

REGULAR CITY COUNCIL MEETING ~ APRIL 19, 2021

1. CALL TO ORDER

The regular City Council meeting of the City of Little Falls was called to order by Council Vice President Hanson on Monday, April 19, 2021, at 7:30 p.m. via Zoom video conference and in person at City Hall in the Council Chambers, as allowed under Minnesota Statute 13D.021 due to the COVID-19 health pandemic. On a roll call Councilmembers Knafla, Liljegren, Storlie, Hanson, Gosiak, and Mayor Zylka were present. Councilmember Lundberg and Council President Hircock were absent. It was determined there was a quorum.

2. APPROVAL OF AGENDA

Council Vice President Hanson amended the agenda to add items 9.f. and 9.g. Motion was made by Councilmember Storlie, seconded by Councilmember Knafla to approve the agenda of April 19, 2021, as amended. On a roll call vote; Ayes: Knafla, Liljegren, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. APPROVAL OF MINUTES

Motion was made by Councilmember Liljegren, seconded by Councilmember Storlie to approve the City Council minutes of the special work session meeting of April 5, 2021; the regular meeting of April 5, 2021, as presented. On a roll call vote; Ayes: Knafla, Liljegren, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

4. APPROVAL OF BILLS

Motion was made by Councilmember Storlie, seconded by Councilmember Knafla to approve the bills totaling \$729,670.31 for check numbers 104534 through 104634. On a roll call vote; Ayes: Knafla, Liljegren, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

5. AWARDS, DONATIONS, PRESENTATIONS AND PROCLAMATIONS

a. Awards

1. 2020 Certificate of Commendation, Wastewater Staff, Minnesota Pollution

Control Agency – Mayor Zylka read the Certificate of Commendation presented to the Wastewater Division by the Minnesota Pollution Control Agency for “exceptional compliance with their permit”, and further thanked Matt Streit, Brian Zapzalka, Stephen Hartzell, and Dan Kuchinski for their dedication to our residents.

2. Donations

1. Resolution 2021-42, Accept Donations, First Quarter 2021 – Councilmember

Gosiak introduced and moved for the adoption of Resolution 2021-42, a Resolution Accepting the Donation(s) for the First Quarter of 2021. Councilmember Liljegren seconded the motion for adoption. On a roll call vote; Ayes: Knafla, Liljegren, Zylka, Storlie, Hanson, and Gosiak. Nays: Lundberg (absent) and Hircock (absent). Council Vice President Hanson then declared said Resolution 2021-42 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

c. Proclamation

1. Administrative Professional Week, April 18, 2021 – Mayor Zylka proclaimed the

week of April 18 through 24, 2021, as Administrative Professional Week, and further thanked Lori Kasella, Wendy Zylka, Ronda Monnier, Lacey Burgardt, Kelly Leidenfrost, Melissa Woitalla, Annie Cribb, and Sheila Stoerzinger for their dedication and commitment to our community.

6. CONSENT AGENDA

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

a. Received and placed on file the Airport Commission minutes of March 2021; and

b. Approved to the Minnesota Charitable Gambling Control Board, an Application for Exempt Permit as requested by Holy Family Church to allow a raffle on their grounds at 18777 Riverwood on September 19, 2021, and further waived any waiting period; and

c. Accepted the recommendation of the Interview Committee and appointed the following individuals to the positions listed and at the hourly rate stated: Groundskeepers

Anthony Kula and Ryan McDuffee at \$11.09 per hour; and Seasonal Laborer Aidan Mrozek at \$10.08 per hour; effective April 20, 2021, or as soon thereafter as they are available; and

