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September 14, 2020

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, September 14, 2020, at 6:00 p.m., via Zoom video conference.

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 proposed the following changes to the agenda: table New Business 3, approving the development agreement with Lake Superior Dental, adding Consent Agenda 26. authorizing a Count All Kids art contest to encourage Census participation and moving Consent Agenda 15 to New Business.

Motion by Redden and Jussila approving the agenda with the changes as proposed. Carried.

**Administrator Report:**

Walker reported that the Airport T-Hangar Construction and Fuel System and the Campground East Bathhouse projects are substantially complete.

**Finance & Budget Committee:**

Councilor Erickson reported that at their meeting held earlier that day, the Finance and Budget Committee discussed details of the proposed 2021 Budget, enterprise funds, the Capital Improvement Plan, contract negotiations and the levy limit certification process.

**Airport Commission:**

Vice President Jussila reported that at their meeting held on August 26, the commission discussed the Fuel System, the lease agreement for the new T-hangar and the upcoming crack-sealing project.

**Safety Committee:**

Councilor Rennwald reported that at their meeting of August 26, the Safety Committee discussed the special vehicle use permits, proposed new hires for the Fire Department and a proposed Law Enforcement Appreciation Parade.

**Public Arts & Beautification Commission:**

Sterbenz reported on the recent Public Arts & Beautification Commission meeting where they discussed providing assistance for the Edna G's upcoming birthday celebration.

**Library Board:**

Councilor Rennwald reported on the September 1 meeting of the Library Board where they discussed library operations since they re-opened, noting that things are going well.

**Planning Commission:**

President Glaser reported on the last meeting of the Planning Commission, where the group received the notice of resignation from one of their members and were updated on current projects.

**Trees & Trails Commission:**

Councilor Rennwald reported on the meeting of the Trees & Trails Commission where they discussed tree replacement for construction projects.

**Utilities Committee:**

Councilor Redden reported on the September 2 meeting of the Utilities Committee where they discussed repairs to a water leak at the reducing valve station and electric power supply alternatives.

**Public Works Committee:**

Vice President Jussila reported on the September 9 meeting of the Public Works Committee where they discussed the tree removal and crosswalks for the upcoming Street Improvement Project and ongoing and upcoming projects in the Public Works Department.

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

1. Approving minutes from the August 24, Regular and 31, Special 2020 City Council meetings
2. **RESOLUTION NO. 9-262-20 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS IN THE AMOUNT OF \$2,003,884.42.**
3. Approving payroll for the second half of August, 2020, in the amount of \$239,122.79.
4. A letter from IBEW, Local No. 31, providing notice of their intention to re-open the current labor agreement for the purpose of collective bargaining.
5. Accepting, with regret, a letter from Crystal Emerson, providing notice of her resignation from the Planning Commission, effective immediately, and authorizing a letter of appreciation for her service.

6. Accepting, with regret, a letter from Dean Paron, providing notice of his resignation from the Fire Department, effective August 31, 2020, and authorizing a letter of appreciation for his service.
7. Approving the request of the Two Harbors Moose Lodge to be open on Sundays, September 20, 27; October 4, 18; November 1, 8; December 6 and 20, 2020; and January 3, 2021 in accordance with their On-Sale Club License.
8. Approving the MN Lawful Gambling Application for Exempt Permit for Voyageur Snowmobile Club of Two Harbors to conduct a raffle, with no waiting period.
9. **RESOLUTION NO. 9-263-20 AUTHORIZING PAYMENT TO SEH IN THE AMOUNT OF \$16,438.35 FOR PROFESSIONAL SERVICES FOR THE CONSTRUCTION PHASES OF THE T-HANGAR PROJECT AT THE AIRPORT.**
10. **RESOLUTION NO. 9-264-20 AUTHORIZING PAYMENT TO SEH IN THE AMOUNT OF \$4,060 FOR PROFESSIONAL SERVICES FOR THE AIRPORT PAVEMENT REHABILITATION & JET-A-FUEL PROJECT.**
11. **RESOLUTION NO. 9-265-20 AUTHORIZING PAYMENT TO ASDCO CONSTRUCTION SUPPLY IN THE AMOUNT OF \$3,463.61, FOR THE PURCHASE OF CULVERTS AND BANDS FOR THE PUBLIC WORKS DEPARTMENT.**
12. **RESOLUTION NO. 9-266-20 AUTHORIZING CHAPMAN METERING TO PROVIDE PROFESSIONAL ELECTRICAL METER TESTING SERVICES FOR AN AMOUNT NOT TO EXCEED \$20,000.**
13. **RESOLUTION NO. 9-267-20 AUTHORIZING PAYMENT TO ZIEGLER/CAT IN THE AMOUNT OF \$8,909.10 FOR EMERGENCY REPAIRS TO THE GENERATOR AND COOLING SYSTEM AT THE MAIN LIFT STATION.**
14. **RESOLUTION NO. 9-268-20 ACCEPTING THE QUOTE FROM MAGNEY CONSTRUCTION TO REPAIR A WATER PRESSURE REDUCING VALVE FOR AN AMOUNT OF UP TO \$31,600.**
15. **RESOLUTION NO. 9-269-20 AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND DELIVER AN AGREEMENT BETWEEN THE CITY OF TWO HARBORS AND THE MN DEPARTMENT OF REVENUE FOR COLLECTION OF LOCAL SALES AND USE TAX.**
16. **RESOLUTION NO. 9-270-20 AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND DELIVER AN AGREEMENT BETWEEN THE CITY OF TWO HARBORS AND THE MN DEPARTMENT OF TRANSPORTATION FOR AIRPORT IMPROVEMENTS EXCLUDING LAND ACQUISITION FOR THE CRACK REPAIR AND PAVEMENT SEALING PROJECT.**
17. **RESOLUTION NO. 9-271-20 APPROVING THE CITY OF TWO HARBORS CITY HALL MINNESOTA GOVERNMENT DATA PRACTICES ACT PROCEDURES.**

