

City of Little Falls

REGULAR CITY COUNCIL MEETING ~ MAY 21, 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, May 21, 2018, at 7:34 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 Gosiak, seconded by Councilmember Lundberg to approve the agenda of May 21, 2018, as presented. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Knafla, and Hanson. Nays: none. Motion carried.

3. **APPROVAL OF MINUTES**

Motion was made by Mayor Zylka, seconded by Councilmember Knafla to approve the City Council minutes of the special meeting of May 7, 2018, and the regular meeting of May 7, 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 Hircock to approve the bills totaling \$264,187.47 for check numbers 98484 through 98575. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Knafla, and Hanson. Nays: none. Motion carried.

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

a. **Donations**

1. **Resolution 2018-28, Accept First Quarter 2018 Donations** – Councilmember Hircock introduced and moved for the adoption of Resolution 2018-28, a Resolution Accepting Donations for the First Quarter 2018. Councilmember Hanson 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 2018-28 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 Mayor Zylka, seconded by Councilmember Gosiak to take the following action on Consent Agenda items a. through j.:

- a. Received and placed on file the Building report for April 2018; and
- b. Received and placed on file the 2017 Drinking Water report, commonly known as the Consumer Confidence report; and
- c. Received and placed on file the Heritage Preservation Commission minutes of May 2018; and
- d. Accepted the recommendation of the Interview Committee and authorized the hiring of Dylan Lukasavitz and Ethan Wickstrom as laborers in the Parks and Streets, at an hourly rater of \$9.65, effective May 22, 2018, or as soon thereafter as they are available; and
- e. Received and placed on file the Morrison County Attorney's Prosecution report for March and April 2018; and
- f. Approved an Application for the Sale of Fireworks Permanent Structure, as requested by Walmart #1634, 15091 Northeast Eighteenth Street, and TNT Fireworks, Inc., to allow for the sale of fireworks with the Walmart store, contingent upon the appropriate paperwork, insurance, location map, and fees being provided, and approval is granted by the Fire and Police Chiefs; and
- g. Received and placed on file the Public Works report for April 2018; and
- h. Received and placed on file the Recycling report for February 2018; and
- i. Approved a Show License requested by the Rustic Saloon, 112 Southeast First Street, for a DJ outside on their patio on June 15 and 16, 2018, from 9:00 p.m. to 12:00 midnight, contingent upon the appropriate paperwork and fees being provided, and approval is granted by the Fire and Police Chiefs; and
- j. Received and placed on file the Wastewater Treatment facility report for April 2018.

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

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Public Hearing**

1. **Resolution 2018-30, Order in Public Improvement 378A, Fifth Avenue Southeast** – Council President Hanfler opened a scheduled public hearing at 7:38 p.m. to consider surface and/or utility improvements on Fifth Avenue Southeast from a point approximately 420 feet easterly of LeMieur Street to a point approximately 525 feet easterly of LeMieur Street. Public Works Director Kimman presented the affidavit of publication and reviewed the proposed improvements. Asking questions was Marvin Hoheisel, 24791 Pine Ridge Road, Pierz. Council President Hanfler closed the public hearing at 8:02 p.m. Councilmember Gosiak introduced and moved for the adoption of Resolution 2018-30, a Resolution Ordering in Public Improvement 378A, Surface and/or Utility Improvements to Fifth Avenue Southeast. Councilmember Hircock seconded the motion for adoption. On a roll call vote; Ayes: Gosiak, Lundberg, Zylka, Hanfler, and Hircock. Nays: Liljegren [absent], Knafla and Hanson. Council President Hanfler then declared said Resolution 2018-30 to have failed as a 7/8 vote of the City Council was required.

8. **OLD BUSINESS**

a. **Ordinance No. 9, Seventh Series, Sale of Certain Property, Spectrum Holdings, LLC** [Introduced 05/07/18] – Councilmember Hircock introduced and moved for the adoption of 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. Councilmember Hanson 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 Ordinance No. 9 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

b. **Otter Exhibit, Pine Grove Zoo** – Motion was made by Councilmember Gosiak, seconded by Mayor Zylka to support the Friends of Pine Grove Zoo in the efforts to construct an otter exhibit, provided the otters are not purchased/obtained if captured in wild, at Pine Grove Zoo and per the Management Agreement with the Friends of Pine Grove Zoo, the City will provide an additional capital improvement commitment of \$60,000 for a not to exceed total of \$169,000 for said exhibit, to be charged to the Zoo Improvement Fund. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Knafla, and Hanson. Nays: none. Motion carried.

