

**REGULAR CITY COUNCIL MEETING ~ FEBRUARY 5, 2018**

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, February 5, 2018, at 7:41 p.m. Councilmembers Hircock, Gosiak, Lundberg, Knafla, Hanson, Council President Hanfler, and Mayor Zylka were present. Councilmember Liljegren was absent. It was determined there was a quorum.

2. **APPROVAL OF AGENDA**

Motion was made by Councilmember Hircock, seconded by Councilmember Lundberg to approve the agenda of February 5, 2018, as presented. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Knafla, and Hanson. 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 meeting of January 16, 2018, and the regular meeting of January 16, 2018, as presented. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Knafla, and Hanson. Nays: none. Motion carried.

4. **APPROVAL OF BILLS**

Motion was made by Councilmember Hanson, seconded by Councilmember Lundberg to approve the bills totaling \$2,906,655.89 for check numbers 97872 through 97952. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Knafla, and Hanson. Nays: none. Motion carried.

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

a. **Donations**

1. **Resolution 2018-11, Accept Fourth Quarter 2017 Donations** – Councilmember Gosiak introduced and moved for the adoption of Resolution 2018-11, a Resolution Accepting Donations from the Fourth Quarter 2017. Councilmember Knafla seconded the motion for adoption. On roll call vote; Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Knafla, and Hanson. Nays: Liljegren [absent]. Council President Hanfler then declared said Resolution 2018-11 to have received the majority vote of the City Council and the same to have been duly passed, approved and approved.

6. **CONSENT AGENDA**

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

- a. Authorized the advertisement for seasonal employees within the Golf and Streets and Parks areas; and
- b. Received and placed on file the Airport Commission minutes of January 2018; and
- c. Approved to the Minnesota Charitable Gambling Control Board, an Application for Exempt Permit as requested by the Dam Festival Organization Inc., to allow a bingo and a raffle at Maple Island Park on June 16, 2018, with no waiting period; and
- d. Ratified and confirmed an internship requested by Logan Schuett, through Independent School District 482 and Rural Minnesota CEP, within the Public Works Department, effective January 22 through May 24, 2018, with no pay or benefits; and
- e. Approved the Mayor's appointments to the various Authorities, Boards, Bureaus, Commission, and Committees as listed with the term of January 31, 2021, unless listed differently: Airport Commission, Joe Torbert; Community Services Advisory Board, Jeremy Hanfler, January 31, 2019; Economic Development Authority, Brad Hircock, January 31, 2022; Fire Relief Association City Representatives, Greg Zylka and Frank Gosiak, January 31, 2019; Heritage Preservation Commission, Wayne Liljegren, Camille Warzecha and Susy Prosapio; Housing and Redevelopment Authority, Brad Jensen, January 31, 2023; Library Board, Frank Gosiak; Mississippi Headwaters Board, Raquel Lundberg, January 31, 2019; Park, Recreation and Tree Board, Jeff Tschida; Planning Commission, Ray Schulte and Joe Czech; and Rural Development Finance Authority, Mark Gerbi; and
- f. Approved an Agreement with the Morrison County Chaplaincy Program, for certain counseling and emergent situation, through February 28, 2019; and
- g. Received and placed on file the Public Works report for December 2017; and
- h. Received and placed on file the Recycling reports of October through December 2017 and the yearly report for 2017; and

i. Received and placed on file the Reviewed Financial Statements for the Friends of Linden Hill, Friends of Pine Grove Zoo and Senior Citizens Inc., all dated December 31, 2017.

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

## 7. **PUBLIC HEARINGS AND LETTINGS**

### a. **Lettings**

1. **Squad Vehicle, Nelson Auto, Police Department** – Motion was made by Councilmember Hircock, seconded by Councilmember Lundberg to award the low quotation of \$29,550 from Nelson Auto Center, Fergus Falls, for a 2018 Ford Police Interceptor for the Police Department, to be charged to the Equipment Fund. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Knafla, and Hanson. Nays: none. Motion carried.

2. **StreetSaver Software, Public Works/Engineering** – Motion was made by Councilmember Lundberg, seconded by Councilmember Hanson to award the quotation of \$7,560 from DevMecca.com LLC, Salem, OR, for the purchase of StreetSaver software for the Public Works Department, to be charged to the Equipment Fund. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Knafla, and Hanson. Nays: none. Motion carried.