- d. Received and placed on file the Consumer Confidence Report of 2020; and
- e. Approved the request of Mid Minnesota Federal Credit Union to allow for a medallion hunt on public property as a part of Dam Festival beginning June 14, 2021, contingent upon it not being buried or within Mill Park, they hold the City harmless, they clean up after the event; and they follow Center for Disease Control and the Minnesota Department of Health guidelines at the time of the event; and
- f. Received and placed on file the Economic Development Authority minutes of March 2021; and
- g. Received and placed on file the Fire report for March 2021; and
- h. Received and placed on file the Heritage Preservation Commission minutes of April 2021; and
- i. Received and placed on file the Park, Recreation and Tree Board minutes of March 2021; and
- j. Approved the Parade, Show, and Temporary Roadway Closing Permits as requested by the Little Falls Dam Festival Organization for their events on June 18 and 19, 2021, contingent upon the appropriate paperwork, insurance listing the City as additional insured, and fees being provided, they clean up after the events, approval is granted by the Fire and Police Chiefs and the Public Works Director/Engineer; and they follow Center for Disease Control and the Minnesota Department of Health guidelines at the time of their events; and
- k. Received and placed on file the Planning Commission minutes of April 2021; and
- l. Received and placed on file the Police report for March 2021; and
- m. Received and placed on file the Public Works report for March 2021; and
- n. Received and placed on file the Recycling report for January 2021; and
- o. Approved a Temporary Structure Sale of Fireworks License as requested by TNT Fireworks, Florence, AL, for sale within Walmart's parking lot located at 15091 Northeast Eighteenth Street, contingent upon the appropriate paperwork, insurance, and fees being provided, and approval is granted by the Fire and Police Chiefs; and
- p. Received and placed on file the Wastewater report for March 2021; and
- q. Received and placed on file the Water report for March 2021.

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

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Public Hearing**

1. **Resolution 2021-47, Order in Public Improvement 393** – Council Vice President Hanson opened a scheduled public hearing at 7:41 p.m. to consider ordering in surface and/or utility improvements on Fourteenth Street Southeast. Public Works Director/Engineer Kimman presented the affidavit of publication, reviewed the proposed improvements, and the deferral of special assessment policy. No one asked questions. Council Vice President Hanson closed the public hearing at 7:48 p.m. Councilmember Gosiak introduced and moved for the adoption of Resolution 2021-47, a Resolution Ordering in Surface and/or Utility Improvement on Fourteenth Street Southeast. Councilmember Knafla seconded the motion for adoption. On a roll call vote; Ayes: Liljegren, Zylka, Storlie, Hanson, Gosiak, and Knafla. Nays: Lundberg (absent) and Hircocock (absent). Council Vice President Hanson then declared said Resolution 2021-47 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

8. **OLD BUSINESS**

a. **Amend Motion of April 5, 2021, Interim Golf Manager Division of Duties** –

Councilmember Knafla, seconded by Councilmember Storlie to amend the City Council's motion of April 5, 2021, to appoint Ethan Ballou the Head Groundskeeper at Pay Grade 7,

Step 1, \$17.85 per hour at the Golf Course, effective April 6, 2021. On a roll call vote; Ayes: Knafla, Liljegren, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Resolution 2021-44, Order in Streetlight(s), Riverwood** – Councilmember Liljegren introduced and moved for the adoption of Resolution 2021-44, a Resolution Authorizing the Installation of a Streetlight on Riverwood at DeRosier Drive. Councilmember Knafla seconded the motion for adoption. On a roll call vote; Ayes: Zylka, Storlie, Hanson, Gosiak, Knafla, and Liljegren. Nays: Lundberg (absent) and Hircock (absent). Council Vice President Hanson then declared said Resolution 2021-44 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

c. **Request for 10 Minutes Parking, 106 East Broadway** – Motion was made by Councilmember Liljegren, seconded by Councilmember Storlie to accept the recommendation of the Public Works Director/Engineer, and denied the request from Amy Wettstein for the installation of a 10 minute parking sign at 106 East Broadway. On a roll call vote; Ayes: Knafla, Liljegren, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

9. **NEW BUSINESS**

a. **Airport Commission Recommendation, Resolution 2021-46, Airport Coronavirus Response Grant, Federal Aviation Administration, Operating and Maintenance** – Councilmember Knafla introduced and moved for the adoption of Resolution 2021-46, a Resolution Authorizing the Execution of an Airport Coronavirus Relief Response Grant Program with the United States Department of Transportation, Federal Aviation Administration through the Minnesota Department of Transportation, Office of Aeronautics for Operating and Maintenance, at the Little Falls/Morrison County Airport. Mayor Zylka seconded the motion for adoption. On a roll call vote; Ayes: Storlie, Hanson, Gosiak, Knafla, Liljegren, and Zylka. Nays: Hircock (absent) and Lundberg (absent). Council Vice President Hanson then declared said Resolution 2021-46 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

