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September 9, 2019

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, September 9, 2019, at 6:00 p.m.

The meeting was called to order by President Glaser.

Members present, Councilors: Woodruff, Redden, Rennwald, Glaser. 4.

Members absent, Councilors: Swanson, Jussila, Erickson. 3.

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

Clerk Nordean proposed the following changes to the Agenda: Remove Consent Agenda Item No. 15, Accepting the internal bid of Jim Gilbert for the position of Water & Gas Distribution Maintenance; add Consent Agenda Items No. 23. Accepting Mayor Swanson's recommendation to appoint Ben Fleming to the Trees & Trails Commission; 24. Approving the Agreement between the City of Two Harbors and the State of MN Acting through the Commissioner of the Department of Natural Resources for the purchase of a used trailer-mounted generator for the Fire Department for an amount of \$1,250; 25. Authorizing payment to SEH in the amount of \$13,975 for professional services for the site preparation and T-Hangar Construction final design phase at the Airport; 14. add On-Sale for AMF Two Harbors LLC, pending receipt of appropriate payments and documentation of insurance.

Motion by Woodruff and Redden approving the agenda with the changes proposed by Clerk Nordean. Carried.

Administrator Report:

Administrator Walker announced that the Senate Bonding Committee will be at the Community Building on Thursday, September 12 at 7:45 AM to meet with City representatives about the City's bonding request for funding for the Wastewater Treatment Facility Improvement Project and the House Bonding Committee will be at the Community Center on Wednesday, September 18 at 8:15 AM for the same purpose.

Finance Committee:

Councilor Woodruff reported on the August 27 meeting of the Finance Committee where the group discussed the potential purchase of an infrared asphalt reclaiming machine as well as other items proposed for the preliminary budget and levy.

Negotiations Committee:

President Glaser reported that the committee reviewed existing labor agreements at their recent meeting. They will meet later this week to discuss upcoming labor negotiations.

Library Board:

Councilor Rennwald reported on the September 3 meeting of the Library Board where they received notification of the resignation of board member Holly Gangelhoff and issues concerning misuse of the restroom facilities in the building.

Planning Commission:

President Glaser reported on the recent meeting of the Planning Commission where they previewed the upcoming zoning code project.

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

1. Approving minutes from the August 26, 2019 City Council meeting.
2. **RESOLUTION NO. 8-296-19 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS TO BE PAID ON SEPTEMBER 10, 2019, IN THE AMOUNT OF \$1,650,014.17.**
3. Approving payroll for the second half of August, 2019, in the amount of \$212,584.45.
4. Library Report from September 5, 2019.
5. Accepting a letter from Holly Gangelhoff, providing notice of her resignation from the Library Board, with regret, and expressing appreciation for her service.
6. Accepting a letter from Macey Jones, providing notice of her resignation from the Two Harbors Development Fund with regret, and expressing appreciation for her service.
7. **RESOLUTION NO. 8-297-19 AUTHORIZING PAYMENT TO STANTEC IN THE AMOUNT OF \$18,106.44 FOR PROFESSIONAL SERVICES FOR AN ASSESSMENT OF FEASIBILITY FOR RELOCATION OF THE EDNA G.**
8. **RESOLUTION NO. 8-298-19 AUTHORIZING PAYMENT TO UTILITY SYSTEMS OF AMERICA IN THE AMOUNT OF \$204,288.93 FOR PAY APPLICATION NO. 3 FOR THE 2019 STREET IMPROVEMENT PROJECT.**
9. A letter from Luke Heikkila, President of the Two Harbors Supervisory Employees Association, providing notice of their intention to enter contract negotiations.
10. A letter from Gary Vendela, AFSCME, Council 5, providing notice of Local 1123's intention to enter contract negotiations.
11. Accepting the resignation of Rory Koch from the Trees & Trails Commission, with regret, and expressing appreciation for his service.

