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August 9, 2021

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, August 9, 2021, at 6:00 p.m.

The meeting was called to order by President Redden.

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

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

Clerk Nordean proposed adding Mackenzie Hogfeldt, Lake County Soil & Water Conservation District, as an appearance and New Business No. 3, a resolution Authorizing Lake County Soil & Water to submit a Great Lakes Restoration Initiative grant application.

Councilor Rennwald proposed that the Council consider a motion and come to a decision on accepting the proposal of Costley & Morris to provide City Attorney services for civil matters for the City of Two Harbors.

Motion by Woodruff and Pietila approving the agenda. Carried.

Appearances:

Mackenzie Hogfeldt, Lake County Soil & Water Conservation District, was present and addressed the Council requesting authorization for Lake County SWCD to make application for a Great Lakes Restoration Initiative grant application for invasive species removal and a native planting to control runoff along Agate Bay. He noted that the City does not have ownership of the entire project area proposed, and that he still needs to get approval from the DNR as owners of the remaining property. Councilor Erickson expressed her desire that if there were changes made to the proposal as part of the approval from the DNR, that the City be made aware of any such changes prior to the application being submitted.

Charter Commission:

Mayor Swanson reported that at their July 27 meeting, the Charter Commission discussed the process for reviewing the Charter and determined that they would engage the services of the League of MN Cities on questions.

Personnel Committee:

Vice President Glaser reported on recent meetings of the Personnel Committee where they discussed the Assistant Finance Director hiring process, authorized hiring temporary support for front office staff, the Part Time Patrol Officer hiring and the Public Works Director position.

Planning Commission:

Mayor Swanson reported on a meeting of the Planning Commission where they discussed long and short-term rentals and the need for housing in the community. The Community Development Planner was present and provided a project update for the group.

Utilities Committee:

President Redden reported that at their most recent meeting, the Utilities Committee discussed funding options for the Wastewater Treatment Plant Project and the Small Cities Development Program grant for water distribution.

Public Safety Committee:

Councilor Rennwald reported on the August 5 meeting of the Public Safety Committee noting that Police Chief Hogenson was present and reported on budget requests and reviewed the process necessary to deal with blight. Rennwald expressed appreciation for the Police Department's hard work.

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

1. Approving minutes from the July 26, 2021 City Council meeting.
2. **RESOLUTION NO. 8-223-21 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS IN THE AMOUNT OF \$6,123,209.51.**
3. Approving payroll for the second half of July, 2021, in the amount of \$259,064.96.
4. A memorandum from Joe Rhein and Brian Guldan, Bolton & Menk, providing updates on engineering projects for the City.
5. **RESOLUTION NO. 8-224-21 APPOINTING JACKIE RENNWALD AS A MEMBER OF THE TREES & TRAILS COMMISSION.**
6. A communication from Terry Guggenbuehl and Shelley Smith expressing appreciation to City crews for their prompt response and efficient work in clearing trees and restoring power following the recent storm.
7. **RESOLUTION NO. 8-225-21 APPROVING PAY APPLICATION NO. 5, 6 & 7 AND AUTHORIZING PAYMENT TO PRIMETIME CONCRETE LLC FOR THE 2021 SIDEWALK PROJECT FOR AN AMOUNT OF \$44,625.**
8. **RESOLUTION NO. 8-226-21 APPROVING PAY APPLICATION NO. 6 TO LAKE COUNTY FOR THE 2021 – 2022 STREET IMPROVEMENT PROJECT FOR AN AMOUNT OF \$233,866.31.**