b. **Call for Public Hearing, Minnesota Investment Fund Application, North Freeze Dry LLC** – Motion was made by Mayor Zylka, seconded by Councilmember Knafla to call for a public hearing on an application to the Minnesota Department of Employment and Economic Development for a grant under the Minnesota Investment Fund program for North Freeze Dry LLC, for Monday, May 17, 2021. On a roll call vote; Ayes: Knafla, Liljegren, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

c. **Fiscal Host, Little Falls Convention and Visitors Bureau, Five Wings Art Council Grant** – Motion was made by Councilmember Gosiak, seconded by Councilmember Knafla to authorize the City to act as fiscal host to the Little Falls Convention and Visitors Bureau's application to the Five Wings Art Council for their Markets and Music on the Mississippi River grant. On a roll call vote; Ayes: Knafla, Liljegren, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

d. **Resolution 2021-43, Authorize the Competitive Sale of Bonds Series 2021A, Public Improvements 383 and 386** – Mayor Zylka introduced and moved for the adoption of Resolution 2021-43, a Resolution Authorizing the Competitive Sale of \$1,795,000 in Permanent Improvement Revolving Fund Bonds Series 2021A for Public Improvements 383 and 386, (2020 and Sunrise Addition 3 projects) for Monday, May 17, 2021. Councilmember Storlie seconded the motion for adoption. On a roll call vote; Ayes: Hanson, Gosiak, Knafla, Liljegren, Zylka, and Storlie. Nays: Lundberg (absent) and Hircock (absent). Council Vice President Hanson then declared said Resolution 2021-43 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

e. **Submittal of Grant Applications, Equipment, Fire Department**

1. **Handheld Thermal Imaging Units, CenterPoint Energy** – Motion was made by Councilmember Gosiak, seconded by Mayor Zylka to authorize the submittal of a grant application to CenterPoint Energy under their Community Safety Program for handheld thermal imaging units for the Fire Department up to \$5,000 and a 50/50 match, and should said grant be approved, further authorize the execution of all documents necessary to receive said funds, with the City's match to be charged to the Fire

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

2. **Hoses and Water Supply Items, Minnesota Department of Natural Resources, Rural Fire Volunteer Fire Grant** – Motion was made by Councilmember Gosiak, seconded by Mayor Zylka to authorize the submittal of a grant application to the Minnesota Department of Natural Resources under their Volunteer Fire Assistance Matching Grant Program for hoses and water supply items for the Fire Department at \$4,093 and a 50/50 match, and should said grant be approved, further authorize the execution of all documents necessary to receive said funds, with the City’s match to be charged to the Fire Equipment Fund. On a roll call vote; Ayes: Knafla, Liljegren, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

f. **Letter of Support, Federal Appropriations, Daycare Facility** – Motion was made by Councilmember Gosiak, seconded by Councilmember Knafla to authorize a letter of support for federal appropriations to be used for daycare facilities. On a roll call vote; Ayes: Knafla, Liljegren, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

g. **Claim Release Form, Damages to West Water Tower** – Motion was made by Mayor Zylka, seconded by Councilmember Storlie to authorize the execution of a Claim Release form with Associated Insurance Company and Viking Painting LLC dba Viking Painting and VIP Tanks for the damages to the west water tower during their work on the tower. On a roll call vote; Ayes: Knafla, Liljegren, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

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

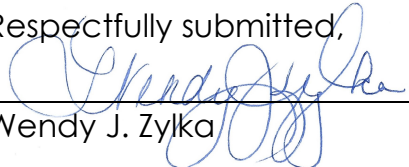
11. **ANNOUNCEMENTS**

a. Mayor Zylka reviewed a recent meeting he, City Administrator Radermacher, and Public Works Director/Engineer Kimman had with Congressman Stauber and his staff on the at-grade bridge/railroad crossing and daycare funding.

12. **ADJOURNMENT**

Council Vice President Hanson adjourned the meeting at 8:09 p.m.

Respectfully submitted,



Wendy J. Zylka