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January 25, 2021

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, January 25, 2021, at 6:00 p.m.

The meeting was called to order by President Redden.

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

Others present: Administrator Walker
Finance Director, Pietila
City Clerk, Nordean
Community Development/Planner, Sterbenz
City Attorney, Overom.

Clerk Nordean requested the following changes to the Agenda: 1. Remove Consent Agenda #14, Authorizing a resolution in support of a Small Cities Development Program Project Application; 2. Add the following resolutions to New Business: Authorizing compensation for Councilor Redden to attend meetings of the Cable TV Commission, CIP Committee and Waterfront Committee; Authorizing compensation for Councilor Woodruff to attend meetings of the Safety Committee, Edna G. Commission, Waterfront Task Force, Cable TV Commission, CIP Committee and Waterfront Committee; Authorizing compensation for Councilor Glaser to attend meetings of the HRA, Planning Commission, Cable TV Commission, CIP Committee and Waterfront Committee; Authorizing compensation for Councilor Rennwald to attend meetings of the Public Safety Committee, Airport Commission, Library Board, Cable TV Commission, CIP Committee and Waterfront Committee; Authorizing compensation for Mayor Swanson to attend meetings of the Public Arts Commission, THEDA, Waterfront Task Force, Cable TV Commission, CIP Committee, Waterfront Committee and Chamber of Commerce; Authorizing compensation for Councilor Passe to attend meetings of the Public Safety Committee, North Shore Management Board, Trees & Trails Commission, Waterfront Task Force, Cable TV Commission, CIP Committee and Waterfront Committee, Authorizing compensation for Councilor Erickson to attend meetings of the Recreation Board, Cable TV Commission, CIP Committee and Waterfront Committee; and referring to the Finance and Budget Committee, a request to consider a budget amendment to increase councilor pay. Finance Director Pietilia requested the addition of a resolution authorizing the City to apply for the Assistance to Firefighters Grant.

Motion by Rennwald and Glaser approving the agenda with the changes requested by the Clerk and Finance Director. Carried.

Administrator Report:

Administrator Walker reported that he is waiting for additional information on Capital Days, and once he receives that information, the Council will need to make a determination on the City's legislative priorities.

Community Development/Planner, Sterbenz reported on the status of the LS Dental Building project, noting that the closing has been pushed back.

Clerk Nordean reported that they are in the final steps of a hiring process for the position of Public Works Specialist 1, and that in light of recent resignations, the Fire Department will be requesting applications and conducting interviews for volunteer firefighters on February 10.

Attorney Overom reported on the status of the proposed Zito franchise agreement, noting that he and Administrator Walker had met with Zito representatives who were asked to submit final requests for changes to the proposed agreement.

Public Arts Commission:

Mayor Swanson reported on a recent meeting of the Public Arts & Beautification Commission where they discussed their 2020 and 2021 budget.

Trees & Trails Commission:

Councilor Rennwald reported that at their most recent meeting, Clerk Nordean was present and provided information regarding committee roles and responsibilities. They elected Mackenzie Hogfeldt as their new Chair, discussed potential options to deal with Spruce Budworm damage, tree replacement, the Odegard Trail, the potential purchase of a spade attachment and motorized trails within the City.

Planning Commission:

Mayor Swanson reported on the most recent meeting of the Planning Commission where they discussed proposed zoning ordinance amendments and the need for additional housing.

Utilities Committee:

President Redden reported on the recent meeting of the Utilities Committee where they discussed the Water Distribution Project and details of the Wastewater Treatment Plant Improvement Project.

Recreation Board:

Councilor Erickson reported on the most recent meeting of the Recreation Board where Clerk Nordean was present and reviewed roles and responsibilities of committee and commission members. In addition, they discussed limited recreational opportunities due to COVID, however,

she indicated that recreational skating has begun, and noted that they are looking into providing an Adult Activity Night.

