

REGULAR CITY COUNCIL MEETING ~ JUNE 7, 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, June 7, 2021, at 7:30 p.m. at City Hall in the Council Chambers. 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 clarifying item 6.g. Motion was made by Mayor Zylka, seconded by Councilmember Knafla to approve the agenda of June 7, 2021, as amended. 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 Lundberg to approve the City Council minutes of the special work session meeting of May 17, 2021; the regular meeting of May 17, 2021, as presented. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

4. APPROVAL OF BILLS

Motion was made by Councilmember Gosiak, seconded by Councilmember Liljegren to approve the bills totaling \$553,230.77 for check numbers 104813 through 104905. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

5. AWARDS, DONATIONS, PRESENTATIONS AND PROCLAMATIONS

a. Award

1. Local Road Improvement Program Grant Award, Eleventh Street Northeast –

Motion was made by Councilmember Storlie, seconded by Mayor Zylka to receive the notification of the \$1,250,000 Local Road Improvement Program Grant Award for the surface improvements to Eleventh Street Northeast. 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 Storlie to take the following action on Consent Agenda items a. through g.:

a. Received and placed on file the Airport Commission minutes for May 2021; and

b. Received and placed on file the Animal Control report for May 2021; and

c. Approved to the Minnesota Charitable Gambling Control Board, an Application for Exempt Permit as requested by the Minnesota Rodeo Association to conduct a raffle at the Morrison County Fairgrounds, 15575 Hawthorn Road, on September 19, 2021, and further waived any waiting period; and

d. Received and placed on file the Fire report for May 2021; and

e. Accepted the recommendations of the Interview Committee and appointed Riley Czech and George Moore III as groundskeepers at the Golf Course at Pay Grade 2, Step 1, \$11.09 per hour, effective June 8, 2021; and

f. Approved a Temporary On Sale Liquor License application as requested by Our Lady of Lourdes Church for their annual bazaar to be held on the church grounds, 208 West Broadway, on July 25, 2021, contingent upon the appropriate paperwork, insurance, and fees being provided, and approval is granted by the Police Chief and the Minnesota Department of Public Safety, Alcohol and Gambling Enforcement Division; and further approved their request to add bingo and pulltabs to their already approved gambling permit for this event; and

g. Approved an amended Temporary Roadway Closing permit as requested by the Little Falls Convention and Visitors Bureau to close the parking lanes on both the east and west sides of First Street Southeast between Trunk Highway 27 East and First Avenue Southeast on July 10, 2021, from 2:00 p.m. to 7:00 p.m. for a public event, contingent upon the appropriate paperwork, insurance listing the City as additional insured with not less than \$1 million is provided, and approval is granted by the Fire and Police Chiefs, and the Public Works Director/Engineer.

Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Lettings**

1. **Appliance, Tire and Bulk Garbage Collection, City Sanitary Service** – Motion was made by Councilmember Knafla, seconded by Councilmember Gosiak to award the low quotation from City Sanitary Service, Little Falls, for the appliance, tire, and bulk garbage collection to be completed no later than August 9, 2021, for one and two family residential properties, to be charged to the SCORE Grant. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

2. **Construction Materials Testing, Independent Testing Technologies, Inc.** – Motion was made by Councilmember Gosiak, seconded by Councilmember Hanson to award the quotation of \$7,380 from Independent Testing Technologies, Inc., Waite Park, to complete the construction materials testing for Public Improvement 389, to be charged to the project. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **Airfield Pavement Rehabilitation (Crack Filling), Lot Pros, Inc., Little Falls/Morrison County Airport** – Motion was made by Councilmember Knafla, seconded by Councilmember Lundberg to accept the recommendation of the Airport Commission and the City's Consulting Engineer, and awarded the low bid of \$62,173 from Lot Pros, Inc., Fergus Falls, for the base bid, and Alternates A, B, and C, for the airfield pavement rehabilitation (crack filling) project at the Little Falls/Morrison County Airport, contingent upon receiving grant funding, to be charged to the project. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

4. **Rain Guardian Bunkers, Anoka Conservation District, Public Improvement 389** – Motion was made by Councilmember Storlie, seconded by Mayor Zylka to award the quotation of \$19,700 from Anoka Conservation District, Ham Lake, for 24 rain guardian bunkers and shipping, for the Third Street Southeast project, to be charged to Public Improvement 389. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

5. **Sidewalk Improvements, Beyond the Curb, LLC, Public Improvement 391** – Motion was made by Councilmember Hanson, seconded by Councilmember Liljegren to approve the quotation of \$16,700 from Beyond the Curb, LLC, Little Falls, for portions of the sidewalk improvement project, to be charged to Public Improvement 391. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

