

**REGULAR CITY COUNCIL MEETING ~ MAY 4, 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, May 4, 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 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**

Motion was made by Councilmember Storlie, seconded by Councilmember Liljegren to approve the agenda of May 4, 2020, as presented. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **APPROVAL OF MINUTES**

Motion was made by Councilmember Hanson, seconded by Mayor Zylka to approve the City Council minutes of the special work session meeting of April 20, 2020, as presented; and the regular meeting of April 20, 2020, as amended. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Hanson, and Gosiak. Nays: none. Abstention: Storlie. Motion carried.

4. **APPROVAL OF BILLS**

Motion was made by Councilmember Gosiak, seconded by Councilmember Knafla to approve the bills totaling \$237,305.34 for check numbers 102498 through 102558. On a roll call vote; Ayes: Knafla, 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 Storlie, seconded by Councilmember Liljegren to take the following action on Consent Agenda items a. through e.:

- a. Approved the Addendum to the Arrangement Letter from August 28, 2018, with Schlenner Wenner & Company; and
- b. Approved Deferral of Assessment 2020C for Public Improvement 375; and
- c. Received and placed on file the Economic Development Authority minutes of April 2020; and
- d. Approved to the Minnesota Charitable Gambling Control Board, the Friends of Linden Hill's request to change their previously approved raffle from June 18, 2020, to June 17, 2021; and
- e. Approved to the Minnesota Charitable Gambling Control Board, Horizon Health, Inc.'s, request to change their previously approved raffle from April 24, 2020, to September 25, 2020.

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

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Lettings**

1. **Mower, Midwest Machinery, Streets and Parks** – Motion was made by Councilmember Gosiak, seconded by Councilmember Lundberg award the low quotation off the State bid from Midwest Machinery, Little Falls, for a 2020 John Deere 1575 TerrainCut Commercial Front Mower, with discharge mower deck, two-stage snow blower, and heavy-duty rotary broom, at \$44,650 less trade-in of \$5,150 for a total cost of \$39,500 for the Streets and Parks, to be charged to the Equipment Fund. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

2. **West Water Tower Rehabilitation, Viking Industrial Painting** – Motion was made by Councilmember Hanson, seconded by Councilmember Gosiak to accept the recommendation of the City's Engineers, Short Elliott Hendrickson, and awarded the low bid from Viking Industrial Painting, Omaha, NE, to completed the West Water Tower

Rehabilitation, to be charged to the Water Improvement Fund. One a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

8. **OLD BUSINESS**

a. **Resolution 2020-30, Adopt Drug and Alcohol Policies** – Councilmember Lundberg introduced and moved for the adoption of Resolution 2020-30, a Resolution Adopting Department of Transportation (DOT) and Non-Department of Transportation (Non-DOT) Drug and Alcohol Testing Policies. Mayor Zylka 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 Resolution 2020-30 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved and adopted.

9. **NEW BUSINESS**

a. **Interview Committee Recommendation, Brian Lindquist, Head Groundskeeper, Golf Course** – Motion was made by Councilmember Lundberg, seconded by Councilmember Knafla to accept the recommendation of the Interview Committee and appointed Brian Lindquist to the Head Groundskeeper position at the Golf Course effective May 5, 2020, at Pay Grade 7, Step 1 (\$17.92 per hour), contingent upon passing a physical, background investigation and drug/alcohol testing. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Fire Department**

1. **Grant Application, Department of Natural Resources, Volunteer Fire Assistance, Turn Out Gear** – Motion was made by Mayor Zylka, seconded by Councilmember Storlie to authorize the submittal of a grant application to the Minnesota Department of Natural Resource through their Volunteer Fire Assistant Grant program for a set of turn out gear with a 50-50 match, and should said grant be awarded further authorized the execution of all documents necessary to receive said funding. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

2. **Intent to Purchase, 2005 Freightliner M2 Rescue Truck, State of Minnesota** - – Motion was made by Councilmember Gosiak, seconded by Councilmember Hanson to authorize the execution of a non-binding Intent to Purchase with the State of Minnesota for a 2005 Freightliner Rosenbauer M2 Rescue Truck at a cost of \$70,000, for the Fire Department, to be charged to the Fire Equipment Fund. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **Position Descriptions**

a. **Paid On Call Assistant Fire Chief** – Motion was made by Mayor Zylka, seconded by Councilmember Knafla to approve the position description of the Paid On Call Assistant Fire Chief as presented. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Paid On Call Fire Captain** – Motion was made by Councilmember Lundberg, seconded by Councilmember Liljegren to approve the position description of the Paid On Call Fire Captain as presented. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

4/5. **Internal Organization Chart and Internal Posting** – Motion was made by Councilmember Lundberg, seconded by Mayor Zylka to approve the internal organizational chart for the Fire Department as presented and further authorized the internal advertising to employees for three Paid On Call Fire Captain positions. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

c. **Resolution 2020-31, Approve Plans and Specifications and Call for Bids, Public Improvement 383** – Councilmember Storlie introduced and moved for the adoption of Resolution 2020-31, a Resolution Approving the Plans and Specifications and Calling for Bids for the 2020 Improvement Projects, (i.e. surface and/or utility improvements on portions of Sixth, Seventh and Eighth Avenues Southwest). Councilmember Knafla 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 2020-31 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved and adopted.

d. **Resolution 2020-32, Approve Plans and Specification and Call for Bids, Public Improvement 386** – Councilmember Storlie introduced and moved for the adoption of Resolution 2020-32, a Resolution Approving the Plans and Specifications and Calling for Bids for Surface and/or Utility Improvements to Sunrise Addition 3. Councilmember Liljegren 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 2020-32 to have received the unanimous vote of the entire 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**

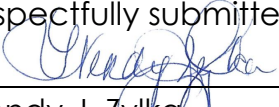
11. **ANNOUNCEMENTS**

a. Council President Hircock announced that the Planning Commission will be holding a public hearing on the City's proposed Americans with Disabilities Act Transition Plan on Monday, May 11, 2020, via live Zoom video conferencing.

12. **ADJOURNMENT**

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

Respectfully submitted,

  
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Wendy J. Zylka