

**REGULAR CITY COUNCIL MEETING ~ APRIL 4, 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 Monday, April 4, 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 there was a quorum present.

**2. APPROVAL OF AGENDA**

Motion was made by Councilmember Storlie, seconded by Councilmember Knafla to approve the agenda of April 4, 2022, as presented. Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

**3. APPROVAL OF MINUTES**

Motion was made by Councilmember Lundberg, seconded by Councilmember Liljegren to approve the City Council minutes of the special work session of March 21, 2022; and the regular meeting of March 21, 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 totaling \$255,733.70 for checks 106460 through 106511. Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

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

**a. Presentation**

1. **Camp Ripley Update** – Brigadier General Kruse gave a presentation on Camp Ripley's update, including their activities for 2022, and community outreach and environmental activities. No action taken.

**6. CONSENT AGENDA**

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

a. Received and placed on file the Building report for February 2022; and

b. Approved the following requests by the Little Falls Dam Festival Organization for their annual event to be held at Maple Island Park on June 17 and 18, 2022: Application for Exempt Permit to allow bingo and pulltabs, waiving any waiting period; Parade Permit with a route of First Street East from Seventh Avenue Northeast to Eighth Avenue Southeast; Temporary On Sale Liquor License allowing beer and wine; and Temporary Roadway Closing Permit closing Second and Third Avenues Southeast from First Street Southeast to Dewey Parkway; all contingent upon the appropriate paperwork, insurance and fees being provided; approval is granted by the Fire and Police Chiefs, Public Works Director/City Engineer, Department of Public Safety, Alcohol and Gambling Enforcement Division, and the Minnesota Charitable Gambling Control Board, and they clean up after the events; and

c. Received and placed on file the Public Works report of February 2022; and

d. Received and placed on file the Reviewed Financial Statements of the Little Falls Convention and Visitors Bureau conducted by Schlenner Wenner & Co., dated December 31, 2021; and

e. Approved a Temporary On Sale Liquor License, allowing beer and wine, as requested by the Friends of Pine Grove Zoo for an event on the Zoo grounds to be held August 20, 2022, contingent upon the appropriate paperwork, insurance, and fees being provided, approval is granted by the Police Chief and the Minnesota Department of Public Safety, Alcohol and Gambling Enforcement Agency.

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

**7. PUBLIC HEARINGS AND LETTINGS**

**a. Lettings**

1. **Leaf and Brush Collection, City Sanitary Commercial, Inc.** – Motion was made by Councilman Hanson, seconded by Councilmember Storlie to award the low

quotation of \$4,195 from City Sanitary Commercial, Inc., for the leaf and brush collection, to be held on May 7, 2022, rain/snow, leaving the bags, to be charged to the SCORE Grant. Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

2. **Resolution 2022-33, Award Bid, Public Improvement 390** – Councilmember Hanson introduced and moved for the adoption of Resolution 2022-33, a Resolution Awarding the Bid to Core & Main, St. Michael, for Public Improvement 390, (i.e. materials for the Fourth Street East). Councilmember Lundberg 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 2022-33 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

8. **OLD BUSINESS**

a. **Resolution 2022-29, Local Option Sales Tax Capital Improvement, Amended** – Councilmember Lundberg introduced and moved for the adoption of Resolution 2022-29, a Resolution Supporting the Authority to Impose a Local Sales Tax to Fund Special Capital Improvements, as amended to \$33 million from \$17 million. Councilmember Storlie 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 2022-29 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 and Finance**

1. **Interview Committee Recommendation, Hannah Kurkowski, Finance Officer** – Motion was made by Councilmember Storlie, seconded by Councilmember Knafla to accept the recommendation of the Interview Committee and appointed Hannah Kurkowski to the Finance Officer position, at Pay Grade 16, Step 1, as determined by the Labor Agreement of the Little Falls Supervisors Union, with a two year service credit on vacation accruals, contingent upon the successful completion of a background check, physical examination, and passing the drug/alcohol testing, effective April 11, 2022. Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

