

REGULAR CITY COUNCIL MEETING ~ FEBRUARY 1, 2021

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, February 1, 2021, 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 Knafla, seconded by Councilmember Liljegren to approve the agenda of February 1, 2021, 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 Storlie, seconded by Mayor Zylka to approve the City Council minutes of the special work session meeting of January 19, 2021; and the regular meeting of January 19, 2021, 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 Gosiak, seconded by Councilmember Storlie to approve the bills totaling \$2,111,112.50 for check numbers 104189 through 104236. 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 Hanson, seconded by Councilmember Knafla to take the following action on Consent Agenda items a. through d.:

- a. Received and placed on file the Police report for December 2020; and
- b. Received and placed on file the Public Works report for December 2020; and
- c. Received and placed on file the Recycling report for November 2020; and
- d. Received and placed on file the Reviewed Financial Statements, as submitted by Schlenner Wenner & Co., for the Friends of Linden Hill, Inc., Little Falls Convention and Visitor Center, and Senior Citizens Incorporated, dated December 31, 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. **Ricoh IM C3000 Copier, Police** – Motion was made by Councilmember Lundberg, seconded by the Councilmember Gosiak to award the quotation of \$7,911 from Metro Sales, Minneapolis, for a Ricoh IM C3000 color copier, printer, scanner, and fax for the Police Department, 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. **Workstation, KI, Police** – Motion was made by Mayor Zylka, seconded by the Councilmember Hanson to award the quotation, through Sourcewell, of \$3,566.68, plus installation, from KI, Green Bay, WI, for a workstation at the Police Department as submitted, to be charged to the Police Budget. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **Latitude 5420, Docking Station, Dell, and NetCloud Essentials Cradlepoint, Police** – Motion was made by Councilmember Liljegren, seconded by Councilmember Hanson to award the quotation, off the State bid, of \$2,763.92 from Dell for a Panasonic CF31 MDT with Dell Latitude 5420 and docking station; and the quotation of \$2,487.82 for the purchase of two NetCloud Essentials Mobile Prime Package Cradlepoints IBR900-

1200M-B from D H Wireless Solutions, Battle Creek, MI; all for the Police Department, to be charge to the Police Budget. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

4. **Geotechnical Services, Independent Testing Technologies, Improvement Projects** – Motion was made by Councilmember Lundberg, seconded by Councilmember Knafla to award the low quotation of \$5,480 from Independent Testing Technologies, Waite Park, for the geotechnical services listed in their proposal dated January 28, 2021, for the proposed street and/or utility improvement projects, to be charged to the projects. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

8. **OLD BUSINESS**

a. **Resolution 2021-14, Accept Feasibility Report and Call for Public Hearing, Public Improvement 389** – Councilmember Lundberg introduced and moved for the adoption of Resolution 2021-14, a Resolution Accepting the Feasibility Report and Calling for a Public Hearing on the proposed Surface and/or Utility Improvement on Oak Street, Public Improvement 389, for Monday, March 1, 2021, at 7:30 p.m. via Zoom due to the COVID-19 health pandemic. Councilmember Gosiak 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 2021-14 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

b. **Resolution 2021-15, Accept Feasibility Report and Call for Public Hearing, Public Improvement 389** – Councilmember Lundberg introduced and moved for the adoption of Resolution 2021-15, a Resolution Accepting the Feasibility Report and Calling for a Public Hearing on the proposed Surface and/or Utility Improvement on Crestview Drive, Public Improvement 389, for Monday, March 1, 2021, at 7:30 p.m. via Zoom due to the COVID-19 health pandemic. Councilmember Storlie 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 2021-15 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

9. **NEW BUSINESS**

a. **Personnel Appointments, Updates and Postings**

1. **Recommendation of Interview Committee, Marcus Fruechte, Equipment Operator** – Motion was made by Councilmember Hanson, seconded by Councilmember Knafla to accept the recommendation of the Interview Committee, and appointed Marcus Fruechte an Equipment Operator, effective March 7, 2021, at Pay Grade 4, Step 2. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

