

City of Little Falls

**REGULAR CITY COUNCIL MEETING ~ SEPTEMBER 5, 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, September 5, 2017, at 7:41 p.m. 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**

Council President Hanfler amended the agenda by adding item 6.k. Motion was made by Mayor Zylka, seconded by Councilmember Liljegren to approve the agenda of September 5, 2017, as amended. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, and Knafla. Nays: none. Motion carried.

3. **APPROVAL OF MINUTES**

Motion was made by Councilmember Lundberg, seconded by Councilmember Knafla to approve the City Council minutes of the special work session meeting of August 21, 2017, the regular meeting of August 21, 2017, and the special budget work session of August 30, 2017, as presented. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, and Knafla. Abstention: Hanson. Nays: none. Motion carried.

4. **APPROVAL OF BILLS**

Motion was made by Councilmember Hanson, seconded by Councilmember Hircock to approve the bills totaling \$381,437.84 for check numbers 97044 through 97121. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, and Knafla. Nays: none. Motion carried.

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

a. **Award**

1. **Firefighting Training Grant, Minnesota Board of Firefighter Training and Education** – Motion was made by Councilmember Lundberg, seconded by Mayor Zylka to accept the grant for training reimbursement in the amount of \$3,587 from the Minnesota Board of Firefighter Training and Education. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, and Knafla. Nays: none. Motion carried.

6. **CONSENT AGENDA**

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

- a. Received and placed on file the Airport Commission minutes of June 2017; and
- b. Approved to the Minnesota Charitable Gambling Control Board, an Application to Conduct Off-Site Gambling as requested by Little Falls Youth Hockey to allow a raffle at the Little Falls Exchange Arena from January 1 through 31, 2018, and further waived any waiting period; and
- c. Received and placed on file the Community Services Advisory Board minutes of June 2017; and
- d. Approved Deferral of Assessment 2017-A for Public Improvement 376; and
- e. Received and placed on file the Economic Development Authority minutes of August 2017; and
- f. Ratified and confirmed the submittal and execution of a Little Falls Downtown Revitalization II grant agreement with the Initiative Foundation; and
- g. Ratify and confirmed the submittal of Minnesota Monthly's Best Town Application by the Little Falls Convention and Visitors Bureau on behalf of the City of Little Falls; and
- h. Received and placed on file the Park, Recreation and Tree Board minutes of June 2017; and
- i. Received and placed on file the Planning Commission minutes of May 2017; and
- j. Accepted the resignation of Jason Weirnerman from the Energy and Environmental Committee, thanked him for his many years of service, and further requested that Mayor Zylka fill this unexpired term of January 31, 2018; and
- k. Ratified and confirmed the submittal of a Source Water Protection Plan Implementation grant application to the Minnesota Department of Health for the rehabilitation of Well No. 1.

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

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Public Hearings**

1. **Resolution 2017-53, Adopt Final Assessment Roll, Public Improvement 376**

– Council President Hanfler opened a scheduled public hearing at 7:46 p.m. to consider adopting the final assessment roll for Public Improvement 376, [i.e. Fourth Avenue Northwest; Seventh Street Southeast, Third Avenue Northeast, and Fourteenth Street Southwest]. Public Works Director Kimman reviewed the work completed, assessments and that deferral of assessments are available to those individuals who are 65 years of age or older meeting income guidelines and military personnel meeting the requirements of City Code Chapter 2.04. Council President Hanfler closed the public hearing at 7:59 p.m. Councilmember Hanson introduced and moved for the adoption of Resolution 2017-53, a Resolution Adopting the Final Assessment Roll for Public Improvement 376. 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 2017-53 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved and adopted.

2. **Resolution 2017-54, Adopt Final Assessment Roll, Public Improvement PIR** – Council President Hanfler opened a scheduled public hearing at 8:00 p.m. to consider adopting the final assessment roll for Public Improvement PIR, [i.e. various sidewalks throughout the City]. Public Works Director Kimman reviewed the work completed, assessments and that deferral of assessments are available to those individuals who are 65 years of age or older meeting income guidelines and military personnel meeting the requirements of City Code Chapter 2.04. Council President Hanfler closed the public hearing at 8:04 p.m. Councilmember Hircock introduced and moved for the adoption of Resolution 2017-54, a Resolution Adopting the Final Assessment Roll for Public Improvement PIR. 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 2017-54 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved and adopted.

b. **Letting**

1. **Ricoh Copier, Metro Sales Inc., Police Department** – Motion was made by Mayor Zylka, seconded by Councilmember Lundberg to authorize the purchase of a Ricoh Aficio MP C3002 Copier/Printer/Scanner with expanded fax memory at a cost of \$3,540 from Metro Sales Inc., St. Cloud, to be charged to the Equipment Fund. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, and Knafla. Nays: none. Motion carried.

