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August 26, 2019

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, August 26, 2019, at 6:00 p.m.

The meeting was called to order by President Glaser.

Members present, Councilors: Woodruff, Redden, Rennwald, Swanson, Jussila, Erickson, Glaser. 7.

Others present: Administrator Walker
Finance Director, Pietila
City Clerk, Nordean
City Attorney, Overom.

President Glaser recommended the following changes to the agenda: 1) Remove New Business No. 3, Accepting the proposal for the Thirteenth Street Alley Apron Extension Project; and 2) adding a new New Business No. 3 as follows: [M] Consider authorizing a conditional offer of employment for the position of Laborer in the Public Works Department.

Motion by Erickson and Redden approving the agenda with the changes recommended by President Glaser. Carried.

Administrator Report:

Administrator Walker reported on an upcoming legislative visit set for September 18 regarding the Wastewater Treatment Plant Project; the Capital Improvement Plan and provided a staffing update.

HRA:

President Glaser reported on a recent meeting of the HRA where they discussed a new voucher system, a regional HRA meeting and the neighborhood revitalization mini-grant program.

Recreation Board:

Vice President Erickson reported on the August 14 meeting of the Recreation Board where they discussed the baseball field and scoreboard lighting.

Trees & Trails Commission:

Councilor Rennwald reported on the August 15 meeting of the Trees & Trails Commission where they worked on wayfinding signs and discussed possibilities for low impact solar lighting on Lighthouse Point Trail.

Finance Committee:

Vice President Erickson reported that the Finance Committee is beginning the process of preparing the 2020 Budget starting by focusing on Capital Equipment.

Motion by Erickson and Jussila that the following consent agenda items:

1. Approving minutes from the August 12, 2019 City Council meeting.
2. **RESOLUTION NO. 8-280-19 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS TO BE PAID ON AUGUST 27, 2019, IN THE AMOUNT OF \$1,749,954.97.**
3. Approving payroll for the first half of August, 2019, in the amount of \$213,137.97.
4. A communication from Carrie Coan, Chalk-a-lot Volunteer, expressing appreciation for the City's assistance with their event and requesting any feedback we may have.
5. Referring a request from Steve Sjogren, Sports Car Rendezvous Chairman for 2021, for use of the parking lot on South Avenue in the 500 and 600 blocks for a car show on Saturday, June 12, 2021 to the Public Works Committee.
6. A memorandum for Joe Rhein, Bolton & Menk, providing an update on the 2019 Street & Alley Improvement Project.
7. **RESOLUTION NO. 8-281-19 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$2,175 FOR GENERAL PROFESSIONAL ENGINEERING SERVICES PROVIDED FROM JUNE 1-28, 2019.**
8. **RESOLUTION NO. 8-282-19 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$4,283.50 FOR PROFESSIONAL SERVICES FOR THE 2018 STREET & ALLEY IMPROVEMENT PROJECT.**
9. **RESOLUTION NO. 8-283-19 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$4,162 FOR PROFESSIONAL SERVICES FOR THE PAVEMENT MANAGEMENT PLAN.**
10. **RESOLUTION NO. 8-284-19 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$29,213 FOR PROFESSIONAL SERVICES FOR THE 2019 STREET & ALLEY IMPROVEMENT PROJECT.**
11. **RESOLUTION NO. 8-285-19 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$3,569 FOR PROFESSIONAL SERVICES FOR THE CONSTRUCTION AND ADMINISTRATION OF THE MAIN LIFT STATION.**
12. **RESOLUTION NO. 8-286-19 AUTHORIZING PAYMENT TO SEH IN THE AMOUNT OF \$6,090 FOR PROFESSIONAL SERVICES FOR THE JET A FUEL AND PAVEMENT REHABILITATION PROJECT AT THE AIRPORT.**

