

**REGULAR CITY COUNCIL MEETING ~ FEBRUARY 19, 2019**

1. **CALL TO ORDER**

The regular City Council meeting of the City of Little Falls was called to order by Council President Hircock on Tuesday, February 19, 2019, at 7:30 p.m. Councilmembers Liljegren, Lundberg, Storlie, Hanson, Gosiak, and Council President Hircock were present. Councilmember Knafla and Mayor Zylka were absent. It was determined there was a quorum.

2. **APPROVAL OF AGENDA**

Council President Hircock amended the agenda by adding 5.a. Motion was made by Councilmember Gosiak, seconded by Councilmember Storlie to approve the agenda of February 19, 2019, as amended. Ayes: Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **APPROVAL OF MINUTES**

Motion was made by Councilmember Liljegren, seconded by Councilmember Hanson to approve the City Council minutes of the special work session meeting of February 4, 2019, and the regular meeting of February 4, 2019, as presented. Ayes: Liljegren, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Abstention: Lundberg. Motion carried.

4. **APPROVAL OF BILLS**

Motion was made by Councilmember Storlie, seconded by Councilmember Lundberg to approve the bills totaling \$322,682.10 for check numbers 100079 through 100151. Ayes: Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

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

a. **Proclamation**

1. **Congenital Heart Defect Awareness** – Council President Hircock read a proclamation on behalf of Mayor Zylka declaring Congenital Heart Defect Awareness week February 7 through 14, 2019.

6. **CONSENT AGENDA**

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

- a. Received and placed on file the Animal Control report for January 2019; and
- b. Approved the following licenses/permits for the annual Dam Festival requested by the Dam Festival Organization Inc., to be held on June 14 and 15, 2019, in and around Maple Island Park, all 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: Dance from 8:00 p.m. to 12:00 midnight, and a Temporary Roadway Closing of Second and Third Avenues Southeast from First Street Southeast to the Mississippi River and all of Dewey Parkway; and
- c. Received and placed on file the Economic Development Authority minutes of January 2019; and
- d. Received and placed on file the Heritage Preservation Commission minutes of February 2019; and
- e. Received and placed on file the Housing and Redevelopment Authority minutes of December 2018; and
- f. Approved a Parade Permit/Special Events Application to the Minnesota Department of Transportation for the Dam2Dam Bicycle Ride as requested by David Sperstad of Central Minnesota MN Bike Club to be held on June 15, 2019, from 6:00 a.m. to 3:00 p.m., contingent upon approval by the Police Chief, Public Works Director, the Minnesota Department of Transportation, and they cleanup after the event; and
- g. Received and placed on file the Public Works report for January 2019; and
- h. Received and placed on file the Recycling report for November 2018; and
- i. Approved Temporary Roadway Closing, Sidewalk Closing, Sidewalk Display or Promotions permits as requested by the Shoppes of Little Falls to allow a canopy and tables to be set up on the sidewalk in front of their building located 102 Southeast First Street, from 8:00 a.m. to 6:00 p.m. on April 6, 13, 20, and 27, 2019; May 10, 11, 17, 18, 24, 25, 2019; June 13 through 16, 22 and 29, 2019; all contingent upon the appropriate paperwork, insurance listing the City as additional insured is received, adequate space be provided for pedestrians to use sidewalk, and approval is granted by the Fire and Police Chiefs and the Public Works Director; and

j. Received and placed on file the Wastewater Treatment facility report for January 2019; and.

k. Received and placed on file the Water Treatment facility report for January 2019.

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

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

### a. **Lettings**

1. **Ditch Witch, Charles Machine Works** – Motion was made by Councilmember Lundberg, seconded by Councilmember Gosiak to award the quotation, through the Sourcewell cooperative agreement, from Charles Machine Works, Perry, OK, through Ditch Witch of Minnesota and Iowa, Fergus Falls, at \$4,241.01, for a UtiliGuard DW Locating system and related equipment, for the Public Works Department, to be charged to the Equipment Fund. Ayes: Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

## 8. **OLD BUSINESS**

a. **Approval of Job Description and Points, Engineering Technician/Water Distribution** – Motion was made by Councilmember Storlie, seconded by Councilmember Lundberg to approve the amended Engineering Technician/Water Distribution job description and the modification of said position to Pay Grade 7, and further authorized the reposting to the Union per the Labor Agreement and should no one apply or be qualified, advertise to the general public. Ayes: Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

### b. **Memorandums of Agreements** [Tabled 02/04/19]

1. **American Federation of State, County and Municipal Employees, Extended Leave Additional Duties, Engineering, Water and City Hall Staff** – Motion was made by Councilmember Liljegren, seconded by Councilmember Storlie to approve and authorize the execution of the Memorandum of Understanding with the American Federation of State, County and Municipal Employees, Council No. 65, for the additional work of certain employees due to leaves of absence of other employees. Ayes: Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

2. **American Federation of State, County and Municipal Employees, Extended Leave/Additional Interim Duties, Wastewater/Water Staff** – Motion was made by Councilmember Storlie, seconded by Councilmember Liljegren to approve and authorize the execution of the Memorandum of Understanding with the American Federation of State, County and Municipal Employees, Council 65, for the interim duties as Wastewater Supervisor and Water Supervisor of certain employees. Ayes: Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **International Union of Operating Engineers, Local 49, Extended Addition Duties, Wastewater Staff** – Motion was made by Councilmember Lundberg, seconded by Councilmember Storlie to approve and further authorized the execution of the Memorandum of Understanding with the International Union of Operating Engineers, Local 49, for the additional duties of the Wastewater Operator. Ayes: Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

## 9. **NEW BUSINESS**

a. **Design Contract Amendments, Short Elliot Hendrickson** – Motion was made by Councilmember Lundberg, seconded by Councilmember Storlie to approve and authorized the execution of the Supplement Agreement with Short Elliot Hendrickson for the amendment of the plans and specifications, at the City's request, at a cost of \$29,300, for a new total of \$1,170.800, to be charged to the Project; and further authorize the bidding of the Wastewater Treatment project. Ayes: Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

### b. **Police Department**

1. **Appoint Trevor Killeaney, Part-time Patrol Officer** – Motion was made by Councilmember Hanson, seconded by Councilmember Storlie to authorize the hiring, off the established eligibility list, of Trevor Killeaney, as a part-time Patrol Officer at \$24.71 per hour, effective as soon as available and contingent upon him passing a physical and drug/alcohol testing. Ayes: Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

2. **Eligibility List Patrol Officer, Police Department** – Motion was made by Councilmember Storlie, seconded by Councilmember Gosiak to authorize the advertisement for a Patrol Officer eligibility list. Ayes: Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

c. **Former Minnesota Association of Professional Employees Union**

1. **Amend Personnel Policy 9, Payroll, Overtime, Compensatory Time** –

Motion was made by Councilmember Storlie, seconded by Councilmember Hanson to adopt Personnel Policy 9, Payroll, Overtime, Compensatory Time, as amended. Ayes: Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

2. **Resolution 2019-20, Establish Pay Grade and Steps, Nonunion Fulltime Employees** – Councilmember Hanson introduced and moved for the adoption of Resolution 2019-20, a Resolution Establishing 2019/2020 Nonunion Fulltime Employee Pay Grades and Step Schedule. Councilmember Lundberg seconded the motion for adoption. On a roll call vote; Ayes: Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: Knafla and Zylka [both absent]. Council President Hircock then declared said Resolution 2019-20 to have received the majority vote of the entire 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 Hircock adjourned the meeting at 8:13 p.m.

Respectfully submitted,

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Wendy J. Zylka