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January 9, 2023

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, January 9, 2023, at 6:00 p.m.

The meeting was called to order by Interim Administrator Dhein.

Members present, Councilors: Hefter, Glaser, Kasell, Passe, Erickson, Redden. 6.

Others present: Interim Administrator, Dhein  
Finance Director, Pietila  
City Clerk, Nordean  
City Attorney, Costley.

Interim Administrator Dhein called for nominations for City Council President.

Motion by Erickson and Glaser that Councilor Redden be elected as City Council President for the next year. Carried by a unanimous yeas vote of all members present on roll call.

Councilor Redden assumed the position of City Council President and called for nominations for City Council Vice President.

Motion by Glaser and Passe that Councilor Erickson be elected as City Council Vice President for the next year. Carried by a unanimous yeas vote of all members present on roll call.

Clerk Nordean requested that Consent Agenda 9 regarding the designation of the City's Official Newspaper for 2023 be tabled and that New Business 4 be added to include a resolution authorizing expenses for Councilors and administrative staff wishing to attend Capital Days.

Motion by Erickson and Glaser approving the agenda with the changes requested. Carried by a unanimous yeas vote of members present on roll call.

**Appearances:**

Jay Cole, 716 Sixth Avenue was present and addressed the Council regarding a proposed machine learning training center that he is working on. He distributed literature regarding machine learning and indicated that there will be a soft grand opening sometime soon.

**Planning Commission:**

Councilor Passe reported the Planning Commission conducted a public hearing on a proposed subdivision on Lighthouse Point. He explained that there are a number of issues to be dealt with, such as wetlands, easements, density and stormwater management, however, the Planning

Commission agreed to move forward with the next steps required for the process, which will require resolution of the issues which were raised.

Motion by Passe and Hefter that the following consent agenda items:

1. Approving minutes from the December 12, 2022 Regular City Council meeting.
2. **RESOLUTION NO. 1-1-23-23 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS, IN THE AMOUNT OF \$1,807,877.71.**
3. Approving payroll for the second half of December, 2022, in the amount of \$276,395.60.
4. **RESOLUTION NO. 1-2-23 APPOINTING THE LAKE COUNTY ATTORNEY'S OFFICE TO PROVIDE LEGAL SERVICES FOR CRIMINAL MATTERS FOR THE CITY.**
5. **RESOLUTION NO. 1-3-23 CONFORMING TO THE DICTATES OF THE TWO HARBORS HOME CHARTER AND AMENDMENTS THERETO.**
6. **RESOLUTION NO. 1-4-23 AFFIRMING THE CODE OF CONDUCT AND ETHICS FOR THE CITY OF TWO HARBORS FOR 2023.**
7. **RESOLUTION NO. 1-5-23 APPOINTING JIM RICH TO PROVIDE BUILDING OFFICIAL CONSULTING SERVICES FOR THE CITY.**
8. **RESOLUTION NO. 1-6-23 APPOINTING COSTLEY & MORRIS, P.C. TO PROVIDE LEGAL SERVICES FOR CIVIL MATTERS FOR THE CITY.**
10. **RESOLUTION NO. 1-7-23 ADOPTING ROBERT'S REVISED RULES OF ORDER AS AUTHORITY FOR MEETINGS OF THE CITY COUNCIL.**
11. **RESOLUTION NO. 1-8-23 DESIGNATING DEPOSITORIES FOR CITY FUNDS IN 2023.**
12. **RESOLUTION NO. 1-9-23 AUTHORIZING THE SIGNING OF THE NOTIFICATION TO BROKER AND CERTIFICATION BY BROKER FORM FOR INVESTMENTS WITH UBS.**
13. **RESOLUTION NO. 1-10-23 APPROVING THE CERTIFICATE OF DEPOSIT ACCOUNT REGISTRY SERVICE (CDARS) DEPOSIT PLACEMENT AGREEMENT AND AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND DELIVER SAID AGREEMENT ON BEHALF OF THE CITY.**
14. **RESOLUTION NO. 1-11-23 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$1,806.50 FOR ENGINEERING SERVICES FROM OCTOBER 1 – 28, 2022, FOR THE MNDOT RECONSTRUCTION PROJECT.**

