

**REGULAR CITY COUNCIL MEETING ~ OCTOBER 19, 2020; AND  
RECESSED CITY COUNCIL MEETING ~ OCTOBER 22, 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 19, 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 Knafila, 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 Hanson to approve the agenda of October 19, 2020, as presented. On a roll call vote; Ayes: Knafila, 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 Knafila to approve the City Council minutes of the special work session meeting of October 5, 2020; the regular meeting of October 5, 2020; and the special work session budget meeting on October 13, 2020; all as presented. On a roll call vote; Ayes: Knafila, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

4. **APPROVAL OF BILLS**

Motion was made by Councilmember Hanson, seconded by Councilmember Gosiak to approve the bills totaling \$1,180,387.52 for check numbers 103513 through 103603. On a roll call vote; Ayes: Knafila, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

5. **AWARDS, DONATIONS, PRESENTATIONS AND PROCLAMATIONS**

a. **Presentation**

1. **Oaths of Office** – Mayor Zylka presented Oaths of Office to: Eric Hegna, Police Sergeant; Zachariah Gowens, Fulltime Patrol Officer; and Mitch Morse, Parttime Patrol Officer.

6. **CONSENT AGENDA**

Motion was made by Councilmember Storlie, seconded by Councilmember Liljegren to take the following action on Consent Agenda items a. through h.:

- a. Approved to the Minnesota Department of Public Safety, a 2AM On Sale Liquor License renewal as requested by Rustic Saloon LLC dba Rustic Saloon, 112 Southeast First Street, contingent upon approval being granted by the Police Chief; and
- b. Received and placed on file the Animal Control report for September 2020; and
- c. Received and placed on file the Fellowship report by Phoebe Ward for September 2020; and
- d. Received and placed on file the Fire report for September 2020; and
- e. Received and placed on file the Heritage Preservation Commission minutes of October 2020; and
- f. Received and placed on file the Police report for September 2020; and
- g. Received and placed on file the Recycling report for August 2020; and
- h. Received and placed on file the Wastewater report for September 2020.

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

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Lettings**

1. **Refuse/Waste Removal, City Facilities, Bob LeMieur Rolloffs Refuse & Recycling Inc.** – Motion was made by Councilmember Gosiak, seconded by Councilmember Knafila to award the low quotation of \$8,394.75 from Bob LeMieur Rolloffs Refuse & Recycling Inc., Little Falls, for a two year period beginning November 1, 2020, for the waste/refuse removal from City facilities, to be charged to the respective departments. On a roll call

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

2. **Reroof, Buysse Roofing of St. Cloud, Wastewater Facility** – Motion made by Hanson, seconded by Councilmember Lundberg to award the low quotation of \$29,600 from Buysse Roofing of St. Cloud, Waite Park, for the fully adhered roof system for the Wastewater facility, to be charged to the Wastewater Repair-Maintenance Budget. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

8. **OLD BUSINESS**

a. **Interview Committee Recommendation, Alexander McCormick, Groundskeeper** – Motion was made by Councilmember Storlie, seconded by Councilmember Liljegren to accept the recommendation of the Interview Committee and ratified and confirmed the appointment of Alexander McCormick as a groundskeeper at the Golf Course at Grade 2, Step 1 (\$11.00 per hour), on the parttime salary scheduled, effective October 6, 2020. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

9. **NEW BUSINESS**

a. **Prosecution Agreement, Morrison County Attorney** – Motion was made by Councilmember Liljegren, seconded by Councilmember Knafla to approve and authorize the execution of an Agreement between the City of Little Falls and Morrison County for Prosecution of Certain Criminal Offenses Occurring within the Corporate City Limits through December 31, 2023. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Resolution 2020-68, Certify Certain Delinquent Utility Accounts** – Councilmember Storlie introduced and moved for the adoption of Resolution 2020-68, a Resolution Authorizing the Certification of Certain Delinquent Utility Accounts to Morrison County for Collection on the 2021 Property Taxes. 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 2020-68 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

c. **SmartGov Software, Statement of Work Agreement, Dude Solutions** – Motion was made by Mayor Zylka, seconded by Councilmember Lundberg to authorize the execution of a Statement of Work Agreement for the purchase and implementation of SmartGov software at \$45,147.24 with Dude Solutions, Inc., Cary, NC, for permitting, rental housing licensing, and code enforcement, to be charged 1/2 \$16,979.74 to the Housing and Redevelopment Authority Budget, and 1/2 \$16,797.73 to the Equipment Fund for the software and implementation, and \$11,441.77 to the IT Budget for annual maintenance. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, and Hanson. Nays: Storlie and Gosiak. Nays: none. Motion carried.

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

11. **ANNOUNCEMENTS**

a. Mayor Zylka reviewed that he attended a site visit of the former CMR facility; and the Fallen Hero's Memorial at the Morrison County Government Center.

12. **ADJOURNMENT**

Council President Hircock recessed the meeting at 8:19 p.m. to Thursday, October 22, 2020, at 7:00 a.m. to discuss the hazardous property at 715 Northeast Fifth Street.

13. **CALL TO ORDER**

The recessed City Council meeting of the City of Little Falls was called to order by Council President Hircock on Thursday, October 22, 2020, at 7:00 a.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, Council President Hircock, and Mayor Zylka were present. Councilmember Gosiak was absent. It was determined there was a quorum.

9. **NEW BUSINESS, CONTINUED**

d. **Resolution 2020-69, Hazardous Property, 715 Northeast Fifth Street** – City Attorney Harrington reviewed the history of the nuisances, actions taken to correct the nuisances;

warrant obtained and now the current hazardous concerns of the property located at 715 Northeast Fifth Street, owned by Kelsey D. Bittner and Cody L. Shields. Building Official Barsody reviewed that he and Police Department staff conducted an inspection on October 6, 2020, after noticing a large whole in the foundation and found the structure “unsafe and a fire hazard and dangerous to human life based on Minnesota State Building Code, Administrative Rule 1300.

Councilmember Gosiak joined the meeting at 7:05 a.m.

Following discussions, Councilmember Hanson moved as follows: 1) the property located at 715 Northeast Fifth Street, legally described as Lot 12, Block 16, Clarke’s Addition, Parcel number 48.1517.000, owned by Kelsey Bittner and Cody Shields, is hereby declared hazardous property pursuant to Minnesota Statute 463 and the conditions thereof a public nuisance under the City’s nuisance ordinance in order to allow long-term abatement of the nuisances and in hazardous condition; 2) coordinate with the City Building Official David Barsody in serving an order requiring short-term stopgap measures necessary to prevent imminent harm to the building and its occupants; 3) retain an independent hearing officer for Mr. Shields’ timely appeal of the City’s Third Order to Correct Administrative Violations; 4) continue prosecuting the criminal misdemeanor charges against Cody L. Shields; and further introduced and moved for the adoption of Resolution 2020-69, a Resolution Declaring Hazardous Property, Hazardous Building and Public Nuisance of, and Ordering the Complete Repair or Demolition Thereof. Councilmember Lundberg seconded the motion for adoption. On a roll call; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Council President Hircock then declared said Resolution 2020-69 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

14. **ADJOURNMENT**

Council President Hircock adjourned the meeting at 7:10 a.m.

Respectfully submitted,

  
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Wendy J. Zylka