

REGULAR CITY COUNCIL MEETING ~ MAY 7, 2018

1. **CALL TO ORDER**

The regular City Council meeting of the City of Little Falls was called to order by Council Vice President Hircock on Monday, May 7, 2018, at 7:30 p.m. Councilmembers Gosiak, Lundberg, Liljegren, Knafla, Hanson, Council Vice President Hircock, and Mayor Zylka were present. Council President Hanfler was absent. It was determined there was a quorum.

2. **APPROVAL OF AGENDA**

Motion was made by Councilmember Liljegren, seconded by Councilmember Lundberg to approve the agenda of May 7, 2018, as presented. Ayes: Hircock, Gosiak, Lundberg, Zylka, Liljegren, Knafla, and Hanson. Nays: none. Motion carried.

3. **APPROVAL OF MINUTES**

Motion was made by Councilmember Knafla, seconded by Councilmember Hanson to approve the City Council minutes of the special work session meeting of April 16, 2018, and the regular meeting of April 16, 2018, as presented. Ayes: Hircock, Gosiak, Lundberg, Zylka, Liljegren, Knafla, and Hanson. Nays: none. Motion carried.

4. **APPROVAL OF BILLS**

Motion was made by Mayor Zylka, seconded by Councilmember Gosiak to approve the bills totaling \$499,639.35 for check numbers 98371 through 98483. Ayes: Hircock, Gosiak, Lundberg, Zylka, Liljegren, Knafla, and Hanson. Nays: none. Motion carried.

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

a. **Presentation**

1. **Economic Impact, Camp Ripley** – Brigadier General Lowell Kruse reviewed the economic impact of Camp Ripley on the surrounding communities; the 2018 training schedule; and the environmental activities at Camp Ripley. The City Council thank Brigadier General Kruse for his presentation and wished him well.

6. **CONSENT AGENDA**

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

- a. Received and placed on file the Airport Commission minutes of April 2018; and
- b. Received and placed on file the Animal Control report for April 2018; and
- c. Received and placed on file the Building report for March 2018; and
- d. Received and placed on file the Economic Development Authority minutes of April 2018; and
- e. Received and placed on file the Fire Department report for April 2018; and
- f. Accepted the recommendations of the Interview Committees and authorized the hiring of the following individuals, all at \$9.65 per hour, effective May 8, 2018, or as soon as they are available: Golf Course, William Riitters as a groundskeeper and Aspen Anderson pro shop/bartender; and in the Streets and Park, Steven Cameron; and
- g. Authorized a letter of support to NJPA on behalf of the City of Pillager's Innovation Funding grant application for dewatering equipment; and
- h. Authorized the placement of a medallion on, not buried, public property for the 2018 Dam Festival with the exception of Maple Island and Mill Parks which cannot be used, from June 11 through 15, 2018, contingent upon Mid Minnesota Federal Credit Union holding the City harmless from liability and that they clean up after the event; and; and
- i. Approved a request from Jeff Tschida, West Side Bar, 115 West Broadway, to allow a special event on June 2, 2018, from 11:00 a.m. to 12:00 a.m. on leased property abutting their property, contingent upon the fence with emergency gates be placed as submitted and agreed upon by the Fire and Police Chiefs, an employee of the bar is posted at all entrances to verify the age of all customers, they clean up after the event, and approval is granted by the Fire and Police Chiefs; and
- j. Approved a Parade Permit/Special Events Application as requested from Our Lady of Lourdes Church for Sunday, June 3, 2018, from 11:30 a.m. to approximately 1:00 p.m. from the Church east on Trunk Highway 27 to First Avenue Southeast to Fourth Street Southeast to St. Mary's Church, contingent upon approval by the Minnesota Department of Transportation, they hold the City harmless and they cleanup after the event; and

- k. Received and placed on file the Recycling report for January 2018; and
- l. Authorize the hiring of the returning summer seasonal employees at the wages list, effective May 8, 2018, or as soon as they are available at the Golf Course: Groundskeepers: Ethan Ballou, Tom Riitters, David Stumpf all at \$9.87; Michael Casillas and David Himley at \$10.32, and John Wagner at \$11.28. Pro Shop/Bartender and Clubhouse Attendant: Emily Orr, Michael Orr, Taylor Czech, Amanda Hanson, and Noah Jones all at \$10.09; John Qualley, Michael Stumpf and Michael Casillas at \$10.32, and Mattia Hendrickson at \$11.03. Cooks: Linda Tretter at \$11.94, Shelly Wieczorek at \$12.76, and Julie Sletton at \$13.34. Clubhouse Supervisor: Sherry Johnson at \$15.89 per hour; and
- m. Authorized the submittal of a Rural Fire Department Volunteer Fire Assistance Matching Grant application to the Minnesota Department of Natural Resources for the purchase of structural turnout gear [gloves] and 40 survivor LED and should said grant be awarded, further authorize the Council President and City Administrator to execute all documents necessary to receive said funds; and
- n. Approved a request from the Little Falls Convention and Visitors Bureau and Great River Arts to allow the placement of chalk art on City sidewalk as submitted beginning June 28, 2018; and
- o. Approved a Temporary Roadway Closing, Sidewalk Closing, Sidewalk Display or Promotion request by Kim Panek owner of The Flower Shoppe, 109 Southeast First Street, to allow for a sidewalk promotion sale May 9 through 12, 2018, contingent upon the appropriate paperwork and insurance listing the City as additional insured are provided, she leaves room for pedestrian to walk and cleans up after the event; and
- p. Approved a Temporary On Sale Liquor License and a Temporary Roadway Closing Permit as requested by St. Mary's Church for June 24, 2018, closing Fourth Street Southeast between Second and Third Avenues Southeast, contingent upon the appropriate paperwork, insurance and fees being provided, and approval is grant by the Fire and Police Chiefs, and the Minnesota Department of Public Safety, Alcohol and Gambling Enforcement Division; and
- q. Approved a Temporary Roadway Closing Permit and requested by the Little Falls Convention and Visitors Bureau on Friday, June 1, 2018, from 4:00 p.m. to 7:00 p.m. on First Street Southeast between Fifth and Sixth Avenues Southeast, contingent upon the appropriate paperwork, insurance and fees being provided, and approval is granted by the Fire and Police Chiefs, and the Public Works Director; and
- r. Approved a Tobacco License as requested by Heather Ingman owner of Pure Xhale LLC, for her business, to be located at 1906B Northeast First Avenue, contingent upon the appropriate paperwork, insurance and fees being provided; and
- s. Received and placed on file the amended Wastewater Treatment facility report for March 2018; and
- t. Received and placed on file the Water Treatment facility report for April 2018.

