

REGULAR CITY COUNCIL MEETING ~ DECEMBER 21, 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, December 21, 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 Liljegren, seconded by Councilmember Lundberg to approve the agenda of December 21, 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 Storlie to approve the City Council minutes of the special work session meeting of December 7, 2020; and the regular meeting of December 7, 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 Storlie, seconded by Councilmember Hanson to approve the bills totaling \$1,606,531.24 for check numbers 103932 through 104055. 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 Gosiak, seconded by Councilmember Lundberg to take the following action on Consent Agenda items a. through j.:

- a. Received and placed on file the Economic Development Authority minutes for December 2020; and
- b. Received and placed on file the Fire report November 2020; and
- c. Received and placed on file the Heritage Preservation Commission minutes of December 2020; and
- d. Received and placed on file the Investment Recap dated December 15, 2020, for the second and third quarters 2020; and
- e. Received and placed on file the Planning Commission minutes of December 2020; and
- f. Received and placed on file the Police report for November 2020; and
- g. Received and placed on file the Recycling report for October 2020; and
- h. Affirmed the rescheduling for four regular City Council meeting in 2021 to the following Tuesday due to legal holidays; and
- i. Received and placed on file the resignation of Kenny Coppes as a Fulltime Patrol Officer within the Police Department effective March 28, 2021, and wished his well in his future endeavors; and
- j. Received and placed on the Wastewater report for November 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**

8. **OLD BUSINESS**

9. **NEW BUSINESS**

a. **Personnel, Position Descriptions, Postings and Salaries**

1. **Engineering Aide Position Description, Pay Grade and Post** – Motion was made by Councilmember Hanson, seconded by Councilmember Lundberg to approve the

position description of Engineering Aid as presented, authorized the internal posting of this position within the American Federation of State, County and Municipal Employees, Council 65, bargaining group at Pay Grade 6 simultaneously with an internal posting to all employees, following an external posting if no qualified candidates are received. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircocock, Hanson, and Gosiak. Nays: Storlie. Motion carried.

2. **Fulltime Patrol Officer Position** – Motion was made by Councilmember Knafla, seconded by Councilmember Liljegren to authorize the advertisement for a fulltime Patrol Officer, at Pay Grade 8 (hourly rate of \$28.28), and the establishment of an eligibility list. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircocock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **Resolution 2020-78, 2021 Parttime, Seasonal, Temporary Employee Salaries** – Mayor Zylka introduced and moved for the adoption of Resolution 2020-78, a Resolution Establishing the Parttime, Seasonal, and Temporary Employee Step Structure for 2021. Councilmember Lundberg seconded the motion for adoption. On a roll call vote; Ayes: Liljegren, Lundberg, Zylka, Hircocock, Storlie, Hanson, Gosiak, and Knafla. Nays: none. Council President Hircocock then declared said Resolution 2020-78 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

b. **Fire Protection Agreements, Townships/City** – Motion was made by Councilmember Gosiak, seconded by Councilmember Storlie to approve, and authorized the execution of Fire Protection Agreements with the City of Fort Ripley, Belle Prairie Township, Fort Ripley Township, Green Prairie Township, Little Falls Township, and Ripley Township. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircocock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

c. **Standard Operating Policies and Procedures, Fire Department** – Motion was made by Councilmember Lundberg, seconded by Councilmember Liljegren to approve the Standard Operating Policies and Procedures for the Fire Department as presented, effective January 1, 2021. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircocock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

d. **Fiscal Agent, Little Falls Wayfinding Project, Region Five Development Commission and Little Falls Convention and Visitors Bureau** – Motion was made by Mayor Zylka, seconded by Councilmember Lundberg to approve, and authorized the execution of a Little Falls Community Agreement with Region Five Development Commission to serve as fiscal agent for the Little Falls Wayfinding Project. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircocock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

e. **Resolution 2020-77, Decertify Tax Increment Financing District 1-10, Buckman Hotel Project** – Councilmember Knafla introduced and moved for the adoption of Resolution 2020-77, a Resolution Decertifying Tax Increment Financing District 1-10, Buckman Hotel Project, as it has met the statutory maximum duration. Councilmember Hanson seconded the motion for adoption. On a roll call vote; Ayes: Liljegren, Lundberg, Zylka, Hircocock, Storlie, Hanson, Gosiak, and Knafla. Nays: none. Council President Hircocock then declared said Resolution 2020-77 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

f. **Resolution 2020-79, Establish Water, Sewer, Garbage and Recycling Rates for 2021** – Councilmember Storlie introduced and moved for the adoption of Resolution 2020-79, a Resolution Establishing the Water, Sewer, Garbage, and Recycling Rates for 2021. Councilmember Hanson seconded the motion for adoption. On a roll call vote; Ayes: Lundberg, Zylka, Hircocock, Storlie, Hanson, Gosiak, Knafla, and Liljegren. Nays: none. Council President Hircocock then declared said Resolution 2020-79 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

g. **Surface Transportation Block Grant Application, Fourth Street Northeast** – Motion was made by Councilmember Hanson, seconded by Councilmember Gosiak to authorize the submittal of a Surface Transportation Block Grant application through the Central Minnesota Area Transportation Partnership for funding in 2025 to reconstruct Fourth Street Northeast. On a roll call vote; Ayes: Zylka, Hircocock, Storlie, Hanson, Gosiak, Knafla, Liljegren, and Lundberg. Nays: none. Motion carried.

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

a. Mayor Zylka thanked the members of the Economic Development Authority and City staff for all the hard work to assist local businesses during the COVID-19 health pandemic.

11. ANNOUNCEMENTS

12. ADJOURNMENT

Council President Hircock adjourned the meeting at 8:02 p.m.

Respectfully submitted,



Wendy J. Zylka