8. **OLD BUSINESS**

a. **Ordinance No. 23, Seventh Series, Authorize and Direct Sale of Property, North Freeze Dry, LLC** (Introduced 05/17/21) – Councilmember Knafla moved for the adoption of Ordinance No. 23, Seventh Series, an Ordinance Authorizing and Directing the Sale of Certain Property to North Freeze Dry, LLC, for the sum of \$1. Mayor Zylka 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 Ordinance No. 23 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

b. **Ordinance No. 24, Seventh Series, Authorize and Direct the Sale of Property, CenterPoint Energy Resources Corp.** (Introduced 05/17/21) – Councilmember Lundberg moved for the adoption of Ordinance No. 24, Seventh Series, an Ordinance Authorizing and Directing the Sale of Certain Property in Chief Hole-in-the-Day Addition to CenterPoint Energy Resources Corp. for the sum of \$99,000. Councilmember Gosiak 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 Ordinance No. 24 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

c. **Ordinance No. 25, Seventh Series, Amend City Code Chapters 6 and 11, Mobile Food Units, Box Eaves, and Portable Storage Units** (Introduced 05/17/21) – Councilmember Storlie moved for the adoption of Ordinance No. 25, Seventh Series, an Ordinance Amending City Code Chapters 6 and 11 relating to the establishment of a Mobile Food Unit, it's licensing and requirements; boxed eaves on accessory structures and dwellings;

amendment of the time limits on portable storage units; and removing separate residential requirements within the Noncentral Business District B-2. Councilmember Hanson seconded the motion for adoption. On a roll call vote; Ayes: Zylka, Hircock, Storlie, Hanson, Gosiak, Knafla, and Liljegren. Nays: none. Abstention: Lundberg. Council President Hircock then declared said Ordinance No. 25 to have received the majority vote of the entire City Council and the same to have been duly passed, approved, and adopted.

d. **Ordinance No. 25A, Seventh Series, Summary Publication of Ordinance No. 25, Seventh Series** (introduced 05/17/21) – Councilmember Knafla moved for the adoption of Ordinance No. 25A, Seventh Series, an Ordinance Authorizing the Summary Publication of Ordinance No. 25, Which Amends City Code Chapters 6 and 11 relating to the establishment of Mobile Food Unit licensing and requirements; boxed eaves on accessory structures and dwellings; time limits on portable storage units; and removing separate residential requirements within the Noncentral Business District B-2. Councilmember Liljegren seconded the motion for adoption. On a roll call vote; Ayes: Zylka, Hircock, Storlie, Hanson, Gosiak, Knafla, Liljegren, and Lundberg. Nays: none. Council President Hircock then declared said Ordinance No. 25A to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

e. **Ordinance No. 26, Seventh Series, Zoning of Property, 17502 Haven Road** (Introduced 05/17/21) – Councilmember Hanson moved for the adoption Ordinance No. 26, Seventh Series, an Ordinance Zoning the Property located at 17502 Haven Road, Industrial I. Councilmember Lundberg seconded the motion for adoption. On a roll call vote; Ayes: Hircock, Storlie, Hanson, Gosiak, Knafla, Liljegren, Lundberg, and Zylka. Nays: none. Council President Hircock then declared said Ordinance No. 26 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. **de Minimis Wetland Impact Permit, Stormwater Pond Access Road, Morrison Soil and Water Conservation** – Motion was made by Councilmember Hanson, seconded by Councilmember Gosiak to authorize the submittal of a de Minimis Wetland Impact Permit to Morrison Soil and Water Conservation, and should the application be approved, further authorized execution of all documents necessary to obtain said permit. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Petition, Water and Sewer, Gayle Drive** – Motion was made by Councilmember Storlie, seconded by Councilmember Lundberg to receive a petition requesting the installation of municipal water and sewer on Gayle Drive, and further forwarded the request to the Public Works Department for review and a recommendation. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

c. **Trust Services Agreement Relating to Paying Agent, Registrar and Transfer Agent Services, Northland Trust Services** – Motion was made by Councilmember Hanson, seconded by Councilmember Gosiak to approve, and authorized the execution of a Trust Services Agreement Relating to Paying Agent, Registrar and Transfer Agent Services with Northland Trust Services, Inc., Minneapolis, for the General Obligation Permanent Improvement Revolving Fund Bonds, Series 2021A. 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 Storlie announced that at the next meeting of the OurTown 56345 Committee they will be discussing the band shelter proposal for Le Bourget Park.

b. Councilmember Lundberg discussed that she believes the OurTown 56345 Committee should be invited to attend the next Park, Recreation and Tree Board meeting to review what they have completed to date on the proposed band shelter project at Le Bourget Park.

c. Mayor Zylka announced the Coalition of Greater Minnesota Cities annual summer conference in Alexandria on July 29 and 30, 2021.

12. **ADJOURNMENT**

Council President Hircock adjourned the meeting at 8:14 p.m.

Respectfully submitted,



Wendy J. Zylka