2. **Interview Committee Recommendation, Christine Lundberg, Administrative Specialist** – Motion was made by Councilmember Hanson, seconded by Councilmember Lundberg to accept the recommendation of the Interview Committee and appointed Christine Lundberg to the Administrative Specialist position at Pay Grade 4, Step 1, as determined in the Labor Agreement of the American Federation of State, County, and Municipal Employees Union, Council 65, contingent upon her successful completion of a background check, physical examination, and passing the drug/alcohol testing, effective April 18, 2022. Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **Memorandum of Agreement, Vacation Service Credit Plan, Little Falls Supervisors Union** – Motion was made by Councilmember Lundberg, seconded by Councilmember Storlie to approve the Memorandum of Agreement regarding Vacation Service Credit Plan with the Little Falls Supervisors Union. Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Airport Commission Recommendations**

1. **Proposal for Engineering Services, Hangar Taxilane Design, TKDA** – Motion was made by Councilmember Knafla, seconded by Councilmember Lundberg to accept the recommendation of the Airport Commission, and approved the Proposal for Engineering Services in connection with the Hangar Taxilane Design project at the Little Falls/Morrison County Airport at \$59,900 TKDA, Saint Paul, to be charged to the Project. Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

2. **Resolution 2022-31, Authorization to Execution Grant Agreement, Minnesota Department of Transportation, Federal Airport Expenses Reimbursement** – Councilmember Liljegren introduced and moved for the adoption of Resolution 2022-31, a Resolution Authorizing the Execution of Grant Agreement 1050018 with the Minnesota Department of Transportation for Federal Airport Expenses Reimbursement for State Project A4901-C3 for the Little Falls/Morrison County Airport. Councilmember

Knafla 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 2022-31 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

c. **Fairway Mower Equipment Rental, Midwest Machinery Inc., Golf** – Motion was made by Councilmember Lundberg, seconded by Councilmember Storlie to authorize the rental of a John Deere 7500A for six months at \$5,250 with Midwest Machinery Co., Hastings, for golf, with reimbursement of the rent if the mower is returned within six months. Ayes: Knafla, Liljegren, Lundberg, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

d. **Ordinance No. 30, Seventh Series, Authorize and Direct Sale of Property, Christopher M. and Elana Harakel** – Councilmember Gosiak introduced Ordinance No. 30, Seventh Series, an Ordinance Authorizing and Directing the Sale of Property legally described as the South 15.0 feet of Lot 7, Block 44, Subdivision of Searle's Addition, to Christopher M. and Elana Harakel at \$1.

e. **Resolution 2022-30, Acquisition of Property, Employment Enterprises Inc** – Councilmember Knafla introduced and moved for the adoption of Resolution 2022-30, a Resolution Authorizing the Acquisition of Property described as the East 80.0 feet of Lots 1 through 8, Block 19, Rhode's Addition, for the sum of \$10. Councilmember Hanson 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 2022-30 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

f. **Resolution 2022-32, Approve Plans and Specifications and Call for Bids, Public Improvement 390** – Councilmember Storlie introduced and moved for the adoption of Resolution 2022-32, a Resolution Approving the Plans and Specifications and Calling for Bids on Public Improvement 390, (i.e. Fourth Street East). Councilmember Hanson 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 2022-32 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

g. **Outdoor Recreation Grant Application** – Motion was made by Councilmember Lundberg, seconded by Councilmember Hanson to ratify and confirm the submittal of an Outdoor Recreational Grant Application to the Minnesota Department of Natural Resources for playground equipment at Pine Tree Park with the Kiwanis Club reimbursing the required match. 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**

Council President Hircock announced that the Planning Commission will be holding public hearings on Monday, April 11, 2022, beginning at 6:30 p.m. to consider: variances on 503 Southwest Fourth Street, to reduce lot width and reduce lot size requested by Marilyn Schneider; and an amendment to City Code Chapter 11, regarding Interim Use Permits (IUP).

### **12. ADJOURNMENT**

Council President Hircock adjourned the meeting at 8:32 p.m.

Respectfully submitted,

*Wendy J. Zylka*

Wendy J. Zylka (Apr 19, 2022 11:49 CDT)

Wendy J. Zylka