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June 26, 2023

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, June 26, 2023, at 6:00 p.m.

The meeting was called to order by Acting President Glaser.

Members present, Councilors: Hefter, Glaser, Kasell, Conner, Passe. 5.

Members absent, Councilors: Erickson, Redden. 2.

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

Administrator Nordean proposed the following changes to the agenda: remove the appearance of Erik Wedge of DSGW, re: proposed Liquor Store; and add Committee Reports as follows: Public Affairs Committee, Trees & Trails Commission, Utilities Committee, Edna G. Commission, Public Arts & Beautification Commission; add consent agenda items 19. Accepting the resignation of Clayton Anderson from the position of Water/Wastewater Operations Specialist, with regret, and authorizing a letter of appreciation for his service and 20. Authorizing internal and external postings for the position of Water/Wastewater Operations Specialist; Moving Consent Agenda Items No. 12, 13 & 14, pertaining to the Edna G. to New Business; add New Business #3, a [R] to Consider the request of John Leupke, Serene Quarters, for extension of utilities for project on East Stanley Road; and New Business #4, a [R] to Consider approving plans and specifications and authorizing an advertisement for bids for the Liquor Store Project.; add #10 New Business, Accepting the proposal of Shoreview Natives for maintenance of community center gardens and delete consent agenda No. 18.

Motion by Passe and Hefter approving the agenda with the changes as proposed by the administrator. Carried by a unanimous yeas vote of members present on roll call.

Administrator Report:

Administrator Nordean reported on several items that the administrative team is working on including airport projects, Golf Association matters, interviews for the Administrative Assistant/Deputy Clerk, LMCIT loss control meetings, utility extensions, affordable housing locations, Minnehaha school project, and a firefighter grant award.

Public Affairs Committee:

Councilor Hefter reported on the last meeting of the Public Affairs Committee whether the group discussed the blight ordinance, committee vacancies and the City website.

Trees & Trails Commission:

Councilor Passe reported on the June 15 meeting of the Trees & Trails Commission, where the group discussed the Highway 61 project, and a proposed bike trail near the railroad underpass, and their recommendation to make Seventh Avenue in front of the Vanilla Bean a loading zone only; the proposed snowmobile tunnel on the west end of town, making bike route maps available, bike parking and racks. They also discussed getting a letter out to property owners along recent project areas regarding planting of trees on the boulevard.

Utilities Committee:

Councilor Hefter reported on a June 21 meeting of the Utilities Committee where the group met with Bolton & Menk representatives to discuss the proposal to extend utilities to East Stanley Road.

Edna G. Commission:

Councilor Passe reported that there were three items on the agenda that were recommended by the Edna G. Commission, the proposed agreement for management of the Edna G., the proposed veteran's memorial, request for bonding and the waterfront planning process.

Public Arts & Beautification Commission:

Mayor Conner reported that the Public Arts & Beautification Commission met and discussed working on attraction and recruitment for membership, beautification including benches, bike racks, native plants, murals, and bringing back the Chalk-a-Lot festival.

Library Board:

Councilor Hefter reported on the June meeting of the Library Board where they discussed being recognized as the first sensory accessible Library and expansion of aging impact materials on aging in place. They are working on moving the front desk and their summer reading program.

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

1. Approving minutes from the May 22 and June 12, 2023 Regular City Council meetings.
2. **RESOLUTION NO. 6-208-23 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS, IN THE AMOUNT OF \$8,003,603.84.**
3. Approving payroll for the first half of June, 2023, in the amount of \$232,639.54.
4. **RESOLUTION NO. 6-209-23 APPROVING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$1,446 FOR PROFESSIONAL SERVICES FOR THE MNDOT RECONSTRUCTION PROJECT.**
5. **RESOLUTION NO. 6-210-23 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$6,479 FOR PROFESSIONAL SERVICES FOR THE LIQUOR STORE PROJECT.**

