

REGULAR CITY COUNCIL MEETING ~ DECEMBER 20, 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 December 20, 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 adding item 9.k. Motion was made by Councilmember Hanson, seconded by Councilmember Lundberg to approve the agenda of December 20, 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 Liljegren to approve the City Council minutes of the special work session meeting of December 6, 2021, and the regular meeting of December 6, 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 Knafla to approve the bills totaling \$698,763.01 for check numbers 105951 through 106033. 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 Storlie, seconded by Councilmember Hanson to take the following action on Consent Agenda items a. through i.:

- a. Received and placed on file the Building report for October and November 2021; and
- b. Received and placed on file the Fire report for November 2021; and
- c. Received and placed on file the Heritage Preservation Commission minutes of December 2021; and
- d. Received and placed on file the Morrison County Attorney's Prosecution report for September and October 2021; and
- e. Received and placed on file the Police report for November 2021; and
- f. Received and placed on file the Public Works report for November 2021; and
- g. Affirmed the meeting date changes for the regular City Council meetings in 2022 that fall on legal holidays to the following Tuesday as presented; and
- h. Received and placed on file the Morrison County Animal Humane Society Reviewed Financial Statements dated December 31, 2020, from Schlenner Wenner & Co.; and
- i. Received and placed on file the Wastewater report for November 2021.

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

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Lettings**

1. **Body Worn Cameras, Mobile Video Cameras and Tasers, Axon Enterprises Inc.,**

Police – Motion was made by Councilmember Gosiak, seconded by Mayor Zylka to award the purchase, through Sourcewell, and authorized the Core+, Pro Licenses, Dynamic Bundle, and the Fleet 3 Advanced 10 Year quotations from Axon Enterprises Inc., Scottsdale, AZ, at a total cost of \$551,465.35 for body worn cameras, mobile video recorders, tasers, and related equipment for the Police Department, to be charged to the Equipment Fund. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

2. **Geotechnical Services, Braun Intertec** – Motion was made by Councilmember Hanson, seconded by Mayor Zylka to award the low quotation of \$14,360 from Braun Intertec Corporation, St. Cloud, to conduct geotechnical services for the proposed 2022 improvement projects, to be charged to Public Improvement 397. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **Watermain Loop Engineering Services, Bolton & Menk** – Motion was made by Councilmember Storlie, seconded by Councilmember Knafla to award the quotation of \$166,715 from Bolton & Menk, Baxter, to complete the engineering services as presented in their proposal dated December 2, 2021, for the watermain loop, to be charged to Public Improvement 398. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson and Gosiak. Nays: none. Motion carried.

8. **OLD BUSINESS**

a. **Amendment No. 1 Contract 151115, Minnesota Department of Natural Resources** – Motion was made by Councilmember Gosiak, seconded by Mayor Zylka to approve, and authorized the execution of Amendment No. 1 to Contract 151115 for the Camp Ripley Veterans State Trail with the Minnesota Department of Transportation for extend the expiration date to December 31, 2022. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Change Order No. 1, Knife River, Little Falls Area Recreational Complex Improvements** – Motion was made by Councilmember Storlie, seconded by Councilmember Lundberg to approve Change Order 1 in the amount of \$3,860 with Knife River-North Central, Sauk Rapids, for the additional topsoil on the parking lot improvements at the Little Falls Area Recreational Complex, for a total project cost of \$38,584.50, to be charged to the Park Improvement Fund. Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, Gosiak, and Knafla. Nays: none. Motion carried.

c. **Housing Study Draft, Community Partners Research, Inc.** – Motion was made by Councilmember Knafla, seconded by Councilmember Lundberg to receive the City of Little Falls Housing Study Updated, December 2021 Draft, presented by Community Partners Research, Inc., Lake Elmo. Ayes: Lundberg, Zylka, Hircock, Storlie, Hanson, Gosiak, Knafla, and Liljegren. Nays: none. Motion carried.

d. **Resolution 2021-97, Installation of Streetlight** – Councilmember Lundberg introduced and moved for the adoption of Resolution 2021-97, a Resolution Authorizing the Installation of a Streetlight on Weston Circle at Caroline Lane. Councilmember Hanson seconded the motion for adoption. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Abstention: Zylka. Council President Hircock then declared said Resolution 2021-97 to have receive the majority vote of the entire City Council and the same to have been duly passed, approved, and adopted.

e. **Safe Routes to School Engineering Amendment, Bolton & Menk** – Motion was made by Councilmember Hanson, seconded by Councilmember Liljegren to approve the Request for Engineering Services Amendment with Bolton & Menk, Baxter, in the amount of \$38,405 due to the additional time used by Anderson Brothers Construction to complete the Safe Routes to Project, to be charged to Public Improvement 372. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

f. **Work Change Directive 20, Rice Lake Construction Group, Wastewater Improvement Project** – Motion was made by Councilmember Lundberg, seconded by Mayor Zylka to accept the recommendation of Project Engineering Colin Marcusen, and approved Work Change Directive 20 with Rice Lake Construction Group, Deerwood, for a total increase of \$37,342.87 for the Wastewater Improvement Project, to be charged to the Project. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

