

**REGULAR CITY COUNCIL MEETING ~ NOVEMBER 21, 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, November 21, 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 Lundberg, seconded by Councilmember Storlie to approve the agenda of November 21, 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 Knafla, seconded by Councilmember Liljegren to approve the City Council minutes of the special work session of November 7, 2022; the regular meeting of November 7, 2022; the closed meeting of November 7, 2022; and Canvass of Municipal Elections, November 9, 2022; all as presented. Ayes: Knafla, Liljegren, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Abstention: Lundberg. Motion carried.

**4. APPROVAL OF BILLS**

Motion was made by Councilmember Storlie, seconded by Councilmember Hanson to approve the bills totaling \$956,175.52 for checks 107750 through 107841. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, 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 g.:

a. Approved a Display of Fireworks permit as requested by the Little Falls Lions Club, to take place at the golf course on December 15, 2022, contingent upon the appropriate paperwork, insurances, inventories, placement, and safety measures being provided, and approval is granted by the Fire and Police Chiefs; and

b. Received and placed on file the Heritage Preservation Commission minutes for November 2022; and

c. Received and placed on file the Morrison County Attorney's Prosecution report for September and October 2022; and

d. Received and placed on file the Park, Recreation and Tree Board minutes for September 2022; and

e. Received and placed on file the Police report for October 2022; and

f. Received and placed on file the Morrison County Animal Humane Society's Reviewed Financial Statements dated December 31, 2021, from Schlenner Wenner & Co.; and

g. Received and placed on file the Wastewater report for October 2022.

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

**7. PUBLIC HEARINGS AND LETTINGS**

**a. Lettings**

**1. Transportation Block Grant Assistance, Letter of Intent, Bolton & Menk –**

Motion was made by Councilmember Hanson, seconded by Councilmember Storlie to award the proposal from Bolton & Menk, Baxter, to complete a Letter of Intent to submit a 2022 Surface Transportation Block Grant Assistance application for the reconstruction of First Street Northeast, at a cost not to exceed \$7,790, to be charged to Public

Improvement 403. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

8. **OLD BUSINESS**

9. **NEW BUSINESS**

a. **Personnel**

1. **Interview Committee Recommendation, Michael Erdmann, Engineering Aide**

– Motion was made by Councilmember Gosiak, seconded by Councilmember Liljegren to accept the recommendation of the Interview Committee and appointed Michael Erdmann to the Engineering Aide position, effective December 5, 2022, at Grade 6, Step 1, \$26.57 per hour, with the lateral pay schedule as indicated, contingent upon successful completion of a background check, physical examination, and passing the drug/alcohol testing. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Change Order 1, Anderson Brothers, Safe Routes to School Project, Public Improvement 372** – Motion was made by Councilmember Lundberg, seconded by Councilmember Storlie to approve Change Order 1 totaling \$2,218.96 with Anderson Brothers, Brainerd, for the additional work on the Safe Routes to School Project for a total project cost of \$679,928.26, to be charged to Public Improvement 372. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

c. **Letter of Nomination, Jon Radermacher, Sourcewell's Better Health Collective Board of Trustees** – Motion was made by Mayor Zylka, seconded by Councilmember Storlie to approve the nomination of City Administrator Radermacher to Sourcewell's Better Health Collective Board of Trustees. Ayes: Knafla, Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, and Gosiak. Nays: none. Motion carried.

d. **Recommendation of Planning Commission, Resolution 2022-79, Conditional Use Permit, Street Side Ground Floor Dwelling, Jeff Hines** – Motion was made by Councilmember Storlie to accept the recommendation of the Planning Commission and introduced and moved for the adoption of Resolution 2022-79, a Resolution Approving a Conditional Use Permit for a Street Side Ground Floor Dwelling, as requested by Jeff Hines for property located at 503 Northwest First Avenue. Mayor Zylka 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 2022-79 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

e. **Resolution 2022-78, Authorize Grant Application to the Greater Minnesota Transportation Alternative Program, Operate and Maintain, Ripley Spur Pedestrian Crossing Improvement Project** – Councilmember Knafla introduced and moved for the adoption of Resolution 2022-78, a Resolution Authorizing the Submittal of a Grant Application to the Greater Minnesota Transportation Alternative Program to Operate and Maintain the Ripley Spur Pedestrian Crossing Improvement Project. Councilmember Hanson seconded the motion for adoption. On a roll call vote; Ayes: Liljegren, Lundberg, Zylka, Hircock, Storlie, Hanson, Gosiak, and Knafla. Nays: none. Council President Hircock then declared said Resolution 2022-78 to have received the unanimous vote of the entire City Council and the same to have been duly passed, approved, and adopted.

f. **United States Department of Housing and Urban Development Childcare Project Narrative and Budget** – Motion was made by Councilmember Gosiak, seconded by Councilmember Knafla to approve the preliminary narrative and budget as required by the United States Department of Housing and Urban Development for the Childcare Project. 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**

a. Mayor Zylka welcomed and thanked the Girl Scouts for attending the City Council meeting.

12. **ADJOURNMENT**

Council President Hircock adjourned the meeting at 7:48 p.m.

Respectfully submitted,

*Wendy J. Zylka*

Wendy J. Zylka (Dec 13, 2022 09:07 CST)

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Wendy J. Zylka