

REGULAR CITY COUNCIL MEETING ~ APRIL 17, 2023

1. CALL TO ORDER

The regular meeting of the City Council of the City of Little Falls was called to order by Council President Knafla on Monday, April 17, 2023, at 7:30 p.m. in the Council Chambers at City Hall. Councilmembers Lundberg, Meyer, Glaze, Hanson, Gosiak, Council President Knafla, and Mayor Zylka were present. Councilmember Liljegren was absent. It was determined there was a quorum present.

2. APPROVAL OF AGENDA

Council President Knafla amended the agenda by amending Items 6.h. and 6.j.; and adding Item 6.o to the agenda. Motion was made by Councilmember Hanson, seconded by Mayor Zylka to approve the agenda of April 17, 2023, as amended. Ayes: Lundberg, Meyer, Zylka, Knafla, Glaze, Hanson, and Gosiak. Nays: none. Motion carried.

3. APPROVAL OF MINUTES

Motion was made by Councilmember Glaze, seconded by Councilmember Lundberg to approve the City Council minutes of the special work session of April 3, 2023; and the regular meeting of April 3, 2023; as presented. Ayes: Lundberg, Meyer, Zylka, Knafla, Glaze, Hanson, and Gosiak. Nays: none. Motion carried.

4. APPROVAL OF BILLS

Motion was made by Councilmember Gosiak, seconded by Councilmember Lundberg to approve the bills totaling \$352,693.63 for checks 108596 through 108689 and voided check 108641, as presented. Ayes: Lundberg, Meyer, Zylka, Knafla, Glaze, Hanson, and Gosiak. Nays: none. Motion carried.

5. AWARDS, DONATIONS, PRESENTATIONS, AND PROCLAMATIONS

a. **Award**

1. **Grant Award, Municipal Clerks and Finance Officers Association, Christine Lundberg, Municipal Clerks Institute** – Motion was made by Mayor Zylka, seconded by Councilmember Lundberg to accept the grant award of \$300 from the Municipal Clerks and Finance Officers Association to be used towards the registration of Christine Lundberg to attend the Municipal Clerks Institute in May 2023. Ayes: Lundberg, Meyer, Zylka, Knafla, Glaze, Hanson, and Gosiak. Nays: none. Motion carried.

b. **Donations**

1. **Resolution 2023-29, First Quarter Donation(s)** – Councilmember Lundberg introduced and moved for the adoption of Resolution 2023-29, a Resolution Accepting the First Quarter Donation(s). Councilmember Hanson seconded the motion for adoption. On a roll call vote; Ayes: Lundberg, Meyer, Zylka, Knafla, Glaze, Hanson, and Gosiak. Nays: Liljegren (absent). Council President Knafla then declared said Resolution 2023-29 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

6. CONSENT AGENDA

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

a. Received and placed on file the Animal Control report for March 2023; and

b. Approved to the Minnesota Charitable Gambling Control Board, an Application for Exempt Permit as requested by The Greater Minnesota Two-Cylinder Club, to allow a raffle to be held on September 28, 2023, at the Morrison County Fairgrounds, 15575 Hawthorne Road, and further waived any waiting period; and

c. Received and placed on file the Community Services Advisory Board minutes for March 2023; and

d. Received and placed on file the Consumer Confidence Report for 2022; and

e. Approved the request from Mid Minnesota Federal Credit Union to allow a medallion hunt on public property as part of the Dam Festival beginning June 12, 2023, contingent upon it not being buried or within Mill Park, they hold the City harmless, and they clean up after the event; and

