

REGULAR CITY COUNCIL MEETING ~ MARCH 16, 2020

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, March 16, 2020, at 7:30 p.m. in the City Council Chambers at City Hall. Councilmembers Liljegren, Lundberg, Storlie, Hanson, Gosiak, Council President Hircock and Mayor Zylka were present. Councilmember Knafila was absent. It was determined there was a quorum.

2. APPROVAL OF AGENDA

Motion was made by Mayor Zylka, seconded by Councilmember Hanson to approve the agenda of March 16, 2020, 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 Councilmember Liljegren to approve the City Council minutes of the special work session meeting of March 2, 2020; and the regular meeting of March 2, 2020, as presented. Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

4. APPROVAL OF BILLS

Motion was made by Councilmember Lundberg, seconded by Councilmember Storlie to approve the bills totaling \$1,264,784.22 for check numbers 102222 through 102336. Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

5. AWARDS, DONATIONS, PRESENTATIONS AND PROCLAMATIONS

6. CONSENT AGENDA

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

- a. Received and placed on file the 2019 Minnesota Statewide Airport Economic Impact Study from the Minnesota Department of Transportation, Office of Aeronautics; and
- b. Received and placed on file the Animal Control report for February 2020; and
- c. Approved to the Minnesota Charitable Gambling Control Board an Application for Exempt Permit for July 26, 2020, to allow for gambling, with no waiting period; and a Temporary On Sale Malt Beverage License for July 25 and 26, 2020, both as requested by Our Lady of Lourdes Church, 208 West Broadway, contingent upon the appropriate paperwork, insurance and fees being provided and approval is granted by the Police Chief; and
- d. Approved to the Minnesota Charitable Gambling Control Board, an Application for Exempt Permit as requested by St. Mary's Parish, 305 Southeast Fourth Street, to allow for a raffle on their grounds on June 28, 2020, with no waiting period; and
- e. Approved to the Minnesota Charitable Gambling Control Board, an Application for Exempt Permit to allow bingo and raffle, with no waiting period; and a Temporary On Sale Malt Beverage License all requested by Holy Family Church, 18777 Riverwood, both to be held on June 14, 2020, contingent upon the appropriate paperwork, insurance and fees being provided, and approval is granted by the Police Chief; and
- f. Amend the request for an Application for Exempt Permit as requested by Horizon Health, Inc., to allow bingo and raffle at the VFW Post 1112, 1210 Northeast Third Avenue, from April 24, 2020, to January 29, 2021; and
- g. Received and placed on file the Community Services Advisory Board minutes of December 2019; and
- h. Received and placed on file the Fire report for February 2020; and
- i. Received and placed on file the Housing and Redevelopment Authority minutes for February 2020; and
- j. Approved an Application for Parade, Walk/Run Non-State Roadway event as requested by Leah Schilling for May 17, 2020, contingent upon the appropriate paperwork

being provided, she cleans up after the event, and approval is granted by the Police Chief; and

k. Received and placed on file the Recycling report for December 2019 and the annual Recycling report for 2019; and

l. Approved the following requests by the Little Falls Convention and Visitors Bureau and the Little Falls Downtown Council, contingent upon the appropriate paperwork, insurance and fees being provided, they clean up after the events, and approval is granted by the Fire and Police Chiefs: 1] dance/special event permit on June 11, 2020, in Washington Playground; 2] dance/special event permit on July 18, 2020, in Maple Island Park; and 3] dance/special event permit on August 20, 2020, in Pine Grove Zoo; and

m. Received and placed on file the Wastewater report for February 2020; and

n. Received and placed on file the Water report for February 2020.

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

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Public Hearings**

1. **Resolution 2020-21, Order in Surface and/or Utility Improvements, Eighth Avenue Southwest, Public Improvement 383** – Council President Hircock opened a scheduled public hearing at 7:34 p.m. to consider ordering in surface and/or utility improvements on Eighth Avenue Southwest between Eighth and Ninth Streets Southwest. Public Works Director/Engineer Kimman presented the affidavit of publication and reviewed the deferral of assessment policy and the proposed improvements. Speaking to the proposed improvements: Mary Bednarek, 903 Lilac Lane. Public Works Director/Engineer Kimman provided a letter from Joseph Bachan, 810 Southwest Seventh Avenue. Council President Hircock closed the public hearing at 7:41 p.m. Councilmember Hanson introduced and moved for the adoption of Resolution 2020-21, a Resolution Ordering in Public Improvement 383, Surface and/or Utility Improvements on Eighth Avenue Southwest between Eighth and Ninth Streets Southwest. Councilmember Lundberg seconded the motion for adoption. On a roll call vote; Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: Knafla [absent]. Council President Hircock then declared said Resolution 2020-21 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

2. **Resolution 2020-22, Order In Surface and/or Utility Improvements, Non-Petitioned Areas, Southwest, Public Improvement 383** – Council President Hircock opened a scheduled public hearing at 7:42 p.m. to consider ordering in surface and 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 Street Southwest. Public Works Director/Engineer Kimman presented the affidavit of publication, reviewed the deferral of assessment policy and the proposed project. No one spoke. Council President Hircock closed the public hearing at 7:46 p.m. Councilmember Lundberg introduced and moved for the adoption of Resolution 2020-22, a Resolution Ordering in Public Improvement 383, Surface and/or Utility Improvement 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 Street Southwest, under Public Improvement 383. 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 Resolution 2020-22 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

b. **Lettings**

1. **Automated Meter Reading System Upgrades** – Motion was made by Councilmember Liljegren, seconded by Councilmember Storlie to award the quotation from Ferguson Waterworks, LLC, Blaine, for an Automated Meter Reading System upgrade, including two R900 collectors, installed at no charge; R900 hosted software at \$9,450 in year one; \$11,445 in year two; and \$13,475 in year three; and further authorized the purchase of a belt clip at \$2,500; to be charged one-half each to the Water

