

City of Little Falls

**REGULAR CITY COUNCIL MEETING ~ JANUARY 17, 2017**

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, January 17, 2017, at 7:36 p.m. Councilmember Hircock, Gosiak, Lundberg, Liljegren, Knafla, Council President Hanfler, and Mayor Zylka were present. Councilmember Hanson was absent. It was determined there was a quorum.

2. **APPROVAL OF AGENDA**

Motion was made by Councilmember Knafla, seconded by Councilmember Liljegren to approve the agenda of January 17, 2017, as presented. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, and Knafla. Nays: non. Motion carried.

3. **APPROVAL OF MINUTES**

Motion was made by Councilmember Hircock, seconded by Councilmember Gosiak to approve the City Council minutes of the special meeting of January 3, 2017, and the regular meeting of January 3, 2017, as presented. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, and Knafla. Nays: none. Motion carried.

4. **APPROVAL OF BILLS**

Motion was made by Councilmember Gosiak, seconded by Councilmember Lundberg to approve the bills totaling \$126,357.68 for check numbers 95658 through 95708 for year ending 2016; and \$163,362.66 for check numbers 95709 through 95742 for 2017. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, and Knafla. Nays: none. Motion carried.

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

a. **Awards**

1. **Occupational Safety and Health Grant, Police Department** – Motion was made by Mayor Zylka, seconded by Councilmember Hircock to accept the grant totaling \$8,000 from the Minnesota Department of Labor and Industry for the safety improvements at the Police Department; and further acknowledged the letter from the Mayor of St. Cloud thanking our Police Department for their assistance in the Crossroads Mall incident. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, 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 Airport Commission minutes of December 2016;
- b. Received and placed on file the Animal Control report for December 2016; and
- c. Received and placed on file the Building Department report for December 2016; and
- d. Received and placed on file the Fire Department report December 2016; and
- e. Received and placed on file the Heritage Preservation Commission minutes of January 2017; and
- f. Received and placed on file the Housing and Redevelopment Authority minutes of December 2016; and
- g. Approved Mayor Zylka's appointments to the various authorities, boards, bureaus, commissions, and committees as presented with terms as stated; and
- h. Received and placed on file the Morrison County Attorney's Prosecution report for November 2016; and
- i. Received and placed on file the Planning Commission minutes of December 2016; and
- j. Received and placed on file the Police Department report for December 2016; and
- k. Received and placed on file the Public Works Department report for December 2016; and
- l. Received and placed and file the Wastewater Treatment facility report for December 2016; and
- m. Received and placed on file the Water Treatment facility report for December 2016.

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

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Public Hearings**

**Public Improvements 376, Proposed 2017 Improvement Projects**

1. **Fourth Avenue Northwest between Fourth and Fifth Streets Northwest; and Fifth Street Northwest between Third and Fourth Avenues Northwest** – Council President Hanfler opened a scheduled public hearing at 7:42 p.m. to gain public input on the proposed street and utility improvements on Fourth Avenue Northwest and Fifth Street Northwest. Public Works Director Kimman presented the affidavit of publication and reviewed the proposed utility improvements on Fourth Avenue Northwest between Fourth and Fifth Streets Northwest, including storm sewer improvements and roadway reconstruction; and Fifth Street Northwest between Third and Fourth Avenues, with new storm sewer main and roadway replacement with gravel. Public Works Director Kimman reviewed the deferral of assessment policy for those property owners 65 or older, or handicapped individuals, both meeting income guidelines; as well as military personnel meeting the requirements of City Code Chapter 2.04. No one asked questions. Council President Hanfler closed the meeting at 7:48 p.m.

2. **Seventh Street Southeast between Second and Fifth Avenues Southeast** – Council President Hanfler opened a scheduled public hearing at 7:48 p.m. to gain public input on the proposed street and utility improvements on Fourth Avenue Northwest and Fifth Street Northwest. Public Works Director Kimman presented the affidavit of publication, reviewed the proposed street and utility improvements on Seventh Street Southeast between Second and Fifth Avenues, including complete street reconstruction, sanitary sewer, watermain and storm sewer; and further reviewed the deferral of assessment policy for those property owners 65 or older, or handicapped individuals, both meeting income guidelines; as well as Minnesota Military personnel meeting the requirements of City Code Chapter 2.04. Asking questions was: Don Belisle, 113 Southeast Eighth Street. Council President Hanfler closed the meeting at 7:57 p.m.

3. **Ninth Street Southeast between Broadway and Third Avenues** – Council President Hanfler opened a scheduled public hearing at 7:58 p.m. to gain public input on the proposed street and utility improvements on Ninth Street Southeast. Public Works Director Kimman presented the affidavit of publication, reviewed the proposed street and utility improvements on Ninth Street Southeast between Broadway and Third Avenues Southeast which include complete street reconstruction and widening, storm sewer improvements, converting two blocks to a one-way roadway and removing one-half block of Broadway; and further discussed the deferral of assessment policy for those property owners 65 or older, or handicapped individuals, both meeting income guidelines; as well as military personnel meeting the requirements of City Code Chapter 2.04. Asking questions were: Don Belisle, 113 Southeast Eighth Street; Sue Koester, 810 Southeast First Avenue; Brian Mackinac, 308 Southeast Ninth Street; Yvonne Holthaus, 302 Southeast Ninth Street; Joe Holthaus, 302 Southeast Ninth Street; Jeb Gainey, 811 Southeast Second Avenue; Bruce Moller, 615 Southeast 9-1/2 Street; Jim Kofoed, 108 Southeast Ninth Street; Matthew Bagaglio, 102 Northeast Eighth Street; and Catherine Stoch, 714 East Broadway. Council President Hanfler closed the meeting at 8:51 p.m.

