

REGULAR CITY COUNCIL MEETING ~ OCTOBER 2, 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, October 2, 2017, at 7:30 p.m. Councilmembers Hircock, Gosiak, Lundberg, Liljegren, Knafla, Hanson, 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 Gosiak to approve the agenda of October 2, 2017, as presented. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Knafla, and Hanson. Nays: none. Motion carried.

3. **APPROVAL OF MINUTES**

Motion was made by Councilmember Knafla, seconded by Councilmember Liljegren to approve the City Council minutes of the special meeting of September 18, 2017; and the regular meeting of September 18; and the closed meeting of September 18, 2017, as presented. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Knafla, and Hanson. Nays: none. Motion carried.

4. **APPROVAL OF BILLS**

Motion was made by Mayor Zylka, seconded by Councilmember Lundberg to approve the bills totaling \$513,105.64 for check numbers 97222 through 97295. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Knafla, and Hanson. Nays: none. Motion carried.

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

a. **Donation**

1. **Golfers Organized for Little Falls [GOLF]** – Jim Weiss, Tom Hoggarth, Dee Hanowski, Pat West, Al Bauman, and Dick Culshaw represented the Golfers Organized for Little Falls [GOLF], presented Mayor Zylka with a donation of \$7,000 to be used toward equipment at the Golf Course.

6. **CONSENT AGENDA**

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

a. Received and placed on file the Airport Commission minutes of August 2017; and

b. Approved an Application for Display of Fireworks as requested by the Little Falls Lions Club to hold a display at their park, located in the 900 block of Fourth Street Southeast, contingent upon the appropriate paperwork and insurance being provided and approval is grant by the Fire and Police Chiefs; and

c. Received and placed on file the Building Department report for August 2017; and

d. Approved Deferral of Assessment 2017-C for Public Improvement 376; and

e. Received and placed on file the Park, Recreation and Tree Board minutes of September 2017; and

f. Received and placed on file the Planning Commission minutes of July 2017; and

g. Received and placed on file the Wellhead Protection Plan update.

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

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Letting**

1. **Leaf and Brush Collection, Bob LeMieur Rolloffs, Refuse and Recycling** –

Motion was made by Councilmember Knafla, seconded by Councilmember Gosiak to award the quotation of \$3,830 from Bob LeMieur Rolloffs, Refuse and Recycling, Little Falls, for the fall leaf and brush collection to be held on October 28, 2017, rain or shine, with the bags being left behind, to be charged to the SCORE Grant. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Knafla, and Hanson. Nays: none. Motion carried.

8. **OLD BUSINESS**

a. **Ordinance No. 1, Seventh Series, Amend City Code Chapter 3, Section 3.18, Hours and Days of Sale** [Introduced 09/18/17] – Councilmember Lundberg moved for the adoption of Ordinance No. 1, Seventh Series, an Ordinance Amending City Code Chapter 3, entitled “Regulating the Possession, Sale and Consumption of Intoxicating and 3.2 Percent Malt Liquor”, by amending Section 3.18, entitled “Hours and Days of Sale”. Councilmember Hanson seconded the motion for adoption. On a roll call vote; Ayes: Hircock, Lundberg, Zylka, Liljegren, Hanson, and

Knafla. Nays: Gosiak and Hanfler. Council President Hanfler then declared said Ordinance No. 1 to have received the majority vote of the entire City Council and the same to have been duly passed, approved and adopted.

b. **Stop Sign Petition, Eighth Avenue Southwest and Lilac Lane** – Motion was made by Councilmember Liljegren, seconded by Mayor Zylka to accept the recommendation of the Public Works Director and denied the request for a stop sign on Ninth Street Southwest at Eighth Avenue Southwest and at Lilac Lane. Ayes: Hircock, Gosiak, Lundberg, Mayor, Hanfler, Liljegren, Hanson, and Knafla. Nays: none. Motion carried.

9. **NEW BUSINESS**

a. **Position Description Update, Police Records Technician** – Motion was made by Mayor Zylka, seconded by Councilmember Liljegren to approve the amended Police Records Technician position description. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, and Knafla. Nays: none. Motion carried.

b. **Pay Grade and Points, Police Administrative Specialist and Police Records Technician Positions** – Motion was made by Mayor Zylka, seconded by Councilmember Hircock to approve the Police Records Technician points at 163, Pay Grade 3; the Police Administrative Specialist points at 230, Pay Grade 5; authorized the posting of the positions within the Law Enforcement Labor Services union as required by their Labor Agreement and should no one apply or be qualified, further authorize the advertisement to the general public. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, and Knafla. Nays: none. Motion carried.

c. **Policy 69, Code of Conduct and Order, City Council Meetings** – Motion was made by Mayor Zylka, seconded by Councilmember Hanson to approve Policy 69, Rules of Conduct and Order, City Council Meeting. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, and Knafla. Nays: none. Motion carried.

d. **Policy 69A, Code of Conduct and Order, City Authorities, Boards, Bureaus, Commissions, Committees, and Task Forces** – Motion was made by Councilmember Liljegren, seconded by Councilmember Hircock to approve Policy 69A, Code of Conduct and Order, Authorities, Boards, Bureaus, Commissions, Committees, and Task Forces. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, and Knafla. Nays: none. Motion carried.

e. **Resolution 2017-60, Economic Development Authority Levy, Wabash National** – Councilmember Lundberg introduced and moved for the adoption of Resolution 2017-60, a Resolution Approving the Economic Development Authority Levying a Tax Pursuant to Minnesota Statutes Section 469.033. Councilmember Knafla seconded the motion for adoption. On a roll vote; Ayes: Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, Knafla, and Hircock. Nays: none. Council President Hanfler then declared said Resolution 2017-60 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approve and adopted.

f. **Stormwater Ponding Agreement, Zion Lutheran Church** – Motion was made by Councilmember Gosiak, seconded by Councilmember Lundberg to authorize the execution of an Infiltration Pond Agreement with Zion Evangelical Lutheran Church for the maintenance of a storm water infiltration pond. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, and Knafla. Nays: none. Motion carried.

g. **Submittal of Grant, Federal Emergency Management Agency, Fire Personal Protection Equipment** – Motion was made by Councilmember Hircock, seconded by Councilmember Knafla to authorize the submittal of a grant application to the Federal Emergency Management Agency for personal protection gear for the firefighters at an estimated total cost of \$105,000, and should the grant be awarded, further authorized the execution of all documents necessary to receive said funds, with the City's 5% match to be charged to the Fire Equipment Fund. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, and Knafla. Nays: none. Motion carried.

h. **Submittal of Grant, Minnesota Department of Health, Source Water Protection Grant** – Motion was made by Councilmember Hircock, seconded by Councilmember Hanson to authorize the submittal of a Source Water Protection Competitive Grant application to the Minnesota Department of Health for an irrigation system around the lime lagoons; and should the grant be awarded, further authorized the execution of all documents necessary to receive said funds, with the City's 50% match to be charged to the Water Operating Budget. 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**

Regular City Council Meeting
October 2, 2017, page three

11. **ANNOUNCEMENTS**

12. **ADJOURNMENT**

Council President Hanfler adjourned the meeting at 7:58 p.m.

Respectfully submitted,

Wendy J. Zylka