

**REGULAR CITY COUNCIL MEETING ~ JUNE 21, 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 21, 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 9.f. Motion was made by Councilmember Hanson, seconded by Councilmember Lundberg to approve the agenda of June 21, 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 Liljegren, seconded by Councilmember Knafla to approve the City Council minutes of the special work session meeting of June 7, 2021; the regular meeting of June 7, 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 Storlie, seconded by Councilmember Lundberg to approve the bills totaling \$1,095,232.15 for check numbers 104906 through 105020. 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 i.:

a. Approved to the Minnesota Charitable Gambling Control Board, an Application to Conduct Excluded Bingo as requested by the American Legion Auxiliary Unit 46 to conduct bingo at the Morrison County Fairgrounds, 15575 Hawthorn Road, on July 29 through 21, 2021, and further waived any waiting period; and

b. Denied waiving the monetary limits on municipal tort liability insurance established by Minnesota Statute 466.04 with the League of Minnesota Cities Insurance Trust; and

c. Received and placed on file the Park, Recreation and Tree Board minutes for May 2021; and

d. Received and placed on file the Planning Commission minutes of May 2021; and

e. Received and placed on file the Police report for May 2021; and

f. Received and placed on file the Public Works report for May 2021; and

g. Received and placed on file the Recycling report for March 2021; and

h. Received and placed on file the Wastewater report for May 2021; and

i. Received and placed on file the Water reports for April and May 2021.

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

**7. PUBLIC HEARINGS AND LETTINGS**

**8. OLD BUSINESS**

**a. Service Contract, OrgCentral Labs, Inc., dba JesseJames Creative, Website Design**

– Motion was made by Councilmember Storlie, seconded by Councilmember Hanson to approve, and authorized the execution of a Service Contract with OrgCentral Labs, Inc., dba JesseJames Creative, New York, for the design work of the City's website. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Amend Motion of June 7, 2021, Rain Guardian Bunkers, Anoka Conservation District, Public Improvement 389** – Motion was made by Councilmember Lundberg, seconded by Councilmember Knafla to amend the City Council's motion of June 7, 2021, and award the quotation of \$19,855 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.

c. **Residential Recycling, Republic Services** (Postponed from 05/17/21) – Motion was made by Councilmember Hanson, seconded by Mayor Zylka to reject the recommendation of the Recycling Advisory Committee to negotiate with Republic Services, Sauk Rapids, for the one and two family recycling collection beginning January 1, 2022, and instructed staff to begin negotiations with Bob LeMieur Roloffs Refuse and Recycling, Little Falls. On a roll call vote; Ayes: Liljegren, Zylka, Hircock, and Hanson. Nays: Knafla, Lundberg, Storlie, and Gosiak. Motion failed.

Motion was then made by Councilmember Lundberg, seconded by Councilmember Storlie to reject all residential recycling proposals, add three to six months to the current haulers contract to allow for new proposals to be submitted. Following discussions, Councilmember Lundberg withdrew her motion. There being no second, motion died.

Motion was then made by Councilmember Storlie, seconded by Councilmember Gosiak to reject all proposals for the residential one and two family recycling collection and extend the current haulers contract six months. On a roll call vote; Ayes: Storlie and Gosiak. Nays: Knafla, Liljegren, Lundberg, Zylka, Hircock, and Hanson. Motion failed.

Motion was then made by Councilmember Knafla, seconded by Councilmember Liljegren to request all four respondents of the requests for proposals to provide any additional they may deem necessary or make changes to their original proposal by June 28, 2021, by 4:30 p.m. and directed staff to contact all four respondents to make them aware of the additional period and provide them with the email and deadline for additions or changes. On a roll call vote; Ayes: Knafla, Liljegren, and Lundberg. Nays: Zylka, Hircock, Storlie, Hanson, and Gosiak. Motion failed.

With no further progress being made, City Administrator Radermacher stated this item would continue to the next meeting.