4. **Third Avenue Northeast between Fourth and Fifth Street Northeast** – Council President Hanfler opened a scheduled public hearing at 8:52 p.m. to gain public input on the proposed street and utility improvements on Third Avenue Northeast. Public Works Director Kimman presented the affidavit of publication, reviewed the proposed street and utility improvements on Third Avenue Northeast between Fourth and Fifth Streets Northeast which includes sanitary sewer, sanitary sewer service lines, watermain, water service lines, storm sewer, and complete street reconstruction; and further discussed the deferral of assessment policy for those property owners 65 or older, or handicapped individuals, both meeting income guidelines; as well as Minnesota Military personnel meeting the requirements of City Code Chapter 2.04. No one asked questions. Council President Hanfler closed the meeting at 8:54 p.m.

5. **Fourteenth Street Southwest between Second Avenue Southwest and Approximately 190 feet Southerly** – Council President Hanfler opened a scheduled public hearing at 8:55 p.m. to gain public input on the proposed utility improvements on Fourteenth Street Southwest. Public Works Director Kimman presented the affidavit of publication, reviewed the proposed utility improvements on Fourteenth Street Southwest and a point approximately 190 feet southerly of Second Avenue Southwest which includes the extension of watermain, water services lines, sanitary sewer and sanitary sewer service lines; and further discussed the deferral of assessment policy for those property owners 65 or older, or handicapped individuals, both meeting income guidelines; as well as Minnesota Military personnel meeting the requirements of City Code Chapter 2.04. No one asked questions. Council President Hanfler closed the meeting at 9:01 p.m.

b. **Lettings**

1. **Squad Car, Police Department** – Motion was made by Mayor Zylka, seconded by Councilmember Hircock to approve the purchase of a 2008 Ford Crown Victoria Squad Car from Earl LeMieur, Little Falls, at a cost of \$4,350 with a \$500 trade-in allowance for the City's 2008 Ford Crown Victoria VIN 2FAFP71V98X155948, for the Police Department, to be charged to the Equipment Fund. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, and Knafla. Nays: none. Motion carried.

8. **OLD BUSINESS**

9. **NEW BUSINESS**

a. **Accept Recommendation Heritage Preservation Commission and Authorize Submittal of Certified Local Government Grant Application, Rosenmeier House Condition Assessment** – Motion was made by Councilmember Hircock, seconded by Councilmember Lundberg to accept the recommendation of the Heritage Preservation Commission and authorized the submittal of a Certified Local Government Grant application to the Minnesota Historical Society for a 60-40% grant to conduct a condition assessment of the Rosenmeier House at an estimated cost of \$15,000; and should the grant be approved, authorized the execution of all documents necessary to receive said grant funds, with the City's match to be charged to the Rosenmeier Fund. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, and Knafla. Nays: none. Motion carried.

b. **Change Order No. 2, Eagle Construction Company, Inc., Water Treatment Improvement Project** – Motion was made by Councilmember Gosiak, seconded by Councilmember Liljegren to approve Change Order No. 2 totaling \$1,610 from Eagle Construction Company, Inc., Little Falls, for the needed anchoring of the temporary walkway at the Water Treatment facility as a part of the improvements, to be charged to the Project. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, and Knafla. Nays: none. Motion carried.

c. **National Joint Powers Alliance's Innovative Funding Grant, Sewer Televising Camera** – Motion was made by Councilmember Hircock, seconded by Councilmember Knafla to authorize staff to work with Region Five Development Commission to prepare a grant application, and further authorized the submittal of the grant application to the National Joint Powers Alliance for the 2017 Innovative Funding for a sewer televising camera system; and should the City be awarded funding, authorize the execution of all documents necessary to receive said funding. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, and Knafla. Nays: none. Motion carried.

d. **Petition, Streetlight on Riverview** – Motion was made by Councilmember Lundberg, seconded by Councilmember Hircock to receive a petition requesting the installation of a streetlight on Riverview near First Lutheran Church, and further instructed staff to review and report back with a recommendation. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, and Knafla. Nays: none. Motion carried.

e. **Services Agreement, University of Minnesota, Local Option Sales Tax Review** – Motion was made by Mayor Zylka, seconded by Councilmember Lundberg to authorize the execution of a Services Agreement with the University of Minnesota to analyze Little Falls' sales and use tax data to: 1] create estimates of revenue generated were the City to implement a Local Option Sales Tax; and 2] estimate the proportion of total Local Option Sales Tax review to be paid by local, permanent residents vs. travelers, visitors and seasonal residents. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, and Knafla. Nays: none. Motion carried.

f. **Wastewater Treatment Agreement, Anderson Custom Processing** – Motion was made by Councilmember Gosiak, seconded by Councilmember Knafla to authorize the execution of a Wastewater Treatment Agreement with Anderson Custom Processing, as required by the Minnesota Pollution Control Agency, allowing the discharge of wastewater to the City's Wastewater Treatment facility, and establishes limits, procedures and penalties. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, and Knafla. Nays: none. Motion carried.

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

11. **ANNOUNCEMENTS**

a. Councilmember Gosiak reviewed that the Camp Ripley State Veterans Trail will be taking "red letters" to the legislature requesting funding for \$2.5 million for trail.

b. City Administrator Radermacher reviewed that the Coalition of Greater Minnesota Cities Legislative Day will be held on February 1, 2017, in St. Paul.

c. Councilmember Lundberg stated she would be attending an Explore Minnesota Tourism Conference.

12. **ADJOURNMENT**

Council President Hanfler adjourned the meeting at 9:27 p.m.

Respectfully submitted

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Wendy J. Zylka