Department** – Motion was made by Councilmember Hircock, seconded by Councilmember Liljegren to award the bid of \$25,299.61, plus tax and license, off the state bid from Nelson Auto Center, Fergus Falls, for a 2017 GMC Sierra 3/4 pickup for the Street Department, to be charged to the Equipment Fund. Ayes: Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

2. **Toro Groundsmaster 360 Mower, MTI Distributing, Golf Course** – Motion was made by Mayor Zylka, seconded by Councilmember Gosiak to ratify and confirm the purchase of a 2011 Toro Groundsmaster 350 mower at a cost of \$17,583.08, includes tax, from MTI Distributing, Inc., Brooklyn Center, 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. 91, Sixth Series, Authorize and Direct Sale of Property, Yetzer Holdings, LLC** [Introduced 10/03/16] – Councilmember Gosiak moved for the adoption of Ordinance No. 91, Sixth Series, an Ordinance Authorizing and Directing the Sale of Lots 1 through 16, Block 31, and Lots 1 and 2, Block 34, all in Rhode's Addition to Yetzer Holdings, LLC, for the sum of \$25,000. Councilmember Hircock 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 Ordinance No. 91 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved and adopted.

9. **NEW BUSINESS**

a. **Minnesota Department of Transportation, Transportation Alternatives Grant, Letter of Intent** – Motion was made by Councilmember Hanson, seconded by Councilmember Knafla to authorize staff to submit a letter of intent and full application to the Minnesota Department of Transportation for a Transportation Alternatives Grant for projects that include rectangular rapid flashing beacons on Trunk Highway 27 at Ninth Street Northeast and at Sixth Street West; sidewalk extension along Sixth Street Southwest from First to Second Avenues Southwest; sidewalk extension on Ninth Street Northeast from First to Fourth Avenues Northeast; and a trail extension on Pine Avenue from Haven Road to Riverwood Drive; at an estimated total project cost of \$600,000. Ayes: Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

b. **Petition, Surface Improvements, Third Avenue Northeast** – Motion was made by Councilmember Hanson, seconded by Councilmember Gosiak to receive a petition requesting the resurfacing of the 400 block of Third Avenue Northeast between Fourth and Fifth Streets Northeast, instructed staff to verify signatures and further forward to the Public Works Department for review and possible inclusion with the 2017 improvement projects. Ayes: Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

c. **Resolution 2016-53, Certify Delinquent Accounts** – Councilmember Hircock introduced and moved for the adoption of Resolution 2016-53, a Resolution Certifying Delinquent Utility and Miscellaneous Accounts to Morrison County for Collection on Payable 2017 Property Taxes. Councilmember Hanson 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 2016-53 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved and adopted.

d. **Resolution 2016-59, Authorize Order to Raze, Minnesota Statute 463.17, Neal A. Wilson** – Councilmember Gosiak introduced and moved for the adoption of Resolution 2016-59, a Resolution Authorizing the Order to Raze Hazardous Building pursuant to Minnesota Statute 463.17, at 408 Southwest Sixth Street. Councilmember Knafla 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 2016-59 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved and adopted.

e. **Resolution 2016-60, Authorize Participation of Future Part-Time Patrol Officer Police and Fire PERA** – Councilmember Knafla introduced and moved for the adoption of Resolution 2016-60, a Resolution Authorizing the Participation of Future Qualifying Part-Time Patrol Officers in the Police and Fire Public Employees Retirement Association. Councilmember Hircock 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 2016-60 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved and adopted.

f. **Proposed Surface and/or Utility Improvements, Public Improvements 376**

1. **Resolution 2016-54, Accept Petition and Order Feasibility Report, Fourth Avenue Northwest, Public Improvement 376** – Mayor Zylka introduced and moved for the adoption of Resolution 2016-54, a Resolution Accepting a Petition Requesting Surface and/or Utility Improvements on Fourth Avenue Northwest between Fourth and Fifth Streets Northwest, and further Ordered a Feasibility Report on said proposed improvements. Councilmember Gosiak seconded the motion for adoption. On a roll call vote; Ayes: Hanson, Gosiak, Knafla, Boyum, Hircock, Liljegren, Zylka, and Hanfler. Nays: none. Council President Hanfler then declared said Resolution 2016-54 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved and adopted.

2. **Resolution 2016-61, Accept Petition and Order Feasibility Report, Third Avenue Northeast, Public Improvement 376** – Mayor Zylka introduced and moved for the adoption of Resolution 2016-61, a Resolution Accepting a Petition Requesting Surface and/or Utility Improvements on Third Avenue Northeast between Fourth and Fifth Streets Northeast, and further Ordered a Feasibility Report on said proposed improvements. Councilmember Hanson seconded the motion for adoption. On a roll call vote; Ayes: Gosiak, Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson. Nays: none. Abstention: Knafla. Council President Hanfler then declared said Resolution 2016-61 to have received the majority vote of the entire City Council and the same to have been duly passed, approved and adopted.

3. **Resolution 2016-55, Order Feasibility Report, Seventh Street Southeast, Public Improvement 376** – Councilmember Gosiak introduced and moved for the adoption of Resolution 2016-55, a Resolution Ordering a Feasibility Report on the staff initiated proposed Surface and/or Utility Improvements on Seventh Street Southeast between First Avenue Northeast and Second Avenue Southeast. Councilmember Liljegren seconded the motion for adoption. On a roll call vote; Ayes: Knafla, Boyum, Hircock, Liljegren, Zylka, Hanfler, Hanson, and Gosiak. Nays: none. Council President Hanfler then declared said Resolution 2016-55 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved and adopted.

4. **Resolution 2016-56, Order Feasibility Report, Seventh Street Southeast, Public Improvement 376** – Councilmember Hircock introduced and moved for the adoption of Resolution 2016-56, a Resolution Ordering a Feasibility Report on the staff initiated proposed Surface and/or Utility Improvements on Seventh Street Southeast between Second and Fifth Avenues Southeast. Councilmember Gosiak 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 2016-56 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved and adopted.

5. **Resolution 2016-57, Order Feasibility Report, Ninth Street Southeast, Public Improvement 376** – Councilmember Liljegren introduced and moved for the adoption of Resolution 2016-57, a Resolution Ordering a Feasibility Report on the staff initiated proposed Surface and/or Utility Improvements on Ninth Street Southeast between First and Third Avenues Southeast. 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 2016-57 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved and adopted.

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

11. **ANNOUNCEMENTS**

12. **ADJOURNMENT**

Council President Hanfler adjourned the meeting at 8:11 p.m.

Respectfully submitted,

Wendy J. Zylka