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

2. **Water System Modeling, Short Elliott Hendrickson, Water** – Motion was made by Councilmember Storlie, seconded by Councilmember Hanson to award the low quotation of \$15,400 from Short Elliott Hendrickson, St. Cloud, to update the water distribution system model, to be charged to the Water Improvement Fund. Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **Engineer Final Design Work, Westwood Engineering, Sunrise Addition 3** – Motion was made by Councilmember Hanson, seconded by Councilmember Gosiak to award the quotation/proposal from Westwood Engineering, St. Cloud, in the amount of \$32,855 to complete the Sunrise Addition 3 final design work, to be charged to Public Improvement 386. Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

8. **OLD BUSINESS**

9. **NEW BUSINESS**

a. **Position Descriptions, Points and Pay Grades, Golf Course** – Motion was made by Councilmember Gosiak, seconded by Councilmember Lundberg to approve the position descriptions, points and pay grades and recommendations of the Human Resources Director as follows: Clubhouse Supervisor 225 points, Grade 8; Head Groundskeeper, 201 points, Grade 7; Cook 145 points, Grade 4, Lead Clubhouse Attendant, 130 points, Grade 3; and Groundskeeper, 100 points, Grade 2; and further authorized the internal posting for Head Groundskeeper, Cook, Lead Clubhouse Attendant and Groundskeeper; followed by posting to the general public if necessary. Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Letters of Support, Morrison County Historical Society and Oasis Central Minnesota** – Motion was made by Councilmember Hanson, seconded by Councilmember Gosiak to approve letters of support to our legislators on behalf of the Morrison County Historical Society and Oasis Central Minnesota for the funding requests. Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

c. **Morrison County Clean Up Day Grant and Recycling Grant Agreements** – Motion was made by Councilmember Storlie, seconded by Councilmember Lundberg to accept and authorized the execution of Clean Up Day Grant and Recycling Grant Agreements with Morrison County. Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

d. **Petition, Water and Sewer Extension, Amber and Clayton Olson** – Motion was made by Councilmember Hanson, seconded by Councilmember Liljegren to receive a petition from Amber and Clayton Olson, 1101 Hilton Road, requesting the extension of water and sewer to their property, instructed staff to verify signatures, and further forwarded to the Public Works Director/Engineer for a recommendation. Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

e. **Resolution 2020-23, Large Scale Street and Sidewalk License, West Side Improvement Association** – Deb Retka and Rosie LeBlanc, representing the West Side Improvement Association, reviewed their request for their annual West Little Falls Antiques and Collectibles event to be held on September 12 and 13, 2020. Councilmember Storlie introduced and moved for the adoption of Resolution 2020-23, a Resolution Establishing the Number of Antiques and Collectibles Vendors, Restricted Vehicle Parking and No Parking Areas, for the West Little Falls Antiques and Collectible Fair on September 12 and 13, 2020. 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 2020-23 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

f. **Resolution 2020-24, Large Scale Street and Sidewalk License, Little Falls Area Chamber of Commerce** – Debora Boelz and Mary Bednarek, representing the Little Falls Area Chamber of Commerce, reviewed their request for their annual Arts and Crafts event to be held on September 12 and 13, 2020. Councilmember Gosiak introduced and moved for the adoption of Resolution 2020-24, a Resolution Establishing the Number of Arts and Crafts Vendors, Restricted Vehicle Parking and No Parking Areas, for the Arts and Crafts Fair on September 12 and 13, 2020. Councilmember Hanson 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 2020-24 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

a. Councilmember Gosiak reviewed a bike and trail summit he attended.

b. Mayor Zylka reviewed that he and City Administrator Radermacher testified at a legislative hearing regarding the City's proposed local option sales tax; attended the Coalition of Greater Minnesota Cities Legislative Action Day; and that he also attended the Coalition of Greater Minnesota Cities Board of Directors meeting.

c. City Administrator Radermacher reviewed the current Covid-19 health pandemic and the ever-changing events affecting the City.

12. CLOSED MEETING

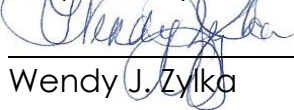
Motion was made by Councilmember Hanson, seconded by Councilmember Gosiak to recess to a scheduled closed meeting at 8:32 p.m. pursuant to Minnesota Statute 13D.05, Subdivision 3(c)3, to determine develop a purchase price of property legally described as Part of Lot 8, all of Lots 12 and 13, Subdivision of Block 63, Thayer's Addition, and Lots 9, 10 and 11, Block 63, Thayer's Addition. Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

Motion was made by Councilmember Gosiak, seconded by Councilmember Lundberg to reopen the meeting at 9:00 p.m. Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

13. ADJOURNMENT

Council President Hircock adjourned the meeting at 9:00 p.m.

Respectfully submitted,



Wendy J. Zylka