9. **NEW BUSINESS**

a. **Personnel**

1. **Park Maintenance Worker Recommendations, Paul Karst and Benjamin Messinger** – Motion was made by Councilmember Gosiak, seconded by Councilmember Knafla to accept the recommendation of the Interview Committee, and appointed Paul Karst and Benjamin Messinger to Park Maintenance Worker positions, at Pay Grade 3, Step 1 \$21.66 per hour, as stated in the Labor Agreement of the International Union of Operating Engineers, Local 49, contingent upon successful completion of a background

check, physical examination and passing the drug/alcohol testing, effective as soon as they are available. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

2. **Police Officer Investigator, Position Description, Points, Pay Grade, and Post** –

Motion was made by Councilmember Storlie, seconded by Councilmember Lundberg to approve the position description for a Police Officer Investigator, at 365 points, Pay Grade 9, authorize the posting within the Law Enforcement Labor Services Union, followed by posting to the public. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **Resolution 2021-96, Establish Parttime, Seasonal, and Temporary Employee Step Structure** –

Councilmember Lundberg introduced and moved for the adoption of Resolution 2021-96, a Resolution Establishing Parttime, Seasonal, and Temporary Employee Step Structures. Councilmember Hanson 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 Resolution 2021-96 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

b. **Airport Commission Recommendation, Instrument Approach, Kadmas Lee Jackson (KLJ)** –

Motion was made by Councilmember Storlie, seconded by Councilmember Knafla to accept the recommendation of the Airport Commission and authorized Kadmas Lee & Jackson, West Fargo, to complete the instrument Approach Engineering Services in the amount of \$27,846.15, for the Little Falls/Morrison County Airport, to be charged to the Airport Improvement Fund, and contingent upon grant approval. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

c. **Aquifer Study, Short Elliott Hendrickson** – Motion was made by Councilmember Hanson, seconded by Councilmember Gosiak to approve the proposal of \$35,500 from Short Elliott Hendrickson (SEH), Mankato, to complete an Aquifer Study as submitted in their proposal of December 9, 2021, to be charged to the Water Improvement Fund. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

d. **Consultant Service Contract (Zoning), Sourcewell** – Motion was made by Councilmember Hanson, seconded by Councilmember Lundberg to approve the Consultant Service Contract with Sourcewell for various planning and zoning services. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

e. **Lease Agreement, Little Falls Area Convention and Visitors Bureau** – Motion was made by Councilmember Storlie, seconded by Councilmember Liljegren to approve the Lease Agreement with the Little Falls Convention and Visitors Bureau for the Rosenmeier House for 2022. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

f. **Resolution 2021-77, Decertify Tax Increment Financing District 38, AirBorn Expansion and Relocation** –

Councilmember Hanson introduced and moved for the adoption of Resolution 2021-77, a Resolution Approving the Decertification of Tax Increment Financing District 1-38. Councilmember Storlie seconded the motion for adoption. On a roll call vote; Ayes: Lundberg, Zylka, Hircock, Storlie, Hanson, Gosiak, Knafla, and Liljegren. Nays: none. Council President Hircock then declared said Resolution 2021-77 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

g. **Resolution 2021-92, Establish 2022 Fee Schedule** – Councilmember Storlie introduced and moved for the adoption of Resolution 2021-92, a Resolution Establishing the 2022 Fee Schedule. 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 Resolution 2021-92 to have received the majority vote of the entire City Council and the same to have been duly passed, approved, and adopted.

h. **Resolution 2021-93, Establish 2022 Polling Places** – Councilmember Gosiak introduced and moved for the adoption of Resolution 2021-93, a Resolution Reestablishing

Unchanged Wards and Polling Places. Councilmember Liljegren 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 Resolution 2021-93 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

i. **Resolution 2021-94, Establish Water, Sewer, Garbage, Recycling, and Storm Sewer Rates** – Councilmember Lundberg introduced and moved for the adoption of Resolution 2021-94, a Resolution Establishing the 2022 Water, Sewer, Garbage, Recycling, and Storm Sewer Rates. Councilmember Knafla seconded the motion for adoption. On a roll call vote; Ayes: Storlie, Hanson, Gosiak, Knafla, Liljegren, Lundberg, Zylka, and Hircock. Nays: none. Council President Hircock then declared said Resolution 2021-94 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

j. **Resolution 2021-95, Memorandum of Agreement, Attorney General's Office, National Opioid Settlement** – Councilmember Storlie introduced and moved for the adoption of Resolution 2021-95, a Resolution Approving the Memorandum of Agreement between the State of Minnesota and Local Governments, and Authorizing Participation in the National Opioid Settlement. Councilmember Lundberg seconded the motion for adoption. On a roll call vote; Ayes: Storlie, Hanson, Gosiak, Knafla, Liljegren, Lundberg, Zylka, and Hircock. Nays: none. Council President Hircock then declared said Resolution 2021-95 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

k. **Camp Ripley Veterans State Trail Design and Construction Cooperative Agreement, Minnesota department of Natural Resources** – Motion was made by Councilmember Lundberg, seconded by Councilmember Liljegren to approve and authorized the execution of a Camp Ripley Veterans State Trail Design and Construction Cooperative Agreement with the Minnesota Department of Natural Resources for \$300,000 in additional funding for said trail. 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


Councilmember Storlie requested the Community Services Advisory Board minutes on the Consent Agenda.

Mayor Zylka thanked all staff for their hard work throughout the year.

12. ADJOURNMENT

Council President Hircock adjourned the meeting at 8:23 p.m.

Respectfully submitted,


Wendy J. Zylka (Jan 4, 2022 13:16 CST)

Wendy J. Zylka