

REGULAR CITY COUNCIL MEETING ~ APRIL 1, 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 Monday, April 1, 2019, at 7:30 p.m. Councilmembers Liljegren, Lundberg, Storlie, Hanson, Gosiak, Council President Hircock, and Mayor Zylka were present. Councilmember Knafla was absent. It was determined there was a quorum.

2. **APPROVAL OF AGENDA**

Motion was made by Councilmember Gosiak, seconded by Councilmember Hanson to approve the agenda of April 1, 2019, as presented. Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **APPROVAL OF MINUTES**

Motion was made by Councilmember Storlie, seconded by Mayor Zylka to approve the City Council minutes of the special meeting of March 18, 2019, and the regular meeting of March 18, 2019, as presented. Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

4. **APPROVAL OF BILLS**

Motion was made by Councilmember Liljegren, seconded by Councilmember Lundberg to approve the bills totaling \$2,649,136.94 for check numbers 100291 through 100362. Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

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

a. **Proclamation**

1. **Nation Service Recognition Day, April 2, 2019** – Mayor Zylka proclaimed April 2, 2019, as National Service Recognition Day in Little Falls; and further acknowledged Mary Blake, John Blom, Helen Funk, Edna Gallus, S. Bernita Lindstrom, S. Carol Mecko, Dennis Bjorn for their combined volunteer hours of 5,776 in 2018 assisting children in the School District working one-on-one with students who need extra help in reading, spelling and math.

6. **CONSENT AGENDA**

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

a. Received and placed on file the Building report for February 2019; and

b. Authorized the participation in the 2019 Day of Caring; purchasing lawn/leaf bags for the event; renting port-a-potties; contracting with garbage hauler for the collection of leaves; and staff time picking up garbage/leaves from the routes and the City parks and playgrounds on May 8, 2019, with the funds to be charged to the Park Budget; and

c. Approved an Application for a Display of Fireworks permit as requested by Pyrotechnic Display, Inc., Clear Lake, for June 15, 2019, from Maple Island Park during Dam Festival, contingent upon the appropriate paperwork and insurance listing the City as additional insured is provided, they clean up after the event, and approval is granted by the Fire and Police Chiefs; and

d. Received and placed on file the Police report for February 2019; and

e. Approved the amendments to Policy No. 43, Library Room Usage; and

f. Received and placed on file the Public Works report for February 2019; and

g. Accepted the resignation of Richard Mattison as a part-time Patrol Officer at the Police Department, effective March 1, 2019, and further thank him for his commitment to the City.

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

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Lettings**

1. **Resolution 2019-21, Award/Concur Bid, Public Improvement 375, Knife River** – Councilmember Storlie introduced and moved for the adoption of Resolution 2019-21, a Resolution Awarding and Concurring the Lowest Responsible Bid received from Knife River Corporation, North Central, Little Falls, at \$7,546,501.92 for Public Improvement 375, [Trunk Highway 27]. Mayor Zylka seconded the motion. On a roll call vote; Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: Knafla [absent]. Council President Hircock then declared said Resolution 2019-21 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

8. **OLD BUSINESS**

a. **Amend City Council Motion of March 18, 2019, Appoint of Logan Schuett, Seasonal Engineering Technician** – Motion was made by Mayor Zylka, seconded by Councilmember Storlie to amend the City Council’s motion of March 18, 2019, and authorized the hiring of Logan Schuett as a Seasonal Engineering Aid at \$11.93 per hour, effective as soon as he is available. Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Ordinance No. 14, Seventh Series, Rezone Oakland Cemetery Property** [Introduced 03/18/19] – Councilmember Gosiak moved for the adoption of Ordinance No. 14, Seventh Series, an Ordinance Rezoning Parcel of Land Commonly Known as Oakland Cemetery to Noncentral Business District B-2. Councilmember Liljegren seconded the motion for adoption. On a roll call vote; Ayes: Lundberg, Zylka, Hircock, Storlie, Hanson, Gosiak, and Liljegren. Nays: Knafla [absent]. Council President Hircock then declared said Ordinance No. 14 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. **Interview Committee Recommendation, Appoint MaKayla Payne, Payroll Administrator/Benefits Coordinator** – Motion was made by Councilmember Lundberg, seconded by Councilmember Hanson to accept the recommendation of the Interview Committee and hire/appoint MaKayla Payne as the Payroll Administrator/Benefits Coordinator, at the hourly rate of pay established by the Labor Agreement of the American Federation of State, County and Municipal Employees, Council 65, contingent upon successful completion of a background check, physical examination, and passing the drug/alcohol testing, effective as soon as she is available. Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Big Dig Requests, Little Falls Convention and Visitors Bureau, Great River Arts and Others** – Motion was made by Councilmember Gosiak, seconded by Councilmember Liljegren to approve the use of City property/facilities and various permits as submitted by the Little Falls Convention and Visitors Bureau, et al, for June 6, June 20, June 27, July 11, July 18, July 25, August 1, August 8, August 15, and August 29, 2019, all contingent upon the appropriate paperwork, fees and insurance listing the City as additional insured are provided, they clean up after the events, and approval is granted by the Fire and Police Chiefs. Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