## 9. **NEW BUSINESS**

### a. **Personnel**

1. **Interview Committee Recommendation, Amanda LeBlanc, Records Technician, Police Department** – Motion was made by Councilmember Storlie, seconded by Councilmember Lundberg to accept the recommendation of the Interview Committee, and appointed Amanda LeBlanc to the Records Technician position at the Police Department at Pay Grade 3, Step 1, \$21.66 per hour as stated in the Labor Agreement of the American Federation of State, County and Municipal Employees, Council 65, contingent upon the successful completion of a background check, physical examination, and passing the drug/alcohol testing, effective June 22, 2021, or as soon thereafter as she is available. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

2. **Memorandum of Understanding, American Federal of State, County, and Municipal Employees, Council 65, Lateral Pay** – Motion was made by Mayor Zylka, seconded by Councilmember Hanson to approve, and authorized the execution of the Memorandum of Agreement for Lateral Pay with the American Federation of State, County, and Municipal Employees Council 65, AFL-CIO Local 2564 (AFSCME). Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **Personnel Policy 9, Payroll, Overtime and Compensatory Time** – Motion was made by Councilmember Knafla, seconded by Councilmember Liljegren to adopt Personnel Policy 9, Payroll, Overtime and Compensatory Time, as amended to move employee pay date from Thursdays to Fridays. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Airport Commission Recommendation, Task Order 9, Pavement Rehabilitation, KLJ Engineering, LLC** – Motion was made by Councilmember Gosiak, seconded by Councilmember Lundberg to accept the recommendation of the Airport Commission and

approved Task Order 9 with KLJ Engineering, LLC, West Fargo, ND, at a cost not to exceed \$19,801.28, for the final plans, bidding services, and construction observation and administration of the pavement rehabilitation project at the Little Falls/Morrison County Airport, contingent upon the State grant being awarded. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

c. **Resolution 2021-59, Fee Schedule, Mobile Food Unit License(s)** – Councilmember Hanson introduced and moved for the adoption of Resolution 2021-59, a Resolution Adopting the Fee Schedule for Mobile Food Unit License(s), with a prorated fee for the year of 2021 of \$125. Councilmember Storlie 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 2021-59 to have received the majority vote of the entire City Council and the same to have been duly passed, approved, and adopted.

d. **Resolution 2021-60, Internal Loan Tax Increment Financing District 1-41, Barrett Petfood Innovations' Project** – Councilmember Knafla introduced and moved for the adoption of Resolution 2021-60, a Resolution Approving the Terms of an Internal Loan in Connection with Tax Increment Financing District 1-41 with Barrett Petfood Innovations. Councilmember Lundberg seconded the motion for adoption. On a roll call vote; Ayes: Hanson, Gosiak, Knafla, Liljegren, Lundberg, Zylka, Hircock, and Storlie. Nays: none. Council President Hircock then declared said Resolution 2021-60 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

e. **Sale of Tax Forfeited Property by Morrison County, LaFond Addition** – Motion was made by Councilmember Gosiak, seconded by Councilmember Lundberg to approve the sale of tax forfeited property in the City of Little Falls legally described as the East 10 feet of the South 11 feet of Lot 5, Block 6, and the West 1/2 of the vacated alley abutting said parcel, all in Block 6, LaFond Addition, by Morrison County. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

f. **Recommendation of Airport Commission, Resolution 2021-61, Execution of Grant Agreement, Crack Sealing** – Motion was made by Councilmember Liljegren to accept the recommendation of the Airport Commission and introduced and moved for the adoption of Resolution 2021-61, a Resolution Authorizing the Execution of State Grant Agreement 1047632 for the Crack Sealing Project at the Little Falls/Morrison County Airport. Councilmember Knafla seconded the motion for adoption. On a roll call vote; Ayes: Gosiak, Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, and Hanson. Nays: none. Council President Hircock then declared said Resolution 2021-61 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

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

### **11. ANNOUNCEMENTS**

a. Mayor Zylka announced that: he spoke at the 90<sup>th</sup> Birthday Celebration of Camp Ripley; and spoke with Senator Gazelka regarding the City's local option sales tax request, Memorial Bridge funding, and that he invited him to tour our Wastewater facility.

### **12. ADJOURNMENT**

Council President Hircock adjourned the meeting at 8:44 p.m.

Respectfully submitted,

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Wendy J. Zylka