

City of Little Falls

REGULAR CITY COUNCIL MEETING ~ MAY 6, 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, May 6, 2019, at 7:30 p.m. in the City Council Chambers at City Hall. Councilmembers Knafla, Liljegren, Lundberg, Storlie, Hanson, Gosiak, Council President Hircock and Mayor Zylka were present. It was determined there was a quorum.

2. **APPROVAL OF AGENDA**

Council President Hircock amended the agenda by deleting item 9.h. Motion was made by Mayor Zylka, seconded by Councilmember Liljegren to approve the agenda of May 6, 2019, as amended. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **APPROVAL OF MINUTES**

Motion was made by Councilmember Knafla, seconded by Councilmember Storlie to approve the City Council minutes of the special work session meeting of April 15, 2019; and the regular meeting of April 15, 2019, as presented. Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Abstention: Knafla. Motion carried.

4. **APPROVAL OF BILLS**

Motion was made by Councilmember Storlie, seconded by Councilmember Lundberg to approve the bills totaling \$242,412.45 for check numbers 100454 through 100542. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

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

a. **Proclamations**

1. **Firefighter Appreciation Week, May 5, 2019** – Mayor Zylka proclaimed the week of May 5, 2019, as Firefighter Appreciation Week and thanked all our firefighters for their dedication to our community.

2. **Police Appreciation Week, May 12, 2019** – Mayor Zylka proclaimed the week of May 12, 2019, as Police Appreciation Week and thanked all our police personnel for their dedication to our community.

b. **Award**

1. **Transportation Alternatives Grant Award, Bike and Pedestrian Safety Improvement Project** – Motion was made by Councilmember Hanson, seconded by Councilmember Storlie to receive notice of the award of the Transportation Alternatives program grant for Bike and Pedestrian Safety Improvements from the Minnesota Department of Transportation. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

6. **CONSENT AGENDA**

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

a. Received and placed on file the Animal Control report for April 2019; and

b. Hired the following returning summer employees at the hourly rate stated, effective January 1, 2019, or as soon as they are available, at the Golf Course: Groundskeepers Andrew Poster and Brian Lindquist at \$9.86, Ethan Ballou and Tom Riitters at \$10.08, Emily Orr at \$10.31, Michael Casillas and David Himley at \$10.54; Pro Shop/Bartenders and Clubhouse Taylor Czech, Amanda Hanson and Emily Orr at \$10.31, Michael Stumpf, Michael Casillas and John Qualley at \$10.54, and Mattia Hendrickson at \$11.27; Cooks Linda Tretter at \$12.20, Shelly Wiczorek at \$13.04 and Julie Slettom at \$13.63; and Supervisor Sherry Johnson at \$16.24 per hour; and

c. Approved a Parade Permit as requested by the Little Falls Dam Festival Organization, to allow a parade on June 15, 2019, on Sixth Street East from Thirteenth Avenue Northeast to Fifth Avenue Southeast, contingent upon the appropriate paperwork and insurance being received, approval is granted by the Fire and Police Chiefs and Public Works Director, and they clean up after the event; and

d. Approved a Sale of Fireworks Permanent Structure License as requested by Walmart, 15091 Northeast Eighteenth Street, contingent upon the appropriate paperwork, insurance and fee being provided, and approval is granted by the Fire and Police Chiefs; and

e. Approved the insert of the Cone Zone Summer Block flyer within the May 20, 2019, utility bill; and

f. Received and placed on file the Water reports for March and April 2019; and

g. Received and placed on file the Zoning Administrator's report for April 2019.

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

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Lettings**

1. **Materials Testing, Independent Testing Technologies, Inc., Public Improvement 375** – Motion was made by Councilmember Storlie, seconded by Councilmember Knafla to award the overall low quotation from Independent Testing Technologies, Waite Park, for the required materials testing services for Trunk Highway 27 and adjacent ordered in roadways, to be charged to the Public Improvement 375. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

8. **OLD BUSINESS**

a. **Ordinance No. 15, Seventh Series, Authorize and Direct Sale of Property, ABS Properties, LLC** [Introduced 04/15/19] – Councilmember Storlie moved for the adoption of Ordinance No. 15, Seventh Series, an Ordinance Authorizing and Directing the Sale of Certain Property to ABS Properties, LLC, at a cost of \$16,000. Councilmember Hanson seconded the motion for adoption. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Council President Hircock then declared said Ordinance No. 15 to have received the unanimous vote of the City Council and the same to have been duly passed, approved and adopted.

b. **Amended Memorandums of Understanding, American Federation of State County and Municipal Employees, Council 65** – Motion was made by Councilmember Gosiak, seconded by Councilmember Storlie to approve the Material Increase in Work Memorandum of Understanding; and the Temporary Change in Job Duties Memorandum of Understanding, both with the American Federation of State County and Municipal Employees, Council 65, which replaces the Memorandums approved on February 4, 2019. Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Abstention: Zylka. Motion carried.

c. **Amended Memorandum of Understanding, International Union of Operating Engineers, Local 49** – Motion was made by Councilmember Knafla, seconded by Councilmember Liljegren to approve the Temporary Change in Job Duties Memorandum of Understanding with the International Union of Operating Engineers, Local 49, which replaces the Memorandum approved on February 4, 2019. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

