

REGULAR CITY COUNCIL MEETING ~ MARCH 19, 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, March 19, 2018, at 7:30 p.m. Councilmembers Hircock, Gosiak, Lundberg, Liljegren, Hanson, Council President Hanfler, and Mayor Zylka were present. Councilmember Knafla was absent. It was determined there was a quorum.

2. **APPROVAL OF AGENDA**

Council President Hanfler amended the agenda by adding 9.d. Motion was made by Councilmember Hircock, seconded by Councilmember Gosiak to approve the agenda of March 19, 2018, as amended. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, and Hanson. Nays: none. Motion carried.

3. **APPROVAL OF MINUTES**

Motion was made by Councilmember Liljegren, seconded by Councilmember Lundberg to approve the City Council minutes of the special meeting of March 5, 2018, and the regular meeting of March 5, 2018, as presented. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, and Hanson. Nays: none. Motion carried.

4. **APPROVAL OF BILLS**

Motion was made by Councilmember Hanson, seconded by Mayor Zylka to approve the bills totaling \$240,884.47 for check numbers 98111 through 98200. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, and Hanson. Nays: none. Motion carried.

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

a. **Award**

1. **Best Tasting Water in Minnesota, Minnesota Rural Water Association, Water Treatment Facility** – Mayor Zylka announced that the City’s Water Treatment facility received the “Best Tasting Water in Minnesota” as judged by Minnesota Rural Water Association; and congratulated the staff on their hard work.

6. **CONSENT AGENDA**

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

a. Received and placed on file the Airport Commission minutes of March 2018; and

b. Approved a request from Will and Tiffany Threlkeld of the Falls Ballroom authorizing the sale of strong beer and wine on June 20, 2018, in Le Bourget Park for the Tour of Minnesota Bike Ride, contingent upon the City being listed as additional insured and a copy of said policy being provided and they clean up after their event; and

c. Received and placed on file the Economic Development Authority minutes of March 2018; and

d. Received and placed on file the Housing and Redevelopment Authority minutes of February 2018; and

e. Received and placed on file the Morrison County Attorney’s Prosecution report for January and February 2018; and

f. Approved an Application for Parade, Walk/Run [Non-State Roadway] Permit as requested by CHI St. Gabriel’s Health’s Live Better Live Longer organization for Rock ‘n Run event to be held on May 19, 2018, in and around the Belle Prairie Athletic Complex from 8:00 to 11:00 a.m., contingent upon the City being listed as additional insured and a copy of said policy is provided, they clean up after their event, and approval is granted by the Police Chief; and

g. Received and placed on file the Public Works report for February 2018; and.

h. Authorized the submittal of a Source Water Protection Implementation Grant Application for the sealing of abandoned Well No. 9, and should the grant be approved, further authorize the execution of all documentation necessary to receive said funds; and

i. Approved the Temporary On Sale Liquor Licenses as requested by the Friends of Linden Hill for May 2, 2018, June 7, 2018, and August 2, 2018, to hold three fundraising events at their facility, 608 Highland Avenue, contingent upon the appropriate paperwork, insurance and fees being provided, and approval is granted by the Minnesota Department of Public Safety, Alcohol and Gambling Enforcement Division and the Police Chief; and

j. Approved the “Notice of Cancellation of Water Tower Antenna and Internet Services” agreement with Michael Cramer of Business Machines Plus effective December 31, 2018, and

further provided the required 12 month notification of the removal of equipment from the water tower or a rental agreement must be executed; and

- k. Received and placed on file the Water Treatment facility report for February 2018.

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

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Lettings**

1. **IT Services, CTC IT** – Motion was made by Mayor Zylka, seconded by Councilmember Hanson to award the Request for Proposal with Alpenglow Technologies, LLC, dba CTCIT, Chanhassen/Brainerd, to provide IT services for all departments of the City and further authorize the execution of the Master Services Agreement for said services. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, and Hanson. Nays: none. Motion carried.

2. **Part 2, Wellhead Protection, Barr Engineering Co.** – Motion was made by Councilmember Hircock, seconded by Councilmember Liljegren to award the Request for Proposal from Barr Engineering Co., Minneapolis, for the contract for Part 2 of the City's Wellhead Protection Plan, Amendment Assistance, based on of project understanding, work plan, cost detail, company qualifications, and personnel qualification, at \$19,183 to be charged to the Water Improvement Fund. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, and Hanson. Nays: none. Motion carried.

