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December 16, 2019

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, December 16, 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

Clerk Nordean proposed the following changes to the agenda: Consent Agenda Item No. 1, change the amount to \$36,667.94; Consent Agenda Item No. 17, change to: Directing Bolton & Menk not to proceed with further work on the feasibility study for the proposed 2020 Street Improvement Project. Motion by Rennwald and Woodruff approving the agenda with changes as proposed. Carried.

President Glaser read a statement indicating the Council's intention not to proceed with the proposed 2020 Street Improvement Project, but to continue with capital improvements that are feasible and practical.

Mayor Swanson recognized the following City employees on their years of service: Joe Cavallin – 5 years, Steve Kosmo – 25 years, Karrie Seeber – 25 years, Katie Sundstrom – 10 years, Jadell Cavallin – 5 years, and Dan Walker – 5 years. He expressed appreciation for their work and dedication to the City.

**Negotiations Committee:**

Vice President Erickson reported that the Negotiations Committee has been meeting with the City's bargaining units and the negotiations are ongoing.

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

1. Approving minutes from the December 9, 2019 City Council meeting.
2. **RESOLUTION NO. 12-410-19 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS TO BE PAID ON DECEMBER 13, 2019, IN THE AMOUNT OF \$5,203,639.93.**

3. Approving payroll for the first half of December, 2019, in the amount of \$216,544.47.
4. Authorizing a letter of support for a Grant Application by Minnesota DNR for a Transportation Alternatives Program for a Trail Construction Project.
5. **RESOLUTION NO. 12-411-19 CERTIFYING ASSESSMENTS TO THE LAKE COUNTY AUDITOR FOR CERTAIN UNPAID UTILITY CHARGES.**
6. **RESOLUTION NO. 12-412-19 ACCEPTING THE QUOTE IN THE AMOUNT OF \$12,100.65 FROM EMERGENCY AUTOMOTIVE TECHNOLOGIES, INC. FOR INSTALLATION OF VARIOUS PATROL SQUAD EQUIPMENT FOR THE NEW 2020 FORD POLICE INTERCEPTOR.**
7. **RESOLUTION NO. 12-413-19 AUTHORIZING PAYMENT TO UTILITY SYSTEMS OF AMERICA IN THE AMOUNT OF \$36,667.94 FOR PAY APPLICATION NUMBER 5 FOR THE 2019 STREET & ALLEY IMPROVEMENT PROJECT.**
8. **RESOLUTION NO. 12-414-19 AUTHORIZING PAYMENT TO KRAUSE ANDERSON CONSTRUCTION COMPANY FOR PAY APPLICATION NUMBER 1 FOR THE 2019 T-HANGAR CONSTRUCTION PROJECT AT THE AIRPORT IN THE AMOUNT OF \$388,199.61.**
9. Designating the 1993 Ford 8000 Pumper with 1,000-gallon tank and the 1986 Chevrolet 3500 with skid unit as discarded equipment and authorizing their disposal through Do-Bid.
10. **RESOLUTION NO. 12-415-19 APPROVING THE ON-SALE 3.2% MALT LIQUOR AND ON-SALE WINE LICENSE OF JUDY'S CAFÉ AND AUTHORIZING THEM TO SELL STRONG BEER AS THE HOLDER OF A WINE LICENSE WHO IS ALSO LICENSED TO SELL MALT LIQUOR, PENDING APPROVAL OF THE CHIEF OF POLICE AND THE STATE OF MINNESOTA.**
11. **RESOLUTION NO. 12-416-19 APPROVING THE RENEWAL OF CIGARETTE LICENSES FOR TWO HARBORS MUNICIPAL LIQUOR STORE, HOLIDAY STATION STORES #24 AND #362, MINIT MART, LLC, MINER'S INCORPORATED, KRIST OIL COMPANY, AND KWIK TRIP INCORPORATED.**
12. Authorizing a day off with pay for one City Employee.
13. **RESOLUTION NO. 12-417-19 ACCEPTING THE PROPOSAL OF MADISON NATIONAL LIFE INSURANCE TO PROVIDE LIFE & LONG-TERM DISABILITY INSURANCE FOR THE CITY OF TWO HARBORS.**
14. **RESOLUTION NO. 12-418-19 APPOINTING THE CITY ADMINISTRATOR AND FINANCE DIRECTOR AS AUTHORIZED REPRESENTATIVES FOR FRANCHISE RENEWAL PROCEEDINGS WITH ZITO MEDIA.**

