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October 14, 2019

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, October 14, 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.

Clerk Nordean proposed the addition of New Business Item No. 6, a resolution accepting Mayor Swanson's recommendation to appoint Ben Redden as a member of the Two Harbors Development Fund Board.

Motion by Swanson and Erickson approving the agenda with changes as proposed by Clerk Nordean. Carried.

Public Works Committee:

Councilor Jussila provided a review of items discussed at the September 30 Public Works Committee meeting including the proposed Storm Water Management Plan, demolition of the East Bath House at the Campground and the proposal to replace it with a pre-fabricated structure; ADA campsites, pavement repairs, street breaks, the new dump truck and grader and proposals to assist with some repairs to the ski trail.

Library Board:

Councilor Rennwald reported on a recent meeting of the Library Board where they discussed an update to their logo, grant applications for Library programs and building maintenance issues.

Planning Commission:

President Glaser reported that the Planning Commission, at their most recent meeting, conducted a public hearing for the purpose of reviewing the Transportation Action Plan and considered a conditional use permit application by Christian Dalbec. She noted that their recommendation was on the agenda under New Business.

Negotiations Committee:

Vice President Erickson reported that the group has begun the process of negotiating labor agreements with the City's bargaining units.

Public Affairs Committee:

Councilor Woodruff reported on the recent meeting of the Public Affairs Committee where the members reviewed a proposal by Community Partners to authorize certain upgrade the City's Community Center.

Finance Committee:

Vice President Erickson reviewed items discussed at recent meetings of the Finance Committee noting that they are in the process of finalizing the budget and levy which includes discussions on the CIP and proposed equipment purchases.

Utilities Committee:

Councilor Jussila reported on the October 9 meeting of the Utilities Committee where the committee discussed the Zito Franchise, Hidden Springs outlots and detention ponds and Third Avenue sewer matter.

North Shore Management Board:

Councilor Rennwald reported on the October 2 meeting of the North Shore Management Board where they discussed stormwater management funding available and short-term rentals.

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

1. Approving minutes from the September 28 Regular and September 4, 2019 Special City Council meetings.
2. **RESOLUTION NO. 10-331-19 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS TO BE PAID ON OCTOBER 15, 2019, IN THE AMOUNT OF \$2,477,087.32.**
3. Approving payroll for the second half of September, 2019, in the amount of \$211,136.48.
4. **RESOLUTION NO. 10-332-19 ACCEPTING THE WITHDRAWAL OF INTERNAL BID FROM TARA WITTLIEF AND AUTHORIZING HER TO REMAIN IN THE POSITION OF ELECTRONIC DATA PROCESSING TECHNICIAN AT CITY HALL.**
5. **RESOLUTION NO. 10-333-19 AUTHORIZING PAYMENT TO UTILITY SYSTEMS OF AMERICA IN THE AMOUNT OF \$144,402.92 FOR PAY REQUEST NO. 4 FOR THE 2019 STREET AND ALLEY IMPROVEMENT PROJECT.**

6. **RESOLUTION NO. 10-334-19 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$2,375 FOR THE PRELIMINARY DESIGN OF THE WATER TREATMENT FACILITY.**
7. **RESOLUTION NO. 10-335-19 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$3,418 FOR THE 2018 STREET & ALLEY IMPROVEMENT PROJECT.**
8. **RESOLUTION NO. 10-336-19 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$26,629 FOR THE 2019 STREET & ALLEY IMPROVEMENT PROJECT AND CIP UPDATES.**
9. **RESOLUTION NO. 10-337-19 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$2,250 FOR GENERAL PROFESSIONAL ENGINEERING SERVICES.**
10. **RESOLUTION NO. 10-338-19 AUTHORIZING PAYMENT TO SHANK CONSTRUCTORS IN THE AMOUNT OF \$16,292 FOR PAY APPLICATION NO. 13 FOR THE MAIN LIFT STATION PROJECT.**
11. **RESOLUTION NO. 10-339-19 AUTHORIZING PAYMENT TO AMERICAN ENGINEERING TESTING IN THE AMOUNT OF \$3,022 FOR THE 2019 STREET IMPROVEMENT PROJECT.**
12. **RESOLUTION NO. 10-340-19 ACCEPTING THE PROPOSAL OF GRAYBAR FOR THE PURCHASE OF 40 LED LIGHTS FOR THE POLICE DEPARTMENT FOR AN AMOUNT OF \$3,030.80.**
13. **RESOLUTION NO. 10-341-19 AUTHORIZING THE PURCHASE OF OFFICE FURNITURE AND CABINETS FROM NORTHERN BUSINESS PRODUCTS THROUGH THE STATE COOPERATIVE PURCHASING PROGRAM FOR THE POLICE DEPARTMENT FOR AN AMOUNT OF \$8,087.10.**
14. **RESOLUTION NO. 10-342-19 AUTHORIZING THE PURCHASE OF AN AERATOR FOR THE WASTEWATER TREATMENT PLANT FROM DH FARM EQUIPMENT FOR AN AMOUNT OF \$6,100.**
15. Approving the request of the American Legion to use the outdoor rink behind the Arena on Saturday February 8 for a Winter Frolic boot hockey tournament.
16. **RESOLUTION NO. 10-343-19 DESIGNATING THE COMMUNITY CENTER, 417 SOUTH AVENUE, AS THE CITY'S COMBINED POLLING PLACE FOR PRECINCTS 1, 2, 3 AND 4 IN THE CITY OF TWO HARBORS FOR THE CALENDAR YEAR 2020.**
17. **RESOLUTION NO. 10-344-19 ADOPTING THE NATIONAL INCIDENT MANAGEMENT SYSTEM CONCEPT OF EMERGENCY PLANNING FOR THE CITY OF TWO HARBORS.**