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

1. Approving minutes from the January 11, 2021 Regular City Council meeting.
2. **RESOLUTION NO. 1-18-21 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS, IN THE AMOUNT OF \$_____.**
3. Approving payroll for the first half of January, 2021, in the amount of \$222,080.83.
4. Accepting, with regret, a letter of resignation from Alex McGrath, from his position as a volunteer firefighter with the Fire Department, and authorizing a letter of appreciation for his service.
5. **RESOLUTION NO. 1-19-21 ACCEPTING THE PROPOSAL OF ACME TOOLS FOR THE PURCHASE OF A NEW JLG ES1932 SCISSOR LIFT FOR AN AMOUNT OF \$12,615.98.**
6. **RESOLUTION NO. 1-20-21 ACCEPTING THE QUOTE FROM CRUSHING MECHANICS FOR THE PURCHASE OF A SKID STEER MILLING ATTACHMENT FOR AN AMOUNT OF \$24,267.**
8. **RESOLUTION NO. 1-21-21 AUTHORIZING A GRANT APPLICATION TO THE TWO HARBORS AREA FUND IN THE AMOUNT OF \$1,000 FOR EARLY LITERACY KITS FOR THE LIBRARY.**
9. **RESOLUTION NO. 1-22-21 APPROVING THE BROWNFIELDS ASSESSMENT COALITION MEMORANDUM OF AGREEMENT BETWEEN THE CITIES OF CLOQUET, COHASSET, GRAND RAPIDS, INTERNATIONAL FALLS AND TWO HARBORS; AITKIN COUNTY AND ARROWHEAD REGIONAL DEVELOPMENT COMMISSION FOR THE PURPOSE OF DOCUMENTING THE ROLES AND RESPONSIBILITIES OF ARDC AND PARTNER COMMUNITIES IN IMPLEMENTATION OF THE U.S. EPA BROWNFIELDS HAZARDOUS SUBSTANCES AND PETROLEUM ASSESSMENT GRANT.**
10. **RESOLUTION NO. 1-23-21 AUTHORIZING THE MAYOR, CITY CLERK AND CITY ADMINISTRATOR TO EXECUTE AND DELIVER A FIRST AMENDMENT TO DEVELOPMENT AGREEMENT BETWEEN THE CITY OF TWO HARBORS AND LS DENTAL BUILDING, LLC, FOR THE PURPOSE OF EXTENDING THE CONTINGENCY DATE, AND THE CLOSING DATE FOR SAID AGREEMENT.**
11. **RESOLUTION NO. 1-24-21 AUTHORIZING AND DIRECTING THE MAYOR, CITY CLERK AND CITY ADMINISTRATOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE CITY OF SILVER BAY, CITY OF BEAVER**

BAY AND THE ENTITY THAT PROVIDES FIRE DEPARTMENT SERVICE FOR FINLAND FOR ADMINISTRATION OF THE ASSISTANCE TO FIREFIGHTERS GRANT FOR THE PURCHASE OF SELF-CONTAINED BREATHING APPARATUS FOR SAID FIRE DEPARTMENTS.

- 11A. **RESOLUTION NO. 1-25-21 AUTHORIZING AN APPLICATION FOR AN ASSISTANCE TO FIREFIGHTERS GRANT FOR THE PURCHASE OF SCBA EQUIPMENT FOR THE FIRE DEPARTMENTS.**
12. **RESOLUTION NO. 1-26-21 AUTHORIZING THE SCHEDULED PUMP MAINTENANCE AGREEMENT WITH MN PUMP WORKS.**
13. Authorizing publication of the public comment notice for the WIF grant related to the Water Distribution Project.
15. **RESOLUTION NO. 1-27-21 ADOPTING THE CITIZEN PARTICIPATION PLAN AS PART OF THE SMALL CITIES DEVELOPMENT PROGRAM PROJECT.**
16. Scheduling a public hearing regarding application to Small Cities Development Grant Program for 6 PM on February 8, 2021, authorizing publication of the public hearing notice and authorizing staff to post the public hearing notice, the citizen participation plan and the summary of activities document.
17. **RESOLUTION NO. 1-28-21 HIRING KYLE JOHNSON AS A TEMPORARY EMPLOYEE AT THE LIQUOR STORE.**
18. **RESOLUTION NO. 1-29-21 DESIGNATING DEPOSITORIES FOR CITY FUNDS FOR 2021.**
19. Designating certain Library materials as discarded equipment.
20. Referring to the Finance and Budget Committee, a request to consider a budget amendment to increase Council pay.

