

**REGULAR CITY COUNCIL MEETING ~ NOVEMBER 16, 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, November 16, 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**

Council President Hircock amended the agenda by adding item 7.a.1. Motion was made by Councilmember Knafla, seconded by Councilmember Lundberg to approve the agenda of November 16, 2020, as amended. 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 Storlie, seconded by Councilmember Liljegren to approve the City Council minutes of the special work session meeting of November 2, 2020; the regular meeting of November 2, 2020, 2020; and the Canvass of Elections of November 5 and 12, 2020; all as presented. On a roll call vote; Ayes: Knafla, Liljegren, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Abstention: Lundberg. Motion carried.

**4. APPROVAL OF BILLS**

Motion was made by Councilmember Storlie, seconded by Councilmember Hanson to approve the bills totaling \$1,183,059.64 for check numbers 103683 through 103847. On a roll call vote; Ayes: Knafla, Liljegren, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Abstention: Lundberg. Motion carried.

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

**a. Presentation**

1. **2019 Annual Police Report** – Police Chief Schirmers reviewed his annual report. Motion was made by Councilmember Hanson, seconded by Councilmember Knafla to receive and place on file the 2019 Annual Police Report. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

**6. CONSENT AGENDA**

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

- a. Received and placed on file the Animal Control report October 2020; and
- b. Received and placed on file the Economic Development Authority minutes of October 2020; and
- c. Received and placed on file the Fire report for October 2020; and
- d. Received and placed on file the Heritage Preservation Commission's annual Certified Local Government Report for Fiscal Year 2019/2020; and
- e. Approved the Mayor's appointment of Peter Grams to the Heritage Preservation Commission to fill the unexpired term (January 31, 2021) of Susan Prosapio as a business owner ex-officio member in the downtown area; and
- f. Received and placed on file the Police report for October 2020; and
- g. Received and placed on file the Wastewater report for October 2020; and
- h. Received and placed on file the Water report for October 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. **Surplus Vehicles, Award** – Motion was made by Councilmember Lundberg, seconded by Councilmember Storlie to award the high bid of \$81 from Dusty Lashinski, Little Falls, for the 1997 Plymouth Voyager van VIN 2P4FP2536VR321070; and 1998 Chevrolet pickup VIN 1GCEC14W4WZ199401 at \$603; 1999 Chevrolet pickup VIN

1GBJC34R2XF028965 at \$1,258; 2000 Chevrolet pickup VIN 1GCGC24R8YR225705 at \$657; 2004 Chevrolet van VIN 1GCGG25U341200825 at \$153; and 2006 Chevrolet van VIN 1GCHG39V661201810 at \$253 all to Bob LeMieur, Little Falls. 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 Update** – Motion was made by Councilmember Storlie, seconded by Mayor Zylka to approve the updates to the City's COVID-19 Preparedness Plan dated November 16, 2020. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Change Order No. 1, Ryan Contracting Co., Public Improvement 386** – Motion was made by Councilmember Gosiak, seconded by Councilmember Knafla to approve Change Order No. 1 with Ryan Contracting Co., Elko, for a decrease of \$8,268.19 for Public Improvement 386, (i.e. Sunrise Addition 3), to be credited to the Project. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

## 9. **NEW BUSINESS**

a. **Airport Recommendation, Agricultural Lease Agreement, Roger Lanners** – Motion was made by Councilmember Lundberg, seconded by Councilmember Storlie to accept the recommendation of the Airport Commission and authorized the execution of an Agricultural Lease Agreement with Roger Lanners for Airport Site AP4. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Lease Agreement of Rosenmeier House, Little Falls Convention and Visitors Bureau** – Motion was made by Councilmember Lundberg, seconded by Mayor Zylka to approve and authorized the execution of a Lease Agreement for the Rosenmeier property by the Little Falls Convention and Visitors Bureau for 2021. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

c. **Resolution 2020-70, Accept and Approve OurTown 56345 Plan and Strategic Priorities** – Councilmember Knafla introduced and moved for the adoption of Resolution 2020-70, a Resolution Accepting the OurTown 56345 Little Falls Strategic Framework 2020-2030 Vision for the Decade Facilitator's Final Recommendations Report. Councilmember Storlie 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 2020-70 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

d. **Summary of City Administrator Evaluation** – Mayor Zylka reviewed that on November 2, 2020, the City Council held a meeting pursuant to Minnesota Statute 13D.05, Subdivision 3, to evaluate the performance of City Administrator Jon Radermacher. As Mr. Radermacher did not request that the meeting be open to the public, the meeting was closed under the Minnesota Opening Meeting Law. The summary conclusions reached by the City Council from this meeting are: Jon Radermacher has met and exceeded expectations as City Administrator in the areas of fiscal management and public relations; and Mr. Radermacher needs improvement on communication with staff and the City Council. In conclusion, the City Council appreciates Jon Radermacher's service and dedication to the City, looks forward to continuing its employment relationship with Mr. Radermacher and working towards the betterment of the Little Falls community. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. The City Council affirmed the summary given by Mayor Zylka.

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

### 11. **ANNOUNCEMENTS**

### 12. **ADJOURNMENT**

Council President Hircock recessed the meeting at 8:15 p.m. to go into a scheduled closed meeting.

### 13. **CLOSED MEETING**

Motion was made by Mayor Zylka, seconded by Councilmember Lundberg to close

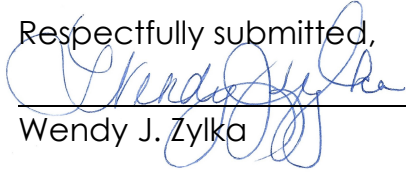
the meeting at 8:15 p.m. pursuant to Minnesota Statute 13D.03, Subdivision 1 (b), to discuss the strategies for union negotiations. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

Motion was made by Mayor Zylka, seconded by Councilmember Knafla to reopen the meeting at 9:03 p.m. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

14. **ADJOURNMENT**

Council President Hircock adjourned the meeting at 9:04 p.m.

Respectfully submitted,



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Wendy J. Zylka