

REGULAR CITY COUNCIL MEETING ~ FEBRUARY 7, 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 February 7, 2022, 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 that a quorum was present.

2. APPROVAL OF AGENDA

Motion was made by Councilmember Knafla, seconded by Councilmember Hanson to approve the agenda of February 7, 2022, as presented. 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 of January 18, 2022; and the regular meeting of January 18, 2022, 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 Knafla to approve the bills totaling \$457,345.68 for checks 106192 through 106265. 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 Storlie to take the following action on Consent Agenda items a. through k.:

- a. Received and placed on file the Animal Control report for January 2022; and
- b. Received and placed on file the Building report for December 2021; and
- c. Received and placed on file the Economic Development Authority minutes of January 2022; and
- d. Received and placed on file the Fire report for January 2022; and
- e. Received and placed on file the Morrison County Attorney's Prosecution report for November/December 2021; and
- f. Received and placed on file the Recycling report for January 2022; and
- g. Received and placed on file the Reviewed Financial Statements of the Friends of Linden Hill, Inc., and Senior Citizens, Inc., dated December 31, 2021, as presented by Schlenner Wenner & Co.; and
- h. Approved Show Licenses as requested by the Little Falls Convention and Visitors Bureau in Le Bourget Park on June 23, July 28, and August 25, 2022, from 8:00 a.m. to 10:00 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
- i. Accepted the recommendation of the Economic Development Authority and approved the allocation of \$142,000 of excess tax increment financing funds within the Equipment Fund to the Economic Development Authority's Redevelopment Loan Fund to be used for the deferred portion of loans; and
- j. Received and placed on file the Wastewater report for December 2021; and
- k. Received and placed on file the Water report for January 2022.

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

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Lettings**

1. **FlowPoint Bulk Water Dispensing Station, Minnesota Pump Works, Water** –

Motion was made by Councilmember Hanson, seconded by Councilmember Lundberg to award the quotation (only one received), of \$28,900, from Minnesota Pump Works, Dundas, for a FlowPoint Bulk Water Dispensing Station with updated credit card interface c/w receipt print, to be charged to the Water Improvement Fund; with the plumbing and electric work not included. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

2. **Test Well, North Star Drilling** –

Motion was made by Councilmember Storlie, seconded by Councilmember Hanson to accept the recommendation of Short Elliott Hendrickson, and awarded the low quotation of \$41,590 from North Star Drilling, Little Falls, to a drill test well as submitted in their proposal, to be charged to the Water Improvement Fund. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

8. **OLD BUSINESS**

a. **Extension of Tolling Agreement, JR Ferche, Public Improvement 396** –

Motion was made by Councilmember Hanson, seconded by Councilmember Knafla to accept the recommendation of the City Attorney, and approved the Extension of Tolling Agreement for Claims, 11th Street NE, SAP 136-128-011, for Public Improvement 396, with J.R. Ferche, Inc. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Resolution 2022-11, Authorize Execution of Grant Agreement, Federal Aviation Administration, Airport Improvements** –

Councilmember Knafla introduced and moved for the adoption of Resolution 2022-11, a Resolution Authorizing the Execution of a Grant Agreement with the United States Department of Transportation, Federal Aviation Administration, and the Minnesota Department of Transportation for Airport Improvement Project 3-27-0048-024-2022. Councilmember Liljegren 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 Resolution 2022-11 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. **Personnel**

1. **Position Description Updates** –

Motion was made by Councilmember Storlie, seconded by Mayor Zylka to approve the Engineering Technician, Engineering Aide, and Utility Technician position descriptions, all as presented. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Agreement for Professional Services, Short Elliott Hendrickson** –

Motion was made by Councilmember Storlie, seconded by Councilmember Lundberg to approve and authorize the execution of an Agreement for Professional Services for 2022 General Engineering Services with Short Elliott Hendrickson, Sartell, as presented. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

c. **Economic Revitalization Fund Program, Initiative Foundation** –

Motion was made by Mayor Zylka, seconded by Councilmember Hanson to task the Economic Development Authority with developing a corridor for presentation to the Initiative Foundation for their grant application to the Minnesota Department of Employment and Economic Development's Revitalization Program for economic opportunities to communities who suffered widespread arson, civil unrest, natural disaster or COVID-19 pandemic impacts; and further should the grant be awarded, instruct the Economic Development Authority to administer the grant program on behalf of the City. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

d. **Mayor's Annual Appointments to Various Authorities, Boards, Bureaus, and Commissions** –

Motion was made by Councilmember Storlie, seconded by Councilmember Liljegren to approve the Mayor Zylka's appointments to the following committees with a term of January 31, 2025, unless otherwise noted: Airport Commission, Jerry Knafla; Community Services Advisory Board, James Storlie, 01/31/23; Economic Development Authority, Brad Hircock, 01/31/28; Fire Relief Association Relief

Association, City Representatives, Gregory Zylka and Frank Gosiak, 01/31/23; Heritage Preservation Commission, Pat Sharon, Linda LeMieur, and Gary Block, and ex-officio business owner Joel Larson; Housing and Redevelopment Authority, Keith Silbernack, 01/31/27; Library Board, Councilmembers Lundberg, Hanson and Storlie; Park, Recreation and Tree Board, Jeremy Hanfler; and Planning Commission, Jeremy Hanfler, Kara Schilling, and Chuck Justin. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

e. **Policy 57, Little Falls Country Club Rules, Regulations, Policies, and Procedures** – Motion was made by Councilmember Hanson, seconded by Councilmember Storlie to approve Policy 57, Little Falls Country Club Rules, Regulations, Policies, and Procedures as amended. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

f. **Resolution 2022-10, 2021 Transfers** – Councilmember Liljegren introduced and moved for the adoption of Resolution 2022-10, a Resolution Approving the 2021 Transfers. Councilmember Knafla 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 2022-10 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

g. **Resolution 2022-12, Declare Certain Property Surplus and Authorize Disposal Thereof** – Councilmember Hanson introduced and moved for the adoption of Resolution 2022-12, a Resolution Declaring Certain Property Surplus and further Authorized the Disposal Thereof. 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 2022-12 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

h. **Resolution 2022-13, Support Housing and Local Decision Making Authority** – Councilmember Lundberg introduced and moved for the adoption of Resolution 2022-13, a Resolution Supporting Housing and Local Decision Making Authority. Mayor Zylka 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 Resolution 2022-13 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

i. **Resolution 2022-14, Establish Fee Schedule (Golf)** – Councilmember Storlie introduced and moved for the adoption of Resolution 2022-14, a Resolution Establishing the Fee Schedule, (i.e. senior golf and league membership fees), as amended. 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 Resolution 2022-14 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 OF CITY AUTHORITIES, BOARDS, BUREAUS, COMMISSIONS, AND COMMITTEES

11. ANNOUNCEMENTS

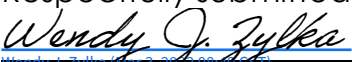
Mayor Zylka announced that he was elected Chair of Region 5 Development Commission's Transportation Committee; and that he was elected to the Minnesota Fishing Museum Board of Directors (as a citizen, not representing the City).

Councilmember Lundberg requested clarification on the Heritage Preservation Commission's decisions of the improvements for the buildings located at 108 East Broadway, 109 Southeast First Avenue, and 122 Southeast First Avenue.

12. ADJOURNMENT

Council President Hircock adjourned the meeting at 8:06 p.m.

Respectfully submitted,


Wendy J. Zylka