15. **RESOLUTION NO. 1-12-23 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$25,698 FOR THE 2023 – 2024 STREET IMPROVEMENT PROJECT.**
16. **RESOLUTION NO. 1-13-23 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$7,594 FOR PROFESSIONAL ENGINEERING SERVICES FOR THE 2021 – 2022 STREET IMPROVEMENT PROJECT.**
17. **RESOLUTION NO. 1-14-23 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$1,012.50 FOR GENERAL ENGINEERING SERVICES FROM OCTOBER 1 – 31, 2022.**
18. **RESOLUTION NO. 1-15-23 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$8,767.50 FOR PROFESSIONAL ENGINEERING SERVICES FOR THE MUNICIPAL LIQUOR STORE PROJECT.**
19. **RESOLUTION NO. 1-16-23 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$8,367.50 FOR ENGINEERING SERVICES FOR THE ODEGARD TRAIL PROJECT.**
20. **RESOLUTION NO. 1-17-23 AUTHORIZING PAYMENT TO LAKEHEAD CONSTRUCTORS IN THE AMOUNT OF \$1,019,728.42 FOR PAY APPLICATION NO. 14 FOR THE WASTEWATER TREATMENT PLANT IMPROVEMENT PROJECT.**
21. **RESOLUTION NO. 1-18-23 AUTHORIZING PAYMENT TO WSB IN THE AMOUNT OF \$870 FOR MATERIALS TESTING SERVICES FOR THE WASTEWATER TREATMENT PLANT IMPROVEMENT PROJECT.**
22. **RESOLUTION NO. 1-19-23 AUTHORIZING THE GRANT INITIATION PACKET FOR THE 2023 BEACON REPLACEMENT PROJECT AT THE AIRPORT.**
23. **RESOLUTION NO. 1-20-23 AUTHORIZING THE LIBRARY DIRECTOR TO MAKE APPLICATION TO AND ACCEPT FUNDS FROM THE DULUTH SUPERIOR AREA COMMUNITY FOUNDATION FOR A RUDBERG SCHOLARSHIP IN THE AMOUNT OF \$2,000 TO INCREASE THE SIZE OF THE LIBRARY'S WONDERBOOK COLLECTION.**
24. **RESOLUTION NO. 1-21-23 AUTHORIZING THE LIBRARY DIRECTOR TO MAKE APPLICATION TO AND ACCEPT FUNDS FROM THE MINNESOTA DEPARTMENT OF EDUCATION FOR RESEARCH INSTITUTE FOR A PUBLIC LIBRARIES SCHOLARSHIP FOR TRAVEL EXPENSES AND REGISTRATION REIMBURSEMENT FOR ATTENDANCE AT THE RESEARCH INSTITUTE FOR APUBLIC LIBRARIES IN MADISON, WISCONSIN.**
25. **RESOLUTION NO. 1-22-23 AUTHORIZING RENEWAL OF THE CITY'S ANNUAL MEMBERSHIP IN THE RANGE ASSOCIATION OF MUNICIPALITIES AND SCHOOLS FOR AN AMOUNT OF \$700.**

26. Referring the requests from the Heritage Days Committee to the Finance Committee and appropriate departments for review and recommendation.
27. Approving the request of the Moose Lodge to be open on the following Sundays in 2023 in accordance with their On-Sale Club License: January 8, 15 and 22, February 12.
28. Approving the request of the Gas, Water & Sewer Superintendent to allow he and David Klinker to attend the 10,000 Lakes Corrosion Control seminar in Minneapolis.
29. **RESOLUTION NO. 1-23-22 APPOINTING ELECTION JUDGES FOR THE SPECIAL PRIMARY AND SPECIAL ELECTIONS TO BE HELD ON FEBRUARY 14 AND APRIL 11, 2023.**
30. Referring to the Personnel Committee, a letter from Lori Carlson, requesting that the Council allow her to carry over unused vacation from 2022 into 2023.

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

**Communications:**

1. A letter from the Lake County Sex Trafficking Task Force inviting the Council to attend their Candlelight Vigil to be held on January 9 from 4:30 until 5:30 PM at the Lake County Law Enforcement Center.
2. A Notice of Decision from Melissa McIntyre, Lake County Environmental Services Specialist on Variance Hearing regarding a variance request from Mr. & Mrs. J. Juenemann, 1448 Press Camp Road.
3. A memorandum from Jennifer Selchow, Bolton & Menk, providing a progress update on the Wastewater Treatment Plant Improvement Project.

**New Business:**

Motion by Erickson and Glaser that **RESOLUTION NO. 1-24-23 AUTHORIZING EXPENSES FOR THE MAYOR AND COUNCIL TO ATTEND THE LEAGUE OF MINNESOTA CITIES' ELECTED LEADERS INSTITUTE FOUNDATIONAL PROGRAM HELD IN MANKATO, PLYMOUTH OR ALEXANDRIA** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Hefter and Erickson calling a special meeting for the purpose of a presentation by Paul Lamare on the Edna G. Tugboat with a date to be determined. Carried.

Motion by Erickson and Passe that the Interim City Administrator convey to MnDOT, that the Council is supportive of the project and letting them know that at this time, they do not have a specific recommendation as to the portions, just yet, but they would like to work with our legislators to find out if we can secure the full funding. Carried. Dhein indicated his intention to also asked if by the time said funding could be received, it would be too late to continue with the project.

Motion by Erickson and Passe that **RESOLUTION NO. 1-25-23 AUTHORIZING EXPENSES FOR COUNCILORS AND STAFF WISHING TO ATTEND CAPITOL DAYS** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Erickson and Passe that the meeting adjourn. Carried.

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Ben Redden, President, City Council

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Patricia D. Nordean, City Clerk