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June 22, 2020

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, June 22, 2020, at 6:00 p.m.

The meeting was called to order by President Glaser.

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

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

Clerk Nordean requested that the following items be added to the Agenda: Consent 19. Approving Pay Application No. 6 from Utility Systems of America in the amount of \$15,773.34 for the 2019 Street and Alley Improvement Project; Consent 20. Accepting the proposal of Heating Plus to provide plumbing for the East Bathhouse Project for an amount of \$10,500; Consent 21. Authorizing a grant application to IRRRB for a Taconite Area Community Relief Grant Program; and New Business 2. Consider a motion to approve the request of Jeff Schuelke to authorize a block party in the 600 block of Fifth Avenue between 1 and 11 PM on July 4<sup>th</sup>.

Motion by Rennwald and Woodruff approving the agenda, with the recommended additions. Carried.

**Administrator Report:**

Administrator Walker reported that if staff determines that it is safe to do so, the July 13, City Council and Committee of the Whole meetings will be conducted in-person. Following that meeting, all City Committees and Commission meetings will be held in-person.

**Public Safety Committee:**

Councilor Rennwald reported on the recent meeting of the City's Public Safety Committee where they reviewed the proposal to authorize a City deer hunt in 2020 and voted to recommend that the Council authorize a 2020 City Deer Hunt. The group also reviewed the City COVID19 Preparedness Plan and discussed police gear.

**Recreation Board:**

Councilor Erickson reported that at the June 17<sup>th</sup> meeting of the Recreation Board, the group recommended that the City authorize the Girls High School Softball Program and Boys Baseball Program to use Odegard ball fields for summer programs and agreed to work with other programs to provide opportunity for other summer recreation programs.

**Finance & Budget Committee:**

Councilor Erickson reported on the recent meeting of the City Finance Committee where the group received updates on the City's finances and cash flow, COVID-19-related expenses and CARES Act funding, potential assessments for the 2021 Improvement Projects, recapitalization of THDF and scheduling of meetings to plan for the 2021 budget.

**Utilities Committee:**

Councilor Redden reported on the June 18 meeting of the City Utilities Committee where they discussed potential opportunity for Silver Creek Township to connect to the City sewer system and received an update on the Castle Danger Monitoring Station Project.

**Public Affairs Committee:**

Councilor Woodruff provided a review of items discussed at the Public Affairs Committee meeting held earlier in the day. The group provided recommendations that the Council approve the updated Preparedness Plan and Drug & Alcohol Testing Policy for Commercial Drivers and discussed a proposed agreement for a Golf Course and Campground maintenance agreement. In addition the group recommended that the City hold off on re-opening the Community Center building at this time.

**Trees & Trails Commission:**

Community Development/Planner Sterbenz reported that at their last regular meeting, the Trees & Trails Commission heard from the City Electrical Superintendent regarding options for lighting portions of the City walking trail and Leon Pitzner of the Ski Club regarding a proposed snowshoe and fat tire bike trail.

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

1. Approving minutes from the June 8, 2020 Regular City Council meeting.
2. **RESOLUTION NO. 6-184-20 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS TO BE PAID ON JUNE 23, 2020, IN THE AMOUNT OF \$1,767,102.72.**
3. Approving payroll for the first half of June, 2020 in the amount of \$\$238,760.84.

