

REGULAR CITY COUNCIL MEETING ~ APRIL 20, 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, April 20, 2020, at 7:30 p.m. via Zoom video conference under Minnesota Statute 13D.021, due to the Covid-19 health pandemic. On a roll call, the following were present: Councilmembers Knafla, Liljegren, Lundberg, Hanson, Gosiak, Council President Hircock and Mayor Zylka. Absent: Councilmember Storlie. It was determined there was a quorum.

2. APPROVAL OF AGENDA

Motion was made by Councilmember Hanson, seconded by Councilmember Knafla to approve the agenda of April 20, 2020, as presented. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Hanson, and Gosiak. Nays: none. Motion carried.

3. APPROVAL OF MINUTES

Motion was made by Councilmember Gosiak, seconded by Councilmember Liljegren to approve the City Council minutes of the special work session meeting of April 6, 2020, as presented; and the regular meeting of April 6, 2020, as amended. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Hanson, and Gosiak. Nays: none. Motion carried.

4. APPROVAL OF BILLS

Motion was made by Mayor Zylka, seconded by Councilmember Lundberg to approve the bills totaling \$1,431,196.40 for check numbers 102412 through 102497. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, 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 Knafla to take the following action on Consent Agenda items a. through k.:

- a. Received and placed on file the Animal Control report for March 2020; and
- b. Approved to the Minnesota Charitable Gambling Control Board, an Application for Exempt Permit as requested by the Minnesota Rodeo Association to allow a raffle at the Morrison County Fairgrounds on September 20, 2020, and further waived any waiting period; and
- c. Approved Deferral of Special Assessment 2020B for Public Improvement 375; and
- d. Received and placed on file the Economic Development Authority minutes of March 25, 2020; and
- e. Received and placed on file the Fire report for March 2020; and
- f. Received and placed on file the Investment Recap dated March 31, 2020; and
- g. Received and placed on file the Police report for March 2020; and
- h. Received and placed on file the Public Works report for March 2020; and
- i. Approved a Sale of Fireworks Permanent Structure License as requested by Coborn's Marketplace and American Promotional Events, Inc./TNT Fireworks for the property at 1101 Northeast Second Avenue, contingent upon the appropriate paperwork, insurance and fees being provided, and approval is granted by the Fire and Police Chiefs; and
- j. Accepted the recommendation of the Golf Manager and the Human Resources Director and appointed the following returning Seasonal Summer Employees as Lead Clubhouse Attendants at the Golf Course effective April 21, 2020, all at Pay Grade 4, and Step/hourly wage listed: Mattia Hendrickson Step 3 \$12.65; John Qualley Step 2 \$12.37; Taylor Czech Step 1 \$12.10; and Emily Orr at Step 1 \$12.10;
- k. Received and placed on file the Wastewater report for March 2020.

On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Hanson, and Gosiak. Nays: none. Motion carried.

7. **PUBLIC HEARINGS AND LETTINGS**

8. **OLD BUSINESS**

a. **Site Host Agreement, ZEF Energy Inc.** [Postponed 04/06/20] – Motion was made by Councilmember Hanson, seconded by Mayor Zylka to accept the recommendation of the City Attorney and approved and authorized the execution of a Site Host Agreement with ZEF Energy Inc., Edina, to install and operate one electric vehicle charging hub within Maple Island Park’s parking lot. On a roll call vote; Ayes: Knafla, Liljegren, Zylka, Hircock, and Hanson. Nays: Lundberg and Gosiak. Motion carried.

9. **NEW BUSINESS**

a. **Change Order 1, Rice Lake Construction Group, Wastewater Improvement Project** – Motion was made by Councilmember Hanson, seconded by Mayor Zylka to accept the recommendation of Short Elliott Hendrickson and approved Change Order 1 for a net increase of \$124,113 with Rice Lake Construction Group, Deerwood, for the additional work at the Wastewater facility as a part of the Wastewater Improvement Project, to be charged to the Project. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Planning Commission Recommendation, Fleet Addition Final Plat** – Motion was made by Mayor Zylka, seconded by Councilmember Liljegren to accept the recommendation of the Planning Commission, and approved the Fleet Addition final plat as presented. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Hanson, and Gosiak. Nays: none. Motion carried.

c. **Police Sergeant Position**

1. **Position Description** – Motion was made by Councilmember Knafla, seconded by Councilmember Gosiak to accept the recommendation of the Police Chief and Human Resources Director and approved the updated Police Sergeant position description as presented. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Hanson, and Gosiak. Nays: none. Motion carried.

2. **Post Police Sergeant Position** – Motion was made by Councilmember Hanson, seconded by Councilmember Liljegren to authorize the internal posting of the Police Sergeant position within the Police Department for five days and if there is no interested candidates that apply authorize the posting to the general public to fill the position. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Hanson, and Gosiak. Nays: none. Motion carried.

d. **Resolution 2020-29, Accept Petition and Order Feasibility Report, Block 6, Country Club Addition** – Councilmember Liljegren introduced and moved for the adoption of Resolution 2020-29, a Resolution Accepting a Petition and Ordering a Feasibility Report on the Proposed Surface and/or Utility Improvements to Block 6, Country Club Addition. Councilmember Knafla seconded the motion for adoption. On a roll call vote; Ayes: Liljegren, Lundberg, Zylka, Hircock, Hanson, Gosiak, and Knafla. Nays: Storlie [absent]. Council President Hircock then declared said Resolution 2020-29 to have received the majority vote of the City Council and the same to have been duly passed, approved and adopted.

e. **Wastewater Discharge Agreements**

1. **Airborn Interconnect Inc.** – Motion was made by Councilmember Lundberg, seconded by Councilmember Gosiak to approve and authorized the execution of a Wastewater Treatment Agreement between the City of Little Falls and Airborn Interconnect Inc., regarding discharge to the Wastewater facility. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Hanson, and Gosiak. Nays: none. Motion carried.

2. **Anderson Custom Processing** – Motion was made by Councilmember Knafla, seconded by Councilmember Hanson to approve and authorized the execution of a Wastewater Treatment Agreement between the City of Little Falls and Anderson Custom Processing, regarding discharge to the Wastewater facility. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Hanson, and Gosiak. Nays: none. Motion carried.

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

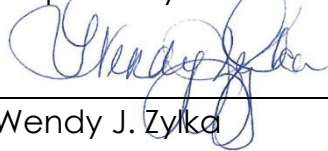
a. Mayor Zylka reported that the Economic Development Authority continues to work with small businesses on funding opportunities during this health pandemic.

11. **ANNOUNCEMENTS**

12. **ADJOURNMENT**

Council President Hircock adjourned the meeting at 8:03 p.m.

Respectfully submitted,



Wendy J. Zylka