- f. Received and placed on file the Fire report for March 2023; and
- g. Received and placed on file the Heritage Preservation Commission Minutes for April 2023; and
- h. Received and placed on file the Investment Recap report dated March 31, 2023, as amended; and
- i. Received and placed on file the Police report for March 2023; and
- j. Accepted the recommendation of the Interview Committee and appointed Ashley Hagen as a Cook at Pay Grade 4, Step 1, \$16.89 per hour; Catherine Janey, Hudson Filippi, and Claire Redman as Clubhouse Attendants at Pay Grade 3, Step 1, \$15.35 per hour; returning employee, Hayden Johnson, as a Clubhouse Attendant at Pay Grade 3, Step 2, \$15.70 per hour; and Nick Henry as a Ranger at Pay Grade 1, Step 1, \$12.69 per hour; all on the parttime salary schedule, effective April 18, 2023, or as soon thereafter as they are able to start; and
- k. Received and placed on file the Recycling report for March 2023; and
- l. Received and placed on file the resignation of Peter Balaski as a Streets and Parks Foreman, effective May 6, 2023; and
- m. Received and placed on file the Wastewater report for March 2023; and
- n. Received and placed on file the Water report for March 2023; and
- o. Approved to the Minnesota Charitable Gambling Control Board, an Application to Conduct Off-Site Gambling, as requested by the Lindbergh Lions, to allow pull tabs at the Morrison County Fairgrounds, 15575 Hawthorn Road, from June 22 through June 24, 2023.

Ayes: Lundberg, Meyer, Zylka, Knafla, Glaze, Hanson, and Gosiak. Nays: none. Motion carried.

7. **PUBLIC HEARINGS AND LETTINGS**

a. **Public Hearing**

1. **Establish Redevelopment Area 1, Redevelopment Plan** – Council President Knafla opened a scheduled public hearing at 7:36 p.m. to review the redevelopment plan for Falls Fabricating. City Administrator Radermacher reviewed the proposed redevelopment plan for Redevelopment Project Area 1, which includes the Falls Realty LLC expansion project. No one asked questions. Council President Knafla recessed the public hearing at 7:38 p.m. until the regular City Council meeting of May 1, 2023, at 7:30 p.m. in the Council Chambers.

b. **Lettings**

1. **Replace Door Protection Equipment, MEI Total Elevator Solutions, Library** – Motion was made by Councilmember Gosiak, seconded by Councilmember Glaze to award the quotation of \$8,781.29 from MEI Total Solutions, Mendota Heights, for the replacement of both front and rear elevator door faulty protection equipment at the Library, to be charged to the Equipment Fund. Ayes: Lundberg, Meyer, Zylka, Knafla, Glaze, Hanson, and Gosiak. Nays: none. Motion carried.

8. **OLD BUSINESS**

a. **Resolution 2023-32, Support of Job Creation Fund Application, Falls Fabricating** – Councilmember Hanson introduced and moved for the adoption of Resolution 2023-32, a Resolution Supporting the Job Creation Application in Connection with Falls Realty, LLC. Councilmember Glaze seconded the motion for adoption. On a roll call vote; Ayes: Meyer, Zylka, Knafla, Glaze, Hanson, Gosiak, and Lundberg. Nays: Liljegren (absent). Council President Knafla then declared said Resolution 2023-32 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

b. **Amend City Council Motion of March 6, 2023, Surveillance System, Absolute Electric, Police** – Motion was made by Mayor Zylka, seconded by Councilmember Lundberg to amend their motion of March 6, 2023, and awarded a quotation of \$15,650 from Absolute Electric, Little Falls, for the upgraded cameras and replacement of wiring and conduit for the Digital Watch Dog Surveillance System for the Police Department,

to be charged to the 2023 Capital Improvement Fund. Ayes: Lundberg, Meyer, Zylka, Knafla, Glaze, Hanson, and Gosiak. Nays: none. Motion carried.

9. **NEW BUSINESS**

a. **Heritage Preservation Commission Recommendation, Resolution 2023-31, Grant/Loan/Façade Easement, Black Dog Opportunities LLC, 113 and 117 SE 1st Street** – Motion was made by Councilmember Glaze to accept the recommendation of the Heritage Preservation Commission, and introduced and moved for the adoption of Resolution 2023-31, a Resolution Accepting a Façade Easement and Authorizing the Execution of Loan and Deferred Loan Agreements with Black Dog Opportunities LLC for their properties at 113 and 117 Southeast First Street. Councilmember Meyer seconded the motion for adoption. On a roll call vote; Ayes: Zylka, Knafla, Glaze, Hanson, Gosiak, Lundberg, and Meyer. Nays: Liljegren (absent). Council President Knafla then declared said Resolution 2023-31 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

b. **Planning Commission/Zoning Administrator Report and Recommendations**

1. **Preliminary and Final Plats, Fourth Addition to Gideon's Farm** – Motion was made by Mayor Zylka, seconded by Councilmember Hanson to accept the recommendation of the Planning Commission, and approved the preliminary and final plats of the Fourth Addition to Gideon's Farm as presented. Ayes: Lundberg, Meyer, Zylka, Knafla, Glaze, Hanson, and Gosiak. Nays: none. Motion carried.

