

**REGULAR CITY COUNCIL MEETING ~ AUGUST 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 Monday, August 16, 2021, at 7:32 p.m. at City Hall in the Council Chambers. Councilmembers Knafla, Lundberg, Storlie, Hanson, Gosiak, Council President Hircock, and Mayor Zylka were present. Councilmember Liljegren was absent. It was determined there was a quorum.

2. **APPROVAL OF AGENDA**

Council President Hircock amended the agenda by adding item 6.I. Motion was made by Mayor Zylka, seconded by Councilmember Storlie to approve the agenda of August 16, 2021, as amended. Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **APPROVAL OF MINUTES**

Motion was made by Councilmember Hanson, seconded by Councilmember Gosiak to approve the City Council minutes of the special work session meeting of August 2, 2021; the regular meeting of August 2, 2021, as presented. Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

4. **APPROVAL OF BILLS**

Motion was made by Councilmember Gosiak, seconded by Councilmember Knafla to approve the bills totaling \$1,999,628.32 for check numbers 105261 through 105372. Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

5. **AWARDS, DONATIONS, PRESENTATIONS AND PROCLAMATIONS**

a. **Award**

1. **Minnesota Board of Firefighter Training and Educations Funding, Fire**

**Department** – Motion was made by Councilmember Storlie, seconded by Councilmember Hanson to receive the notification of redistribution funding of \$3,970 for firefighter training reimbursement from the Minnesota Board of Firefighter Training and Education under Round 13. Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

6. **CONSENT AGENDA**

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

a. Approved and authorized the execution of Extension of Agricultural Lease Agreements with Scott Doroff, and Ron Miller dba Park View Acres, through December 31, 2028; and

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

c. Received and placed on file the Building report for June 2021; and

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

e. Received and placed on file the Heritage Preservation Commission minutes for August 2021; and

f. Received and placed on file the Planning Commission minutes of August 2021; and

g. Received and placed on file the Police report for July 2021; and

h. Approved a Temporary Roadway Closing permit as requested by Johnny C's Sports Bar for the partial closure of the alley adjacent to their building located at 108 East Broadway, from 2:00 p.m. on September 9, 2021, to 5:00 p.m. on September 12, 2021, contingent upon the appropriate paperwork, insurance listing the site and the City as additional insured with not less than \$1 million coverage, and fee all being submitted, they clean up after the event, approval is granted by the Fire and Police Chiefs and the Public Works Director/Engineer, and no alcohol is permitted to be served or consumed outside of their approved On Sale Liquor License; and

i. Received and placed on file the Wastewater report for July 2021; and

j. Received and placed on file the Water reports for June and July 2021; and

k. Approved a Wine and Strong Beer License as requested by Great River Arts Associations for their facility at 122 Southeast First Street, contingent upon the appropriate paperwork, insurance, fees, and background investigation are submitted, and approval is granted by the Police Chief and the Minnesota Department of Public Safety, Alcohol and Gambling Enforcement Division; and

l. Approved a Temporary On Sale Liquor License as requested by Holy Family Church, 18777 Riverwood, to allow wine and strong beer on their property for their annual Heritage Days event on September 19, 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.

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

## 7. **PUBLIC HEARINGS AND LETTINGS**

### a. **Lettings**

1. **2022 Ford F250 Pickup, Midway Ford, Streets and Parks** – Motion was made by Councilmember Lundberg, seconded by Councilmember Hanson to award the quotation, off the State bid, of \$29,976.68 plus tax, title, and license, from Midway Ford Commercial, Roseville, for a 2022 Ford F250 4x4 Super Cab with 6.75' box, for Streets and Parks, to be charged to the Equipment Fund. Ayes: Knafla, Lundberg, Zylka, Hircocock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

2. **Public Improvement 396, JR Ferche, Inc.** – Motion was made by Councilmember Knafla, seconded by Mayor Zylka to accept the recommendation of the Consulting Engineer Phil Martin from Short Elliott Hendrickson, and awarded the low bid of \$1,670,805.70 from JR Ferche, Inc., Rice, for Public Improvement 396, (i.e. Eleventh Street Northeast), to be charged to the Project. Ayes: Knafla, Lundberg, Zylka, Hircocock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **2022 Ford F350 Chassis and Cab, Boyer Trucks, Streets and Parks** – Motion was made by Councilmember Hanson, seconded by Councilmember Lundberg to award the quotation, off the State bid, of \$33,473.90, plus tax and license, for a 2022 Ford F350 Ford chassis 4x4 SD regular cab, from Boyer Trucks, Minneapolis, for Streets and Parks, to be charged to the Equipment Fund. Ayes: Knafla, Lundberg, Zylka, Hircocock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