8. **OLD BUSINESS**

a. **Ordinance No. 96, Sixth Series, Amend City Code Chapter 11, Land Use Regulations, Zoning** [Introduced 07/17/17 and Reintroduced 08/21/17] – Councilmember Gosiak moved for the adoption of Ordinance No. 96, Sixth Series, an Ordinance Amending City Code Chapter 11, entitled “Land Use Regulations, Zoning”. 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 Ordinance No. 96 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved and adopted.

b. **Ordinance No. 96A, Sixth Series, Summary Publication of Ordinance No. 96, Land Use Regulations, Zoning** [Introduced 07/17/17] – Mayor Zylka moved for the adoption of Ordinance No. 96A, an Ordinance Authorizing the Summary Publication of Ordinance No. 96, Sixth Series, Which Amends City Code Chapter 11, Land Use Regulations, Zoning. Councilmember Liljegren seconded the motion for adoption. On a roll call vote; Ayes: Zylka, Hanfler, Liljegren, Hanson, Knafla, Hircock, Gosiak, and Lundberg. Nays: none. Council President Hanfler then declared said Ordinance No. 96A to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved and adopted.

c. **Ordinance No. 100, Sixth Series, Amend City Code Chapter 5, Section 5.30, Sign Regulations** [Introduced 08/21/17] – Councilmember Knafla moved for the adoption of Ordinance No. 100, Sixth Series, an Ordinance Amending City Code Chapter 5, entitled “Construction Licensing, Permits and Regulations”, by Section 5.30, entitled “Sign Regulations”. Councilmember Hanson seconded the motion for adoption. On a roll call vote; Ayes: Hanfler, Liljegren, Hanson, Knafla, Hircock, Gosiak, Lundberg, and Zylka. Nays: none. Council President Hanfler then declared said Ordinance No. 100 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. **Agreement, Morrison County, Use of City Hall** – Motion was made by Councilmember Hircock, seconded by Councilmember Gosiak to authorize the execution of an Agreement with Morrison County to use City Hall’s meeting rooms while the Government Center is under construction. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, and Knafla. Nays: none. Motion carried.

b. **Airport Commission Recommendation, Resolution 2017-55, Grant Agreement with the Federal Aviation Administration and the Minnesota Department of Transportation, Office of Aeronautics, Airport Improvements** – Motion was made by Councilmember Lundberg to accept the recommendation of the Airport Commission and introduced and moved for the adoption of Resolution 2017-55, a Resolution Authorizing the Execution of a Grant Agreement with the United State Department of Transportation, Federal Aviation Administration and the Minnesota Department of Transportation, Office of Aeronautics, for Airport Improvements. Councilmember Knafla seconded the motion for adoption. On a roll call vote; Ayes: Liljegren, Hanson, Knafla, Hircock, Gosiak, Lundberg, Zylka, and Hanfler. Nays: none. Council President Hanfler then declared said Resolution 2017-55 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved and adopted.

c. **Library Board Recommendation, Mural by Little Falls High School Students** – Motion was made by Councilmember Knafla, seconded by Councilmember Gosiak to instruct the Library Board to review the mural for age appropriate [teens] figures, finished design in color and bring the final revision back for consideration. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, and Knafla. Nays: none. Motion carried.

d. **Supplemental Letter of Agreement, Small Cell Telecommunications Review, Short Elliot Hendrickson** – Motion was made by Councilmember Hanson, seconded by Councilmember Liljegren to authorize the execution of a Supplemental Letter of Agreement with Short Elliot Hendrickson, St, Paul, to review the small cell telecommunications installation within the downtown area, at an estimated cost of \$6,270, to be reimbursed by Verizon Wireless. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, and Knafla. Nays: none. Motion carried.

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

11. **ANNOUNCEMENTS**

a. Councilmember Hanfler announced that the Planning Commission will be holding public hearings on Monday, September 11, 2017, at 6:30 p.m. to consider: the vacation of a portion of Thirteenth Street Southwest by Michael Kayala; and variances requested by Aaron and Becky Olson to construction addition and fence.

12. **ADJOURNMENT**

Council President Hanfler adjourned the meeting at 8:20 p.m.

Respectfully submitted,

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Wendy J. Zylka