

City of Little Falls

**REGULAR CITY COUNCIL MEETING ~ AUGUST 7, 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 Monday, August 7, 2017, at 7:30 p.m. in the Council Chambers at City Hall. Councilmembers Hircock, Gosiak, Lundberg, Liljegren, Hanson, Knafla, Council President Hanfler, and Mayor Zylka were present. It was determined there was a quorum.

2. **APPROVAL OF AGENDA**

Motion was made by Mayor Zylka, seconded by Councilmember Lundberg to approve the agenda of August 7, 2017, as presented. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, and Knafla. Nays: none. Motion carried.

3. **APPROVAL OF MINUTES**

Motion was made by Councilmember Gosiak, seconded by Councilmember Liljegren to approve the City Council minutes of the special work session of July 17, 2017; and the regular meeting of July 17, 2017, as presented. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, and Knafla. Nays: none. Motion carried.

4. **APPROVAL OF BILLS**

Motion was made by Councilmember Lundberg, seconded by Councilmember Knafla to approve the bills totaling \$1,525,191.56 for check numbers 96810 through 96926. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, and Knafla. Nays: none. Motion carried.

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

6. **CONSENT AGENDA**

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

- a. Adopted the 2017 Water Supply Report as presented; and
- b. Adopted the 2017/2022 Morrison County's Comprehensive Local Water Plan as presented; and
- c. Received and placed on file the Animal Control report for July 2017; and
- d. Received and placed on file the Building Department reports for June and July 2017; and
- e. Approved an Application for Display of Fireworks Permit as requested by the Morrison County Agricultural Society and Pyrotechnic Display, Inc., to allow for a fireworks display at the Morrison County Fairgrounds on August 11, 2017, contingent upon the appropriate paperwork and insurance listing the City as additional insured, and they cleanup after the event; and
- f. Received and placed on file the Fire Department report for June 2017; and
- g. Received and placed on file the Investment Recap report dated June 30, 2017; and
- h. Approved a Temporary Sidewalk Closing, Sidewalk Display or Promotion Permit as requested by Bon Jos, 111 Southeast First Street, on August 29 through 31, 2017, contingent upon the appropriate paperwork, insurance listing the City as additional insured, adequate space be provided for pedestrians to use the sidewalk, and they cleanup after the event.

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

7. **PUBLIC HEARINGS AND LETTINGS**

8. **OLD BUSINESS**

a. **Change Order No. 1, Herzog Roofing, Roof, Fire Department** – Motion was made by Councilmember Lundberg, seconded by Councilmember Liljegren to approve Change Order No. 1 in the amount of \$7,436 from Herzog Roofing, Little Falls, for the addition of removing the phenolic foam insulation and disposal costs at the Fire Hall, to be charged to the project. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, and Knafla. Nays: none. Motion carried.

9. **NEW BUSINESS**

a. **Accept Recommendation of the Economic Development Authority, Ordinance No. 97, Sixth Series, Authorize and Direct Sale of Property, Michael and Jeannette Roach** – Motion was made by Mayor Zylka to accept the recommendation of the

Economic Development Authority, and introduced Ordinance No. 97, Sixth Series, an Ordinance Authorizing and Directing the Sale of Certain Property to Michael and Jeannette Roach for the sum of \$10,000.

b. **Ordinance No. 98, Sixth Series, Authorize and Direct Sale of Property, ABS Properties, LLC** – Councilmember Hircock introduced Ordinance No. 98, an Ordinance Authorizing the Directing the Sale of Certain Property to ABS Properties, LLC, for the sum of \$8,000.

c. **Ordinance No. 99, Sixth Series, Amend City Code Chapter 4, Municipal and Public Utilities** – Councilmember Gosiak introduced Ordinance No. 99, Sixth Series, an Ordinance Amending City Code Chapter 4, entitled “Municipal and Public Utilities”, by amended “Article V. Recycling and Solid Waste Utilities”, as amended.

d. **Petition, Surface Improvements, Fourteenth Street Southwest** – Motion was made by Councilmember Lundberg, seconded by Mayor Zylka to receive a petition requesting surface and/or utility improvements on Fourteenth Street Southwest between Trunk Highway 27 and Third Avenue Southwest, instructed staff to verify signatures; and further forward to the Public Works Director to be included with other projects for completion in 2018. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, and Knafla. Nays: none. Motion carried.

e. **Petition, No Parking Loading Zone, Third Street Southeast** – Motion was made by Councilmember Knafla, seconded by Councilmember Hircock to receive a petition requesting the installation of a “No Parking Loading Zone”, sign in the 600 block of Third Street Southeast, instructed staff to verify signatures; and further moved to authorize the installation of said No Parking sign in the 600 block of Third Street Southeast. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, and Knafla. Nays: none. Motion carried.

