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June 14, 2021

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, June 14, 2021, at 6:00 p.m.

The meeting was called to order by Vice President Glaser.

Members present, Councilors: Woodruff, Glaser, Rennwald, Passe, Erickson. 5.

Members absent, Councilors: Swanson, Redden. 2.

Others present: Finance Director, Pietila
City Clerk, Nordean
Community Development/Planner, Sterbenz
City Attorneys, Overom and Johnson

Clerk Nordean requested that the Council consider changing Consent Agenda Item 8 to read “Castle Danger Watermain Relocation Project” vs. “Monitoring Station project”; Add Consent Agenda Item 26, Approving Change Order No. 2 for an increase in the amount of \$1,810.44 to the Agreement with Lake County for the 2021 – 2022 Street Improvement Project for the City’s responsibility of an increase in costs to fabricate larger pre-cast concrete storm sewer structures along the east side of Eighth Street; adding Consent Agenda Item 27. Authorizing a letter of appreciation to Katie Sundstrom in response to her recent notice of resignation from the position of Library Director; and adding Consent Agenda Item No. 28, Authorizing an internal bulletin for the position of Library Director. She also requested a change in the dollar amounts for New Business No. 3 to \$2,775,000 and New Business No. 4 to \$715,000.

Motion by Woodruff and Passe approving the agenda with the changes as proposed by the City Clerk. Carried.

Appearances:

Brian Guldan, Bolton & Menk, was present and addressed the Council regarding the Wastewater Treatment Project, reminding the Council of the June 30 bid opening date. He also discussed the request of Bolton & Menk for an amendment to their original contract for the project due to additional work required.

Personnel Committee:

Vice President Glaser reported on a recent meeting of the Personnel Committee where they discussed the Parks, Grounds and Building Maintenance position, as well as the Assistant Finance Director position.

Airport Commission:

Councilor Rennwald reported that at their last regular meeting, the Airport Commission discussed wetland delineation and hangar waiting list policy language.

Public Works Committee:

Councilor Rennwald reported that at their last meeting, the Public Works Committee had a presentation by Bolton & Menk regarding the stormwater management plan and discussed upcoming Public Works Department projects.

Planning Commission:

Vice President Glaser reported that at their last regular meeting, the Planning Commission met with residents of Harbor Hills and discussed concerns with possible development near their property. They discussed wetland delineations, buffer zones for the purpose of reducing impact to existing neighborhoods. They also talked about communicating regarding housing opportunities and short-term rentals.

Utilities Committee:

Vice President Glaser reported that the Utilities Committee discussed Change Orders and sump pumps at their recent regular meeting.

Public Safety Committee:

Councilor Woodruff reported that the Safety Committee discussed the Police Department's new squad car, and vacancies in the Police department as well as outdoor dining.

Housing & Redevelopment Authority:

Vice President Glaser reported that the HRA discussed annual employee reviews and step-pay increases. They intend to meet in-person starting July 1.

Motion by Woodruff and Erickson Approving the Consent Agenda Items:

1. Approving minutes from the May 24, 2021 Regular City Council meeting.
2. **RESOLUTION NO. 6-157-21 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS IN THE AMOUNT OF \$2,938,271.03.**
3. Approving payroll for the second half of May 2021 in the amount of \$235,917.12.
4. A memorandum from Joe Rhein and Brian Guldan, Bolton & Menk, providing engineering project updates.
5. A memorandum from Joe Rhein, Bolton & Menk, providing an update of activities on the 2021 and 2021 Street Improvement Project.
6. **RESOLUTION NO. 6-158-21 CERTIFYING ASSESSMENTS TO THE LAKE COUNTY AUDITOR AGAINST CERTAIN PROPERTIES WITHIN THE CITY OF TWO HARBORS FOR UNPAID UTILITY CHARGES.**

