

TWO HARBORS CITY COUNCIL  
AGENDA  
June 26, 2017

6:00 P.M. Call to order regular meeting of the City Council of the City of Two Harbors.

Roll call:

Pledge of Allegiance.

Additions or Changes to the Agenda.

[M] Approval of the Agenda.  
*Items may only be added to the agenda prior to approval of the agenda. Items brought forth once the agenda has been approved shall be referred to administration and/or committee.*

Appearances.

Administrative Reports.

Committee Reports: North Shore Management Board  
City HRA  
Edna G. Commission  
Public Arts & Beautification Commission  
Trees & Trails Commission

[R] Approval of the Consent Agenda Items.  
*Items listed on the Consent Agenda are routine in nature and typically do not require discussion. If there is an item on the consent agenda that a councilmember feels warrants discussion, it should be removed from the consent agenda and dealt with individually.*

1. Minutes from June 12 regular and June 20, 2017 special City Council meetings.
2. Allowing claims against the City of Two Harbors for June 27, 2017.
3. Approving payroll for the first half of June, 2017.
4. Approving the renewal of massage therapy licenses for Christina Schroeder at 620 First Avenue and Cari Wright at 1330 Eighth Avenue.
5. Certifying assessments to the Lake County Auditor against certain property within the City for unpaid utility charges in the amount of \$618.36.
6. A Memorandum from Brian Guldán and Kris Swanson of Bolton & Menk, providing an update on the Campground Complex Building project.

7. Authorizing payment to Bolton & Menk in the amount of \$4,543 for engineering services for the Wastewater Treatment Facility Plan project.
8. Approving an easement with Castle Danger Brewing, LLC, for the installation and maintenance of electrical cables and appurtenant structures across their property.
9. Designating exempt events for public markets and market stands pursuant to Chapter 6, Section 6.41 of the Two Harbors City Code.
10. Awarding the internal bid for the position of Building Maintenance Custodian in the Public Works Department to \_\_\_\_\_.
11. Hiring Karter Kinn and Chad Nordean as temporary employees in the Public Works Department and Andrew Hulst as a temporary employee at the Wastewater Treatment Plant.
12. Approving the request of Mariah Blettner for time off without pay for three days.
13. Consider Mayor Swanson's recommendation to appoint Carrie Coan as a member of the Public Arts and Beautification Commission.
14. Consider Mayor Swanson's recommendation to appoint Ben Flemming as a member of the Trees & Trails Commission.

Unfinished Business:

Other

New Business:

1. [R] Consider the request of Paul Johnson, Gas, Water & Sewer Superintendent, for overtime compensation under Article 5, Section B. of the Supervisory Agreement.
2. [R] Consider the recommendation of the Utilities Committee to adopt a summer sewer credit policy.
3. [R] Consider the recommendation of the Planning Commission to approve the application of James P. Coulter II, of 608 Eighth Avenue for 1603 14<sup>th</sup> Avenue, for a Conditional Use Permit to allow the current dwelling to serve as a church, with certain conditions.

Other.

Announcements.

Adjourn.



**Charter Commission:**

Council Vice-President Glaser reported on items that the Charter Commission is currently working on, which include proposed revisions to language pertaining to the Library and City Council organization.

**Utilities Committee:**

Councilor Norberg reported on a recent meeting of the Utilities Committee where the group conducted a hearing with a resident regarding payment of delinquent charges for rental property. The committee recommended no change in the current practice and no relief of said utility charges. Also discussed, was a request for relief of water meter base fees. The committee decided not to recommend any change from the existing policy. Discussion was held regarding sump pumps and proposed changes in the collection of utility deposits.

**Consent Agenda:**

President Erickson announced that items listed on the consent agenda are routine in nature and typically do not require discussion. If there is an item on the consent agenda that a council member, staff member or member of the public feels warrants discussion, they may request that it be removed from the consent agenda and dealt with individually under New Business. Motion by Jussila and Norberg that the following consent agenda items:

1. Approving minutes from the May 22, 2017 regular meeting.
2. Allowing payroll for the second half of May, 2017, in the amount of \$186,092.70.
3. **RESOLUTION NO. 6-166-17, ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS IN THE AMOUNT OF \$1,881,545.95 TO BE PAID ON JUNE 13, 2017.**
4. Approving the 2017 First Quarter Financial Statements.
5. A letter from David Lloyd, Office of Brownfields and Land Revitalization, providing notification that the City's grant proposal to the EPA National Brownfields Program Grant Competition was not selected.
6. **RESOLUTION NO. 6-167-17 HIRING ANDREW LEKATZ AS A TEMPORARY OFFICE ASSISTANT AT THE CAMPGROUND, OLIVER CARPENTER AS A TEMPORARY EMPLOYEE IN THE PUBLIC WORKS DEPARTMENT AND RICKY SUNDSTROM AS A TEMPORARY EMPLOYEE AT THE LIQUOR STORE.**
7. Approving the request of the Finance Director to allow Joni Brandt and Tara Olson to attend the Laserfische Institute Conference in Maple Grove.

