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June 24, 2019

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, June 24, 2019, at 6:00 p.m.

The meeting was called to order by President Glaser.

Members present, Councilors: Redden, Rennwald, Swanson, Jussila, Erickson, Glaser. 6.

Members absent, Councilors: Woodruff. 1.

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

Clerk Nordean recommended the following changes to the agenda: 1. Remove New Business No. 1. Authorizing the Mayor and City Clerk to execute and deliver an assignment and assumption agreement with Pinpoint Minnesota, LLC and Zito Holding LLC with respect to that certain franchise agreement for cable services; 2. Add New Business No. 8, a resolution calling for a public hearing to consider the vacation of a utility and drainage easement and two road segments in the plat of Burlington Bay Subdivision; and 3. Replacing New Business Items No. 5 and 6 with a resolution Accepting City of Two Harbors Sales Tax Special Law Section 8-11, of Chapter 6 of Laws of 2019, First Special Session.

Motion by Swanson and Rennwald approving the agenda, with changes as recommended by Clerk Nordean. Carried.

HRA:

President Glaser reported on a recent meeting of the City HRA where the group discussed the elevator repair project and met the new Executive Director.

Personnel Committee:

President Glaser reported on a meeting of the Personnel Committee noting that the items discussed are listed on the agenda.

Recreation Board:

Vice President Erickson reported on the June 12, 2019 meeting of the Recreation Board where the group received updates on the current recreation programs.

Public Works Committee:

Public Works Committee Chairman, Jussila reported on the June 11, 2019 meeting of the Public Works Committee where a discussion was held regarding a parking matter in the area of Fourth Avenue. The matter was referred to the Chief of Police. The group also discussed the work order system.

Finance Committee:

Vice President Erickson reported on a recent meeting of the Finance Committee where the group held a conference call with a representative of the League of MN Cities regarding implementation of the local sales tax increase. They also discussed bond documents, assessments and staffing issues as they relate to the budget.

Trees & Trails:

Councilor Rennwald reported on the June 20, 2019 meeting of the Trees & Trails Commission where the group discussed the bike skills course project, recent tree plantings, and wayfinding signs.

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

1. Approving minutes from the June 10, 2019 City Council meeting.
2. **RESOLUTION NO. 6-208-19 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS TO BE PAID ON JUNE 25, 2019, IN THE AMOUNT OF \$2,201,732.36.**
3. Approving payroll for the first half of June, 2019, in the amount of \$206,283.27.
4. A communication from Rose Marksmeier, 309 South Avenue, requesting changes to the City Code regarding animal licensing and regulations.
5. A communication from Diane Wahl, Kinect Energy, Inc., providing notification of termination of the natural gas supply agreement with them.
6. A letter from Amy Carlson, Manager of the American Legion Post 109, requesting a semi-truck loading zone in front of their building at 614 First Avenue.
7. 2019 Street and Alley Improvement Project Status Update from City Engineer, Joe Rhein of Bolton & Menk.
8. **RESOLUTION NO. 6-209-19 AUTHORIZING PAYMENT TO STANTEC IN THE AMOUNT OF \$3,415 FOR PROFESSIONAL SERVICES TO PROVIDE AN ASSESSMENT OF FEASIBILITY OF THE RELOCATION OF THE EDNA G. TUGBOAT.**
9. **RESOLUTION NO. 6-210-19 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$2,352.50 FOR PROFESSIONAL SERVICES FOR THE PAVEMENT MANAGEMENT PLAN.**

10. **RESOLUTION NO. 6-211-19 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$4,007.50 FOR PROFESSIONAL SERVICES FOR THE 2018 STREET & ALLEY IMPROVEMENT PROJECT.**
11. **RESOLUTION NO. 6-212-19 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$15,781.50 FOR PROFESSIONAL SERVICES FOR THE 2019 STREET & ALLEY IMPROVEMENT PROJECT.**
12. **RESOLUTION NO. 6-213-19 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$2,077 FOR PROFESSIONAL SERVICES FOR THE CONSTRUCTION AND ADMINISTRATION OF THE MAIN LIFT STATION.**
13. **RESOLUTION NO. 6-214-19 AUTHORIZING PAYMENT TO SEH IN THE AMOUNT OF \$12,180 FOR THE CONSTRUCTION ADMINISTRATION PHASE OF THE 2018 FUEL SYSTEM AND BUILDING AREA REHABILITATION PROJECT AT THE AIRPORT.**
14. **RESOLUTION NO. 6-215-19 AUTHORIZING PAYMENT TO SEH IN THE AMOUNT OF \$27,950 FOR THE FINAL DESIGN PHASE OF THE 2019 T-HANGAR PROJECT AT THE AIRPORT.**
15. **RESOLUTION NO. 6-216-19 AUTHORIZING PAYMENT TO ZAHL-PETROLEUM MAINTENANCE CO. FOR PAY APPLICATION NO. 2 FOR THE 2018 JET-A FUEL SYSTEM PROJECT AT THE AIRPORT.**
16. **RESOLUTION NO. 6-217-19 AUTHORIZING PAYMENT TO KGM CONTRACTORS INC. IN THE AMOUNT OF \$31,481.79 FOR PAY APPLICATION NO. 2 FOR THE 2018 T-HANGAR PAVEMENT REHABILITATION PROJECT AT THE AIRPORT.**
17. **RESOLUTION NO. 6-218-19 AUTHORIZING PAYMENT TO IN-CONTROL, IN THE AMOUNT OF \$9,153.97 FOR ENGINEERING, MATERIALS AND LABOR TO REPLACE THE VARIABLE FREQUENCY DRIVE PUMP AT THE WATER TREATMENT PLANT.**
18. **RESOLUTION NO. 6-219-18 AUTHORIZING A HANGAR LEASE AGREEMENT BETWEEN THE CITY OF TWO HARBORS AND DOUGLAS OLSTEIN.**
19. **RESOLUTION NO. 6-220-19 APPROVING RENEWAL OF THE MASSAGE THERAPY LICENSE FOR CHRISTINA SCHROEDER, 620 FIRST AVENUE.**
20. **RESOLUTION NO. 6-221-19 APPOINTING EMILY OLSON AS A TEMPORARY EMPLOYEE IN THE PUBLIC WORKS DEPARTMENT.**
21. **RESOLUTION NO. 6-222-19 APPOINTING MARK JONES TO THE POSITION OF PUBLIC WORKS DIRECTOR.**
22. **RESOLUTION NO. 6-223-19 CALLING FOR A PUBLIC HEARING AT 6 P.M. OR AS SOON THEREAFTER AS POSSIBLE ON MONDAY, JULY 8, 2019, TO CONSIDER RE-AFFIRMING THE ORDERING OF THE 2019 STREET AND**