f. **Professional Services Agreement, Short Elliot Hendrickson, Wastewater Treatment Facility Improvements** – Motion was made by Councilmember Gosiak, seconded by Councilmember Hanson to approve and authorized the execution of a Professional Services Agreement with Short Elliot Hendrickson, St. Cloud, at a cost not to exceed \$1,145,500, to provide project management, including meetings; monthly progress reports, budgets and invoicing; preliminary design review; design; bidding, etc., for the Wastewater Treatment Facility Improvements, to be charged to the Wastewater Improvement Fund. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, and Knafla. Nays: none. Motion carried.

g. **Resolution 2017-48, Call for Public Hearing, Adopt Final Assessment Roll, Public Improvement 376** – Councilmember Hanson introduced and moved for the adoption of Resolution 2017-48, a Resolution Calling for a Public Hearing on the Adoption of the Final Assessment Roll for Public Improvement 376 on Tuesday, September 5, 2017, at 7:30 p.m. in the Council Chambers. Mayor Zylka seconded the motion for adoption. On a roll call vote; Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, and Knafla. Nays: none. Council President Hanfler then declared said Resolution 2017-48 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved and adopted.

h. **Resolution 2017-49, Call for Public Hearing, Adopt Final Assessment Roll, Public Improvement PIR** – Mayor Zylka introduced and moved for the adoption of Resolution 2017-49, a Resolution Calling for a Public Hearing on the Adoption of the Final Assessment Roll for Public Improvement PIR for Tuesday, September 5, 2017, at 7:30 p.m. in the Council Chambers. Councilmember Knafla seconded the motion for adoption. On a roll call vote; Ayes: Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, Knafla, and Hircock. Nays: none. Council President Hanfler then declared said Resolution 2017-49 to have been duly passed, approved and adopted.

i. **Resolution 2017-50, Establish Fee Schedule, Garbage Bags/Carts** – Councilmember Hircock introduced and moved for the adoption of Resolution 2017-50, a Resolution Establishing the Fee Schedule for Garbage Bags and Additional Garbage Carts. Mayor Zylka seconded the motion for adoption. On a roll call vote; Ayes: Lundberg, Zylka, Hanfler, Liljegren, Hanson, Knafla, Hircock, and Gosiak. Nays: none. Council President Hanfler then declared said Resolution 2017-50 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved and adopted.

h. **Purchase of Equipment, Turfwerks, Golf Course** – Motion was made by Mayor Zylka, seconded by Councilmember Hanson to authorize the purchase, through the National Joint Powers Alliance, from Turfwerks, Eagan, Proposal No. 2, as presented, for the purchase of a demo Jacobsen GP400 greens mower; Triwave; Torrent Blower; demo Jacobsen Truckster XD, 2wd; Neary 181SRI Reel sharpening system; Neary 277 semi auto bed knife sharpener; all for the

Golf Course at a total cost of \$104,826, to be charged to the Golf Equipment Fund. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, and Knafla. Nays: none. Motion carried.

i. **Virtual Reality [VR] Tours, Submittal of Grant Application, Initiative Foundation** – Motion was made by Councilmember Hircock, seconded by Councilmember Hanson to authorize the submittal of a grant application to the Initiative Foundation to be used toward Virtual Reality [VR] videos with 360 degree cameras, in conjunction with the Little Falls Convention and Visitors Bureau, the Little Falls Area Chamber of Commerce and Community Development of Morrison County; and further authorized up to \$5,000 in City held Tourism Funds to support Golden Shovel’s pursuit of this project. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, and Knafla. Nays: none. Motion carried.

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

**11. ANNOUNCEMENTS**

a. Mayor Zylka reported and reviewed the recent Coalition of Greater Minnesota Cities conference he and City Administrator Radermacher attended in Fergus Falls.

b. Council President Hanfler announced that the Planning Commission will be holding public hearings on Monday, August 14, 2017, beginning at 6:30 p.m. in the Council Chambers at City Hall to consider: 1) conditional use for a proposed expansion by Zion Lutheran Church; 2) variance request to allow for the construction of an attached garage by Timothy Houle; 3) variance to allow the construction of an attached garage by Gary Stachowski; 4) an amendment to City Code Chapter 11, Land Use Regulations, Section 11.05, Zoning Districts and Zoning Maps; and 5) amendments Chapter 5, Section 5.30 regarding signs.

**12. ADJOURNMENT**

Council President Hanfler adjourned the meeting at 8:58 p.m.

Respectfully submitted,

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Wendy J. Zylka