

REGULAR CITY COUNCIL MEETING ~ FEBRUARY 3, 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, February 3, 2020, at 7:30 p.m. in the City Council Chambers at City Hall. Councilmembers Knafla, Liljegren, Lundberg, Storlie, Hanson, Council President Hircock and Mayor Zylka were present. Councilmember Gosiak was absent. It was determined there was a quorum.

2. APPROVAL OF AGENDA

Motion was made by Councilmember Knafla, seconded by Councilmember Liljegren to approve the agenda of February 3, 2020, as presented. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, and Hanson. Nays: none. Motion carried.

3. APPROVAL OF MINUTES

Motion was made by Councilmember Storlie, seconded by Councilmember Lundberg to approve the City Council minutes of the special work session meeting of January 21, 2020; and the regular meeting of January 21, 2020, as presented. Ayes: Knafla, Liljegren, Lundberg, Zylka, and Storlie. Nays: none. Abstention: Hircock and Hanson. Motion carried.

4. APPROVAL OF BILLS

Motion was made by Councilmember Storlie, seconded by Councilmember Knafla to approve the bills totaling \$2,223,327.00 for check numbers 102015 through 102076. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, and Hanson. Nays: none. Motion carried.

5. AWARDS, DONATIONS, PRESENTATIONS AND PROCLAMATIONS

6. CONSENT AGENDA

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

- a. Received and placed on file the Airport Commission minutes of January 2020; and
- b. Approved the following requests from Dam Festival Organization Inc., for their an Dam Festival to be held on June 19 and 20, 2020, in Maple Island Park: a Temporary On Sale Liquor license to allow the sale of strong beer and wine and allow the sale within and on public property; an application for a raffle, bingo and Pulltabs; a parade permit from 10:30 a.m. until 1:00 p.m. on First Street East from Seventh Avenue Northeast to Eighth Avenue Southeast; closed/blocked the handicapped parking within the park for added room; and a temporary roadway closed on Frist Street Southeast between Third and Fifth Avenues Southeast from 12:00 noon to 6:00 p.m. on June 20, 2020; all requests contingent upon the appropriate paperwork, fees and insurance listing the City as additional insurance; approval is granted by the Fire and Police Chiefs and the Public Works Director/Engineer; and approval is granted by the Minnesota Department of Public Safety, Alcohol and Gambling Enforcement Division, and the Minnesota Charitable Gambling Control Board, with no waiting period; and they clean up after the event; and
- c. Received and placed on file the Joint Airport Zoning Board minutes of January 2020.
- d. Received and placed on file the Planning Commission minutes of January 2020; and
- e. Received and placed on file the Reviewed Financial Statements dated December 31, 2019, of the Friends of Linden Hill, Inc.; Friends of Pine Grove Zoo; and Senior Citizens, Inc.; and
- f. Approved a Temporary On Sale Liquor License application to sell strong beer and wine by Franciscan Sisters of Little Falls at their facility, 116 Southeast Eighth Avenue, on April 17, 2020, contingent on the appropriate paperwork, insurance and fees being provided, and approved is granted by the Minnesota Department of Public Safety, Alcohol and Gambling Enforcement Division.

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

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Lettings**

1. **GMS Sierra 2500, Ranger Chevrolet, Water** – Motion was made by Councilmember Lundberg, seconded by Mayor Zylka to authorize the purchase of a 2020 GMC Sierra 2500 pickup, off the State bid, at \$29,900.40 plus tax, from Ranger Chevrolet, Hibbing; and a front 8.5 foot plow, off the State bid, from North Central Truck Equipment, St. Cloud, at \$5,554.31, both for Water, to be charged to the Water Improvement Fund. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie and Hanson. Nays: none. Motion carried.

2. **LEA Administrative and Equipment Inventory Software, LEA Data Technologies, Police** – Motion was made by Councilmember Storlie, seconded by Mayor Zylka to authorize the purchase of an Administrative Software Suite and Equipment Inventory Tracking Software Suite from LEA Data Technologies, Happy Valley, OR, at a cost of \$4,120 for the Police, to be charged to the Police Budget. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, and Hanson. Nays: none. Motion carried.

3. **Server, Dell Inc., Police** – Motion was made by Councilmember Hanson, seconded by Councilmember Knafla to authorize the purchase of a Dell PowerEdge R740 Server from Dell Inc., at a cost of \$16,624.41 for the Police, to be charged to the Equipment Fund. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, and Hanson. Nays: none. Motion carried.

8. **OLD BUSINESS**

a. **Resolution 2020-04, Declare Surplus Property and Donate Public Art, Great River Arts** [Postponed 01/06/20] – Motion was made by Councilmember Storlie, seconded by Councilmember Hanson to delete Resolution 2020-04, a Resolution Declaring Certain Property Surplus, as other arrangements for the public art have been made. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, and Hanson. Nays: none. Motion carried.

b. **Resolution 2020-10, Amend Bonding Request, Trunk Highway 27 [Memorial Bridge], Rail/Bridge Crossing** – Councilmember Knafla introduced and moved for the adoption of Resolution 2020-10, a Resolution Authorizing the Amendment to the City's Application to the Minnesota Management and Budget Office for the Trunk Highway 27 Mississippi River [Memorial Bridge] at Grade Separation with the BSNF Railway Railroad Tracks Design from \$6 million to \$3 million. Mayor Zylka seconded the motion for adoption. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, and Hanson. Nays: Gosiak [absent]. Council President Hircock then declared said Resolution 2020-10 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

c. **City Council Motion, 2020 Ford F350 Pickup and Utility Box, Streets and Parks** Motion was made by Councilmember Storlie, seconded by Mayor Zylka to amend the City Council's motion of January 21, 2020, to authorize the purchase of a 2020 Ford F350 regular cab pickup from Midway Ford Commercial, Roseville, at a cost of \$33,998.74 and a utility dump body, also off the State bid, from Crysteel Truck Equipment, Fridley, at a cost of \$12,325.43, for the Street and Parks, to be charged to the Equipment Fund. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, and Hanson. Nays: none. Motion carried.