Motion was then made by Councilmember Lundberg, seconded by Councilmember Hanson to approve the use of City property/facilities and various permits as submitted by the Little Falls Convention and Visitors Bureau, et al, for June 13 and August 22, 2019, all contingent upon the appropriate paperwork, fees and insurance listing the City as additional insured are provided, they clean up after the events, and approval is granted by the Fire and Police Chiefs; and further authorized alcohol in public spaces within the designated event areas should an organization apply, be approved and provide the appropriate paperwork, fees, etc. Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

c. **Petition, Remove Three Hour Parking, Broadway Avenue East** – Motion was made by Councilmember Hanson, seconded by Councilmember Lundberg to receive a petition requesting the removal of the three hour parking along Broadway Avenue East between Eleventh and Twelfth Streets East, instructed staff to verify signatures, and further forward to the Public Works Department for review and a recommendation. Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

d. **Resolution 2019-22, Intent to Sell Bonds, Public Improvement 375 [Trunk Highway 27]** – Councilmember Storlie introduced and moved for the adoption of Resolution 2019-22, a Resolution of Intent to Sell Bonds for Public Improvement 375, Trunk Highway 27 Project. Mayor Zylka seconded the motion for adoption. On a roll call vote; Ayes: Zylka, Hircock, Storlie, Hanson, Gosiak, Liljegren, and Lundberg. Nays: Knafla [absent]. Council President Hircock then declared said Resolution 2019-22 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

e. **Resolution 2019-30, Acquisition of Right-of-Way Easement, Troy and Jennifer Nouis** – Mayor Zylka introduced and moved for the adoption of Resolution 2019-30, a Resolution Authorizing the Acquisition of Right-of-Way Easement Property from Troy S. and Jennifer Nouis for the sum of \$1,220. Councilmember Storlie seconded the motion for adoption. On a roll call vote; Ayes: Hircock, Storlie, Hanson, Gosiak, Liljegren, Lundberg, and Zylka. Nays: Knafla [absent]. Council President Hircock then declared said Resolution 2019-30 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

f. **Resolution 2019-31, Acquisition of Right-of-Way Easement, Rita A. Richner** – Councilmember Gosiak introduced and moved for the adoption of Resolution 2019-31, a Resolution Authorizing the Acquisition of Right-of-Way Property from Rita A. Richner for the sum of \$2,460. Councilmember Hanson seconded the motion for adoption. On a roll call vote; Ayes: Storlie, Hanson, Gosiak, Liljgren, Lundberg, Zylka, Hircock. Nays: Knafla [absent]. Council President Hircock then declared said Resolution 2019-31 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

g. **Temporary Occupancy Permit, BNSF Railway, Wastewater Project** – Motion was made by Councilmember Storlie, seconded by Councilmember Gosiak to approve the application to BNSF Railway for a Temporary Occupancy Permit for the right-of-way adjacent to the Wastewater Treatment facility during their construction/improvement project; and further authorized the payment of the associated fees, to be charged to the Wastewater Renovation Project. Ayes: Liljgren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

h. **Policy No. 33, Heritage Preservation Commission Rehabilitation Construction** – Motion was made by Councilmember Liljgren, seconded by Councilmember Lundberg to accept the recommendation of the Heritage Preservation Commission, and approved the amendment to Policy No. 33, Heritage Preservation Commission's Guidelines for Rehabilitation and Construction. Ayes: Liljgren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

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

11. ANNOUNCEMENTS

a. Councilmember Storlie requested that broadcasting the work session be discussed at a future work session meeting.

12. ADJOURNMENT

Council President Hircock adjourned the meeting at 8:11 p.m.

Respectfully submitted,

Wendy J. Zylka