9. **RESOLUTION NO. 8-227-21 ACCEPTING THE PROPOSAL OF BZ ELECTRIC TO INSTALL NEW 50 AMP ELECTRICAL PEDESTALS AND WIRE TO SITES 67 THROUGH 102 AT THE CAMPGROUND, AT A COST OF \$23,000.**
10. Approving the request of Chrissy Scandin for street closure on Friday August 13, for their Moonlight Music & Market event on First Avenue in the 600 block.
11. Approving the request of Jessica Carlson of the Moose Lodge, to be open on Sundays, September 12 and 26; October 3, 10, 17; November 7, and 21; and December 5 and 26, 2021.
12. Approving the request of Anderson-Claffy Post 109 for permission to sell alcoholic beverages in Van Hoven park during the Edna G's 125th Birthday Celebration.
13. **RESOLUTION NO. 8-228-21 APPROVING THE APPLICATION AND PERMIT FOR A TEMPORARY ON-SALE LIQUOR LICENSE FOR ANDERSON-CLAFFY POST 109 FOR THE EDNA G'S 125TH BIRTHDAY CELEBRATION, PENDING THE RECEIPT OF APPROPRIATE DOCUMENTS, APPROVAL OF THE CHIEF OF POLICE AND THE STATE OF MN.**
14. **RESOLUTION NO. 8-229-21 AUTHORIZING THE MAYOR, CITY CLERK AND ADMINISTRATOR TO EXECUTE AND DELIVER A SITE ACCESS AGREEMENT BETWEEN THE CITY OF TWO HARBORS AND THE ARROWHEAD REGIONAL DEVELOPMENT COMMISSION FOR PURPOSES OF CONDUCTING ENVIRONMENTAL INVESTIGATION ACTIVITIES IN CERTAIN DOWNTOWN WATERFRONT PROPERTY OWNED BY THE CITY.**
15. Designating certain library materials as discarded equipment and authorizing its disposal.
16. **RESOLUTION NO. 8-230-21 AUTHORIZING THE MAYOR, CITY CLERK AND ADMINISTRATOR TO EXECUTE AND DELIVER A GRANT AGREEMENT BETWEEN THE CITY OF TWO HARBORS AND THE STATE OF MINNESOTA, ACTING THROUGH THE DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT, BUSINESS AND COMMUNITY DEVELOPMENT DIVISION.**
17. **RESOLUTION NO. 8-231-21 ADOPTING A PROHIBITION OF EXCESSIVE FORCE POLICY.**
18. **RESOLUTION NO. 8-232-21 ADOPTING A RESIDENTIAL ANTI-DISPLACEMENT & RELOCATION ASSISTANCE PLAN FOR THE SMALL CITIES DEVELOPMENT PROGRAM.**
19. **RESOLUTION NO. 8-233-21 ADOPTING A FAIR HOUSING PLAN OF ACTION.**
20. **RESOLUTION NO. 8-234-21 ADOPTING A CITY OF TWO HARBORS SECTION 3 PLAN FOR THE SMALL CITIES DEVELOPMENT PROGRAM.**
21. Authorizing the Mayor to execute the Certification of Drug Free Workplace for the Small Cities Development Program.

22. Authorizing the Mayor to execute the No Program Income Letter for the Small Cities Development Program.
23. **RESOLUTION NO. 8-235-21 AUTHORIZING AN INCREASE IN BASE WAGE FOR TEMPORARY EMPLOYEES FROM \$10.08 PER HOUR TO \$12.50 PER HOUR RETROACTIVE FOR THE 2021 SUMMER SEASON.**
24. **RESOLUTION NO. 8-236-21 DECLARING THIRD AND FINAL READING OF ORDINANCE NO. 124, SECOND SERIES, AN ORDINANCE AMENDING AND RESTATING SECTION 4.01 BUILDING CODE ADOPTED, OF THE TWO HARBORS CODE OF ORDINANCES.**
25. Approving the request of the Liquor Store Manager to attend the Minnesota Municipal Beverage Association Annual Conference.
26. Referring to the Personnel Committee, a policy for requiring masks in City facilities.
27. A memorandum from Miranda Pietila, Interim Administrator/Finance Director, regarding Wastewater Treatment Plant Funding.
28. Receiving the Master Work Order Report for August 6, 2021.
29. Accepting, with regret, a communication from Mariah Blettner, Assistant Finance Director, providing notice of a change in the last date of her employment to August 20, 2021.
30. Authorizing a contingent offer of employment for the position of Assistant Finance Director.

be adopted as read. Carried by the following vote: Yeas: Woodruff, Glaser, Swanson, Passe, Erickson, Redden. 6. Abstain: Rennwald. 1.

New Business:

Motion by Rennwald and Swanson that a resolution be adopted accepting the proposal of Costley & Morris to provide City Attorney services for civil matters for the City of Two Harbors. Motion by Erickson and Woodruff to table the motion for New Business 1 with the expectation that we expedite the process and, to several councilor's points, that we put together a specific outline of expectations of what it is we would be voting on to be seen on that including, I believe, a contract cost. Carried.

Motion by Woodruff and Swanson that **RESOLUTION NO. 8-237-21 APPROVING THE ISSUANCE OF HEALTH CARE FACILITIES REVENUE BONDS (ST. LUKE'S HOSPITAL OF DULUTH OBLIGATED GROUP) BY THE DULUTH ECONOMIC DEVELOPMENT AUTHORITY TO REFINANCE A PROJECT LOCATED IN THE CITY** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Erickson and Glaser that **RESOLUTION NO. 8-238-21 AUTHORIZING LAKE COUNTY SOIL & WATER TO SUBMIT A GREAT LAKES RESTORATION INIATIVE GRANT APPLICATION** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Announcements:

Councilor Rennwald expressed appreciation to each member of the City Council and administrative staff member present at the meeting noting various skills and abilities.

Mayor Swanson expressed thanks to the City crews for clean-up efforts following the recent storm. He reminded everyone of the Edna G. celebration coming up August 28 and 29, expressed appreciation to Bolton & Menk for their work on the Street Improvement project and noted that he would like to see the City prepare a bonding request.

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

Ben Redden, City Council President

Patricia D. Nordean, City Clerk