

REGULAR CITY COUNCIL MEETING ~ FEBRUARY 16, 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 Tuesday, February 16, 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, Storlie, Hanson, Gosiak, and Council President Hircock. Councilmember Lundberg and Mayor Zylka were absent. It was determined there was a quorum.

2. APPROVAL OF AGENDA

Motion was made by Councilmember Storlie, seconded by Councilmember Gosiak to approve the agenda of February 16, 2021, as presented. On a roll call vote; Ayes: Knafla, Liljegren, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. APPROVAL OF MINUTES

Motion was made by Councilmember Knafla, seconded by Councilmember Liljegren to approve the City Council minutes of the special work session meeting of February 1, 2021; and the regular meeting of February 1, 2021, as presented. On a roll call vote; Ayes: Knafla, Liljegren, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

4. APPROVAL OF BILLS

Motion was made by Councilmember Gosiak, seconded by Councilmember Storlie to approve the bills totaling \$792,955.94 for check numbers 104237 through 104305. On a roll call vote; Ayes: Knafla, Liljegren, 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 Storlie to take the following action on Consent Agenda items a. through i.:

- a. Received and placed on file the Animal Control report for January 2021; and
- b. Received and placed on file the Economic Development Authority minutes for January 2021; and
- c. Received and placed on file the Heritage Preservation Commission minutes of January and February 2021; and
- d. Received and placed on file the Housing and Redevelopment Authority minutes of December 2020; and
- e. Received and placed on file the Planning Commission minutes of February 2021; and
- f. Received and placed on file the Police report for January 2021; and
- g. Approved two Temporary On Sale Liquor License applications requested by The Friends of Linden Hill for two fundraising events at their property located 608 Highland Avenue, on June 17, 2021, and August 3, 2021, contingent upon the appropriate paperwork, insurance and fees be provided, and approval is granted by the Police Chief and the Minnesota Department of Public Safety, Office of Alcohol and Gambling Enforcement Division; and
- h. Received and placed on file the Wastewater report for January 2021; and
- i. Received and placed on file the Water report for January 2021.

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

7. PUBLIC HEARINGS AND LETTINGS

a. Lettings

1. **Squad Vehicle and Related Equipment, Police** – Motion was made by Councilmember Knafla, seconded by the Councilmember Liljegren to award the following quotations, as presented, for a squad vehicle for the Police Department to be charged to the Equipment Fund: 2021 Ford Police Inceptor, off the State bid, from Tenvoorde Ford, St. Cloud at \$33,606.24; lighting and sirens from Emergency Automotive Technologies, Inc., Oakdale, \$10,473.39; NOPTIC NV3 camera with LED spotlight, software, installation and

training from M S Martin Enterprises, Inc., West Charlton, NY, at \$3,497.50; Lilliput 8" CAR PC touch screen monitor (for NOPTIC camera), through Amazon at \$195; Stalker DSR 2X radar with instant on remote from Applied Concepts, Inc., Richardson, TX, at \$3,151; Dell Latitude 5420 and docking station, through Sourcewell, directly from Dell at \$2,763.92; complete installation and wiring of Police vehicle from Star Squads LLC, Verndale, at \$2,600; ZOLL AED 3 semi-automatic, from Cardio Partners, Chicago, IL, at \$1,867; NetCloud Essentials Mobile Prime Package, Cradlepoint IBR900 from DH Wireless Solutions, Battle Creek, MI, at \$1,243.91; Dyna Med Trauma ALS complete kit from Galls, Minneapolis, at \$403.99; and graphics stripping and installation from Froggy's Signs, Inc., Little Falls, at \$265; for a grant total of \$60,066.95. On a roll call vote; Ayes: Knafla, Liljegren, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

2. **Evidence Intake Locker, RDT Concepts, Police** – Motion was made by Councilmember Storlie, seconded by the Councilmember Hanson to award the quotation of \$4,106 plus \$250 for locks and shipping, from RDT Concepts, Avon, OH, for an evidence intake locker at the Police Department, to be charged to the Police Budget. On a roll call vote; Ayes: Knafla, Liljegren, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **iPhone 11 Smartphones, Police** – Motion was made by Councilmember Hanson, seconded by Councilmember Knafla to award the quotation of \$3,055.84 from AT&T FirstNet, for 16 Apple iPhone 11 128 GB Unlimited Smartphones with Hotspot and Pelican Kevlar Cases for the Police Department, to be charged to the Police Budget. On a roll call vote; Ayes: Knafla, Liljegren, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

8. **OLD BUSINESS**

9. **NEW BUSINESS**

a. **Position Description Update and Advertise for Seasonal Employees, Streets/Parks and Engineer** – Motion was made by Councilmember Liljegren, seconded by Councilmember Storlie to approve the amended position description for the Temporary Seasonal Engineering Aide, and authorized the advertisement for two Temporary Seasonal Laborers in the Streets/Park at \$10.08 per hour (Parttime Seasonal Pay Scale, Garde 1, Step 1), and one Temporary Seasonal Engineering Aide at \$12.20 per hour (Pay Grade 3, Step 1). On a roll call vote; Ayes: Knafla, Liljegren, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Recommendation of Heritage Preservation Commission, Wayfinding Signage Planning Grants** – Motion was made by Councilmember Storlie, seconded by Councilmember Hanson to accept the recommendation of the Heritage Preservation Commission, and authorized the submittal of grant applications to The Laura Jane Musser Fund and the Minnesota Historical Society for funding a wayfinding signage plan. On a roll call vote; Ayes: Knafla, Liljegren, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

