

**REGULAR CITY COUNCIL MEETING ~ AUGUST 3, 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, August 3, 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 Gosiak, seconded by Councilmember Hanson to approve the agenda of August 3, 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 Knafla, seconded by Councilmember Liljegren to approve the City Council minutes of the special work session meeting of July 20, 2020; and the regular meeting of July 20, 2020, as presented. On a roll call vote; Ayes: Knafla, 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 \$2,131,059.49 for check numbers 103047 through 103128. 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**

a. **Donations**

1. **Resolution 2020-47, Accept Donation(s)** – Councilmember Storlie introduced and moved for the adoption of Resolution 2020-47, a Resolution Accepting Donations for the Second Quarter 2020. 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 Resolution 2020-47 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

6. **CONSENT AGENDA**

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

a. Affirmed no changes to Policy 74, Data Practices; and

b. Ratified and confirmed the Walk-Run-Bicycle event request from David Sperstad of Touright Bicycle Shop for a National Night Out/Ride with Heroes bicycle ride on August 4, 2020, from approximately 5:00 p.m. to 8:00 p.m. with the route as presented, contingent upon social distancing guidelines being practiced, they clean up after the event and approval is granted by the Police Chief; and

c. Approved a Walk-Bun-Bike event requested by Jacki Devine for a River Rat 8K/4K Run on August 22, 2020, from approximately 7:30 a.m. to 10:00 a.m. with the route as represented, contingent upon social distancing guidelines being practiced, they clean up after the event and approval is granted by the Police Chief.

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. **Workstations, KI, Engineering** – Motion was made by Councilmember Storlie, seconded by Mayor Zylka to authorize the purchase, through Sourcewell, of four workstations from KI (Krueger International), Green Bay, WI, for the Engineering staff at \$8,846.24 plus installation at \$1,315.00 for a total cost not to exceed \$10,161.24, 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. **Portable Radios, Granite Electronics, Fire** – Motion was made by Mayor Zylka, seconded by Councilmember Gosiak to authorize the purchase of five APX 4000 7/800 MHZ model portable radios and related equipment, through the State bid, from Granite Electronics, Saint Cloud, at a cost not to exceed \$15,023.75 for the Fire Department, to be charged to the Fire Equipment Budget. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **Rescue Tools, Equipment Management Company Fire/Heiman Inc., Fire** – Motion was made by Councilmember Storlie, seconded by Councilmember Knafla to award the low quotation of \$33,583 from Equipment Management Company EMC Fire through Heiman, Inc., Ashton, IA, for Genesis spreaders, push/pull/ram, chargers and related equipment, for the Fire Department, to be charged to the Fire Equipment Fund. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

4. **Make Up Air Unit, Central Mechanical, Wastewater** – Motion was made by Councilmember Storlie, seconded by Councilmember Liljegren to ratify and confirm the low quotation received from Central Mechanical LLC, at \$16,887 for a new make up air unit and installation on the Control building at the Wastewater facility, to be charged to the Wastewater Repair and Maintenance Budget. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

## 8. **OLD BUSINESS**

a. **Covid-19 Preparedness Plan Updates** – Motion was made by Councilmember Storlie, seconded by Councilmember Hanson to approve the updates to the City's Covid-19 Preparedness Plan dated July 25, 2020, [to include updates to vehicle sanitizing of fire vehicles and facemask order by Governor Walz]. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

## 9. **NEW BUSINESS**

### a. **Police Staffing**

1. **Retirement, Charles Strack, Police** – Motion was made by Councilmember Gosiak, seconded by Councilmember Knafla to accept the letter of retirement from Charles Strack, as a Patrol Officer Investigator from the Police Department effective July 17, 2020, thanked him for his 22 years of service to our community, and wished him well in his retirement. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

2. **Establish Position Description, Police Sergeant Investigator** – Motion was made by Councilmember Storlie, seconded by Councilmember Lundberg to accept the recommendation of the Police Chief and the Human Resource Director and established a Police Sergeant Investigator position, approved the position description, at 385 points for placement in Pay Grade 10. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **Post Police Sergeant Investigator Position** – Motion was made by Councilmember Gosiak, seconded by Councilmember Storlie to authorize posting the Police Sergeant Investigator position, per the Law Enforcement Labor Services Labor Agreement and City policies. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

4. **Post Patrol Officer Position** – Motion was made by Councilmember Knafla, seconded by Councilmember Storlie to authorize the posting of a Patrol Officer position per the Law Enforcement Labor Services Labor Agreement and City policies. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

5. **School Liaison Officer Agreement, Independent School District 482** – Motion was made by Councilmember Hanson, seconded by Councilmember Lundberg to authorize the execution of a Contract for Services, School Liaison Officer Agreement with Independent School District 482 for school year 2020/2021 and 2021/2022. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Recommendation of Interview Committee, Collin Eckman, Lead Clubhouse**

**Attendant** – Motion was made by Councilmember Storlie, seconded by Councilmember Hanson to accept the recommendation of the Interview Committee and appointed Collin Eckman a Lead Clubhouse Attendant at Pay Grade 3, Step 1, \$12.10 per hour, on a part-time salary schedule effective August 4, 2020, within the Golf. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

c. **Petition, Sewer, Oak Street** – Motion was made by Councilmember Knafla, seconded by Councilmember Lundberg to receive a petition from Sharon and Richard Radl, 16927 Oak Street, requesting the installation of sewer on Oak Street, instructed staff to verify signatures, and further forwarded said request to the Public Works Department for review and a recommendation. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

d. **Use of City Property, National Night Out, Running Tacos/Touright Bicycle Shop** – Motion was made by Councilmember Storlie, seconded by Councilmember Liljegren to authorize the use of City property described as part of Lot 3, Searles City Acre Lot [near intersection of Lindbergh Drive South and Eleventh Street Southwest], by Running Tacos LLC and Touright Bicycle Shop to park a food truck there on August 4, 2020, from approximately 5:00 p.m. to 8:00 p.m. during the National Night Out/Ride with Heroes event, contingent upon all proceeds being donated as stated in the request, they provide insurance listing the City as additional insured with not less than \$1 million dollars, and they clean up after the event. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, Gosiak, and Knafla. Nays: Zylka. Motion carried.

e. **Resolution 2020-48, Submittal of COVID-19 Relief Partnership Emergency Funding Applications, Fire and Police** – Councilmember Storlie introduced and moved for the adoption of Resolution 2020-48, a Resolution Authorizing the Submittal of Covid-19 Relief Partnership Emergency Funding Applications to Sourcewell for tablets for Fire and laptops for Police, with no matching funds requirements. 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 2020-48 to have received the unanimous vote of the entire City Council and the same to have been passed, approved, and adopted.

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

11. **ANNOUNCEMENTS**

12. **ADJOURNMENT**

Council President Hircock recessed the meeting at 8:04 p.m. to go into a scheduled closed meeting.

Motion was made by Councilmember Knafla, seconded by Councilmember Liljegren to close the meeting at 8:07 p.m. pursuant to Minnesota Statue 13D.05, Subdivision 3(b), to discuss pending litigation Lisa Lintner v. City of Little Falls. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

Motion was made by Councilmember Hanson, seconded by Councilmember Liljegren to reopen the meeting at 8:37 p.m. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

12. **ADJOURNMENT**

Council President Hircock adjourned the meeting at 8:38 p.m.

Respectfully submitted,

  
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Wendy J. Zylka