9. **NEW BUSINESS**

a. **Ordinance No. 16, Seventh Series, Authorize and Direct Sale of Certain Property, Morrison County** – Councilmember Hanson introduced Ordinance No. 16, Seventh Series, an Ordinance Authorizing and Directing the Sale of Certain Property to Morrison County for the sum of \$10.

b. **Recommendation of Interview Committee, Establish Hiring Eligibility List and Hire Axel Lange, Patrol Officer** – Motion was made by Councilmember Storlie, seconded by Mayor Zylka to accept the recommendation of the Interview Committee and established the part-time Patrol Officer hiring eligibility list, and further authorized the hiring of Axel Lange as a part-time Patrol Officer, contingent upon him passing the background investigation, physical examination, drug and alcohol testing, at 90% of the starting Patrol Officer pay as established by Resolution 2001-42, effective as soon as he is available. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

c. **Recommendation of Interview Committee, Guy Efraimson and Stephen Hartzell, Wastewater Operators** – Motion was made by Councilmember Lundberg, seconded by Councilmember Knafla to accept the recommendation of the Interview Committee and appointed Guy Efraimson and Stephen Hartzell as Wastewater Operators, at the rate of pay established by the International Union of Operating Engineers, Local 49, Labor Agreement, contingent upon them passing the physical examination, drug and alcohol testing, effective as soon as they are available. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

d. **Recommendation, Joint Airport Zoning Board, Zoning Amendment, Little Falls/Morrison County Airport** – Motion was made by Councilmember Knafla, seconded by Councilmember Hanson to accept and concur with the recommendation the Joint Airport Zoning Board, on proposed amendments to the Zoning Ordinance of the Little Falls/Morrison County Airport, and further forward the proposed ordinance to the Minnesota Department of Transportation, Office of Aeronautics, for review, comment and approval. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

e. **Resolution 2019-36, Airport Maintenance and Operation Grant Contract, Minnesota Department of Transportation** – Motion was made by Councilmember Storlie to accept the recommendation of the Airport Commission and introduced and moved for the adoption of Resolution 2019-36, a Resolution Authorizing the Execution of an Airport Maintenance and Operation Grant Contract with the State of Minnesota, Department of Transportation, Office of Aeronautics, S.P. A4901-MO20 and S.P. A4901-MO21. Councilmember Lundberg seconded the motion for adoption. On a roll call vote; Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, Gosiak, and Knafla. Nays: none. Council President Hircock then declared said Resolution 2019-36 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved and adopted.

f. **Resolution 2019-37, Amend Resolution 2019-07, Order in Public Improvement 375, Block 22, Water Power Company No. 2** – Councilmember Gosiak introduced and moved for the adoption of Resolution 2019-37, a Resolution Amending Resolution 2019-07 by Declaring the Project will be Bid by July 1, 2020, [Public Improvement 375, Block 22, Water Power Co. 2]. Councilmember Hanson seconded the motion for adoption. On a roll call vote; Ayes: Lundberg, Zylka, Hircock, Storlie, Hanson, Gosiak, Knafla, and Liljegren. Nays: none. Council President Hircock then declared said Resolution 2019-37 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

g. **Resolution 2019-38, Authorize Development Agreement, ABS Properties LLC** – Councilmember Storlie introduced and moved for the adoption of Resolution 2019-38, a Resolution Authorizing the Execution of a Development Agreement with ABS Properties LLC. Councilmember Knafla seconded the motion for adoption. On a roll call vote; Ayes: Zylka, Hircock, Storlie, Hanson, Gosiak, Knafla, Liljegren, and Lundberg. Nays: none. Council President Hircock then declared said Resolution 2019-38 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved and adopted.

i. **Wastewater Construction/Improvement Project**

1. **Interim Construction Management Services, Short Elliott Hendrickson** – Motion was made by Councilmember Hanson, seconded by Mayor Zylka to approve an Agreement for Professional Services with Short Elliott Hendrickson Inc., St. Cloud, for Interim Construction Administration for the Wastewater Improvement Project, to be charged to the Project. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

2. **Request for Proposals, Construction Management Services** – Motion was made by Councilmember Liljegren, seconded by Mayor Zylka to authorize the request for proposal on construction management services for the Wastewater Improvement Project until 5:00 p.m. on Wednesday, May 15, 2019. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

j. **Trunk Highway 27 and Camp Ripley Veterans State Trail, Interim Construction Management Services Agreement, Bolton & Menk, Inc.** – Motion was made by Councilmember Hanson, seconded by Councilmember Storlie to accept the recommendation of staff and authorized the execution of a Confirmation of Engineering Services with Bolton & Menk, Inc., Baxter, for the interim construction management services on the Trunk Highway 27 and Camp Ripley Veterans State Trail projects, with the costs to be charged to the individual projects. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

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

11. **ANNOUNCEMENTS**

12. **ADJOURNMENT**

Council President Hircock adjourned the meeting at 8:21 p.m.

Respectfully submitted,

Wendy J. Zylka