2. **Resolution 2023-19, Vacate Portions of Lot 1, Block 1, Third Addition to Gideon's Farm** – Motion was made by Councilmember Gosiak to accept the recommendation of the Planning Commission and introduced and moved for the adoption of Resolution 2023-19, a Resolution Authorizing the Vacation of a Portion of Lot 1, Block 1, Third Addition to Gideon's Farm. Mayor Zylka seconded the motion for adoption. On a roll call vote; Ayes: Knafla, Glaze, Hanson, Gosiak, Lundberg, Meyer, and Zylka. Nays: Liljegren (absent). Council President Knafla then declared said Resolution 2023-19 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

3. **Preliminary and Final Plats, Czech Addition** – Motion was made by Councilmember Hanson, seconded by Councilmember Glaze to accept the recommendation of the Planning Commission, and approved the preliminary and final plats of Czech Addition as presented. Ayes: Lundberg, Meyer, Zylka, Knafla, Glaze, Hanson, and Gosiak. Nays: none. Motion carried.

4. **Ordinance No. 40, Seventh Series, Amend City Code Chapter 5, Section 5.30 Sign Regulations, Allowing Electronic Messaging Signs** – Motion was made by Councilmember Hanson to accept the recommendation of the Planning Commission and introduced Ordinance No. 40, Seventh Series, an Ordinance of the City of Little Falls Amending City Code Chapter 5, entitled "Construction Licensing, Permits, and Regulations"; by Amending Section 5.30, entitled "Signs"; Paragraph E, entitled "Specific Regulations by Zoning District".

c. **Resolution 2023-33, Declare Certain Items Surplus and Authorizing Disposal Thereof** – Councilmember Gosiak introduced and moved for the adoption of Resolution 2023-33, a Resolution Declaring Certain Property Surplus and Authorizing the Sale/Disposal Thereof. Councilmember Lundberg seconded the motion for adoption. On a roll call vote; Ayes: Glaze, Hanson, Gosiak, Lundberg, Meyer, Zylka, and Knafla. Nays: Liljegren (absent). Council President Knafla then declared said Resolution 2023-33 to have received the majority vote of the City Council and the same to have been duly passed, approved, and adopted.

d. **Sign Permit, Friends of Pine Grove Zoo** – Motion was made by Councilmember Glaze, seconded by Mayor Zylka to approve the sign permit as requested by Pine Grove Zoo, 1200 West Broadway. Ayes: Lundberg, Meyer, Zylka, Knafla, Glaze, Hanson, and Gosiak. Nays: none. Motion carried.

e. **Water Tower Lease Amend, Cellco Partnership dba Verizon Wireless** – Motion was made by Councilmember Lundberg, seconded by Councilmember Meyer to approve the Water Tower Lease Amendment with Cellco Partnership dba Verizon Wireless, Bedminster, NJ, for the additional equipment to be placed upon the West Side water tower, at \$1,912.88 per month effective August 1, 2023. Ayes: Lundberg, Meyer, Zylka, Knafla, Glaze, Hanson, and Gosiak. Nays: none. Motion carried.

10. **ANNOUNCEMENTS**

a. Mayor Zylka recommended that a sign placed along First Street Northeast between Seventh and Eighth Avenues Northeast indicating the dog park.

12. **ADJOURNMENT**

Council President Knafla adjourned the meeting at 7:58 p.m.

Respectfully submitted,

Wendy J. Zylka

[Wendy J. Zylka \(May 2, 2023 08:43 CDT\)](#)

Wendy J. Zylka