9. **NEW BUSINESS**

a. **Blandin Broadband Application, Blandin Foundation** – Motion was made by Mayor Zylka, seconded by Councilmember Knafla to authorize the submittal of a Blandin Broadband Communities grant application to the Blandin Foundation to assist in identifying, planning and building technological improvements to support the growth and utilization of broadband internet technologies. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Knafla, and Hanson. Nays: none. Motion carried.

b. **Clubhouse, Professional Services, Contegrity Group** – Motion was made by Councilmember Knafla, seconded by Councilmember Hanson to authorize a professional services agreement with Contegrity Group Inc., Little Falls, for a site visit with Kevin Anderson Architect and Contegrity Group to determine needs at the golf course; provide written report including costs and two drawing concepts; and meet with the City Council on the possible clubhouse project, all at a cost not to exceed \$7,500, to be charged to the Golf Improvement Fund. Council President Hanfler called for a roll call vote; Ayes: Zylka, Hanfler, Knafla and Hanson. Nays: Hircock, Gosiak and Lundberg. Motion carried.

c. **Paying Agency, Northland Trust Services** – Motion was made by Councilmember Gosiak, seconded by Councilmember Hanson to authorize the execution of a Trust Services Agreement Relating to Paying Agent, Registrar and Transfer Agent Services for the \$910,000 in General Obligation Permanent Improvement Revolving Fund Bonds, Series, 2018A. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Knafla, and Hanson. Nays: none. Motion carried.

d. **Petition, Handicapped Parking Sign** – Motion was made by Councilmember Hanson, seconded by Councilmember Lundberg to receive a petition requesting the installation of a handicapped parking sign in the 300 block of Second Street Northeast, instructed staff to verify signatures and further forward to the Public Works Director for review and a recommendation. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Knafla, and Hanson. Nays: none. Motion carried.

e. **Petition, Surface Improvements, Seventh and Eighth Avenues Southwest and Alley** – Motion was made by Councilmember Hanson, seconded by Councilmember Gosiak to receive a petition requesting surface and/or utility improvements on Seventh and Eighth Avenues Southwest between Ninth and Tenth Streets Southwest and the alley in Block 22, Water Power

Company Addition No. 2, instructed staff to verify signatures and further forward to the Public Works Director for review and a recommendation. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Knafla, and Hanson. Nays: none. Motion carried.

f. **Planning Commission Recommendations**

1. **Conditional Use Permit, Parking Lot, Independent School District 482** –

Motion was made by Councilmember Gosiak, seconded by Mayor Zylka to accept the recommendation of the Planning Commission, and approved a request related to the construction of an education building for parking lot exceeding 50 stalls on Parcel No. 48.7073.000, as requested by Independent School District 482, based on the findings of fact as submitted in the Planning Commission Report dated May 16, 2018, with no conditions. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Knafla, and Hanson. Nays: none. Motion carried.

2. **Conditional Use Permit, Shared Driveway, Kevin Festler and Darrel Klein** –

Motion was made by Councilmember Knafla, seconded by Councilmember Hircock to accept the recommendation of the Planning Commission and approved a conditional use permit as requested by Kevin Festler and Darrel Klein to construct a shared driveway at 1611 and 1617 Northeast First Avenue, based on the findings of fact as presented in the Planning Commission Report dated May 16, 2018, with no conditions. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Knafla, and Hanson. Nays: none. Motion carried.

3. **Conditional Use Permit, Pay at the Pump Fuel Kiosk and Bulk Fuel Storage, Coborn's Realty Co.** – Motion was made by Councilmember Knafla, seconded by Councilmember Hanson to accept the recommendation of the Planning Commission and approved the conditional use permit as requested by Coborn's Realty Co. to allow for the construction of a pay at the pump fuel kiosk and bulk fuel storage at their property located at 1101 Northeast Second Avenue, Parcel Nos. 48.1775.000, 48.1788.000, 48.2236.000 and 48.2237.000, based on the findings of fact as presented in the Planning Commission Report dated May 16, 2018; and with the following condition: all parking requirements of the City and/or City Code must be met. Ayes: Gosiak, Lundberg, Hanfler, Knafla and Hanson. Nays: none. Abstention: Hircock and Zylka. Motion carried.

4. **Conditional Use Permit, Expansion to Building within Mississippi Headwaters Corridor, Holy Family Church** – Motion was made by Councilmember Lundberg, seconded by Mayor Zylka to accept the recommendation of the of Planning Commission, and approved a conditional use permit as requested by Holy Family Church, 18777 Riverwood, to allow for the expansion of an existing church in a One and Two Family Residential Mississippi Headwaters Corridor District, R.2.M. for new office space and a fellowship hall, based on the findings of fact as presented in the Planning Commission Report dated May 16, 2018, with no conditions. Ayes: Hircock, Gosiak, Lundberg, Zylka, Hanfler, Knafla, and Hanson. Nays: none. Motion carried.

5. **Ordinance No. 10, Seventh Series, Amend City Code Chapter 11, Floodplain Management** – No action taken.

g. **Resolution 2018-29, Designate Electronic Funds Transfers Authority** – Councilmember Hanson introduced and moved for the adoption of Resolution 2018-29, a Resolution Designating the Finance Officer and City Administrator as authorized individuals to make Electronic Funds Transfers of City Funds. Councilmember Gosiak 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 2018-29 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 8:50 p.m.

Respectfully submitted,

Wendy J. Zylka