4. A letter from Chad Kolstad, Drinking Water Revolving Fund Coordinator of the MN Department of Health, providing notice of their determination that the City's project to replace the chlorine contact tank at the Water Treatment Plant has no significant environmental impact and directing publication of a notice that no Environmental Assessment Worksheet is required and a copy of the Environmental Summary.
5. **RESOLUTION NO. 6-185-20 AUTHORIZING PAYMENT TO SEH IN THE AMOUNT OF \$13,800 FOR PROFESSIONAL SERVICES FOR THE CONSTRUCTION PHASE OF THE AIRPORT T-HANGAR PROJECT.**
6. **RESOLUTION NO. 6-186-20 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$6,589.50 FOR PROFESSIONAL SERVICES FOR THE 2021 AND 2022 STREET AND ALLEY IMPROVEMENT PROJECT.**
7. **RESOLUTION NO. 6-187-20 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$3,000 FOR PROFESSIONAL SERVICES FOR GENERAL CITY ENGINEERING SERVICES.**
8. **RESOLUTION NO. 6-188-20 ACCEPTING AN AGREEMENT WITH ASPHALT SURFACE TECHNOLOGIES CORP. FOR A CRACK SEAL PROJECT FOR THE AIRPORT RUNWAY, TAXIWAY, CONNECTOR TAXIWAYS AND APRON PAVEMENTS FOR AN AMOUNT OF \$47,860.**
9. **RESOLUTION NO. 6-189-20 AUTHORIZING A PROJECT BY CHALK-A-LOT AND THE NORTH SHORE ROTARY CLUB TO PROVIDE INSPIRATIONAL CHALK ART ALONG THE WALKING TRAIL.**
10. **RESOLUTION NO. 6-190-20 APPROVING THE 2020 FIRST QUARTER FINANCIAL STATEMENTS FOR THE CITY OF TWO HARBORS.**
11. **RESOLUTION NO. 6-191-20 AUTHORIZING A 2020 CITY OF TWO HARBORS ARCHERY DEER HUNT.**
12. **RESOLUTION NO. 6-192-20 AUTHORIZING THE PURCHASE OF 22 NEW VOTING BOOTHS FROM PRINTELECT FOR AN AMOUNT OF \$3,259.45 + SHIPPING.**
13. **RESOLUTION NO. 6-193-20 ADOPTING REVISIONS TO THE CITY'S COVID-19 PREPAREDNESS PLAN.**
14. **RESOLUTION NO. 6-194-20 ADOPTING THE CITY OF TWO HARBORS, MINNESOTA DRUG AND ALCOHOL TESTING FOR COMMERCIAL DRIVERS POLICY.**
15. **RESOLUTION NO. 6-195-20 APPROVING THE MASSAGE THERAPY LICENSE APPLICATION RENEWAL OF CHRISTINA SCHROEDER, DBA THE PURPLE LOTUS.**
16. **RESOLUTION NO. 6-196-20 HIRING THE FOLLOWING TEMPORARY EMPLOYEES: JACOB KEECH, JEREMY CARTER, JAY LOUNESBERRY AND**

**BRADY DARSOW AT THE GOLF COURSE; ADRIANNA DAHLBERG, FAITH SCAMEHORN, JUSTINE SEEGER, EMILY HAVERI, ANNABELL WHELAN AND RICHARD BRENNAN IN THE PUBLIC WORKS DEPARTMENT; AND SHANE SWEENEY AT THE LIQUOR STORE.**

18. **RESOLUTION NO. 6-197-20 APPROVING PAY APPLICATION NO. 4 AND AUTHORIZING PAYMENT TO ZAHL-PETROLEUM MAINTENANCE CO. IN THE AMOUNT OF \$14,257.53 FOR THE 2018 JET-A FUEL SYSTEM PROJECT.**
19. **RESOLUTION NO. 6-198-20 APPROVING PAY APPLICATION NO. 6 FROM UTILITY SYSTEMS OF AMERICA IN THE AMOUNT OF \$15,773.34 FOR THE 2019 STREET AND ALLEY IMPROVEMENT PROJECT.**
20. **RESOLUTION NO. 6-199-20 ACCEPTING THE PROPOSAL OF HEATING PLUS TO PROVIDE PLUMBING FOR THE EAST BATHHOUSE PROJECT FOR AN AMOUNT OF \$10,500.**
21. **RESOLUTION NO. 6-200-20 AUTHORIZING A GRANT APPLICATION TO IRRRB FOR A TACONITE AREA COMMUNITY RELIEF GRANT PROGRAM.**

Be adopted as read. **CARRIED BY A UNANIMOUS YEA VOTE OF ALL MEMBERS PRESENT ON ROLL CALL.**

**New Business:**

Motion by Jussila and Redden that **RESOLUTION NO. 6-201-20 APPROVING FINDINGS OF FACT AND GRANTING A VARIANCE TO GUNNAR KEMPFERT, 422 SECOND AVENUE, FROM SECTION 11.71, SUBDIVISION 10 OF THE CITY CODE, IN ORDER TO CONSTRUCT AN ACCESSORY BUILDING WITH TWO SIDE WALLS IN EXCESS OF THE STANDARD 10' LIMIT** be adopted as read. Carried by the following vote: Yeas: Redden, Rennwald, Swanson, Jussila, Erickson, Glaser. 6. Abstain: Woodruff. 1.

Motion by Rennwald and Erickson to approve the request of Jeff Schuelke to authorize a block party in the 600 block of Fifth Avenue between 1 and 11 PM on July 4<sup>th</sup> with attendance of up to 25 people, requiring that if the street is closed, Mr. Schuelke would be required to pay for employee call-out expenses and that no fireworks shall be allowed at the event. Carried.

**Announcements:**

Mayor Swanson reported that he had an opportunity to get out on the golf course recently and stated that he feels that the course is in great condition and he encourages others to get out and enjoy it.

Councilor Erickson expressed her appreciation to staff for all of the work over the past few months in coordinating on-line and virtual meetings.

Motion by Jussila and Swanson that the meeting adjourn. Carried.

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Robin M. Glaser, City Council President

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Patricia D. Nordean, City Clerk