

REGULAR CITY COUNCIL MEETING ~ JANUARY 18, 2022; AND
CLOSED CITY COUNCIL Meeting ~ JANUARY 18, 2022

1. CALL TO ORDER

The regular meeting of the City Council of the City of Little Falls was called to order by Council President Hircock on January 18, 2022, at 7:30 p.m. at City Hall in the Council Chambers. Councilmembers Knafla, Liljegren, Lundberg, Storlie, Hanson, Gosiak, and Council President Hircock were present. Mayor Zylka was absent. It was determined that a quorum or present.

2. APPROVAL OF AGENDA

Council President Hircock amended the agenda by adding item 9.e. Motion was made by Councilmember Gosiak, seconded by Councilmember Lundberg to approve the agenda of January 18, 2022, as amended. Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. APPROVAL OF MINUTES

Motion was made by Councilmember Storlie, seconded by Councilmember Knafla to approve the City Council minutes of the regular (reorganizational) meeting of January 3, 2022, as presented. Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

4. APPROVAL OF BILLS

Motion was made by Councilmember Gosiak, seconded by Councilmember Storlie to approve the bills of December 31, 2021, totaling \$206,934.83 for check numbers 106090 through 106133. Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

Motion was made by Councilmember Liljegren, seconded by Councilmember Knafla to approve the bills of January 18, 2022, totaling \$1,839,994.12 for checks 106134 through 106191. Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

5. AWARDS, DONATIONS, PRESENTATIONS, AND PROCLAMATIONS

a. Donations

1. **Resolution 2022-08, Fourth Quarter Donations** – Councilmember Hanson introduced and moved for the adoption of Resolution 2022-08, a Resolution Accepting the Fourth Quarter 2021 Donations. Councilmember Storlie seconded the motion for adoption. On a roll call vote; Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: Zylka (absent). Council President Hircock then declared said Resolution 2022-08 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

6. CONSENT AGENDA

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

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

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

c. Received and placed on file the Fire report for December 2021; and

d. Received and placed on file the Park, Recreation and Tree Board minutes of November 2021; and

e. Received and placed on file the Pay Equity Implementation report for 2021; and

f. Received and placed on file the Police report for December 2021; and

g. Received and placed on file the Public Works report for December 2021; and

h. Received and placed on file the Recycling report for September through December 2021, and the 2021 recap report for City Sanitary Commercial; and

i. Approved a Temporary Roadway Closing request from the Little Falls Convention and Visitors Bureau for two parking spaces on First Street Southeast near Trunk Highway 27 on February 12, 2022, from 10:00 a.m. to 5:00 p.m., contingent upon the appropriate paperwork, insurance, and fees being provided, and approval is granted by the Fire and Police Chiefs, and the Public Works Director/Engineer; and

j. Received and placed on file the Water report for December 2021.

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

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Lettings**

1. **Geotechnical Services, Independent Testing Technologies, Public Improvement 392 and 398** – Motion was made by Councilmember Knafla, seconded by Councilmember Lundberg to accept the recommendation of Bolton & Menk and award the low quotations of \$4,100 for Eighteenth Street Southeast; and \$5,810 for the south watermain loop from Independent Testing Technologies, Waite Park, for the geotechnical services, to be charged to the Improvement 392 and 398, respectively. Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none.
Motion carried.

2. **Resolution 2022-03, Award Bids, Public Improvement 391** – Councilmember Lundberg introduced and moved for the adoption of Resolution 2022-03, a Resolution Awarding the Bids for Public Improvement 391, (sidewalks repair and replacement), to Beyond the Curb LLC, Little Falls; and Northland PCC Inc., New London, to be charged to the Project. Councilmember Hanson seconded the motion for adoption. On a roll call vote; Ayes: Liljegren, Lundberg, Hircock, Storlie, Hanson, Gosiak, and Knafla. Nays: Zylka (absent). Council President Hircock then declared said Resolution 2022-03 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

3. **Squad Vehicle and Related Equipment, Police** – Motion was made by Councilmember Gosiak, seconded by Councilmember Storlie to award the quotations, as presented for the squad utility vehicle and related equipment, for the Police Department totaling \$65,737.42, to be charged to the Equipment Fund. Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

4. **Workstation, Staples, Police** – Motion was made by Councilmember Lundberg, seconded by Councilmember Storlie to award the quotation, through Sourcewell, of \$6,980.75 from Staples, for a workstation for the Sergeants at the Police Department to be charged to the Equipment Fund. Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

5. **Rake, Mower, and Gator, Frontier Ag & Turf, Golf** – Motion was made by Councilmember Lundberg, seconded by Councilmember Hanson to award the low quotations from Frontier Ag & Turf, Hastings, for a John Deere 1200A Bunker and Field Rake at \$16,240.05, a 2021 John Deere Gator TX at \$9,440.72, and a John Deere 6500A E-Cut Hybrid Fairway mower at \$57,377.14, and authorized a lease agreement for said equipment, for the Golf, to be charged to the Golf Equipment Fund. Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