9. **NEW BUSINESS**

a. **Interview Committee Recommendation, Craig Seelen, Fire Chief, Inspector, Emergency Manager** – Motion was made by Councilmember Storlie, seconded by Councilmember Liljegren to accept the recommendation of the Interview Committee, and appointed Craig Seelen, Fire Chief, Inspector, Emergency Manager, effective February 24, 2020, at Pay Grade 14, Step 1. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie and Hanson. Nays: none. Motion carried.

b. **Engineering Technician, Position Description Update, Advertise to Fill** – Motion was made by Councilmember Storlie, seconded by Councilmember Lundberg to approve the updated Engineering Technician position description and authorized the posting of said position within the American Federation of State, County and Municipal Employees, Council 65; should no one apply or be qualified for the position, post to the remaining internal employees for five business days; and should no one apply or be qualified for the position, authorized posting to the general public. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, and Hanson. Nays: none. Motion carried.

c. **Fulltime Patrol Officer, Advertise to Fill** – Motion was made by Councilmember Knafla, seconded by Councilmember Hanson to authorize the advertisement following past guidelines, to fill a fulltime Patrol Officer position within the Police Department. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircocock, Storlie, and Hanson. Nays: none. Motion carried.

d. **Mayor's Appointments, Various Boards** – Motion was made by Councilmember Hanson, seconded by Councilmember Storlie to approve Mayor Zylka's appointments to: *Airport Commission* Greg Zylka term 01/31/23; *Community Services Advisory Board* James Storlie term 01/31/21; *Economic Development Authority* – Mark Gerbi term 01/31/26; *Fire Relief Association City Representatives* Greg Zylka and Frank Gosiak term 01/31/21; *Heritage Preservation Commission* Ashley Kaisershot term 01/31/23; *Housing and Redevelopment Authority* Raquel Lundberg term 01/31/25; *Park, Recreation and Tree Board* Raquel Lundberg and Jon Vetter term 01/31/23; and *Planning Commission* Frank Gosiak term 01/31/23. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircocock, Storlie, and Hanson. Nays: none. Motion carried.

e. **Regional Sustainable Development Partnership, University of Minnesota, Resilient Communities** – Motion was made by Councilmember Storlie, seconded by Mayor Zylka to authorize the submittal of a Regional Sustainable Development Partnership Resilient Community Project Brief to the University of Minnesota on the assisting the City with a wayfinding signage plan. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircocock, Storlie, and Hanson. Nays: none. Motion carried.

f. **Resolution 2020-08, Declare Surplus Property and Authorize the Disposal Thereof** – Councilmember Lundberg introduced and moved for the adoption of Resolution 2020-08, a Resolution Declaring Certain Property Surplus and Authorizing the Disposal Thereof, [vehicles]. Councilmember Storlie seconded the motion for adoption. On a roll call vote; Ayes: Liljegren, Lundberg, Zylka, Hircocock, Storlie, Hanson, and Knafla. Nays: Gosiak [absent]. Council President Hircocock then declared said Resolution 2020-08 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

g. **Resolution 2020-09, Year End Transfers** – Councilmember Hanson introduced and moved for the adoption of Resolution 2020-09, a Resolution Approving the 2019 Year End Transfers. Councilmember Lundberg seconded the motion for adoption. On a roll call vote; Ayes: Lundberg, Zylka, Hircocock, Storlie, Hanson, Knafla, and Liljegren. Nays: Gosiak [absent]. Council President Hircocock then declared said Resolution 2020-09 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

h. **Resolution 2020-11, Accept Petition and Order Feasibility Report, Public Improvement 383** – Councilmember Storlie introduced and moved for the adoption of Resolution 2020-11, a Resolution Accepting a Petition and Ordering a Feasibility Report on the Proposed Surface and/or Utility Improvements on Eighth Avenue Southwest between Eighth and Ninth Streets Southwest. Councilmember Knafla seconded the motion for adoption. On a roll call vote; Ayes: Zylka, Hircocock, Storlie, Hanson, Knafla, Liljegren, and Lundberg. Nays: Gosiak [absent]. Council President Hircocock then declared said Resolution 2020-11 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

i. **Resolution 2020-12, Order Feasibility Report, Public Improvement 383** – Councilmember Liljegren introduced and moved for the adoption of Resolution 2020-12, a Resolution Ordering a Feasibility Report on Proposed Staff Initiated Surface and/or Utility Improvements on Sixth Avenue Southwest between Seventh and Ninth Streets Southwest; and on Seventh Avenue Southwest between Eighth and Ninth Streets Southwest; and on Eighth Avenue Southwest between Seventh and Eighth Streets Southwest. Councilmember Lundberg seconded the motion for adoption. On a roll call vote; Ayes: Hircocock, Storlie, Hanson, Knafla, Liljegren, Lundberg, and Zylka. Nays: Gosiak [absent]. Council President Hircocock then declared said Resolution 2020-12 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, BUREAUS, COMMISSIONS AND COMMITTEES

11. **ANNOUNCEMENTS**

12. **ADJOURNMENT**

Council President Hircock adjourned the meeting at 8:18 p.m.

Respectfully submitted,

Wendy J. Zylka