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July 27, 2020

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, July 27, 2020, at 6:00 p.m. via Zoom video conference.

The meeting was called to order by President Glaser.

Members present, Councilors: Redden, Rennwald, Swanson, Erickson, Glaser. 5.

Members absent, Councilors: Woodruff, Jussila. 2.

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

Clerk Nordean proposed that Consent Agenda Items No. 5. Calling for a public hearing on the proposed 2021 – 2022 Street Improvement Project and No. 11. Accepting the proposal of Northern Bedrock Conservation Corp. to provide general restoration services for the Edna G. for an amount of \$12,500 and authorizing an additional \$3,000 for contingency purposes be tabled.

Motion by Redden and Rennwald approving the agenda with the changes proposed by Clerk Nordean. Carried.

Housing & Redevelopment Authority:

President Glaser reported on the July 14 meeting of the HRA where they established some new committees and discussed the Neighborhood Revitalization Program, the Housing Alliance and Partnership, and COVID-19 protections for residents. Jenna Udenberg was present and addressed the board regarding accessibility issues.

Library Board:

Councilor Rennwald provided a review of items discussed at the Library Board meeting reporting that the new staffing levels are in place and have been working out well. She also noted that the Library is now open to the public and outlined some of the precautions in place to protect both workers and customers.

Executive Committee:

President Glaser reported on a meeting held earlier in the day where the group discussed new policies in place in response to the Governor's Executive Order requiring face coverings. She

reported that a memorandum has been distributed to City employees providing instruction on the requirements. She noted that the City's Preparedness Plan has also been updated to include the new requirements. The group also determined that the Community Center would remain closed and parks are open to the public, however, no reservations are being accepted. Outdoor buffies have been placed in many of the parks throughout the community. Council and committee meetings will be scheduled via Zoom until September.

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

1. Approving minutes from the July 13, 2020 City Council meeting.
2. **RESOLUTION NO. 7-219-20 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS, IN THE AMOUNT OF \$2,415,982.72.**
3. Approving payroll for the first half of July, 2020, in the amount of \$233,968.05.
4. Accepting, with regret, the resignation of Chrissy Scandin from the THDF and authorizing a letter of appreciation for her service.
5. Tabled.
6. **RESOLUTION NO. 7-220-20 ACCEPTING THE QUOTE FROM GROEBNER & ASSOCIATES, INC. FOR THE PURCHASE OF AN ELECTROFUSE PROCESSOR FOR THE WATER & GAS DEPARTMENT FOR AN AMOUNT OF \$3,968.05.**
7. **RESOLUTION NO. 7-221-20 AUTHORIZING GREAT LAKES PIPE SERVICE TO CONDUCT ANNUAL SANITARY SEWER CLEANING AND TELEVISIONING SERVICES FOR AN AMOUNT NOT TO EXCEED \$25,000.**
8. **RESOLUTION NO. 7-222-20 APPROVING PAY APPLICATION NO. 3 FROM KRAUSE ANDERSON FOR THE AIRPORT T-HANGAR CONSTRUCTION PROJECT AND AUTHORIZING PAYMENT IN THE AMOUNT OF \$401,924.20.**
9. **RESOLUTION NO. 7-223-20 ACCEPTING THE QUOTE FROM RUSCO FOR THE PURCHASE OF UNDERGROUND WIRE FOR AN AMOUNT OF \$6,626.12 FOR THE EIGHTH STREET PROJECT AND OTHER MISCELLANEOUS REPAIRS FOR THE ELECTRIC DEPARTMENT.**
10. **RESOLUTION NO. 7-224-20 ACCEPTING THE BID OF BENSON ELECTRIC TO UPGRADE AND REPAIR ELECTRIC SERVICE ON THE DOCK AT THE EDNA G. FOR AN AMOUNT OF \$12,500 AND AUTHORIZING AN ADDITIONAL \$3,000 FOR CONTINGENCY AND TROUBLESHOOTING PURPOSES.**
11. Tabled.
12. **RESOLUTION NO. 7-225-20 APPROVING CHANGE ORDER NO. 3 TO THE AGREEMENT BETWEEN THE CITY AND KRAUSE ANDERSON FOR THE**

AIRPORT T-HANGAR PROJECT FOR AN INCREASE IN THE CONTRACT BY AN AMOUNT OF \$8,836 FOR ADDITIONAL WIRE RELOCATION DUE TO CONFLICTING GRADES.

13. **RESOLUTION NO. 7-226-20 APPROVING CHANGE ORDER NO. 4 TO THE AGREEMENT BETWEEN THE CITY AND KRAUSE ANDERSON FOR THE AIRPORT T-HANGAR PROJECT FOR AN INCREASE IN THE CONTRACT BY AN AMOUNT OF \$2,898 FOR PAVEMENT REPLACEMENT DUE TO HEAVING.**
14. **RESOLUTION NO. 7-227-20 APPROVING AN AMENDMENT TO THE AGREEMENT BETWEEN THE CITY AND BRAUN INTERTEC FOR THE AIRPORT T-HANGAR PROJECT FOR ADDITIONAL TESTING DUE TO WET WEATHER CONDITIONS IN THE FALL FOR AN AMOUNT OF \$2,931.50.**
15. **RESOLUTION NO. 7-228-20 AUTHORIZING AN INTERNAL TRANSFER FROM THE LOCAL SALES TAX FUND TO THE SEWER FUND IN THE AMOUNT OF \$150,000 FOR AUGUST DEBT PAYMENTS.**
16. **RESOLUTION NO. 7-229-20 AUTHORIZING AN INTERNAL TRANSFER FROM THE LOCAL SALES TAX FUND TO THE WATER FUND IN THE AMOUNT OF \$250,000 FOR AUGUST DEBT PAYMENTS.**
17. **RESOLUTION NO. 7-230-20 EXTENDING THE EFFECTIVE DATES FOR THE HIRING LIST FOR THE POSITION OF LABORER IN THE PUBLIC WORKS DEPARTMENT TO ALLOW FOR ITS EXPIRATION ON DECEMBER 31, 2020.**
18. **RESOLUTION NO. 7-231-20 ADOPTING THE REVISED CITY OF TWO HARBORS COVID-19 PREPAREDNESS PLAN TO REFLECT REQUIREMENTS OF THE GOVERNOR'S EXECUTIVE ORDER NO. 20-81 REGARDING FACE COVERINGS.**
19. **RESOLUTION NO. 7-232-20 AUTHORIZING BOLTON & MENK TO PREPARE A STORMWATER MANAGEMENT PLAN FOR AN AMOUNT OF \$40,800.**
20. Declaring second reading of An Ordinance Imposing a Lodging Tax and Repealing in it's Entirety, Ordinance No. 326.
21. **RESOLUTION NO. 7-233-20 APPOINTING HOLLY BOUTERBAUGH AND PATRICK FLANIGAN AS ALTERNATE ELECTION JUDGES.**

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

New Business:

Motion by Redden and Rennwald that **RESOLUTION NO. 7-234-20 APPROVING A REQUEST FROM THE AMERICAN LEGION POST 109 TO DEDICATE A FLAG BURNING AREA IN LAKEVIEW CEMETERY FOR RESPECTFUL BURNING OF AMERICAN FLAGS.**

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

Robin M. Glaser, City Council President

Patricia D. Nordean, City Clerk