18. **RESOLUTION NO. 9-272-20 APPROVING THE CITY OF TWO HARBORS POLICE DEPARTMENT MINNESOTA GOVERNMENT DATA PRACTICES ACT PROCEDURES.**
19. **RESOLUTION NO. 9-273-20 CREATING A HIRING POOL FOR THE POSITION OF VOLUNTEER FIREFIGHTER TO BE EFFECTIVE FOR A PERIOD OF ONE YEAR.**
20. **RESOLUTION NO. 9-274-20 ACCEPTING THE RECOMMENDATION OF THE FIRE DEPARTMENT TO HIRE KYLE KRULL, BRENDA MCNAMARA AND KEVIN SMITH FOR THE POSITION OF VOLUNTEER FIREFIGHTER, PENDING APPROPRIATE HIRING PROTOCOLS.**
21. Approving the request of the Electrical Superintendent to allow Chad Schultz to attend the MMUA Firstline Supervision Seminar in Brainerd.
22. Authorizing the re-posting for the position of Mechanic in the Public Works Department.
23. Declaring first reading of An Ordinance Enacting and Adopting a Supplement to the Code of Ordinances for the City of Two Harbors.
24. **RESOLUTION NO. 9-275-20 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$3,195 FOR PROFESSIONAL SERVICES FOR THE PRELIMINARY DESIGN AND CONSTRUCTION PHASES OF THE CASTLE DANGER MONITORING STATION PROJECT.**
26. Authorizing a Count All Kids Art Contest to encourage Census participation.

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

**New Business:**

Motion by Jussila and Swanson that **RESOLUTION NO. 9-276-20 ORDERING AN IMPROVEMENT ON THE FOLLOWING: 4TH AVENUE FROM 7TH STREET TO ITS WEST END; 5TH AVENUE FROM 7TH STREET TO ITS WEST END; 6TH AVENUE FROM 7TH STREET TO ITS WEST END; AND 8TH STREET FROM 4TH AVENUE TO 7TH AVENUE, TWO HARBORS, MINNESOTA, INCLUDING OPTIONAL IMPROVEMENTS IDENTIFIED, PURSUANT TO MINN. STAT. 429.011 TO 429.111** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Jussila and Woodruff accepting the recommendation of the Public Works Committee regarding the 2021-2022 Street Improvement Project to keep the removal of trees as part of regular contract process and removing the trees in the spring once the contract is awarded. Carried.

Motion by Woodruff and Rennwald calling for a special meeting of the City Council for the purpose of reviewing 2020 projects and priorities, discussing goals for the upcoming year and strategies for working together to accomplish our goals. Carried.

Motion by Redden and Jussila that **RESOLUTION NO. 9-277-20 APPROVING AND RENEWING THE FOLLOWING LIQUOR LICENSES: CLUB ON-SALE: LOOM**

**LODGE 1463, TWO HARBORS MOOSE CLUB, AND AMERICAN LEGION 109; ON-SALE & SUNDAY ON-SALE LIQUOR FOR JV INVESTMENTS LLC, NORTH SHORE LANDING INC., BLACKWOOD'S INC., AND TWO HARBORS GOLF ASSOCIATION; ON-SALE WINE AND STRONG BEER: FAT GUYZ VENTURES LLC, DO NORTH PIZZERIA AND JUDY'S CAFÉ OF TWO HARBORS LLC; 3.2 OFF-SALE FOR MINER'S INCORPORATED, SUPER ONE FOODS, KWIK TRIP, INC., AND KRIST OIL CO., KRIST FOOD MART #101; BREWER OFF-SALE FOR CASTLE DANGER BREWING CO. LLC; BREWER TAPROOM FOR CASTLE DANGER BREWING CO., LLC; AND OFF-SALE MALT LIQUOR FOR CASTLE DANGER BREWING CO., LLC, PENDING THE APPROVAL OF THE CHIEF OF POLICE AND RECEIPT OF ALL APPROPRIATE DOCUMENTATION** be adopted as read. Carried by the following vote: Yeas: Woodruff, Redden, Rennwald, Swanson, Jussila, Glaser. 6. Abstain: Erickson. 1.

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

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Robin M. Glaser, President, City Council

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Patricia D. Nordean, City Clerk