c. **Planning Commission Recommendation, Resolution 2021-23, Approve Variance, 200 Northeast First Street** – Motion was made by Councilmember Gosiak to accept the recommendation of the Planning Commission and introduced and moved for the adoption of Resolution 2021-23, a Resolution Adopting the Findings of Fact and Reasons for Approval of a Variance Requested by Thorsten Lindquist for property located at 200 Northeast First Street. Councilmember Hanson seconded the motion for adoption. On a roll call vote; Ayes: Liljegren, Hircock, Storlie, Hanson, Gosiak, and Knafla. Nays: Lundberg and Zylka (both absent). Council President Hircock then declared said Resolution 2021-23 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

d. **Consultant Service Contract, Alpenglow Technologies, LLC, dba CTCIT** – Motion was made by Councilmember Hanson, seconded by Councilmember Storlie to authorize the execution of a Consultant Service Contract with Alpenglow Technologies, LLC, dba CTCIT, for IT Services. On a roll call vote; Ayes: Knafla, Liljegren, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

e. **Request for Proposals, Website Design and Replacement** – Motion was made by Councilmember Knafla, seconded by Councilmember Liljegren to authorize the Request for Proposals for website design and replacement. On a roll call vote; Ayes: Knafla, Liljegren, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

f. **Resolution 2021-18, Support for Paying Local Government Aid (LGA) On Time and In Full** – Councilmember Storlie introduced and moved for the adoption of Resolution 2021-18, a Resolution Supporting the Payment of Local Government Aid (LGA) On Time and In Full, and further instructed staff to forward copies to the appropriate legislators.

Councilmember Hanson seconded the motion for adoption. On a roll call vote; Ayes: Hircock, Storlie, Hanson, Gosiak, Knafla, and Liljegren. Nays: Zylka and Lundberg (both absent). Council President Hircock then declared said Resolution 2021-18 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

g. **Resolution 2021-19, Order Feasibility Report, Sidewalks** – Councilmember Gosiak introduced and moved for the adoption of Resolution 2021-19, a Resolution Ordering a Feasibility Report on the Proposed Sidewalk Improvements, as listed, under Public Improvement PIR. Councilmember Liljegren seconded the motion for adoption. On a roll call vote; Ayes: Storlie, Hanson, Gosiak, Knafla, Liljegren, and Hircock. Nays: Zylka and Lundberg (both absent). Council President Hircock then declared said Resolution 2021-19 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

h. **Resolution 2021-20, Accept Feasibility Report and Call for Public Hearing, Sidewalks** – Councilmember Knafla introduced and moved for the adoption of Resolution 2021-20, a Resolution Accepting the Feasibility Report and Calling for a Public Hearing on the Proposed Sidewalk Improvements, as listed, for Monday, March 15, 2021. Councilmember Storlie seconded the motion for adoption. On a roll call vote; Ayes: Hanson, Gosiak, Knafla, Liljegren, Hircock, and Storlie. Nays: Lundberg and Zylka (both absent). Council President Hircock then declared said Resolution 2021-20 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

i. **Resolution 2021-21, Call for Public Hearing, Issuance of Revenue Obligations by the City of Pierz, Finance Project by Horizon Health, Inc.** – Councilmember Hanson introduced and moved for the adoption of Resolution 2021-21, a Resolution Calling for a Public Hearing on the Proposed Issuance of Revenue Obligations by the City of Pierz to Finance a Project by Horizon Health, Inc., within the City of Little Falls, for Monday, March 15, 2021. Councilmember Storlie seconded the motion for adoption. On a roll call vote; Ayes: Gosiak, Knafla, Liljegren, Hircock, Storlie, and Hanson. Nays: Lundberg and Zylka (both absent). Council President Hircock then declared said Resolution 2021-21 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

j. **Letter of Understanding, Community Asset Development Group HDD Housing Project** – Motion was made by Councilmember Knafla, seconded by Councilmember Liljegren to approve a Letter of Understanding with Community Asset Development Group HDD for a proposed housing project on property commonly known as Gideon's Farm. On a roll call vote; Ayes: Knafla, Liljegren, Hircock, and Storlie. Nays: Hanson and Gosiak. Motion carried.

k. **Resolution 2021-22, Call for Public Hearing on Modification of Municipal District 1, and Establishment of Tax Increment Financing District 42, Community Asset Development Group HDD** – Motion was made by Councilmember Hanson, seconded by Councilmember Storlie to postpone action on Resolution 2021-22, a Resolution Calling for a Public Hearing on the Modification of Municipal District 1, and the Establishment of Tax Increment Financing District 42 as requested by Community Asset Development Group HDD, until the March 1, 2021, City Council meeting. On a roll call vote; Ayes: Knafla, Liljegren, 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 reviewed the Camp Ripley Veterans State Trail Committee and the Minnesota Military Museum meeting held February 11, 2021.

b. Councilmember Storlie inquired on the schedule as to when the City Council will begin meeting in person again. City Administrator Rademacher will develop a plan and report back.

c. Public Works Director/Engineer Kimman reported the City was approved to receive funding in 2025 for the Fourth Street Northeast improvement project.

12. **ADJOURNMENT**

Council President Hircock adjourned the meeting at 8:25 p.m.

Respectfully submitted,



Wendy J. Zylka