

REGULAR CITY COUNCIL MEETING ~ OCTOBER 5, 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, October 5, 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, Lundberg, Storlie, Hanson, Gosiak, Council President Hircock, and Mayor Zylka were present. Councilmember Liljegren was absent. It was determined there was a quorum.

2. APPROVAL OF AGENDA

Council President Hircock amended the agenda by adding item 8.a. Motion was made by Councilmember Knafla, seconded by Councilmember Lundberg to approve the agenda of October 5, 2020, as amended. On a roll call vote; Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. APPROVAL OF MINUTES

Motion was made by Councilmember Storlie, seconded by Councilmember Knafla to approve the City Council minutes of the special work session meeting of September 21, 2020; and the regular meeting of September 21, 2020; as presented. On a roll call vote; Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

4. APPROVAL OF BILLS

Motion was made by Councilmember Gosiak, seconded by Councilmember Hanson to approve the bills totaling \$1,531,252.63 for check numbers 103442 through 103512. 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. Proclamation

1. **National Pregnancy and Infant Loss Awareness Day, October 15, 2020** – Mayor Zylka proclaimed October 15, 2020, as National Pregnancy and Infant Loss Awareness Day in Little Falls.

6. CONSENT AGENDA

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

a. Received and placed on file the Economic Development Authority minutes for September 2020; and

b. Received and placed on file the Morrison County Attorney's Prosecution report for July and August 2020; and

c. Received and placed on file the Recycling report for July 2020; and

d. Accepted the resignation of Susan (Susy) Prosapio from the Heritage Preservation Commission and thanked her for her commitment and contributions to our community; and

e. Received and placed on file the Water report for September 2020.

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

7. PUBLIC HEARINGS AND LETTINGS

a. Public Hearings

1. **Resolution 2020-65, Adopt Final Assessment Roll, Public Improvement 551** –

Council President Hircock opened a scheduled public hearing at 7:37 p.m. to consider the adoption of the final assessment roll for Public Improvement 551, (i.e. utility improvements to Block 6, Country Club Addition). Public Works Director/Engineer Kimman presented the affidavit of publication and reviewed the improvements and the application for deferral of assessment process for those individuals who are 65 years of age or older or handicapped meeting income guidelines; or those individuals who qualify under active military as defined in Minnesota Statute Section 190.05. As the City Council meeting and public hearing were conducted via Zoom video conference, the City Hall Conference Room was equipped with a laptop computer and telephone for individuals who wished to

object to the assessments or to ask questions. Asking questions: Joshua Hoffman, 1001 Hilton Road; Mark Erickson, 1100 Call Place; and Amanda Cox, 1106 Call Place. Council President Hircock closed the public hearing at 7:45 p.m. Mayor Zylka then introduced and moved for the adoption of Resolution 2020-65, a Resolution Adopting the Final Assessment Roll for Public Improvement 551. Councilmember Gosiak seconded the motion for adoption. On a roll call vote; Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: Liljegren (absent). Council President Hircock then declared said Resolution 2020-65 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

2. **Resolution 2020-66, Adopt Final Assessment Roll, Miscellaneous Non-Utility Accounts** – Council President Hircock opened a scheduled public hearing at 7:46 p.m. to consider the adoption of the final assessment roll for Miscellaneous Non-Utility Accounts, (i.e. Administrative Citations, meter repairs, mowing, and property abatement). Finance Officer Kasella presented the affidavit of publication and reviewed the improvements and the application for deferral of assessment process for those individuals who are 65 years of age or older or handicapped meeting income guidelines; or those individuals who qualify under active military as defined in Minnesota Statute Section 190.05. As the City Council meeting and public hearing were conducted via Zoom video conference, the City Hall Conference Room was equipped with a laptop computer and telephone for individuals who wished to object to the assessments or to ask questions. Asking questions: Gerald Forcier, 1101 Northeast Seventh Street. Council President Hircock closed the public hearing at 7:49 p.m. Councilmember Storlie then introduced and moved for the adoption of Resolution 2020-66, a Resolution Adopting the Final Assessment Roll for Miscellaneous Non-Utility Accounts. Mayor Zylka seconded the motion for adoption. On a roll call vote; Ayes: Lundberg, Zylka, Hircock, Storlie, Hanson, Gosiak, and Knafla. Nays: Liljegren (absent). Council President Hircock then declared said Resolution 2020-66 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

b. **Lettings**

1. **Leaf and Brush Collection, Bob LeMieur Rolloffs Refuse & Recycling Inc.** – Motion was made by Councilmember Knafla, seconded by Councilmember Gosiak to award the low quotation of \$4,175 from Bob LeMieur Rolloffs Refuse & Recycling Inc., Little Falls, for the fall leaf and brush collection to be held on October 24, 2020, rain/shine or snow with bags out by 6:00 a.m. and the hauler leaving the bags, to be charged to the SCORE Grant. On a roll call vote; Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

