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September 13, 2021

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, September 13, 2021, at 6:05 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, Pietila
City Clerk, Nordean
Community Development/Planner, Sterbenz

Clerk Nordean requested the following additions to the agenda under Consent: 23. Confirming the Library Board's adoption of a hiring list for the position of Library Director and the appointment of Madeline Jarvis to the position of Library Director; 24. Authorizing a conditional offer of employment for the position of Part-Time Patrol Officer in the Police Department; 25. Designating the biosolids storage building at the Wastewater Treatment Plant as discarded equipment and authorizing an advertisement for bids for the purchase of the building and requiring its removal within a time period specified by staff and authorizing the staff to accept the highest responsible bid for the sale of said building or authorizing staff to accept the proposal for removal of the building and award the contract in the best interest of the City for removal of the building.

Motion by Erickson and Glaser approving the agenda. Councilor Passe expressed opposition to including Consent Agenda items 8, 9 and 10. President Redden expressed his desire that the items be left under the Consent Agenda noting that Joe Rhein, of Bolton & Menk was present and intending to review those items during the Appearances portion of the agenda. He stated that if after hearing the information from Mr. Rhein, Passe still wanted the items moved to New Business, he would allow it. The motion was carried.

Motion by Glaser and Woodruff adjourning the regular meeting for the purpose of conducting a meeting of the Board of Zoning Appeals. Carried.

The meeting was reconvened immediately following the Board of Zoning Appeals meeting.

Administrator Report:

Pietila reported on the 2022 Budget and Priority meeting expressing thanks to all who participated. She noted that she had received compliments from department-heads who were very appreciative for the opportunity to discuss their priorities with the Council.

Appearances:

Joe Rhein, