

REGULAR CITY COUNCIL MEETING ~ AUGUST 21, 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 21, 2017, at 7:35 p.m. Councilmembers Hircock, Gosiak, Lundberg, Liljegren, Knafla, and Council President Hanfler. Mayor Zylka and Councilmember Hanson were absent. 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 August 21, 2017, as presented. Ayes: Hircock, Gosiak, Lundberg, Hanfler, Liljegren, and Knafla. Nays: none. Motion carried.

3. **APPROVAL OF MINUTES**

Motion was made by Councilmember Gosiak, seconded by Councilmember Knafla to approve the City Council minutes of the special meeting of August 7, 2017, and the regular meeting of August 7, 2017, as presented. Ayes: Hircock, Gosiak, Lundberg, Hanfler, Liljegren, and Knafla. Nays: none. Motion carried.

4. **APPROVAL OF BILLS**

Motion was made by Councilmember Hircock, seconded by Councilmember Lundberg to approve the bills totaling \$344,047.93 for check numbers 96927 through 97043. Ayes: Hircock, Gosiak, Lundberg, Hanfler, Liljegren, and Knafla. Nays: none. Motion carried.

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

6. **CONSENT AGENDA**

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

- a. Received and placed on file the Fire Department report for July 2017; and
- b. Received and placed on file the Heritage Preservation Commission minutes of July and August 2017; and
- c. Received and placed on file the Housing and Redevelopment Authority minutes of June and July 2017; and
- d. Authorized the Out of State travel of Ronda Monnier to Sioux Falls, SD, for a technology conference; and
- e. Received and placed on file the Public Works report for July 2017; and
- f. Received and placed on file the Wastewater Treatment facility report for July 2017; and
- g. Received and placed on file the Water Treatment facility report for July 2017.

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

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Lettings**

1. **Sewer Camera, MacQueen Equipment, Public Works** – Motion was made by Councilmember Hircock, seconded by Councilmember Knafla to authorize the purchase of a Standard Rovver X System with VC200 Pendant Controller with Desk Mount and US Connector PC-VC, RCX900 Camera from MacQueen Equipment, St. Paul, at \$70,799.12; and the MacQueen demo trailer with Honda generator at a cost of \$24,000; with the camera to be charged against the National Joint Power Alliance Grant and the balance charged to the Wastewater Improvement Fund. Ayes: Hircock, Gosiak, Lundberg, Hanfler, Liljegren, and Knafla. Nays: none. Motion carried.

8. **OLD BUSINESS**

a. **Ordinance No. 97, Sixth Series, Authorize the Sale of Property, Michael and Jeannette Roach** [Introduced 08/07/17] – Councilmember Hircock moved for the adoption of 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. Councilmember Gosiak seconded the motion for adoption. On a roll call vote; Ayes: Hircock, Gosiak, Lundberg, Hanfler, Liljegren, and Knafla. Nays: Zylka [absent] and Hanson [absent]. Council President Hanfler then declared said Ordinance No. 97 have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

b. **Ordinance No. 98, Sixth Series, Authorize the Sale of Property, ABS Properties, LLC** [Introduced 08/07/17] – Councilmember Lundberg moved for the adoption of Ordinance No. 98, Sixth Series, an Ordinance Authorizing and Directing the Sale of Certain Property to ABS Properties, LLC, for the sum of \$8,000. Councilmember Knafla seconded the motion for adoption. On a roll call vote; Ayes: Gosiak, Lundberg, Hanfler, Liljegren, Knafla, and Hircock. Nays: Zylka [absent] and Hanson [absent]. Council President Hanfler then declared said Ordinance No. 98 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

c. **Ordinance No. 99, Sixth Series, Amend City Code Chapter 4, Garbage Collection** [Introduced 08/07/17] – Councilmember Gosiak moved for the adoption of Ordinance No. 99, Sixth Series, an Ordinance Amending City Code Chapter 4, entitled “Municipal and Public Utilities”, by amending “Article V. Recycling and Solid Waste Utilities”. Councilmember Liljegren seconded the motion for adoption. On a roll call vote; Ayes: Lundberg, Hanfler, Liljegren, Knafla, Hircock, and Gosiak. Nays: Zylka [absent] and Hanson [absent]. Council President Hanfler then declared said Ordinance No. 99 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

9. **NEW BUSINESS**

a. **Airport Commission Recommendations**

1. **Execution of Grant Agreement, Federal Aviation Administration, Airport Improvements** – Motion was made by Councilmember Knafla, seconded by Councilmember Hircock to accept the recommendation of the Airport Commission and authorized the execution of the Grant Agreement 3-27-0048-018-2017 with the Federal Aviation Administration for Improvements at the Airport. Ayes: Hircock, Gosiak, Lundberg, Hanfler, Liljegren, and Knafla. Nays: none. Motion carried.

2. **Resolution 2017-51, Authorize Execution of Maintenance and Operation Agreement, Minnesota Department of Transportation, Office of Aeronautics** – Motion was made by Councilmember Liljegren to accept the recommendation of the Airport Commission, and introduced and moved for the adoption of Resolution 2017-51, a Resolution Authorizing the Execution of Grant Agreement 1028908 with the Minnesota Department of Transportation, Office of Aeronautics, for Airport Maintenance and Operation of the Little Falls/Morrison County Airport. Councilmember Lundberg seconded the motion for adoption. On a roll call vote; Ayes: Hanfler, Liljegren, Knafla, Hircock, Gosiak, and Lundberg. Nays: Zylka [absent] and Hanson [absent]. Council President Hanfler then declared said Resolution 2017-51 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

b. **Planning Commission Recommendations**

1. **Conditional Use, Expansion, Zion Lutheran Church** – Motion was made by Councilmember Hircock, seconded by Councilmember Liljegren to accept the recommendation of the Planning Commission and approved the conditional use permit requested by Zion Lutheran Church to allow the construction of an approximate 3,918 square feet fellowship hall addition to the existing property, located at 411 Northeast Third Avenue, based on the findings of fact presented in the Planning Commission Report dated August 16, 2017. Ayes: Hircock, Gosiak, Lundberg, Hanfler, and Liljegren. Nays: none. Abstention: Knafla. Motion carried.

2. **Ordinance No. 96, Sixth Series, Amend City Code Chapter 11, Land Use Regulations, Zoning** [Introduced 07/17/17] – Motion was made by Councilmember Hircock to accept the recommendation of the Planning Commission and he reintroduced Ordinance No. 96, Sixth Series, an Ordinance Amending City Code Chapter 11, entitled “Land Use Regulations, Zoning”.

3. **Rezoning Properties, Update of City Code Chapter 11** – Motion was made by Councilmember Knafla, seconded by Councilmember Liljegren to accept the recommendation of the Planning Commission and approved the amendment to the official City Zoning Map as presented, based on the findings of fact as presented in the Planning Commission Report dated August 16, 2017. Ayes: Hircock, Gosiak, Lundberg, Hanfler, Liljegren, and Knafla. Nays: none. Motion carried.

4. **Ordinance No. 100, Amend City Code Chapter 5, Section 5.30, Sign Regulations** – Motion was made by Councilmember Gosiak to accept the recommendation of the Planning Commission and introduced Ordinance No. 100, an Ordinance Amending City Code Chapter 5, Section 5.30 “Sign Regulations”, to comply with amended City Code Chapter 11.

5. **Variance, Construct Attached Garage, Timothy Houle** – Motion was made by Councilmember Liljegren, seconded by Councilmember Hircock to accept the recommendation of the Planning Commission and approved the variance requested by Timothy Houle, 724 Southeast

First Street, to construct 39'1" attached garage five feet from the property line, based on the findings of fact presented in the Planning Commission Report dated August 16, 2017. Ayes: Hircock, Gosiak, Lundberg, Hanfler, Liljegren, and Knafla. Nays: none. Motion carried.

6. **Variance, Construct Attached Garage, Timothy and Gary Stachowski** – Motion was made by Councilmember Gosiak, seconded by Councilmember Knafla to accept the recommendation of the Planning Commission and approved the variance and conditional use requested by Timothy and Gary Stachowski, 500 Southeast Third Street, to construct a new attached garage within the side lot line setback requirement of 15 feet and on a nonconforming lot, based on the findings of fact and condition presented in the Planning Commission Report dated August 16, 2017. Ayes: Hircock, Gosiak, Lundberg, Hanfler, Liljegren, and Knafla. Nays: none. Motion carried.

c. **Petition, Surface Improvements, Fifth Street Northwest** – Motion was made by Councilmember Hircock, seconded by Councilmember Lundberg to receive a petition requesting surface improvements on Fifth Street Northwest between Third and Fourth Avenues Northwest, instructed staff to verify signatures and further to include in discussions for consideration 2018. Ayes: Hircock, Gosiak, Lundberg, Hanfler, Liljegren, and Knafla. Nays: none. Motion carried.

d. **Petition, Vacate Portion of Ninth Avenue Southwest** – Motion was made by Councilmember Knafla, seconded by Councilmember Hircock to receive a petition from Mike Kayala of Kaijala Properties, LLC, requesting the vacation of a portion of Ninth Avenue Southwest from Thirteenth Street Southwest to the northerly property line of Parcel 49.0933.001, instructed staff to verify signatures, and further forward to the Planning Commission to hold a public hearing and report back with a recommendation. Ayes: Hircock, Gosiak, Lundberg, Hanfler, Liljegren, and Knafla. Nays: none. Motion carried.

e. **Resolution 2017-47, Declare Surplus Property** – Councilmember Lundberg introduced and moved for the adoption of Resolution 2017-47, a Resolution Declaring Certain Property Surplus, as Stated in Exhibit A, and further Authorized the Sale and/or Disposal of Said Property. Councilmember Liljegren seconded the motion for adoption. On a roll call vote; Ayes: Liljegren, Knafla, Hircock, Gosiak, Lundberg, and Knafla. Nays: Hanson [absent] and Zylka [absent]. Council President Hanfler then declared said Resolution 2017-47 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

f. **Resolution 2017-52, Donations** – Councilmember Gosiak introduced and moved for the adoption of Resolution 2017-52, a Resolution Accepting Donations. Councilmember Hircock seconded the motion for adoption. On a roll call vote; Ayes: Knafla, Hircock, Gosiak, Lundberg, Hanfler, and Liljegren. Nays: Hanson [absent] and Zylka [absent]. Council President Hanfler then declared said Resolution 2017-52 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

g. **Exception to Policy No. 78, Use of City Hall, Morrison County Room Usage** – Motion was made by Councilmember Lundberg, seconded by Councilmember Liljegren to instruct staff to draft an agreement for consideration to allow Morrison County the use of meeting rooms at City Hall while there building is under construction. Ayes: Hircock, Gosiak, Lundberg, Hanfler, Liljegren, and Knafla. Nays: none. Motion carried.

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

11. **ANNOUNCEMENTS**

12. **ADJOURNMENT**

Council President Hanfler adjourned the meeting at 8:03 p.m.

Respectfully submitted,

Wendy J. Zylka