18. **RESOLUTION NO. 10-345-19 ADOPTING THE LAKE COUNTY EMERGENCY OPERATIONS PLAN, REVISED IN SEPTEMBER OF 2019.**
19. **RESOLUTION NO. 10-346-19 HIRING TOBY HALLEY FOR THE POSITION OF LABORER IN THE PUBLIC WORKS DEPARTMENT.**
20. Approving the request of Steve Shogren to authorize a Sports Car Rendezvous sponsored by the MN Triumphs Car Club in the 500 and 600 blocks of South Avenue on Saturday, June 12, 2021.
21. **RESOLUTION NO. 10-347-19 AUTHORIZING AN INCREASE IN BENEFIT LEVEL FOR 2019 – 2020 AS REQUESTED BY THE TWO HARBORS VOLUNTEER FIRE RELIEF ASSOCIATION.**

Unfinished Business:

Motion by Swanson and Jussila that **RESOLUTION NO. 10-348-19 AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND DELIVER A CONSENT TO ZITO WEST HOLDING ACQUIRING ALL OF THE OWNERSHIP INTERESTS OF PINPOINT MINNESOTA, LLC WITH RESPECT TO THAT CERTAIN FRANCHISE AGREEMENT FOR CABLE SERVICES** be adopted as read. Carried by a unanimous yeas vote of all members present on roll call.

Motion by Jussila and Swanson that **RESOLUTION NO. 10-349-19 AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND DELIVER A CONSENT TO ZITO WEST HOLDING ACQUIRING ALL OF THE OWNERSHIP INTERESTS OF PINPOINT MINNESOTA, LLC, WITH RESPECT TO THAT CERTAIN POLE ATTACHMENT LICENSE AGREEMENT** be adopted as read. Carried by a unanimous yeas vote of all members present on roll call.

New Business:

Motion by Woodruff and Redden that **RESOLUTION NO. 10-350-19 APPROVING THE REQUEST OF COMMUNITY PARTNERS TO MAKE CERTAIN IMPROVEMENTS TO THEIR LEASED SPACE AT THE COMMUNITY CENTER** be adopted as read. Carried by the following vote: Yeas: Woodruff, Redden, Rennwald, Swanson, Jussila, Erickson. 6. Abstain: Glaser. 1.

Motion by Swanson and Redden referring a request from Community Partners regarding landscaping work at the Community Center to the Public Works Committee. Carried.

Motion by Redden and Swanson that **RESOLUTION NO. 10-351-19 APPROVING THE CONDITIONAL USE PERMIT FOR CHRISTIAN DEREK DALBEC TO ALLOW THE USE OF CURRENT DWELLING AT 302 SOUTH AVENUE AS AN ARTIST'S STUDIO AND IMPOSING CERTAIN CONDITIONS THEREON** be adopted as read. Carried by a unanimous yeas vote of all members present on roll call.

Motion by Jussila and Woodruff that **RESOLUTION NO. 10-352-19 AUTHORIZING AND DIRECTING MAYOR AND CITY CLERK TO ACCEPT THE SANITARY SEWER AND WATER IMPROVEMENTS TO THE HIDDEN SPRINGS RE-PLAT PROJECT** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Rennwald and Erickson that **RESOLUTION NO. 10-353-19 AUTHORIZING AND DIRECTING MAYOR AND CITY CLERK TO EXECUTE AND DELIVER AN AGREEMENT BETWEEN THE CITY AND BLAINE CALBREATH REGARDING AN ASSESSMENT FOR SEWER LINE CONSTRUCTION FOR THE PROPERTY LOCATED AT 228 THIRD AVENUE** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Erickson and Woodruff that **RESOLUTION NO. 10-354-19 APPOINTING BEN REDDEN AS A MEMBER OF THE TWO HARBORS DEVELOPMENT FUND BOARD** be adopted as read. Carried by the following vote: Yeas: Woodruff, Rennwald, Swanson, Jussila, Erickson, Glaser. 6. Abstain: Redden. 1.

Announcements:

Mayor Swanson announced that Administrator Walker will be meeting with the Edna G. Commission on Wednesday. He also reported that he is looking for individuals to serve on various City commissions.

Motion by Jussila and Redden to adjourn, Carried.

Robin M. Glaser, President, City Council

Patricia D. Nordean, City Clerk