13. **RESOLUTION NO. 8-287-19 AUTHORIZING PAYMENT TO SEH IN THE AMOUNT OF \$13,975 FOR PROFESSIONAL SERVICES FOR THE SITE PREPARATION AND T-HANGAR CONSTRUCTION PROJECT FINAL DESIGN PHASE.**
14. **RESOLUTION NO. 8-288-19 AUTHORIZING THE PURCHASE OF A 2004 F450 WILDLAND FIREFIGHTING APPARATUS FROM THE DNR FOR AN AMOUNT OF \$13,600 FOR THE FIRE DEPARTMENT.**
15. **RESOLUTION NO. 8-289-19 ACCEPTING THE PROPOSAL OF DANNY'S AUTO TO REPAINT THE WILDLAND FIREFIGHTING APPARATUS FOR AN AMOUNT OF \$6,194.67.**
16. **RESOLUTION NO. 8-290-19 APPROVING THE RENEWAL OF THE MASSAGE THERAPY LICENSE FOR CARI WRIGHT AT 1330 EIGHTH AVENUE, PENDING THE APPROVAL OF THE CHIEF OF POLICE.**
17. **RESOLUTION NO. 8-291-19 DECLARING THIRD AND FINAL READING OF ORDINANCE NO. 118, SECOND SERIES, AN ORDINANCE AMENDING SECTION 6.51 OF THE CITY CODE, SALES AND USE TAX.**
18. **RESOLUTION NO. 8-292-19 APPOINTING MICHELLE ANDERSON AS A MEMBER OF THE PLANNING COMMISSION.**
19. **RESOLUTION NO. 8-293-19 APPROVING THE TRANSFER OF KYLE KRULL FROM THE POSITION OF CEMETERY CARETAKER TO THE POSITION OF LABORER IN THE PUBLIC WORKS DEPARTMENT.**
20. Authorizing internal and external postings for the position of Cemetery Caretaker in the Public Works Department.
21. Approving the revised position description for the position of Assistance Finance Director.
22. Authorizing the internal posting for the position of Assistant Finance Director.

Be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

New Business:

Motion by Rennwald and Woodruff accepting the recommendation of the Trees & Trails and Planning Commissions to authorize the installation of 28 wayfinding signs throughout the City and two trail map signs near Burlington Bay. Carried.

Motion by Redden and Swanson that **RESOLUTION NO. 8-294-19 ACCEPTING THE PROPOSAL OF BOLTON & MENK TO PROVIDE PRELIMINARY DESIGN ENGINEERING SERVICES FOR WATER TREATMENT FACILITY AND WATER MAIN IMPROVEMENTS FOR AN AMOUNT OF \$219,000** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Erickson and Redden authorizing a conditional offer of employment for the position of Laborer in the Public Works Department. Carried.

Public Hearing:

Motion by Erickson and Redden adjourning the regular meeting and calling to order public hearing on proposed project and the issuance of private activity bonds to finance health-care facilities for Lake View Memorial Hospital, Inc. Carried.

President Glaser left the meeting.

Vice President Erickson announced that a public hearing was now open on the proposed project and the issuance of private activity bonds to finance health-care facilities for Lake View Memorial Hospital, Inc.

Appearances:

Mia Thibodeau, Fryberger, Buchanan, Smith & Frederick, P.A., was present acting as bond counsel for the City. She explained that the public hearing was a required step for the issuance of private activity bonds to finance this health-care facilities project for Lake View Memorial Hospital.

Attorney Overom explained the purpose of considering the issuance of health care facilities revenue notes for the project was so that the City could act as a conduit, to allow for a lower, tax exempt interest rate for the project, with no financial obligation to the City.

There was no one else present who wished to speak in favor of or against the proposed project or the issuance of private activity bonds to finance the health-care facilities project for Lake View Memorial Hospital.

Motion by Swanson and Redden that **RESOLUTION NO. 8-295-19 APPROVING THE ISSUANCE OF A HEALTH CARE FACILITIES REVENUE NOTE, SERIES 2019 (ST. LUKE'S HOSPITAL OF DULUTH OBLIGATED GROUP-LAKE VIEW MEMORIAL HOSPITAL, INC. PROJECT)** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Swanson and Redden adjourning public hearing and reconvening regular City Council meeting. Carried.

Council President Glaser joined the meeting.

Announcements:

Mayor Swanson announced that CN Railway Company, as part of their 100th Anniversary, has declared this week as Rail Safety Week with their company. Mayor Swanson reminded the public to use caution around railroad crossings and railroad areas.

He also reported on an email he had directed to members of the City Council regarding his participation as a coach and mentor for a local company called Garage Starts, noting his intention to refrain from conflicts of interest between his roles as Mayor and coach and mentor for Garage Starts.

Vice President Erickson asked for patience as the Council has recently experienced technical issues relating to their email accounts, which have now been resolved. She noted that many of them have not been receiving email correspondence for a while.

Motion by Jussila and Swanson that the meeting adjourn. Carried.

Robin M. Glaser, President, City Council

Patricia D. Nordean, City Clerk