8. **OLD BUSINESS**

a. **Change Order 3, Rice Lake Construction Group, Wastewater Improvement Project** – Motion was made by Councilmember Storlie, seconded by Councilmember Liljegren to accept the recommendation of Project Engineer Colin Marcusen, and approved Change Order 3 totaling \$93,826.87 for a total project cost at \$20,010,980.87 with Rice Lake Construction Group, Deerwood, for the additional items as presented for the Wastewater Improvement Project, to be charged to the Project. Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Resolution 2022-04, Accept Feasibility Report and Call for Public Hearing, Public Improvement 397, Gayle Drive** – Councilmember Storlie introduced and moved for the adoption of Resolution 2022-04, a Resolution Accepting the Feasibility Report and Calling for a Public Hearing on the Proposed Surface and/or Utility Improvement for Public Improvement 397 (Gayle Drive) for the February 22, 2022. Councilmember Liljegren seconded the motion for adoption. On a roll call vote; Ayes: Lundberg, Hircock, Storlie, Hanson, Gosiak, Knafla, and Liljegren. Nays: Zylka (absent). Council President Hircock then declared said Resolution 2022-04 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

c. **Resolution 2022-05, Accept Feasibility Report and Call for Public Hearing, Public Improvement 397, Circle Drive** – Councilmember Hanson introduced and moved for the

adoption of Resolution 2022-05, a Resolution Accepting the Feasibility Report and Calling for a Public Hearing on the Proposed Surface and/or Utility Improvement for Public Improvement 397 (Circle Drive) for the February 22, 2022. Councilmember Knafla seconded the motion for adoption. On a roll call vote; Ayes: Hircock, Storlie, Hanson, Gosiak, Knafla, and Lundberg. Nays: Zylka (absent). Abstention: Liljegren. Council President Hircock then declared said Resolution 2022-05 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, Joshua Burgardt, Police Officer Investigator** – Motion was made by Councilmember Storlie, seconded by Councilmember Liljegren to accept the recommendation of the Interview Committee and appointed Joshua Burgardt to the Police Officer Investigator position at Pay Grade 9, Step 6, \$36.69 per hour, per the Law Enforcement Labor Services Labor Contract, effective as soon as his Patrol Officer position is filled; and further authorized the posting to fill the Patrol Officer position. Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

2. **Positions Description Updates, Points and Pay Grades, Clubhouse Supervisor and Head Groundskeeper** – Motion was made by Councilmember Storlie, seconded by Councilmember Gosiak to accept the recommendation of the Human Resources Director and the City Administrator, and assigned the Clubhouse Supervisor and Head Groundskeeper position descriptions at 225 points, Pay Grade 8, effective January 1, 2022. Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **Position Description Points and Pay Grade Update, Groundskeeper, Golf** – Motion was made by Councilmember Knafla, seconded by Councilmember Lundberg to accept the recommendation of the Human Resources Director and the City Administrator, and approved the assignment of 125 points to the groundskeeper position at the golf course, placing it in Pay Grade 3, effective January 1, 2022. Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

4. **Resolution 2022-09, Establish Salaries, Paid On Call Firefighters** – Councilmember Lundberg introduced and moved for the adoption of Resolution 2022-09, a Resolution Establishing the Salaries for the Paid On Call Firefighters. Councilmember Liljegren seconded the motion for adoption. On a roll call vote; Ayes: Hircock, Storlie, Hanson, Gosiak, Knafla, Liljegren, and Lundberg. Nays: Zylka (absent). Council President Hircock then declared said Resolution 2022-09 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

b. **Resolution 2022-06, Order Feasibility Report, Public Improvement 390, Fourth Street East** – Councilmember Storlie introduced and moved for the adoption of Resolution 2022-06, a Resolution Ordering a Feasibility Report on the Proposed Surface and/or Utility Improvements on Fourth Street East under Public Improvement 390. Councilmember Lundberg seconded the motion for adoption. On a roll call vote; Ayes: Storlie, Hanson, Gosiak, Knafla, Liljegren, Lundberg, and Hircock. Nays: Zylka (absent). Council President Hircock then declared said Resolution 2022-06 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

c. **Resolution 2022-07, Accept Feasibility Report and Call for Public Hearing, Public Improvement 390, Fourth Street East** – Councilmember Knafla introduced and moved for the adoption of Resolution 2022-07, a Resolution Accepting the Feasibility Report and Calling for a Public Hearing on the Proposed Surface and/or Utility Improvement for Public Improvement 390 (Fourth Street East) for the February 22, 2022. Councilmember Gosiak seconded the motion for adoption. On a roll call vote; Ayes: Hanson, Gosiak, Knafla, Liljegren, Lundberg, Hircock, and Storlie. Nays: Zylka (absent). Council President Hircock then declared said Resolution 2022-07 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

d. **Resolution 2022-10, Appoint Election Administrators** – Councilmember Hanson introduced and moved for the adoption of Resolution 2022-10, a Resolution Appointing the City Clerk, the Head Election Administrators, and Finance Officer and Accounting Technician as Assistant Election Administrator. Councilmember Lundberg seconded the motion for adoption. On a roll call vote; Ayes: Gosiak, Knafla, Liljegren, Lundberg, Hircock, Storlie, and Hanson. Nays: Zylka (absent). Council President Hircock then declared said Resolution 2022-10 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

e. **Authorize Submittal of Grant, Arts Based Community Development Grant, OurTown 56345** – Motion was made by Councilmember Lundberg, seconded by Councilmember Hanson to authorize the City to submit a grant a Arts-Based Community Development grant application through the Five Wings Arts Council (ABCD) and to administer said grant for OurTown 56345. Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

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

11. ANNOUNCEMENTS

12. ADJOURNMENT

Council President Hircock recessed the meeting at 8:29 p.m.

Motion was made by Councilmember Lundberg, seconded by Councilmember Storlie to close the meeting at 8:35 p.m. pursuant to Minnesota Statute Chapter 13DE.05, Subdivision 3(c), to determine the asking price, to develop, to consider offers, or counteroffers for real property described as Parcel No. 48.6522.000. Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

Motion was made by Councilmember Gosiak, seconded by Councilmember Hanson to reopen the meeting at 9:06 p.m. Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

Council President Hircock adjourned the meeting at 9:07 p.m.

Respectfully submitted,


[Wendy J. Zylka \(Feb 9, 2022 12:22 PM\)](#)

Wendy J. Zylka