

REGULAR CITY COUNCIL MEETING ~ APRIL 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 Monday, April 18, 2022, at 7:30 p.m. at City Hall in the Council Chambers. Councilmembers Knafla, Lundberg, Storlie, Hanson, Gosiak, Council President Hircock, and Mayor Zylka were present. Councilmember Liljegren was absent. It was determined there was a quorum present.

2. APPROVAL OF AGENDA

Motion was made by Councilmember Hanson, seconded by Councilmember Knafla to approve the agenda of April 18, 2022, as presented. Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. APPROVAL OF MINUTES

Motion was made by Councilmember Storlie, seconded by Mayor Zylka to approve the City Council minutes of the special work session of April 4, 2022; and the regular meeting of April 4, 2022, as presented. Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

4. APPROVAL OF BILLS

Motion was made by Councilmember Knafla, seconded by Councilmember Storlie to approve the bills totaling \$349,253.27 for checks 106512 through 106600. Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

5. AWARDS, DONATIONS, PRESENTATIONS, AND PROCLAMATIONS

a. Award

1. **2021 Project of the Year, Crosswind Runway, Little Falls/Morrison County Airport, Minnesota Council of Airports** – Mayor Zylka and Public Works Director/City Engineer Kimman reviewed that the Little Falls/Morrison County Airport received the 2021 Project of the Year from the Minnesota Council of Airports on the crosswind runway project. Motion was made by Councilmember Lundberg, seconded by Councilmember Hanson to receive and place on file the award from the Minnesota Council of Airports for the 2021 Crosswind Runway project at the Little Falls/Morrison County Airport. Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. Presentation

1. **2021 Annual Fire Report** – Fire Chief Seelen reviewed this 2021 Fire Department annual report. Motion was made by Councilmember Storlie, seconded by Councilmember Hanson to receive and place on file the 2021 annual Fire report. Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

6. CONSENT AGENDA

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

- a. Received and placed on file the Animal Control report for March 2022; and
- b. Approved an Application for Exempt Permit requested by the Church of Our Lady of Lourdes, 208 West Broadway, to allow bingo, pulltabs, and a raffle; and a Temporary On Sale Liquor License to allow for the sale of beer and wine on the church grounds, to be held on July 31, 2022, contingent the appropriate paperwork, insurance and fees being provided, and approval is granted by the Minnesota Chartable Gambling Control Board, and the Minnesota Department of Public Safety, Alcohol and Gambling Enforcement Division, and the Police Chief; and
- c. Received and placed on file the Building report for March 2022; and
- d. Received and placed on file the 2021 Consumer Confidence Report; and
- e. Received and placed on file the Economic Development Authority minutes for April 2022; and
- f. Received and placed on file the Fire report for March 2022; and
- g. Accepted the recommendations of the Interview Committee and appointed the following individuals at the Golf Course at Pay Grade 3, Step 1 \$14.76 per hour:

Lead Clubhouse Attendants: Lauren LeBlanc, Victoria Whittington, Joshua Jennings, Jordan Eckman; and Groundskeepers: Robby Kuchinski-Helgeson and Connor Grant; Cook: Matthew Cooper at Pay Grade 4, Step 1, \$16.24 per hour; and

h. Approved an On Sale and On Sale Sunday Liquor Licenses as requested by Donald Bennington, Bennington LLC dba Little Falls Bowling Center, 14803 Riverwood, contingent upon the appropriate paperwork, insurance, and fees being provided, he passes a background check, and approval is granted by the Police Chief and the Minnesota Department of Public Safety, Alcohol and Gambling Enforcement Division; and

i. Approved an On Sale and On Sale Sunday Liquor Licenses as requested by GAS Properties, LLC, dba Knotty's on 371, 15331 – 183rd Street, contingent upon the appropriate paperwork, insurance, and fees being provided, the pass a background check, and approval is granted by the Police Chief and the Minnesota Department of Public Safety, Alcohol and Gambling Enforcement Division; and

j. Approved the position description of the Engineering Aide, as amended; and

k. Received and placed on file the Public Works report for March 2022; and

l. Received and placed on file the Recycling report for March 2022; and

m. Received and placed on file the Wastewater report for March 2022; and

n. Received and placed on file the Water report for March 2022.

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

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Public Hearings**

1. **Resolution 2022-34, Authorize Minnesota Investment Fund Application** –

Council President Hircock opened a scheduled public hearing at 7:50 p.m. to consider approving a Minnesota Investment Fund Application to the Minnesota Employment and Economic Development Agency for Lakeshirts LLC. Michael Sorenson, Vice President of Operations of Lakeshirts LLC; and Carol Anderson, Executive Director of Community Development, reviewed the proposed project. Asking questions was: Sarah Marrow, 611 Southeast Third Street. Council President Hircock closed the public hearing at 8:00 p.m. Councilmember Gosiak introduced and moved for the adoption of Resolution 2022-34, a Resolution Authorizing the Submittal of a Minnesota Investment Fund Application to the Minnesota Department of Employment and Economic Development Agency for Lakeshirts LLC. Mayor Zylka seconded the motion for adoption. On a roll call vote; Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: Liljegen (absent). Council President Hircock then declared said Resolution 2022-34 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

2. **Business Subsidy, Lakeshirts LLC** – Council President Hircock opened a scheduled public hearing at 8:01 p.m. to consider business subsidy requested by Lakeshirts LLC. Carol Anderson, Executive Director of Community Development, reviewed the proposed project. Asking questions was: Sarah Morrow, 611 Southeast Third Street. Council President Hircock closed the public hearing at 8:04 p.m. Motion was made by Councilmember Lundberg, seconded by Councilmember Knafla to approve business subsidy as requested by Lakeshirts LLC. Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Lettings**

1. **Flooring, Wiczek's Floors and More, Police** – Motion was made by Councilmember Storlie, seconded by Councilmember Hanson to award the quotation of \$1,942.31 from Wiczek's Floors and More, to replace a portion of the carpet in the basement at the Police Department, to be charged to the Police Budget. Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

2. **Traffic Radar Sign Replacement, Applied Concepts, Inc., Police** – Motion was made by Councilmember Lundberg, seconded by Councilmember Storlie to award the quotation of \$21,860 from Applied Concepts Inc., dba Stalker Rader, Richardson, TX, for four traffic radar signs for the Police Department, to be charged to the Equipment Fund.