3. **Plow Truck Chassis, Nuss Truck and Equipment, Street Department** – Motion was made by Councilmember Gosiak, seconded by Councilmember Lundberg to award the quotation of the state bid, from Nuss Truck and Equipment, Roseville, at \$117,651 for a 2019 Mack Granite truck chassis for the Street Department, to be charged to the Equipment Fund. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, and Hanson. Nays: none. Motion carried.

8. **OLD BUSINESS**

- a. **Resolution 2018-15, Providing the Competitive Negotiated Sale of General Obligation Permanent Improvement Revolving Fund Bonds, Series 2018A** – Councilmember Lundberg introduced and moved for the adoption of Resolution 2018-15, a Resolution Providing for the Competitive Negotiated Sale of \$910,000 in General Obligation Permanent Improvement Revolving Fund Bonds, Series 2018A. Councilmember Hanson seconded the motion for adoption. On a roll call vote; Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, and Hanson. Nays: Knafla [absent]. Council President Hanfler then declared said Resolution 2018-15 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

- b. **Resolution 2018-16, Adopting 2018 Budget and Capital Improvement Plan** – Councilmember Hanson introduced and moved for the adoption of Resolution 2018-16, a Resolution Adopting the Amended 2018 Budget and Capital Improvement Plan. Councilmember Hircock seconded the motion for adoption. On a roll call vote; Ayes: Gosiak, Lundberg, Zylka, Hanfler, Liljegren, Hanson, and Hircock. Nays: Knafla [absent]. Council President Hanfler then declared said Resolution 2018-16 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. **Petition, Snow Removal, Downtown Business District** – Motion was made by Councilmember Hircock, seconded by Councilmember Hanson to receive petitions requesting the City research possible alternative for snow removal in downtown Little Falls, instructed staff to review and report back with possible alternatives. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Liljegren, and Hanson. Nays: none. Motion carried.

- b. **Resolution 2018-17, Arts and Crafts Fair, Large Scale Street and Sidewalk License** – Councilmember Gosiak introduced and moved for the adoption of Resolution 2018-17, a Resolution Establishing the Number of Arts and Crafts Vendors, Restricted Vehicle Parking and No Parking Areas for the Large Scale Street and Sidewalk License requested by the Little Falls Area Chamber of Commerce for their 46th annual Arts and Crafts Fair. Councilmember Liljegren seconded the motion for adoption. On a roll call vote; Ayes: Lundberg, Zylka, Hanfler, Liljegren, Hanson, Hircock, and Gosiak. Nays: Knafla [absent]. Council President Hanfler then declared said Resolution 2018-17 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

- c. **Resolution 2018-18, Antiques and Collectibles Fair, Large Scale Street and Sidewalk License, West Side Improvement Association** – Councilmember Gosiak introduced and moved for the adoption of 2018-18, a Resolution Establishing the Number of

Antiques and Collectibles Vendors, Restricted Vehicle Parking and No Parking Areas for the Large Scale Street and Sidewalk License requested by the West Side Improvement Association for their 16th annual West Little Falls Antiques and Collectibles Fair. Councilmember Hircock seconded the motion for adoption. On a roll call vote; Ayes: Zylka, Hanfler, Liljegren, Hanson, Hircock, Gosiak, and Lundberg. Nays: Knafla [absent]. Council President Hanfler then declared said Resolution 2018-18 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

d. **Resolution 2018-19, Authorize Submittal of Loan Application, Minnesota Public Facilities Authority, Wastewater Improvements** – Councilmember Hanson introduced and moved for the adoption of Resolution 2018-19, a Resolution Authorizing the City's Submittal to the Minnesota Public Facilities Authority for a Loan to Complete Wastewater Treatment System Improvements. Councilmember Lundberg seconded the motion for adoption. On a roll call vote; Ayes: Hanfler, Liljegren, Hanson, Hircock, Gosiak, Lundberg, and Zylka. Nays: Knafla [absent]. Council President Hanfler then declared said Resolution 2018-19 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

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

11. **ANNOUNCEMENTS**

12. **ADJOURNMENT**

Council President Hanfler adjourned the meeting at 7:56 p.m.

Respectfully submitted,

Wendy J. Zylka