7. **RESOLUTION NO. 6-159-21 ACCEPTING A BID FROM KTM FOR SITE DEVELOPMENT WORK AT THE L. S. DENTAL BUILDING PROJECT, LLC SITE IN THE AMOUNT OF \$307,318.**
8. **RESOLUTION NO. 6-160-21 APPROVING PAYMENT IN THE AMOUNT OF \$29,050.39 TO ULLAND BROTHERS, INC. FOR PAY APPLICATION NO. 5M AND FINAL PAYMENT FOR THE CASTLE DANGER WATERMAIN RELOCATION PROJECT.**
9. **RESOLUTION NO. 6-161-21 APPROVING PAYMENT IN THE AMOUNT OF \$21,875 TO PRIMETIME CONCRETE, LLC, FOR PAY APPLICATION NO. 1 FOR THE 2021 SIDEWALK PROJECT.**
10. **RESOLUTION NO. 6-162-21 APPROVING PAYMENT IN THE AMOUNT OF \$109,525.24 TO LAKE COUNTY FOR PAY APPLICATION NO. 2 FOR THE 2021-2022 STREET IMPROVEMENT PROJECT.**
11. **RESOLUTION NO. 6-163-21 AUTHORIZING REIMBURSEMENT TO THE TWO HARBORS GOLF ASSOCIATION FOR THE PURCHASE OF A JOHN DEERE ROLLER FOR AN AMOUNT OF \$5,000 FOR THE GOLF COURSE.**
12. **RESOLUTION NO. 6-164-21 AUTHORIZING THE PURCHASE OF A REEL GRINDER AND BED KNIFE GRINDER FOR THE GOLF COURSES FROM MTI DISTRIBUTING FOR AN AMOUNT OF \$7,516.25.**
13. **RESOLUTION NO. 6-165-21 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$18,052, FOR PROFESSIONAL SERVICES FOR THE 2021 & 2022 STREET & ALLEY IMPROVEMENT PROJECT.**
14. **RESOLUTION NO. 6-166-21 ACCEPTING THE PROPOSAL OF ANN HEIMBACH OF F.I. SALTER TO PROVIDE AN APPRAISAL OF A CITY-OWNED PARCEL.**
15. **RESOLUTION NO. 6-167-21 AUTHORIZING THE TEMPORARY EXTENSION OF OUTDOOR DINING SERVICE AREAS INCLUDING PARKLETS THROUGH NOVEMBER 1, 2021.**
16. **RESOLUTION NO. 6-168-21 AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE MINNESOTA DEPARTMENT OF TRANSPORTATION GRANT AGREEMENT FOR AIRPORT IMPROVEMENT EXCLUDING LAND ACQUISITION. (AWOS Selection.)**
17. **RESOLUTION NO. 6-169-21 AUTHORIZING AND DIRECTING THE MAYOR AND CITY CLERK TO EXECUTE AND DELIVER A LEASE AGREEMENT WITH LOVIN' LAKE COUNTY.**
18. **RESOLUTION NO. 6-170-21 AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF TWO HARBORS AND FRIENDS OF THE TWO HARBORS DOG PARK.**

