

REGULAR CITY COUNCIL MEETING ~ FEBRUARY 21, 2023

1. CALL TO ORDER

The regular meeting of the City Council of the City of Little Falls was called to order by Council President Knafla on Tuesday, February 21, 2023, at 7:30 p.m., via Zoom video conference (interactive technology) and in person in the Council Chambers at City Hall, as allowed under Minnesota Statute 13D.02. Councilmembers Lundberg, Liljegren, Glaze, Hanson, Gosiak, and Council President Knafla were present in person. Councilmember Meyer was present via interactive technology (Zoom) at 444 Niu Street, 3305B, Honolulu, Hawaii 96815. Mayor Zylka was absent. It was determined there was a quorum present.

2. APPROVAL OF AGENDA

Motion was made by Councilmember Hanson, seconded by Councilmember Lundberg to approve the agenda of February 21, 2023, as presented. On a roll call vote; Ayes: Lundberg, Liljegren, Meyer, Knafla, Glaze, Hanson, and Gosiak. Nays: none. Motion carried.

3. APPROVAL OF MINUTES

Motion was made by Councilmember Liljegren, seconded by Councilmember Lundberg to approve the City Council minutes of the special work session of February 6, 2023; and the regular meeting of February 6, 2023; as presented. On a roll call vote; Ayes: Liljegren, Meyer, Knafla, Glaze, Hanson, Gosiak, and Lundberg. Nays: none. Motion carried.

4. APPROVAL OF BILLS

Motion was made by Councilmember Glaze, seconded by Councilmember Hanson to approve the bills totaling \$357,907.21 for checks 108247 through 108249 and 108320 through 108384 and voided checks 108250 through 108319. On a roll call vote; Ayes: Meyer, Knafla, Glaze, Hanson, Gosiak, Lundberg, and Liljegren. Nays: none. Motion carried.

5. AWARDS, DONATIONS, PRESENTATIONS, AND PROCLAMATIONS

a. Presentation

1. **2022 Annual Fire Report** – Fire Chief Seelen reviewed the 2022 annual Fire report. Report was placed on file.

6. CONSENT AGENDA

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

a. Received and placed on file the Animal Control report for January 2023; and

b. Approved to the Minnesota Charitable Gambling Control Board, an Application to Conduct Offsite Gambling, as requested by the American Legion Post 46, to allow bingo at the Morrison County Fairgrounds, 15575 Hawthorn Road, on May 6, 2023, and further waived any waiting period; and

c. Appointed the following seasonal and/or temporary employees at the Golf Course, at the Pay Grade and Step listed: Clubhouse Attendants: John Qualley, Pay Grade 3, Step 5, Collin Erdman, Pay Grade 3, Step 4, Austin Fenske and Abigale Miller at Pay Grade 3, Step 3, Shanda Jennings and Victoria Whittington at Pay Grade 3, Step 2; Seasonal Cooks: Matthew Cooper and Henry Moore at Pay Grade 4, Step 2; Groundskeepers: Brian Lindquist and Marcus Roman, at Pay Grade 3, Step 2, Riley Czech, Dean Erdman, Ryan McDuffee, Austin Udy, and Jeff Udy Sr., all at Pay Grade 3, Step 3, Nick Abbott and Jeff Udy Jr., at Pay Grade 3, Step 4, and Andrew Poster, Pay Grade 3, Step 5.

d. Received and placed on file the Fire report for January 2023; and

e. Received and placed on file the Planning Commission minutes for January 2023; and

f. Received and placed on file the Police report for January 2023; and

g. Received and placed on file the Public Works report for January 2023; and

h. Received and placed on file the Recycling report for January 2023; and

- i. Received and placed on file the Wastewater report for January 2023.

On a roll call vote; Ayes: Knafla, Glaze, Hanson, Gosiak, Lundberg, Liljegren, and Meyer. Nays: none. Motion carried.