ALLEY IMPROVEMENT PROJECT PURSUANT TO MINNESOTA STATUTES 429.011 TO 429.111.

23. Approving the amended position descriptions for the following Public Works Department Positions: Mechanic and Cemetery Caretaker.
24. Authorizing the posting of internal and external bulletins for the following positions in the Public Works Department: Laborer, Cemetery Caretaker and Mechanic.
25. **RESOLUTION NO. 6-224-19 AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND DELIVER A MEMORANDUM OF UNDERSTANDING BY AND BETWEEN THE CITY OF TWO HARBORS AND TEAMSTERS LOCAL NO. 346, REGARDING EMPLOYMENT OF PART-TIME POLICE OFFICERS.**

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

New Business:

Motion by Jussila and Swanson that **RESOLUTION NO. 6-225-19 ACCEPTING THE PROPOSAL OF SEH TO PROVIDE CONSTRUCTION OBSERVATION AND ADMINISTRATIVE SERVICES FOR THE T-HANGAR PROJECT AT THE AIRPORT FOR AN AMOUNT OF \$92,000** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Jussila and Redden that **RESOLUTION NO. 6-226-19 AWARDDING THE BID FOR THE T-HANGAR CONSTRUCTION PROJECT AT THE AIRPORT TO KRAUS-ANDERSON CONSTRUCTION CO. IN THE AMOUNT OF \$1,269,578 PENDING CONFIRMATION OF THE AVAILABILITY OF FUNDS** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Swanson and Jussila that **RESOLUTION NO. 6-227-19 CALLING FOR A PUBLIC HEARING BY THE PLANNING COMMISSION ON THE VACATION OF AN ALLEY IN THOMAS OWENS PARK FOR THE PERFORMING ARTS CENTER PROJECT TO BE HELD AT 6 P.M., ON AUGUST 6, 2019** be adopted as read. Carried by the following vote: Yeas: Redden, Rennwald, Jussila, Erickson, Glaser. 5. Abstain: Swanson. 1.

Motion by Erickson and Redden that **RESOLUTION NO. 6-228-19 ACCEPTING CITY OF TWO HARBORS SALES TAX SPECIAL LAW SECTION 8-11, OF CHAPTER 6 OF LAWS OF 2019, FIRST SPECIAL SESSION** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Swanson and Redden declaring first reading of an ordinance amending the City Code, pertaining to the implementation of a local sales tax. Carried.

Motion by Swanson and Rennwald that **RESOLUTION NO. 6-229-19 CALLING FOR A PUBLIC HEARING BY THE PLANNING COMMISSION, TO CONSIDER THE VACATION OF A UTILITY AND DRAINAGE EASEMENT AND TWO ROAD SEGMENTS IN THE PLAT OF BURLINGTON BAY SUBDIVISION, TO BE HELD AT 6**

P.M. OR AS SOON THEREAFTER AS POSSIBLE ON AUGUST 6, 2019 be adopted as read.
Carried by a unanimous ye a vote of all members present on roll call.

Announcements:

Mayor Swanson recognized and expressed appreciation for Assistant Chief of Police, Ken Anderson, for his work with the Law Enforcement Torch Run for Special Olympics. He also recognized Carrie Coan, for her volunteer work with the Public Arts Commission, noting she has done an amazing job with recent projects. The Mayor expressed gratitude to City Planner, Justin Otsea for his work in coordinating the recent Bikeable Community Workshop, and to Castle Danger Brewing, Lake County Soil & Water, and several individuals who volunteered to plant trees in the campground and along the trail in the area of Lighthouse Point.

Swanson noted that there are several community events scheduled for Independence Day including the Fire Department's kids races which will take place at the old football field, near the City campground, Community Partners' Pulled Pork and Pie event with entertainment by the Northwoods, a City Band concert at Thomas Owens/Bandshell Park and a fireworks display beginning at 10 p.m. at Agate Bay.

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

Robin M. Glaser, President, City Council

Patricia D. Nordean, City Clerk