

REGULAR CITY COUNCIL MEETING ~ OCTOBER 3, 2022

1. CALL TO ORDER

The regular meeting of the City Council of the City of Little Falls was called to order by Vice President Lundberg on Monday, October 3, 2022, at 7:30 p.m. in the Council Chambers at City Hall. Councilmembers Knafla, Liljegren, Storlie, Hanson, Gosiak, Vice President Lundberg, and Mayor Zylka were present. Council President Hircock was absent. It was determined there was a quorum present.

2. APPROVAL OF AGENDA

Motion was made by Councilmember Knafla, seconded by Councilmember Liljegren to approve the agenda of October 3, 2022, as presented. Ayes: Knafla, Liljegren, Lundberg, Zylka, 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 September 19, 2022, and the regular meeting of September 19, 2022, as presented. Ayes: Knafla, Liljegren, Lundberg, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

4. APPROVAL OF BILLS

Motion was made by Councilmember Hanson, seconded by Councilmember Gosiak to approve the bills totaling \$318,097.12 for checks 107519 through 107584. Ayes: Knafla, Liljegren, Lundberg, Zylka, 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 Knafla to take the following action on Consent Agenda items a. through c.:

- a. Received and placed on file the Morrison County Prosecution report for July and August 2022; and
- b. Adopted Policy 29, Meal Reimbursement, as amended to update reimbursement rates in accordance with the United States Government Services Administration guidelines; and
- c. Received and placed on file the Public Works report for August 2022.

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

7. PUBLIC HEARINGS AND LETTINGS

a. Lettings

1. **Fall Leaf and Brush Collection, Bob LeMieur Rolloffs, Refuse, and Recycling** – Motion was made by Councilmember Storlie, seconded by Mayor Zylka to award the low quotation of \$4,198 from Bob LeMieur Rolloffs, Refuse, and Recycling, Little Falls, for the fall leaf and brush collection, to be charged to the SCORE Grant, and held on October 29, 2022, rain, snow, or shine, leaving the bags. Ayes: Knafla, Liljegren, Lundberg, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

2. **Intersection Control Evaluation, Bolton & Menk, Trunk Highway 27 and Eighteenth Street East** – Motion was made by Councilmember Knafla, seconded by Councilmember Hanson to award the quotation of \$29,068 from Bolton & Menk, Burnsville, to conduct an Intersection Control Evaluation (ICE) study for Trunk Highway 27 and Eighteenth Street East, to be charged to Public Improvement 400. Ayes: Knafla, Liljegren, Lundberg, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

3. **Phase 1 Environmental Assessment and HUD Partner Worksheets, Landmark Environmental, LLC, Childcare Facility** – Motion was made by Councilmember Gosiak, seconded by Mayor Zylka to award the low quotation of \$5,100 from Landmark Environmental, LLC, Bloomington, to complete the Phase 1 Environmental Assessment and HUD Partner Worksheets Part 58 Review, for the Childcare Facility Grant, to be charged to said grant. Ayes: Knafla, Liljegren, Lundberg, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

4. **Refuse Services, Bob LeMieur Rolloffs, Refuse, and Recycling, City Facilities** –

Motion was made by Councilmember Liljegren, seconded by Councilmember Knafla to award the low quotation of \$8,394.75 from Bob LeMieur Rolloffs, Refuse, and Recycling Inc., Little Falls, for a two-year contract beginning November 1, 2022, for the refuse removal from City facilities as listed, to be charged to the respective departments/divisions. Ayes: Knafla, Liljegren, Lundberg, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

8. **OLD BUSINESS**

a. **Enterprises Fleet Management Agreements (Postponed from 09/19/22)** –

Motion was made by Councilmember Storlie, seconded by Councilmember Hanson to authorize the execution of the Enterprise Fleet Management agreements with Enterprise Fleet Management and all other necessary paperwork to participate in the program, subsequent to the City Attorney's approval and pursuant to a change in ordinance for the Consignment Auction Agreement for Sale of Customer Owned Vehicles Agreement. Ayes: Knafla, Liljegren, Lundberg, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

9. **NEW BUSINESS**

a. **Personnel**

1. **Employment Agreement Amendment and Position Description Update,**

Human Resources Director – Motion was made by Mayor Zylka, seconded by Councilmember Knafla to accept the recommendation of the Human Resources Director, and amend the Employment Agreement for the Human Resources Director to indicate an exempt status, effective January 1, 2023; and further approved the position description to reflect the same. Ayes: Knafla, Liljegren, Lundberg, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Change Orders 1 and 2, JR Ferche, Excavating, Inc., Public Improvement 396** –

Motion was made by Councilmember Hanson, seconded by Councilmember Liljegren to approve Change Orders 1 and 2, in the amount of \$67,098.79 and \$8,438.87, respectively, with JR Ferche Excavating, Inc., Rice, for the additional work on the Eleventh Street Northeast project, to be charged to Public Improvement 396. Ayes: Knafla, Liljegren, Lundberg, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

c. **Heritage Preservation Commission Recommendations, Loans/Grants** –

Motion was made by Councilmember Liljegren, seconded by Councilmember Storlie to accept the recommendation of the Heritage Preservation Commission, and authorized the loan/deferred loan/grant agreements with Mack Stewart; Speer Chiropractic; and Great River Arts Association, with the maximum funds as listed, with a façade easement being retained on said buildings, to aid them in improving their properties, to be charged to the Heritage Preservation Commission Budget. Ayes: Knafla, Liljegren, Lundberg, Zylka, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

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

a. Mayor Zylka reported that Beyond the Yellow Ribbon of Morrison County is encouraging businesses to display a green light outside their offices to show veteran support throughout October until November 13, 2022.

11. **ANNOUNCEMENTS**

12. **ADJOURNMENT**

Vice President Lundberg adjourned the meeting at 8:01 p.m.

Respectfully submitted,

Wendy J. Zylka
[Wendy J. Zylka \(Oct 20, 2022 14:21 CDT\)](#)

Wendy J. Zylka