15. Designating the old Main Lift Station transformer as discarded equipment and authorizing the sale of said transformer to Belknap Electric for amount of \$1,200.
16. Authorizing a conditional offer of employment for the position of Cemetery Caretaker.
17. Directing Bolton & Menk not to proceed with further work on the feasibility study for the proposed 2020 Street Improvement Project.

**New Business:**

Motion by Erickson and Redden that **RESOLUTION NO. 12-419-19 APPROVING THE REQUEST OF RANDY HEDIN, TO CARRY OVER TWO DAYS OF VACATION INTO 2020 IN ADDITION TO THE FIVE ALLOWED BY CONTRACT, AND REQUIRING THAT THE ADDITIONAL DAYS BE USED PRIOR TO MAY 1, 2020** be adopted as read. Carried by a unanimous yeas vote of all members present on roll call.

Motion by Erickson and Woodruff that **RESOLUTION NO. 12-420-19 APPROVING THE REQUEST OF MICHAEL AHO TO CARRY OVER 30 HOURS OF VACATION TIME INTO 2020, IN ADDITION TO THE 40 HOURS ALLOWED BY CONTRACT, AND REQUIRING THAT THE ADDITIONAL HOURS BE USED PRIOR TO MAY 1, 2020** be adopted as read. Carried by a unanimous yeas vote of all members present on roll call.

Motion by Redden and Rennwald that **RESOLUTION NO. 12-421-19 APPROVING THE REQUEST OF NATHAN GENS TO CARRY OVER FIVE DAYS OF VACATION INTO 2020, IN ADDITION TO THE 5 ALLOWED BY CONTRACT, AND REQUIRING THAT THE ADDITIONAL DAYS BE USED PRIOR TO MAY 1, 2020** be adopted as read. Carried by a unanimous yeas vote of all members present on roll call.

Motion by Redden and Jussila that **RESOLUTION NO. 12-422-19 APPROVING THE REQUEST OF KATIE SUNDSTROM TO CARRY OVER ONE WEEK OF VACATION INTO 2020 IN ADDITION TO THE WEEK ALLOWED BY CONTRACT AND REQUIRING THAT THE ADDITIONAL WEEK BE USED PRIOR TO MAY 1, 2020** be adopted as read. Carried by a unanimous yeas vote of all members present on roll call.

Motion by Erickson and Redden that **RESOLUTION NO. 12-423-19 APPROVING THE REQUEST OF BLAKE PRINCE TO CARRY OVER 40 HOURS OF VACATION TIME INTO 2020 IN ADDITION TO THE 40 HOURS ALLOWED BY CONTRACT AND REQUIRING THAT THE ADDITIONAL 40 HOURS BE USED PRIOR TO MAY 1, 2020, AND AUTHORIZING COMPENSATION FOR 72 HOURS OF VACATION TO BE PAID AT 100%** be adopted as read. Carried by a unanimous yeas vote of all members present at roll call.

Motion by Woodruff and Jussila that **RESOLUTION NO. 12-424-19 APPROVING THE REQUEST OF JIM GILBERT TO CARRY OVER 44 HOURS OF VACATION INTO 2020 IN ADDITION TO THE 40 HOURS ALLOWED BY CONTRACT AND REQUIRING THAT THE 44 HOURS BE USED PRIOR TO MAY 1, 2020** be adopted as read. Carried by a unanimous yeas vote of all members present on roll call.

**Announcements:**

President Glaser stated that it has been an honor to serve as President of the City Council over the past year and expressed thanks to the mayor and council for their support. She also wished everyone a Merry Christmas.

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

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Robin M. Glaser, City Council President

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Patricia D. Nordean, City Clerk