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March 8, 2021

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, March 8, 2021, at 6:00 p.m. via Zoom video conference.

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 additions to the agenda: 1. Consent Agenda Item No. 12. Declaring first reading of an ordinance amending the City Code, Chapter 2, Administration and General Government; 2. New Business Item No. 3. Consider accepting a proposal from Bolton & Menk for professional services for establishment of easements for the Wastewater Treatment Facility for an amount not to exceed \$4,900.

Motion by Rennwald and Passe approving the agenda with the additions as proposed by the clerk. Carried.

Public Works Committee:

President Redden announced that he has appointed Councilor Rennwald as Chair of the Public Works Committee. Rennwald reported on the February 25, 2021 meeting, where they discussed disposal of utility poles, culvert work, planning for projects and snow removal systems at the Airport.

Planning Commission:

Vice President Glaser reported on their March 2 meeting where Community Development Planner Sterbenz provided a presentation regarding the roles and power of planning commissions. They also held a discussion on Seventh Avenue residential properties and how the revised zoning code would affect them.

Utilities Committee:

President Redden reported that at their recent meeting, the Utilities Committee continued discussions regarding the aesthetics of the Wastewater Treatment Facility and construction easements for the project.

Airport Commission:

Councilor Rennwald reported that at the Airport Commission meeting on February 24, the group heard a presentation by Mayor Swanson and Clerk Nordean regarding roles and responsibilities for service on City Commissions. They discussed the AWOS relocation, wetland delineation, snow removal safety, equipment and signage. She reported that there are still 12 individuals on the hangar waiting list.

Personnel Committee:

Vice President Glaser reported that the committee discussed and voted to recommend adoption of the Respectful Workplace Policy and the proposal for training for Council and Administrative Staff by the League of Minnesota Cities. In addition, they discussed employees working from home and Public Works staffing matters.

North Shore Management Board:

Councilor Passe reported on a meeting of the North Shore Management Board held on February 23 and reported that the group is actively working on updating the erosion hazard zone, he noted that there is no funding for erosion projects along the shore, but their primary goal now is to get a technical advisory community for the North Shore Management Board to assess erosion hazards along the shore. This process is being led by the County and the Soil and Water Conservation districts.

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

1. Approving minutes from the February 22, 2021 Regular and Special Closed City Council meetings.
2. **RESOLUTION NO. 3-67-21 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS IN THE AMOUNT OF \$750,234.45.**
3. Approving payroll for the second half of February 2021 in the amount of \$205,245.47.
4. Memorandum from Joe Rhein, Bolton & Menk, providing engineering project updates.
5. **RESOLUTION NO. 3-68-21 ACCEPTING THE BID FROM MN MECHANICAL SOLUTIONS INC. TO REMOVE AND REPLACE A SPOOL PIECE IN THE WET WELL AT THE LIFT STATION FOR AN AMOUNT OF UP TO \$12,780.**

6. Accepting the recommendation of the Public Affairs Committee to approve the requests of the Heritage Days Committee for use of City facilities and in-kind services as outlined in their letter of December 1, 2020 for the 2021 Heritage Days Festival.
7. Accepting the proposal of the Public Works Committee to authorize March 20 for a workday for City personnel, Friends of Lighthouse Point, Rotary Club and concerned citizens, to clean up the brush and beautify the trail around Lighthouse Point.
8. Authorizing a letter of support for Lake County's application for the 2020 Local Road Improvement Project grant funding for resurfacing of CSAH 26 in Two Harbors.
9. **RESOLUTION NO. 3-69-21 AUTHORIZING AN APPLICATION FOR A LIBRARY CONSTRUCTION GRANT FOR A PROJECT TO REPLACE A SECTION OF THE LIBRARY ROOF FOR AN AMOUNT OF \$22,500.**
10. **RESOLUTION NO. 3-70-21 ACCEPTING THE RECOMMENDATION OF THE PERSONNEL COMMITTEE TO ADOPT THE CITY OF TWO HARBORS RESPECTFUL WORKPLACE & SEXUAL HARASSMENT PREVENTION POLICY.**
11. Accepting the recommendation of the Personnel Committee to accept a proposal for training for Council and Administrative Staff by the League of Minnesota Cities Collaboration Services.
12. Declaring first reading of an ordinance amending the City Code, Chapter 2, Administration and General Government.

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. 3-71-21 AUTHORIZING AND DIRECTING THE MAYOR AND CITY CLERK TO EXECUTE AND DELIVER A SECOND AMENDMENT TO DEVELOPMENT AGREEMENT WITH LS DENTAL BUILDING, LLC** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Rennwald and Woodruff that **RESOLUTION NO. 3-72-21 ELIMINATING THE ASSESSMENT IN THE AMOUNT OF \$12,201 ON A PARCEL, LOCATED AT 717 SECOND AVENUE, IN THE CITY OF TOW HARBORS, IDENTIFIED AS 23-7660-11125 AT THE REQUEST OF THE LAKE COUNTY LAND COMMISSIONER** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Swanson and Woodruff that **RESOLUTION NO. 3-73-21 ACCEPTING A PROPOSAL FROM BOLTON & MENK FOR PROFESSIONAL SERVICES FOR ESTABLISHMENT OF EASEMENTS FOR THE WASTEWATER TREATMENT FACILITY FOR AN AMOUNT NOT TO EXCEED \$4,900** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Announcements:

Sterbenz expressed appreciation to Councilor Passe for a tutorial he has provided to assist her in understanding wetlands.

Swanson read a letter of appreciation from Becky Norlien for the City's support of the new winter trail.

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

Benjamin Redden, President, City Council

Patricia D. Nordean, City Clerk