12. **RESOLUTION NO. 8-299-19 AUTHORIZING THE AGREEMENT BETWEEN THE CITY OF TWO HARBORS AND THE SALVATION ARMY TO ADMINISTER THE HEATSHARE PROGRAM FOR CITY UTILITY CUSTOMERS.**
13. **RESOLUTION NO. 8-300-19 AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND DELIVER A GRANT AGREEMENT BETWEEN THE CITY AND THE STATE OF MINNESOTA FOR AIRPORT IMPROVEMENT EXCLUDING LAND ACQUISITION FOR THE CONSTRUCTION OF A 7-UNIT T-HANGAR AND APRON PAVEMENT.**
14. **RESOLUTION NO. 8-301-19 APPROVING THE RENEWAL OF THE FOLLOWING LICENSES: CLUB ON-SALE FOR LOOM LODGE 1463 AND AMERICAN LEGION 109; ON-SALE AND SUNDAY ON-SALE FOR JV INVESTMENTS LLC, NORTH SHORE LANDING, INC., BLACKWOOD'S INC., TWO HARBORS GOLF ASSOCIATION AND CARMODY 61 LLC; ON-SALE FOR AMF TWO HARBORS LLC, PENDING RECEIPT OF APPROPRIATE PAYMENTS AND INSURANCE DOCUMENTATION; ON-SALE WINE, ON-SALE 3.2 WITH STRONG BEER AUTHORIZATION FOR SPOKENGear GBC AND FAT GUYS VENTURES LLC; OFF-SALE 3.2 FOR MINER'S INCORPORATED, HOLIDAY STATIONSTORES LLC, KWIK TRIP, INC., AND KRIST OIL COMPANY; AND TAP ROOM ON-SALE FOR CASTLE DANGER BREWING CO. LLC PENDING THE APPROVAL OF THE CHIEF OF POLICE**
16. **RESOLUTION NO. 8-302-19 APPOINTING AARON JOHNSON AS A TEMPORARY PATROL OFFICER IN THE POLICE DEPARTMENT.**
17. **RESOLUTION NO. 8-303-19 APPOINTING TERRANCE GAVIC TO THE POSITION OF PATROL OFFICER IN THE POLICE DEPARTMENT EFFECTIVE SEPTEMBER 16, 2019.**
18. **RESOLUTION NO. 8-304-19 APPOINTING DYLAN JINDRA TO THE POSITION OF PART-TIME PATROL OFFICER IN THE POLICE DEPARTMENT EFFECTIVE SEPTEMBER 16, 2019.**
19. **RESOLUTION NO. 8-305-19 AUTHORIZING A CONDITIONAL OFFER OF EMPLOYMENT FOR THE POSITION OF LABORER IN THE PUBLIC WORKS DEPARTMENT.**
20. **RESOLUTION NO. 8-306-19 APPROVING THE ESTABLISHMENT OF A HIRING LIST FOR THE POSITION OF LABORER IN THE PUBLIC WORKS DEPARTMENT TO BE EFFECTIVE FOR A PERIOD OF ONE YEAR.**
21. **RESOLUTION NO. 8-307-19 DESIGNATING CERTAIN OFFICE FURNITURE FROM THE POLICE DEPARTMENT AS DISCARDED EQUIPMENT AND AUTHORIZING ITS DISPOSAL.**

22. **RESOLUTION NO. 8-308-19 DESIGNATING CERTAIN COMPUTERS AND FURNISHINGS FROM THE LIBRARY AS DISCARDED EQUIPMENT AUTHORIZING ITS DISPOSAL.**
23. **RESOLUTION NO. 8-309-19 APPOINTING BEN FLEMMING AS A MEMBER OF THE TREES & TRAILS COMMISSION.**
24. **RESOLUTION NO. 8-310-19 APPROVING THE AGREEMENT BETWEEN THE CITY OF TWO HARBORS AND THE STATE OF MN ACTING THROUGH THE COMMISSIONER OF THE DEPARTMENT OF NATURAL RESOURCES FOR THE PURCHASE OF A USED TRAILER MOUNTED GENERATOR FOR THE FIRE DEPARTMENT FOR AN AMOUNT OF \$1,250.**
25. **RESOLUTION NO. 8-311-19 AUTHORIZING PAYMENT TO SEH IN THE AMOUNT OF \$13,975 FOR PROFESSIONAL SERVICES FOR THE SITE PREPARATION AND T-HANGAR CONSTRUCTION FINAL DESIGN PHASE AT THE AIRPORT.**

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

New Business:

Motion by Rennwald and Woodruff that **RESOLUTION NO. 8-312-19 AUTHORIZING AND DIRECTING BOLTON & MENK TO PREPARE A FEASIBILITY REPORT FOR THE 2020 STREET IMPROVEMENT PROJECT** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Woodruff and Rennwald that **RESOLUTION NO. 8-313-19 AUTHORIZING COMPENSATION FOR COUNCILOR REDDEN TO PARTICIPATE IN THE INTERVIEW PROCESS FOR THE POSITION OF LABORER IN THE PUBLIC WORKS DEPARTMENT** be adopted as read. Carried by the following vote: Yeas: Woodruff, Rennwald, Glaser. 3. Abstain: Redden. 1.

Other.

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

Robin M. Glaser, President, City Council

Patricia D. Nordean, City Clerk