4. **Repave Tee Box, Central Minnesota Paving, Golf Course** – Motion was made by Councilmember Storlie, seconded by Councilmember Hanson to the quotation of \$6,800 from Central Minnesota Paving, Little Falls, to repave the first tee box at the Golf Course, to be charged to the Golf Equipment Fund. Ayes: Knafla, Lundberg, Zylka, Hircocock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

## 8. **OLD BUSINESS**

a. **Evaluation Team Recommendation, Bob LeMieur Rolloffs Refuse and Recycling, Inc., One and Two Family Residential Recycling** – Motion was made by Councilmember Lundberg, seconded by Mayor Zylka to accept the recommendation of the Evaluation Team (Councilmembers Hanson, Knafla, and Gosiak, City Administrator, Finance Officer, and Utility Billing Clerk), and authorized negotiations with Bob LeMieur Rolloffs Refuse and Recycling, Inc., Little Falls, for the One and Two Family Residential Recycling Program, for a five year contract, with the City purchasing the recycling carts. Ayes: Knafla, Lundberg, Zylka, Hircocock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Ordinance No. 27, Seventh Series, Rescind Ordinance 95, Sixth Series, and Sale of Property, Patriot Investments Management LLC** (Introduced 08/02/21) – Councilmember Hanson moved for the adoption of Ordinance No. 27, Seventh Series, an Ordinance Rescinding Ordinance No. 95, Sixth Series, and Authorizing and Directing the Sale of Certain Property to Patriot Investments Management LLC for the sum of \$5,000. Councilmember Knafla seconded the motion for adoption. On a roll call vote; Ayes: Knafla, Lundberg, Zylka, Hircocock, Storlie, Hanson, and Gosiak. Nays: Liljegren (absent). Council President Hircocock then declared said Ordinance 27, Seventh Series, to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

c. **Resolution 2021-67, Intent to Sell Bonds, Public Improvement 389** – Councilmember Storlie introduced and moved for the adoption of Resolution 2021-67, a Resolution Establishing Procedures Relating to Compliance with Reimbursement of Bond Regulations Under the Internal Revenue Service (Intent to Sell Bonds for Public Improvement 389, 2021 improvement projects). Councilmember Knafla seconded the motion for adoption. On a roll call vote; Ayes: Lundberg, Zylka, Hircock, Storlie, Hanson, Gosiak, and Knafla. Nays: Liljegren (absent). Council President Hircock then declared said Resolution 2021-67 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

d. **Resolution 2021-68, Call for Public Hearing, Final Assessment Roll, Public Improvement 389** – Councilmember Knafla introduced and moved for the adoption of Resolution 2021-68, a Resolution Calling for a Public Hearing on September 20, 2021, at 7:30 p.m. to consider the Adoption of the Final Assessment Roll for Public Improvement 389 (2021 improvement projects). Councilmember Hanson seconded the motion for adoption. On a roll call vote; Ayes: Zylka, Hircock, Storlie, Hanson, Gosiak, Knafla, and Lundberg. Nays: Liljegren (absent). Council President Hircock then declared said Resolution 2021-68 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

e. **Resolution 2021-69, Accept Petition and Order Feasibility Report, Gayle Drive** – Councilmember Gosiak introduced and moved for the adoption of Resolution 2021-69, a Resolution Accepting a Petition of 6% of the Abutting Property Footage, and Ordering a Feasibility Report on the proposed Surface and/or Utility Improvements to Gayle Drive. Councilmember Storlie seconded the motion for adoption. On a roll call vote Ayes: Hircock, Storlie, Hanson, Gosiak, Knafla, Lundberg, and Zylka. Nays: Liljegren (absent). Council President Hircock then declared said Resolution 2021-69 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

f. **Resolution 2021-70, Accept Petition and Order Feasibility Report, Circle Drive** – Councilmember Lundberg introduced and moved for the adoption of Resolution 2021-70, a Resolution Accepting a Petition of 34% of the Abutting Property Footage, and Ordering a Feasibility Report on the proposed Surface and/or Utility Improvements to Circle Drive. Councilmember Storlie seconded the motion for adoption. On a roll call vote Ayes: Storlie, Hanson, Gosiak, Knafla, Lundberg, Zylka, and Hircock. Nays: Liljegren (absent). Council President Hircock then declared said Resolution 2021-70 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