6. **RESOLUTION NO. 6-211-23 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$58,766 FOR PROFESSIONAL SERVICES FOR THE 2023-2024 STREET IMPROVEMENT PROJECT.**
7. **RESOLUTION NO. 6-212-23 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$300 FOR GENERAL ENGINEERING SERVICES.**
8. **RESOLUTION NO. 6-213-23 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$804 FOR PROFESSIONAL SERVICES FOR THE 2021 – 2022 STREET IMPROVEMENT PROJECT.**
9. **RESOLUTION NO. 6-214-23 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$4,632 FOR THE GIS ONLINE MIGRATION PROJECT.**
10. **RESOLUTION NO. 6-215-23 ACCEPTING THE RECOMMENDATION OF THE UTILITIES COMMITTEE TO ACCEPT THE PROPOSAL OF BOLTON & MENK TO PROVIDE ENGINEERING SERVICES FOR ANALYSIS FOR THE WEST-END SANITARY SEWER AND WATER UTILITIES EXTENSION TO BE CONSTRUCTED IN COORDINATION WITH MNDOT'S HIGHWAY 61 PROJECT IN THE AMOUNT OF \$18,000.**
11. **RESOLUTION NO. 6-216-23 AUTHORIZE THE PURCHASE OF 3" GAS LINE FROM BORDER STATES FOR AN AMOUNT OF \$12,100 FOR INSTALLATION OF A GAS MAIN LOOP ALONG 8TH STREET FROM EIGHTH AVENUE TO SOUTH AVENUE.**
15. **RESOLUTION NO. 6-217-23 APPROVING THE APPLICATION OF CHELSIE GRAYHAWK FOR NEW MASSAGE THERAPY LICENSE AT 621 FIRST AVENUE, PENDING APPROVAL OF THE CHIEF OF POLICE AND BUILDING OFFICIAL.**
16. **RESOLUTION NO. 6-218-23 APPROVING THE REQUEST OF THE WATER AND WASTEWATER TREATMENT SUPERINTENDENT TO ALLOW TRAVEL AND EXPENSES FOR GARY GANSER TO ATTEND THE MRWA WATER AND WASTEWATER OPERATION MAINTENANCE TRAINING SESSION IN WAHKON, MN.**
17. **RESOLUTION NO. 6-219-23 AUTHORIZING EXTENSION OF EXISTING MASSAGE THERAPY LICENSES THROUGH JULY 30, 2023.**
19. Accepting the resignation of Clayton Anderson from the position of Water/Wastewater Operations Specialist, with regret, and authorizing a letter of appreciation for his service.
20. Authorizing internal and external postings for the position of Water/Wastewater Operations Specialist.

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

Communications:

1. An email from Mark Zellers, requesting permission to plant a tree and place a modest plaque in Thomas Owens Park in memory of his mother, Kathy Zellers. Motion by Hefter and Conner referring the request to the Trees & Trails Commission. Carried.
2. An email from Jason DiPiazza, Lake County Highway Engineer, announcing that a Transportation Alternatives funding swap from 2025 to 2027, for the MNDOT project, has been agreed on and will be finalized in the next cycle of STIP updates.
3. A letter from members of AFSCME Local 1123, expressing appreciation for recognizing and honoring the Juneteenth holiday and for providing employees with the opportunity for flexible summer scheduling.
4. A memorandum from Shawn McMahon, Short Elliott Hendrickson, outlining remaining work obligations they have under agreement with the City including target dates for completion.

New Business:

Motion by Passe and Conner that **RESOLUTION NO. 6-220-23 ACCEPTING THE PROPOSAL OF BOLTON & MENK TO PROVIDE ENGINEERING SERVICES FOR THE BEACON REPLACEMENT PROJECT AT THE AIRPORT FOR AN AMOUNT OF \$48,000 WHICH INCLUDES A 90% FEDERAL AND 5% STATE MATCH AND THE LOCAL SHARE OF 5% OR \$2,400, PENDING THE APPROVAL OF THE AIRPORT COMMISSION** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

The request of the Lake County Veteran's Memorial regarding placement of a memorial in the area of Van Hoven Park was tabled.

The Agreement between the Department of the Army and City of Two Harbors for design and construction assistance for the Street and Utility Improvements Project and authorizing the Mayor and City Administrator to execute and deliver said agreement on behalf of the City was tabled.

The proposed approval of the City of Two Harbors Street and Utility Improvements Project Assessment of Non-Federal Sponsor's Real Estate Acquisition Capability, Non-Federal Sponsor's Self-Certification of Financial Capability for Agreements and Two Harbors Section 569 Project Assessment of Non-Federal Sponsor's Real Estate Acquisition Capability form and authorizing the Mayor and City Administrator to execute and deliver said forms on behalf of the City was tabled.

The recommendation of the Edna G. Commission to accept a proposed agreement for management of the Edna G between the City of Two Harbors and the Friends of the Edna G. was tabled.

Motion by Conner and Hefter accepting the recommendation of the Edna G. Commission that the City collaborate with Lake County Veterans organization to integrate the Edna G. into the

Veteran's Memorial in Van Hoven Park, potentially redesignating a portion of the Park as a War Memorial rather than a park to meet historic designation requirements. Carried.

The recommendation of the Edna G. Commission that the City submit the Edna G. Relocation Project to the State of Minnesota for the next bonding cycle was tabled.

Motion by Hefter and Passe accepting the proposal of Shoreview Natives for maintenance of Community Center plantings in the amount of \$1,000 be approved and referring the matter to the Public Affairs Committee for recommendation regarding such maintenance in the long-term.

Motion by Passe and Kasell that the meeting adjourn. Carried by a unanimous yea vote of all members present on roll call.

Ben Redden, President, City Council

Patricia D. Nordean, Administrator