19. **RESOLUTION NO. 6-171-21 AUTHORIZING THE AGREEMENT BETWEEN THE CITY OF TWO HARBORS AND THE CITY OF TWO HARBORS CONFIDENTIAL EMPLOYEES ASSOCIATION FOR JANUARY 1, 2021 THROUGH DECEMBER 31, 2022.**
20. **RESOLUTION NO. 6-172-21 APPROVING COMPONENTS OF EMPLOYMENT FOR COMMUNITY DEVELOPMENT PLANNER.**
21. **RESOLUTION NO. 6-173-21 ACCEPTING THE INTERNAL BID OF DYLAN JINDRA AND APPOINTING HIM TO THE POSITION OF FULL-TIME PATROL OFFICER IN THE POLICE DEPARTMENT, EFFECTIVE JUNE 15, 2021.**
22. **RESOLUTION NO. 6-174-21 HIRING CRAIG JUSSILA FOR THE POSITION OF PARKS, GROUNDS AND BUILDING MAINTENANCE IN THE PUBLIC WORKS DEPARTMENT.**
23. **RESOLUTION NO. 6-175-21 APPOINTING ALEC CHURNESS AS A TEMPORARY EMPLOYEE IN THE PUBLIC WORKS DEPARTMENT, AT THE AIRPORT AND JOHN BARTHELL-WAGNER AS A TEMPORARY EMPLOYEE AT THE LIQUOR STORE.**
24. Accepting the resignation of Jason Sunday from THEDA, with regret, and authorizing a letter of appreciation for his service.
25. **RESOLUTION NO. 6-176-21 AUTHORIZING A SUMMARY OF ORDINANCE NO. 123, SECOND SERIES, AN ORDINANCE OF THE CITY OF TWO HARBORS, MINNESOTA, AMENDING THE CITY CODE, CHAPTER 11, LAND USE REGULATION.**
26. **RESOLUTION NO. 6-177-21 APPROVING CHANGE ORDER NO. 2 FOR AN INCREASE IN THE AMOUNT OF \$1,810.44 TO THE AGREEMENT WITH LAKE COUNTY FOR THE 2021 – 2022 STREET IMPROVEMENT PROJECT FOR THE CITY’S RESPONSIBILITY OF AN INCREASE IN COSTS TO FABRICATE LARGER PRE-CAST CONCRETE STORM SEWER STRUCTURES ALONG THE EAST SIDE OF EIGHTH STREET.**
27. Authorizing a letter of appreciation to Katie Sundstrom for her service with the City in response to her recent notice of resignation from the position of Library Director.
28. Authorizing an internal bulletin for the position of Library Director.

Carried by a unanimous yea vote of all members present on roll call.

New Business:

Motion by Woodruff and Passe that **RESOLUTION NO. 6-178-21 AUTHORIZING AN AMENDMENT TO THE AGREEMENT WITH BOLTON & MENK TO PROVIDE ADDITIONAL WORK OUTSIDE OF THE SCOPE OF THE ORIGINAL AGREEMENT FOR THE WASTEWATER TREATMENT PLANT IMPROVEMENT PROJECT AND**

ADDITIONAL COMPENSATION IN THE AMOUNT OF \$38,000 be adopted as read. Carried by a unanimous ye a vote of all members present on roll call.

Motion by Rennwald and Woodruff that **RESOLUTION NO. 6-179-21 ACCEPTING THE RECOMMENDATION OF MAYOR SWANSON TO REAPPOINT THE FOLLOWING CITY COMMISSION MEMBERS FOR THREE-YEAR TERMS: GERALD ANDERSON AND MATT FERRARI – AIRPORT COMMISSION; HAYES SCRIVEN AND TOM KOEHLER – EDNA G. COMMISSION; JOHN DOVER, MACKENZIE HOGFELDT AND TERRY HUKRIEDE – TREES & TRAILS COMMISSION; MICHELLE ANDERSON AND MIKE CAVALLIN – CHARTER COMMISSION; JOHN CHAPEK, STEVE DETLEFSEN AND TOM KOEHLER – PLANNING COMMISSION; AND APPOINTING LIZ REDDEN – THEDA TO COMPLETE THE UNEXPIRED TERM OF JASON SUNDAY** be adopted as read. Carried by a unanimous ye a vote of all members present on roll call.

Motion by Woodruff and Passe that **RESOLUTION NO. 6-180-21 PROVIDING FOR THE ISSUANCE, SALE AND DELIVERY OF \$2,775,000 GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2021A** be adopted as read. Carried by a unanimous ye a vote of all members present on roll call.

Motion by Erickson and Rennwald that **RESOLUTION NO. 6-181-21 PROVIDING FOR THE ISSUANCE, SALE AND DELIVERY OF \$715,000 GENERAL OBLIGATION EQUIPMENT CERTIFICATES, SERIES 2021B** be adopted as read. Carried by a unanimous ye a vote of all members present on roll call.

Announcements:

Councilor Passe expressed appreciation to local girl scouts, Castle Danger Brewing, and Lake County Soil & Water for planting trees to replace those plantings that have died in the campground last weekend. He also reported that the Conservation Corps, the City Public Works Crew and local girl scouts have placed wood chips in the pollinator gardens throughout the community and expressed gratitude for their service.

Adjourn:

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

Robin M. Glaser, City Council Vice President

Patricia D. Nordean, City Clerk