2. **Post Park Maintenance Worker** – Motion was made by Councilmember Hanson, seconded by Councilmember Knafla to authorize the posting of a Park Maintenance Work within the International Union of Operating Engineers, Local 49, as required by the Labor Agreement and simultaneously posting to all City employees, and should no one apply or be qualified, further authorize advertisement externally. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **Update Position Description and Post, Utility Technician** – Motion was made by Councilmember Hanson, seconded by Councilmember Knafla to approve the move of the Utility Technician position to the American Federation of State, County, and Municipal Employees, Council 65, Union, approved the updated position description with the Public Works Director/Engineer becoming the supervisor, and further authorized the posting of said position within the Union as required by the Labor Agreement and simultaneously posting to all City employees, and should no one apply or be qualified, further authorize advertisement externally. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Resolution 2021-13, Authorize Yearend Transfers** – Councilmember Gosiak introduced and moved for the adoption of Resolution 2021-13, a Resolution Authorizing the Yearend Transfers. Councilmember Liljegren seconded the motion for adoption. On a roll call vote; Ayes: Lundberg, Zylka, Hircock, Storlie, Hanson, Gosiak, Knafla, and Liljegren.

Nays: none. Council President Hircock then declared said Resolution 2021-13 to have received the unanimous vote of the City Council and the same to have been duly passed, approved, and adopted.

c. **Resolution 2021-16, Order Feasibility Report, Public Improvement 389** –

Councilmember Storlie introduced and moved for the adoption of Resolution 2021-16, a Resolution Ordering a Feasibility Report on the proposed Surface and/or Utility Improvement on Third Street Southeast from First to Seventh Avenues Southeast, Public Improvement 389. Councilmember Hanson seconded the motion for adoption. On a roll call vote; Ayes: Zylka, Hircock, Storlie, Hanson, Gosiak, Knafla, Liljegren, Lundberg, and Zylka. Nays: none. Council President Hircock then declared said Resolution 2021-16 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

d. **Resolution 2021-17, Accept Feasibility Report and Call for Public Hearing, Public Improvement 389** – Councilmember Knafla introduced and moved for the adoption of Resolution 2021-17, a Resolution Accepting the Feasibility Report and Calling for a Public Hearing on the proposed Surface and/or Utility Improvement on Third Street Southeast, Public Improvement 389, for Monday, March 1, 2021, at 7:30 p.m. via Zoom due to the COVID-19 health pandemic. Mayor Zylka seconded the motion for adoption. On a roll call vote; Ayes: Hircock, Storlie, Hanson, Gosiak, Knafla, Liljegren, and Zylka. Nays: none. Abstention: Lundberg. Council President Hircock then declared said Resolution 2021-17 to have received the majority vote of the entire City Council and the same to have been duly passed, approved, and adopted.

e. **Submittal of Assistance to Firefighters Grant, Federal Emergency Management Agency, SCBA's, Fire Department** – Motion was made by Councilmember Lundberg, seconded by Councilmember Storlie to authorize the submittal of an Assistance to Firefighters Grant through the Federal Emergency Management Agency for self-contained breathing apparatus (SCBA's) for the Fire Department, and should the grant be approved, authorizes the execution of all documents necessary to receive said grant funds and pledge the 5% matching funds. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

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

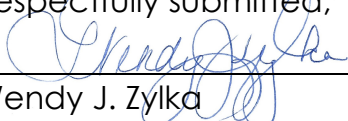
11. **ANNOUNCEMENTS**

a. Councilmember Gosiak invited the City Council to a meeting being held via Zoom video conference with the Camp Ripley Veterans State Trail Committee and the Minnesota Military Museum staff on Thursday, February 11, 2021, at 6:15 p.m.

12. **ADJOURNMENT**

Council President Hircock adjourned the meeting at 8:04 p.m.

Respectfully submitted,



Wendy J. Zylka