## 8. **OLD BUSINESS**

a. **Resolution 2018-04, Order in Surface and/or Utility Improvements, Fifth Street Northwest** [Tabled 01/16/18] – Councilmember Hircock introduced and moved for the adoption of Resolution 2018-04, a Resolution Ordering in the Proposed Surface and/or Utility Improvements on Fifth Street Northwest between Third and Fourth Avenues Northwest. Councilmember Hanson seconded the motion for adoption. On a roll call vote; Ayes: Gosiak, Lundberg, Zylka, Hanfler, Knafla, Hanson, and Hircock. Nays: Liljegren [absent]. Council President Hanfler then declared said Resolution 2018-04 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

b. **Resolution 2018-05, Order in Surface and/or Utility Improvements, Fifth Street Northwest** [Tabled 01/16/18] – Councilmember Hanson introduced and moved for the adoption of Resolution 2018-05, a Resolution Ordering in the Proposed Surface and/or Utility Improvements on Fifth Street Northwest between Fourth and Fifth Avenues Northwest. Councilmember Knafla seconded the motion for adoption. On a roll call vote; Ayes: Lundberg, Zylka, Hanfler, Knafla, Hanson, Hircock, and Gosiak. Nays: Liljegren [absent]. Council President Hanfler then declared said Resolution 2018-05 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

c. **Resolution 2018-06, Order in Surface and/or Utility Improvements, Eighth Street Southeast** – Mayor Zylka introduced and moved for the adoption of Resolution 2018-06, a Resolution Ordering in Surface and/or Utility Improvements on Eighth Street Southeast between Trunk Highway 27 and Fifth Avenue Southeast. Councilmember Hanson seconded the motion for adoption. On a roll call vote; Ayes: Zylka, Hanfler, Knafla, Hanson, Hircock, Gosiak, and Lundberg. Nays: Liljegren [absent]. Council President Hanfler then declared said Resolution 2018-06 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

d. **Resolution 2018-07, Order in Surface and/or Utility Improvements, Edgewood Road** – Councilmember Knafla introduced and moved for the adoption of Resolution 2018-07, a Resolution Ordering in Surface and/or Utility Improvements on Edgewood Road between Riverwood and a point approximately 1,000 feet easterly of Riverwood; and further moved to defer the assessments until the affected property owner's hookup to water and/or sanitary sewer. Councilmember Hircock seconded the motion for adoption. On a roll call vote, Ayes: Hanfler, Knafla, Hanson, Hircock, Gosiak, Lundberg, and Zylka. Nays: Liljegren [absent]. Council President Hanfler then declared said Resolution 2018-07 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

e. **Resolution 2018-08, Order in Surface and/or Utility Improvements, Front and Wood Streets** – Councilmember Lundberg introduced and moved for the adoption of Resolution 2018-08, a Resolution Ordering in Surface and/or Utility Improvements on Front Street between Trunk Highway 27 and Wood Street; and on Wood Street between First Avenue Southeast and a point approximately 200 feet northerly of First Avenue Southeast. Mayor Zylka seconded the motion for adoption. On a roll call vote; Ayes: Knafla, Hanson, Hircock, Gosiak, Lundberg, Zylka, and Hanfler. Nays: Liljegren [absent]. Council President Hanfler then declared said resolution 2018-08 to have receive the majority vote of the City Council and the same to have been duly passed, approved and adopted.

9. **NEW BUSINESS**

a. **Ordinance No. 6, Seventh Series, Amend City Code Chapter 2, Section 2.02, Eliminate Cable TV Review Board** – Councilmember Gosiak introduced Ordinance No. 6, Seventh Series, an Ordinance Amending City Code Chapter 2, entitled “Administration and General Government”, Section 2.02, entitled “Authorities, Boards, Bureaus, Commissions and Committees”, by deleting Paragraph E, entitled “Cable TV Review Board”.

b. **Petition, Utility Improvements, Marvin Hoheisel** – Motion was made by Mayor Zylka, seconded by Councilmember Hanson to receive a petition from Marvin Hoheisel requesting the installation of surface and/or utility improvements on Fifth Avenue Southeast between LeMieur and Eighteenth Streets Southeast, instructed staff to verify signatures and further forward to the Public Works Department for review and a recommendation. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Knafla, and Hanson. Nays: none. Motion carried.

c. **Police Records Technician, Interview Committee Recommendation** – Motion was made by Councilmember Hircock, seconded by Councilmember Knafla to accept the recommendation of the Interview Committee and authorized the hiring of Lacey Burgardt as the Records Technician at the Police Department, effective February 20, 2018, at the wage established in the American Federation of State, County and Municipal Employees’ Labor Contract, contingent upon her passing the physical, drug/alcohol testing and the background investigation. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Knafla, and Hanson. Nays: none. Motion carried.

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

11. **ANNOUNCEMENTS**

12. **ADJOURNMENT**

Council President Hanfler recessed the meeting at 8:03 p.m. to go into a scheduled closed meeting.

Motion was made by Councilmember Hircock, seconded by Councilmember Knafla to close the meeting at 8:12 p.m. pursuant to Minnesota Statute 13D.05 [c][3] to discuss the offer for the purchase of part of Lots 17 through 20, Block B, Mississippi Addition; and part of Government Lot 4 [Parcel No. 49.1268.000]. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Knafla, and Hanson. Nays: none. Motion carried.

Motion was made by Councilmember Hanson, seconded by Councilmember Hircock to reopen the meeting at 8:37 p.m. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Knafla, and Hanson. Nays: none. Motion carried.

Council President Hanfler adjourned the meeting at 8:37 p.m.

Respectfully submitted,

---

Wendy J. Zylka