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

New Business:

Motion by Woodruff and Swanson that **RESOLUTION NO. 1-30-21 AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND DELIVER A COOPERATIVE CONSTRUCTION AGREEMENT BETWEEN THE CITY AND LAKE COUNTY FOR THE 2021 – 2022 STREET IMPROVEMENT PROJECT** 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. 1-31-21 AUTHORIZING COMPENSATION FOR COUNCILOR REDDEN TO ATTEND MEETINGS OF THE CABLE TV COMMISSION, CIP COMMITTEE AND WATERFRONT COMMITTEE** be

adopted as read. Carried by the following vote: Yeas: Woodruff, Glaser, Rennwald, Swanson, Passe, Erickson. 6. Abstain: Redden. 1.

Motion by Rennwald and Passe that **RESOLUTION NO. 1-32-21 AUTHORIZING COMPENSATION FOR COUNCILOR WOODRUFF TO ATTEND MEETINGS OF THE SAFETY COMMITTEE, EDNA G. COMMISSION, WATERFRONT TASK FORCE, CABLE TV COMMISSION, CIP COMMITTEE AND WATERFRONT COMMITTEE** be adopted as read. Carried by the following vote: Yeas: Glaser, Rennwald, Swanson, Passe, Erickson, Redden. 6. Abstain: Woodruff. 1.

Motion by Passe and Woodruff that **RESOLUTION NO. 1-33-21 AUTHORIZING COMPENSATION FOR COUNCILOR GLASER TO ATTEND MEETINGS OF THE HRA, PLANNING COMMISSION, CABLE TV COMMISSION, CIP COMMITTEE AND WATERFRONT COMMITTEE** be adopted as read. Carried by the following vote: Yeas: Woodruff, Rennwald, Swanson, Passe, Erickson, Redden. 6. Abstain: Glaser. 1.

Motion by Erickson and Woodruff that **RESOLUTION NO. 1-34-21 AUTHORIZING COMPENSATION FOR COUNCILOR RENNWALD TO ATTEND MEETINGS OF THE PUBLIC SAFETY COMMITTEE, AIRPORT COMMISSION, LIBRARY BOARD, CABLE TV COMMISSION, CIP COMMITTEE AND WATERFRONT COMMITTEE** be adopted as read. Carried by the following vote: Yeas: Woodruff, Glaser, Swanson, Passe, Erickson, Redden. 6. Abstain: Rennwald. 1.

Motion by Rennwald and Erickson that **RESOLUTION NO. 1-35-21 AUTHORIZING COMPENSATION FOR MAYOR SWANSON TO ATTEND MEETINGS OF THE PUBLIC ARTS COMMISSION, THEDA, WATERFRONT TASK FORCE, CABLE TV COMMISSION, CIP COMMITTEE AND WATERFRONT COMMITTEE** be adopted as read. Carried by the following vote: Yeas: Woodruff, Glaser, Rennwald, Passe, Erickson, Redden. 6. Abstain: Swanson. 1.

Motion by Woodruff and Rennwald that **RESOLUTION NO. 1-36-21 AUTHORIZING COMPENSATION FOR COUNCILOR PASSE TO ATTEND MEETINGS OF THE PUBLIC SAFETY COMMITTEE, NORTH SHORE MANAGEMENT BOARD, TREES & TRAILS COMMISSION, WATERFRONT TASK FORCE, CABLE TV COMMISSION, CIP COMMITTEE AND WATERFRONT COMMITTEE** be adopted as read. Carried by the following vote: Yeas: Woodruff, Glaser, Rennwald, Swanson, Erickson, Redden. 6. Abstain: Passe. 1.

Motion by Glaser and Rennwald that **RESOLUTION NO. 1-37-21 AUTHORIZING COMPENSATION FOR COUNCILOR ERICKSON TO ATTEND MEETINGS OF THE RECREATION BOARD, CABLE TV COMMISSION, CIP COMMITTEE AND WATERFRONT COMMITTEE** be adopted as read. Carried by the following vote: Yeas: Woodruff, Glaser, Rennwald, Swanson, Passe, Redden. 6. Abstain: Erickson. 1.

Announcements:

Mayor Swanson expressed appreciation to Administrator Walker for coordinating the legislative conversation. He reported that he had received compliments from a constituent who was appreciative of the City staff who responded to her recent requests for assistance. He expressed appreciation for Finance Director Pietila for putting together some information for him regarding utility rates.

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

Benjamin Redden, President, City Council

Patricia D. Nordean, City Clerk