g. **Resolution 2021-71, Resolution Authorizing Execution of Grant Agreement, Local Roads, Public Improvement 396** – Councilmember Storlie introduced and moved for the adoption of Resolution 2021-71, a Resolution Authorizing the Execution of a Local Road Improvement Program Grant Agreement No. 1047783, SAP 136-128-011 for Public Improvement 396, (i.e. Eleventh Street Northeast). Councilmember Lundberg seconded the motion for adoption. On a roll call vote; Ayes: Hanson, Gosiak, Knafla, Lundberg, Zylka, Hircock, and Storlie. Nays: Liljegren (absent). Council President Hircock then declared said Resolution 2021-71 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

## 9. **NEW BUSINESS**

### a. **Personnel**

1. **Interview Committee Recommendation, Austin Udy, Groundskeeper** – Motion was made by Councilmember Hanson, seconded by Councilmember Knafla to accept the recommendation of the Interview Committee, and appoint Austin Udy as a groundskeeper at the Golf Course at Pay Grade 2, Step 1, \$11.09 per hour, effective August 18, 2021. Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

2. **Amend Personnel Policy 42, Pregnancy and Nursing Mothers Accommodations** – Motion was made by Councilmember Gosiak, seconded by Councilmember Lundberg to approve Personnel Policy 42, Pregnancy and Nursing Mothers Accommodations, as amended. Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **Personnel Policy 44, Remote Work** – Motion was made by Councilmember Lundberg, seconded by Councilmember Storlie to adopt Personnel Policy 44, Remote Work. Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Body Worn Camera Grant, Bureau of Justice Assistance, Police Department** – Motion was made by Mayor Zylka, seconded by Councilmember Storlie to authorize the submittal of a Small, Rural, and Tribal Body-Worn Camera Grant application to the Bureau of Justice Assistance through the United States Department of Justice for up to \$30,000 for the implementation of body-worn camera program, and should said grant be awarded, authorize the execution of all documents necessary to receive said funds, for the Police Department, with the required match to be charged to the Equipment Fund. Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

c. **Change Order No. 20, Knife River Corporation – North Central, Minnesota Department of Transportation, Public Improvement 375** – Motion was made by Councilmember Gosiak, seconded by Mayor Zylka to approve Change Order No. 20 with Knife River Corporation – North Central, Sauk Rapids, with no dollar change, for Public Improvement 375, (i.e. Trunk Highway 27 project, Federal Project No. 4904-45/STPF 4919(081)), as presented. Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

d. **Little Falls/Morrison County Airport, American Rescue Plan Grant Program Funding** – Motion was made by Councilmember Knafla, seconded by Councilmember Lundberg to authorize the execution of an American Rescue Plan Grant Program Funding agreement, through the Minnesota Department of Transportation, Office of Aeronautics for \$32,000 of funding to assist the Little Falls/Morrison County Airport with operations, personnel, cleaning, sanitizing janitorial services, combating the spread of pathogens at the Little Falls/Morrison County Airport, and debt service payments. Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

e. **Recommendation of Planning Commission/Zoning Administrator Report, Resolution 2021-72, Approve Conditional Use Permit, Christopher and Elana Harakel** – Motion was made by Councilmember Gosiak to accept the recommendation of the Planning Commission and the Zoning Administrator's report, and introduced and moved for the adoption of Resolution 2021-72, a Resolution Adopting Findings of Fact, Reasons for Approval, and Conditions of a Conditional Use Permit requested by Christopher and Elana Harakel, 606 Southwest Thirteenth Street. Councilmember Lundberg seconded the motion for adoption. On a roll call vote; Ayes: Gosiak, Knafla, Lundberg, Zylka, Hircock, Storlie, and Hanson. Nays: Liljegren (absent). Council President Hircock then declared said Resolution 2021-72 to have received the majority 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**

### **12. ADJOURNMENT**

Council President Hircock adjourned the meeting at 8:20 p.m.

Respectfully submitted,

*Wendy J. Zylka*

[Wendy J. Zylka \(Sep 8, 2021 09:31 CDT\)](#)

Wendy J. Zylka