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

3. **Pavement Marking Project, Sir Lines-A-Lot, Streets** – Motion was made by Councilmember Hanson, seconded by Mayor Zylka to award the low quotation of \$10,350.80 from Sir Lines-A-Lot, Edina, for the 2022 Pavement Marking Project, to be charged to the Streets. Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

4. **Pavement Maintenance Project, Knife River Corporation-North Central, Streets** – Motion was made by Councilmember Knafla, seconded by Councilmember Lundberg to award the bid of \$245,483 from Knife River Corporation-North Central, Sauk Rapids, for the 2022 Pavement Maintenance Project, to be charged to the Street Improvement Fund. Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

5. **Resolution 2022-35, Award Bid, Public Improvement 390** – Councilmember Storlie introduced and moved for the adoption of Resolution 2022-35, a Resolution Awarding the Bid to Landwehr Construction Inc., St. Cloud, for Public Improvement 390, (i.e. precast manholes). Mayor Zylka seconded the motion for adoption. On a roll call vote; Ayes: Lundberg, Zylka, Hircock, Storlie, Hanson, Gosiak, Knafla. Nays: Liljegren (absent). Council President Hircock then declared said Resolution 2022-35 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

6. **Resolution 2022-36, Award Bid, Public Improvement 397** – Councilmember Hanson introduced and moved for the adoption of Resolution 2022-36, a Resolution Awarding the Bid of \$2,254,005.26 from Knife River Corporation-North Central, Sauk Rapids, for Public Improvement 397 (i.e. 2022 Improvement Projects). Councilmember Knafla seconded the motion for adoption. On a roll call vote; Ayes: Zylka, Hircock, Storlie, Hanson, Gosiak, Knafla, and Lundberg. Nays: Liljegren (absent). Council President Hircock then declared said Resolution 2022-36 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. **Additional Water Damage Concrete Work, Rice Lake Construction Group, Police** – Motion was made by Councilmember Lundberg, seconded by Councilmember Hanson to authorize the additional work at a cost of \$7,459 from Rice Lake Construction Group, Deerwood, including removing the concrete apron, waterproofing/sealing, and replacing the concrete apron, at the Police Department, to be charged to the Equipment Fund. Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Ordinance No. 30, Seventh Series, Authorize and Direct Sale of Property, Christopher M. and Elana Harakel** (Introduced 04/04/22) – Councilmember Gosiak moved for the adoption 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. Mayor Zylka seconded the motion for adoption. On a roll call vote; Ayes: Hircock, Storlie, Hanson, Gosiak, Knafla, Lundberg, and Zylka. Nays: Liljegren (absent). Council President Hircock then declared said Ordinance No. 30 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. **Memorandum of Agreement, Comprehensive Watershed Management Plan** – Motion was made by Councilmember Hanson, seconded by Councilmember Lundberg to authorize the execution of a Memorandum of Agreement to Participate in the Development of a Comprehensive Watershed Management Plan. Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Nomination, Nationwide insurances' Grain Bin Rescue Tube Contest, Fire** – Motion was made by Mayor Zylka, seconded by Councilmember Storlie to nominate the Fire Department for the Nationwide Insurance Grain Bin Rescue Tube contest. Ayes: Knafla, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

c. **Planning Commission**

1. **Ordinance No. 31, Seventh Series, Amend City Code Chapter 11, Section 11.03, Interim Uses** – Councilmember Hanson moved to accept the recommendation of the Planning Commission and introduced Ordinance No. 31, Seventh Series, an Ordinance Amending City Code Chapter 11, entitled “Land Use Regulations”, by amending Section 11.03, entitled “General Provisions”, by adding Interim Use Permit, and by amending Section 11.04, entitled “Administration and Enforcement”, and by amended Section 11.05, entitled “Zoning District and Map”.

2. **Ordinance No. 31A, Seventh Series, Authorize Summary Publication of Ordinance No. 31, Interim Uses** – Councilmember Knafla moved to accept the recommendation of the Planning Commission and introduced Ordinance No. 31A, Seventh Series, an Ordinance Authorizing the Summary Publication of Ordinance 31, which Amending City Code Chapter 11, entitled “Land Use Regulations”, by amending Section 11.03, entitled “General Provisions”, by adding Interim Use Permit, and by amending Section 11.04, entitled “Administration and Enforcement”, and by amended Section 11.05, entitled “Zoning District and Map”.

3. **Resolution 2022-37, Variance, A-1 Rentals LLC** – Councilmember Hanson moved to accept the recommendation of the Planning Commission and introduced and moved for the adoption of Resolution 2022-37, a Resolution Adopting the Findings of Fact and Reasons for Denying the Variance Applications requested by A-1 Rentals LLC. Councilmember Gosiak seconded the motion for adoption. On a roll call vote; Ayes: Storlie, Hanson, Gosiak, Knafla, Lundberg, Zylka, and Hircock. Nays: Liljegren(absent). Council President Hircock then declared said Resolution 2022-37 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 Hircock adjourned the meeting at 8:40 p.m.

Respectfully submitted,

Wendy J. Zylka

Wendy J. Zylka (May 4, 2022 07:08 CDT)

Wendy J. Zylka