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Lettings**

1. **Bulletproof Vests, Streicher's, Police** – Motion was made by Councilmember Hanson, seconded by Councilmember Lundberg to award the quotation, off the State bid, of \$27,302.54 from Streicher's, Minneapolis, for bulletproof vests and setup costs, for the Police Department, to be charged to the Equipment Fund. On a roll call vote; Ayes: Glaze, Hanson, Gosiak, Lundberg, Liljegren, Meyer, and Knafla. Nays: none. Motion carried.

2. **Kodak Alaris Document Scanners, CDW-G, Administration** – Motion was made by Councilmember Lundberg, seconded by Councilmember Hanson to award the quotation of \$6,450 from CDW-G, through Sourcewell, for six Kodak Alaris S2060W desktop scanners, for Administration, to be charged to the Equipment Fund. On a roll call vote; Ayes: Hanson, Gosiak, Lundberg, Liljegren, Meyer, Knafla, and Glaze. Nays: none. Motion carried.

3. **Ricoh IM C4500 Copier/Scanner, Metro Sales, Administration** – Motion was made by Councilmember Lundberg, seconded by Councilmember Liljegren to ratify and confirm the quotation of \$9,160 from Metro Sales Inc., St. Cloud, for the purchase of the Ricoh IM C4500 Copier/Scanner for City Hall, to be charged to the Equipment Fund. On a roll call vote; Ayes: Gosiak, Lundberg, Liljegren, Meyer, Knafla, Glaze, and Hanson. Nays: none. Motion carried.

4. **Bucket Truck Boom, Altec Industries, Streets and Parks** – Motion was made by Councilmember Glaze, seconded by Councilmember Hanson to award the quotation, off the State bid, of \$84,397, from Altec Industries, Inc., Duluth, for the boom, for Streets and Parks, to be charged to the Equipment Fund. On a roll call vote; Ayes: Lundberg, Liljegren, Meyer, Knafla, Glaze, Hanson, and Gosiak. Nays: none. Motion carried.

8. **OLD BUSINESS**

a. **Resolution 2022-86B, Acquisition of Property, Never Too Late LLC** –

Councilmember Lundberg introduced and moved for the adoption of Resolution 2022-86B, a Resolution Authorizing Acquisition of Property, from Never Too Late LLC, as amended. Councilmember Hanson seconded the motion for adoption. On a roll call vote; Ayes: Liljegren, Meyer, Knafla, Glaze, Hanson, Gosiak, and Lundberg. Nays: Zylka (absent). Council President Knafla then declared said Resolution 2022-86B to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

- b. **Resolution 2023-15, Amend Fee Schedule** – Councilmember Gosiak introduced and moved for the adoption of Resolution 2023-15, a Resolution Adopting Fees for 2023, as amended. Councilmember Glaze seconded the motion for adoption. On a roll call vote; Ayes: Meyer, Knafla, Glaze, Hanson, Gosiak, Lundberg, and Liljegren. Nays: Zylka (absent). Council President Knafla then declared said Resolution 2023-15 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. **Memorandum of Understanding, American Federation of State, County and Municipal Employees, Health Care Savings Plan** – Motion was made by Councilmember Liljegren, seconded by Councilmember Lundberg to approve and authorize the execution of the Memorandum of Understanding with the American Federation of State, County, and Municipal Employees Union Council 65 (AFSCME) to clarify language in the Labor Agreement as recommended by the Minnesota State Retirement System. On a roll call vote; Ayes: Knafla, Glaze, Hanson, Gosiak, Lundberg, Liljegren, and Meyer. Nays: none. Motion carried.

- b. **Resolution 2023-16, Approve Year End Transfers** – Councilmember Lundberg introduced and moved for the adoption of Resolution 2023-16, a Resolution Approving the Yearend 2022 Transfers. Councilmember Hanson seconded the motion for

adoption. On a roll call vote; Ayes: Glaze, Hanson, Gosiak, Lundberg, Liljegren, Meyer, and Knafla. Nays: Zylka (absent). Council President Knafla then declared said Resolution 2023-16 to have received the majority vote of the 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**

12. **ADJOURNMENT**

Council President Knafla adjourned the meeting at 7:55 p.m.

Respectfully submitted,

Wendy J. Zylka
Wendy J. Zylka (Mar 7, 2023 08:15 CST)

Wendy J. Zylka