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

7. **PUBLIC HEARINGS AND LETTINGS**

8. **OLD BUSINESS**

a. **Amend Motion of April 2, 2018, Generator, Total Energy Systems** – Motion was made by Councilmember Knafla, seconded by Councilmember Lundberg to amend the City Council's motion of April 2, 2018, to award the quotation, through the NJPA contract, of \$32,962.80, includes freight and onsite training, from Total Energy Systems, LLC, Eden Prairie, for a Kohler Model 35RDOZT4 30 kW/37.5kVA portable generator and trailer, for the Wastewater Treatment facility, to be charged to the Wastewater Improvement Fund. Ayes: Hircock, Gosiak, Lundberg, Zylka, Liljegren, Knafla, and Hanson. Nays: none. Motion carried.

9. **NEW BUSINESS**

a. **Agreement Bethel Lutheran Church, Election Polling Place, Ward III** – Motion was made by Councilmember Liljegren, seconded by Councilmember Gosiak to authorize the execution of an Agreement with Bethel Lutheran Church moving Ward III polling place from Lincoln Elementary School to Bethel Lutheran Church, 901 West Broadway, effective for the 2018 Elections. Ayes: Hircock, Gosiak, Lundberg, Zylka, Liljegren, Knafla, and Hanson. Nays: none. Motion carried.

b. **Resolution 2018-27, Establish Wards and Polling Places** – Councilmember Lundberg introduced and moved for the adoption of Resolution 2018-27, a Resolution Establishing the Wards and Polling Places for Elections. Councilmember Knafla seconded by the motion for adoption. On a roll call vote; Ayes: Hircock, Gosiak, Lundberg, Zylka, Liljegren, Knafla, and Hanson. Nays: Hanfler [absent]. Council Vice President Hircock then declared said Resolution 2018-27 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

c. **Elections Emergency Plan Information, Morrison County** – Motion was made by Councilmember Gosiak, seconded by Councilmember Lundberg to approve the Elections Emergency Plan as amended for Morrison County to include the Ward III polling place. Ayes: Hircock, Gosiak, Lundberg, Zylka, Liljegren, Knafla, and Hanson. Nays: none. Motion carried.

d. **Recommendation, Airport Commission, Request for Qualifications, TKDA, Airport Zoning** – Motion made by Councilmember Knafla, seconded by Councilmember Hanson to accept the recommendation of the Airport Commission, Public Works Director/Engineer Kimman and Land Services Director Kowalzek, and authorized working with TKDA, St. Paul, on updating the zoning at the Little Falls/Morrison County Airport. Ayes: Hircock, Gosiak, Lundberg, Zylka, Liljegren, Knafla, and Hanson. Nays: none. Motion carried.

e. **Out of State Travel, City Administrator** – Motion was made by Mayor Zylka, seconded by Councilmember Hanson to authorize out of state travel by City Administrator Radermacher to attend the ICMA Conference in Baltimore, MD, September 22 through 26, 2018, with the costs to be reimbursed up to \$1,500 by NJPA. Ayes: Hircock, Gosiak, Lundberg, Zylka, Liljegren, Knafla, and Hanson. Nays: none. Motion carried.

f. **Ordinance No. 9, Seventh Series, Authorize and Direct Sale of Property, Spectrum Holdings, LLC** – Councilmember Liljegren introduced Ordinance No. 9, Seventh Series, an Ordinance Authorizing and Directing the Sale of Certain Property to Spectrum Holdings, LLC, for the sum of \$1,000.

g. **Resolution 2018-26, Administration of Minnesota Wetland Conservation Act** – Councilmember Lundberg introduced and moved for the adoption of Resolution 2018-26, a Resolution Designating the Authority and Administrative Responsibility to Implement the Minnesota Wetland Conservation Act to Morrison Soil and Water Conservation District. Councilmember Knafla seconded the motion for adoption. On a roll call vote; Ayes: Gosiak, Lundberg, Zylka, Liljegren, Knafla, Hanson, and Hircock. Nays: Hanfler [absent]. Council Vice President Hircock then declared said Resolution 2018-26 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

a. Mayor Zylka announced that he and City Administrator Radermacher met with Senator Gazelka on behalf of City issues; and attended a homeless meeting at the Initiative Foundation on May 6, 2018.

b. City Administrator Radermacher announced he will be testifying at the legislature on child care.

12. ADJOURNMENT

Council Vice President Hircock adjourned the meeting at 8:27 p.m.

Respectfully submitted,

Wendy J. Zylka