

**REGULAR CITY COUNCIL MEETING ~ SEPTEMBER 19, 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, September 19, 2022, at 7:30 p.m. in the Council Chambers at City Hall. Councilmembers Knafla, Liljegren, Lundberg, Storlie, Hanson, Gosiak, Council President Hircock, and Mayor Zylka were present. It was determined there was a quorum present.

**2. APPROVAL OF AGENDA**

Motion was made by Councilmember Gosiak, seconded by Councilmember Storlie to approve the agenda of September 19, 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 Hanson to approve the City Council minutes of the special work session of September 6, 2022, and the regular meeting of September 6, 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 Liljegren, seconded by Councilmember Knafla to approve the bills totaling \$1,268,898.85 for checks 107411 through 107518. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

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

**a. Presentation**

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

**6. CONSENT AGENDA**

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

a. Received and placed on file the Animal Control report for August 2022; and

b. Approved to the Minnesota Charitable Gambling Control Board, an Application for Exempt Permit as requested by the Little Falls Fire Relief Association, for their annual raffle to be held on December 6, 2022, at the Fire Department located at 314 First Street Northeast, and further waived any waiting period; and

c. Received and placed on file the Fire report for August 2022; and

d. Received and placed on file the Heritage Preservation Commission minutes for August and September 2022; and

e. Approved the application for a Parade Permit as requested by the West Side Improvement Association for their annual Santa Parade to be held on November 25, 2022, beginning at 6:00 p.m., with the route as presented, contingent upon the appropriate paperwork and insurance being received, approval is granted by the Police Chief and the Minnesota Department of Transportation, and they clean up after the event; and

f. Approved the application for a Parade, Walk/Run/Bike Permit as requested by the Little Falls Convention and Visitors Bureau/Visit Little Falls and Camp Ripley Veterans State Trail Committee for their Park2Park Bike Ride to be held on September 24, 2022, beginning at 8:00 a.m., with the route as presented, contingent upon the appropriate paperwork and insurance being received, approval being granted by the Police Chief, and they clean up after the event; and

g. Received and placed on file the Police report for August 2022; and

h. Approved Policy 85, a policy of the Housing and Redevelopment Authority to reimburse permit fees for new construction of single-family dwellings to nonprofit organizations based on certain criteria; and

i. Received and placed on file the Recycling report for August 2022; and

j. Approved the School Liaison Agreement with Independent School District 482; and

k. Received and placed on file the Wastewater report for August 2022.

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

## 7. **PUBLIC HEARINGS AND LETTINGS**

### a. **Public Hearing**

1. **Resolution 2022-71, Adopt Final Assessment Roll, Public Improvement 391 (Sidewalks)** – Council President Hircock opened a scheduled public hearing at 7:56 p.m. to consider the adoption of the final assessment roll for Public Improvement 391, (i.e. various sidewalks throughout the City). Public Works Director/City Engineer Kimman presented the affidavit of publication, reviewed the improvements and costs, and described the deferral of assessment policy. No comments were received. Council President Hircock closed the public hearing at 7:57 p.m. Councilmember Gosiak introduced and moved for the adoption of Resolution 2022-71, a Resolution Adopting the Final Assessment Roll for Public Improvement 391, Sidewalks. Councilmember Lundberg 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 2022-71 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

### b. **Lettings**

1. **Trimble T7, Frontier Precision, Engineering** – Motion was made by Councilmember Hanson, seconded by Councilmember Knafla to award the quotation of \$7,056 for a Trimble T7 Tablet and related equipment from Frontier Precision, Waite Park, for Engineering, to be charged to the Equipment Fund. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

## 8. **OLD BUSINESS**

a. **Design Development and Construction Documents, BHH Partners, Golf Clubhouse** – Motion was made by Councilmember Hanson, seconded by Councilmember Storlie to approve the revised Design Development and Construction Documents from BHH Partners, Perham, for the design development and construction document phases for the proposed Golf clubhouse addition/remodel. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

## 9. **NEW BUSINESS**

a. **Resolution 2022-68, Preliminary 2023 Levy** – Councilmember Storlie introduced and moved for the adoption of Resolution 2022-68, a Resolution Adopting the 2023 Preliminary Levy. Following discussions, Councilmember Storlie amended his motion to lower the preliminary levy by \$250,000. Mayor Zylka seconded the motion for adoption. On a roll call vote; Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Gosiak, and Knafla. Nays: Hanson. Council President Hircock then declared said Resolution 2022-68 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

b. **Resolution 2022-69, Preliminary 2023 Housing and Redevelopment Authority Levy** – Mayor Zylka introduced and moved for the adoption of Resolution 2022-69, a Resolution Adopting the 2023 Preliminary Housing and Redevelopment Authority Levy. Councilmember Gosiak 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 2022-69 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

c. **Resolution 2022-70, Preliminary 2023 Budget and Capital Improvement Plan** – Councilmember Knafla introduced and moved for the adoption of Resolution 2022-70, a Resolution Adopting the 2023 Preliminary Budget and Capital Improvement Plan. Councilmember Liljegren 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 2022-70 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

d. **Public Informational Meeting, Proposed 2023 Levies and Budget** – Motion was made by Councilmember Lundberg, seconded by Councilmember Storlie to call for a public informational meeting on Monday, December 5, 2022, at 7:30 p.m. in the Council Chambers, to review the City's proposed budget and levies for 2023. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

e. **Change Order 1, Knife River, Public Improvement 397 (Circle Drive)** – Motion was made by Councilmember Liljegren, seconded by Councilmember Lundberg to approve Change Order 1 in the amount of \$13,592.50 with Knife River Corporation-North Central, Sauk Rapids, for additional work done on the Circle Drive project, to be charged to Public Improvement 397. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

f. **Enterprise Fleet Management Agreements** – Motion was made by Councilmember Hanson, seconded by Councilmember Lundberg to postpone action on the Enterprise Fleet Management Agreements until the next City Council meeting on October 3, 2022. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

g. **Health Insurance Renewal Rates, Sourcewell** – Motion was made by Councilmember Storlie, seconded by Councilmember Knafla to approve the Health Insurance Renewal Rates with Sourcewell, Smart Plan 3, for 2023. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

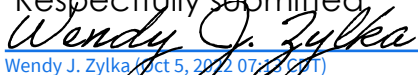
10. **CITY COUNCIL REPORTS OF CITY AUTHORITIES, BOARDS, BUREAUS, COMMISSIONS, AND COMMITTEES**

11. **ANNOUNCEMENTS**

12. **ADJOURNMENT**

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

Respectfully submitted,



[Wendy J. Zylka \(Oct 5, 2022 07:12:27\)](#)

Wendy J. Zylka