8. Approving the request of Cheryl Sundstrom, Heritage Days Committee Chair, to use certain City-owned property near Van Hoven Park, for helicopter rides during the 2017 Heritage Days Festival and for permission to close Waterfront Drive between Second and Third Avenues on Saturday, July 8 from 6 to 8 p.m. for a concert at Thomas Owens Park.
9. **RESOLUTION NO. 6-168-17 APPROVING A GRANT AGREEMENT WITH THE TWO HARBORS AREA FUND FOR A GRANT IN THE AMOUNT OF \$5,000, FOR THE 2017 HERITAGE DAYS FESTIVAL.**
10. Adopting the revised position description for the position of Building Maintenance Custodian in the Public Works Department.
11. Authorizing the posting of an internal bulletin for the position of Building Maintenance Custodian in the Public Works Department.
12. **RESOLUTION NO. 6-169-17, HIRING DAVID DAHLBERG AND KYLE KRULL FOR THE POSITION OF THE LABORER IN THE PUBLIC WORKS DEPARTMENT.**
13. **RESOLUTION NO. 6-170-17 ADOPTING A POLICY REGARDING COMPENSATION FOR INTERIM SUPERVISORS.**
14. **RESOLUTION NO. 6-171-17 ADOPTING A POLICY REGARDING COMPENSATION FOR STEEL TOED BOOTS FOR MECHANICS IN THE PUBLIC WORKS DEPARTMENT.**
15. **RESOLUTION NO. 6-172-17 ADOPTING A POLICY REGARDING EDUCATIONAL ASSISTANCE FOR CITY EMPLOYEES.**
16. Declaring second reading of an ordinance amending Chapter 6, adding a new Section 6.1, and Amending Chapter 11, Section 11.02, of the Two Harbors City Code, Concerning the permitting of Public Markets and Market Stands Including Mobile Food Carts and Mobile Food Vehicles.
17. **RESOLUTION NO. 6-173-17 APPROVING AN AMENDED CEMETERY FEE SCHEDULE.**
18. **RESOLUTION NO. 6-174-17 ACCEPTING THE PROPOSAL OF FERGUSON WATERWORKS IN THE AMOUNT OF \$3,491.39, FOR THE PURCHASE OF A FIRE HYDRANT FOR THE REPLACEMENT OF AN EXISTING HYDRANT.**
19. **RESOLUTION NO. 6-175-17 ACCEPTING THE PROPOSAL OF FERGUSON WATERWORKS IN THE AMOUNT OF \$3,491.39,**

**FOR THE PURCHASE OF A FIRE HYDRANT TO HAVE IN STOCK.**

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

**Unfinished Business:**

Motion by Glaser and Woodruff that **RESOLUTION NO. 6-176-17 APPROVING A LICENSE AGREEMENT BETWEEN THE CITY AND THE TWO HARBORS AREA CHAMBER OF COMMERCE REGARDING PLACEMENT AND MAINTENANCE OF A LARGE ADIRONDACK CHAIR ON THE VISITORS BUREAU PARKING LOT** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Glaser and Norberg that **RESOLUTION NO. 6-177-17 DECLARING THIRD AND FINAL READING OF ORDINANCE NO. 109, SECOND SERIES, AN ORDINANCE AMENDING THE CITY CODE, CHAPTER 5, SECTION 5.20, ALCOHOLIC BEVERAGES, LICENSING AND REGULATION** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

**New Business:**

Motion by Woodruff and Glaser allowing City Hall to be closed on Monday, July 3, 2017. Carried.

Motion by Norberg and Woodruff that **RESOLUTION NO. 6-178-17 SUPPORTING A GRANT AGREEMENT WITH THE TWO HARBORS AREA FUND FOR THE IMPROVEMENT AND DEVELOPMENT OF TRAILS IN THE CITY OF TWO HARBORS** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Norberg and Woodruff that **RESOLUTION NO. 6-179-17 SUPPORTING A BONDING REQUEST FOR \$3,000,000 AND AUTHORIZING STAFF TO PREPARE AND SUBMIT SUCH A REQUEST ON BEHALF OF THE CITY OF TWO HARBORS** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

**Announcements:**

Councilor Woodruff announced that the City was recently designated as a Heart-Safe Community. He noted that this designation acknowledges a community's efforts to recognize when someone suffers a sudden cardiac arrest and how to respond. He expressed appreciation to the Lake County Ambulance and Lakeview Hospital as well as other establishments throughout the City who worked together in the placement of thirty AED's within the City and provided training on the use of AED's as well as in performing CPR.

Mayor Swanson expressed congratulations to Ian Johnson, a temporary employee of the City who recently took third place in the 110 M H hurdle event in the Minnesota State

Track Meet, noted that crews will continue working on the Castle Danger Water Main Project, expressed appreciation to Blake Prince and the Electrical Department employees for their assistance with poles near Van Hoven Park, and the Public Works Department for their work in repairing concrete in the downtown area. He thanked Vince Sando and the folks at the American Legion for the Memorial Day Service they coordinated.

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

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Catherine A. Erickson, City Council President

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Patricia D. Nordean, City Clerk