8. **OLD BUSINESS**

a. **Amend City Council Motion, September 21, 2020, CableCast, Great River TV** – Motion was made by Councilmember Lundberg, seconded by Councilmember Hanson to amend the City Council's motion of September 21, 2020, and approved the request from Great River TV and awarded the low quotation of \$12,020.19 from ZSystems, St. Louis Park, for CBL-VIOLITE 600 and CBL-CG Player; for use by Great River Television for Public Access Channel 180, to be charged to the Cable Fund. On a roll call vote; Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

9. **NEW BUSINESS**

a. **Police Personnel/Staffing Recommendations**

1. **Appoint/Promote Eric Hegna, Police Sergeant** – Motion was made by Councilmember Gosiak, seconded by Councilmember Storlie to accept the recommendation of the Interview Committee and appointed/promoted Eric Hegna to the Police Sergeant position, effective October 11, 2020, at Pay Grade 8, Step 1, \$31.78. On a roll call vote; Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

2. **Accept Letter of Resignation, Axel Lange** – Motion was made by Councilmember Knafla, seconded by Councilmember Lundberg to accept the letter of resignation from Axel Lange as a fulltime Patrol Officer, effective September 30, 2020; and further authorized him to continue in a parttime Patrol Officer capacity, at the wage established in the parttime salary schedule. On a roll call vote; Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **Appoint Zachariah Gowens, Fulltime Patrol Officer** – Motion was made by Councilmember Lundberg, seconded by Councilmember Hanson to accept the

recommendation of the Interview Committee and appointed Zachariah Gowns to the fulltime Patrol Officer position at Pay Grade 8, Step 1, at \$28.28 per hour, effective October 11, 2020. On a roll call vote; Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Land Lease Agreement, Wabash National** – Motion was made by Councilmember Storlie, seconded by Councilmember Knafla to authorize the execution of a Land Lease Agreement with Wabash National for the use of a portion of their property for part of a disc golf course. On a roll call vote; Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

c. **Paying Agent, Registrar and Transfer Agent Agreement, Northland Trust Services** – Motion was made by Councilmember Hanson, seconded by Councilmember Lundberg to authorize the execution of a Trust Services Agreement Relating to Paying Agent, Registrar and Transfer Agent Services with Northland Trust Services for the issuance of \$2,640,000 in General Obligation Permanent Improvement bonds, Series 2020A. On a roll call vote; Ayes: Knafla, Lundberg, Zylka, Hircock, Hanson, and Gosiak. Nays: Storlie. Motion carried.

d. **Petition, End Alley Maintenance, Block 43, Thayer's Addition** – Motion was made by Councilmember Lundberg, seconded by Councilmember Storlie to receive a petition requesting the end of all City maintenance of the alleyway in Block 43, Thayer's Addition, (i.e. between Fifth and Sixth Street Northwest and between Second and Third Avenues Northwest); instructed staff to verify signatures, and further forward to the Public Works Department for review and a recommendation. On a roll call vote; Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

e. **Resolution 2020-67, Declare Surplus and Authorize Sale Thereof** – Councilmember Storlie introduced and moved for the adoption of Resolution 2020-67, a Resolution Declaring Certain Property Surplus and Authorizing the Sale Thereof (i.e. desks, table, etc.). Councilmember Knafla seconded the motion for adoption. On a roll call vote; Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: Liljegren (absent). Council President Hircock then declared said Resolution 2020-67 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

f. **Submittal of Grant Application, Minnesota Department of Public Safety, State Fire Marshal Division, Turnout Gear Dryer** – Motion was made by Councilmember Storlie, seconded by Councilmember Lundberg to authorize the submittal of a grant application to the Minnesota Department of Public Safety, State Fire Marshal Division, for the purchase of a turnout gear dryer with a 25% match for the Fire Department as requested; and further authorized that should said grant be awarded authorizes the execution of all documents necessary to obtain the grant. On a roll call vote; Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

g. **Suspend Assessments, Public Improvement 551, Block 6, Country Club Addition** – Motion was made by Councilmember Gosiak, seconded by Councilmember Knafla to authorize the suspension of payment of assessments for those individuals within the Public Improvement 551, Block 6, Country Club Addition project area until they hookup to municipal services, and further structured staff to notify these property owners as presented. On a roll call vote; Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

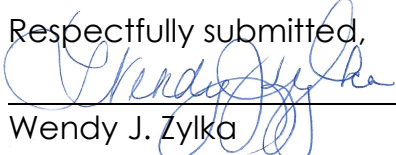
10. **CITY COUNCIL REPORTS ON CITY AUTHORITIES, BOARDS, BUREAUS, COMMISSIONS AND COMMITTEES**

11. **ANNOUNCEMENTS**

12. **ADJOURNMENT**

Council President Hircock adjourned the meeting at 8:12 p.m.

Respectfully submitted,



Wendy J. Zylka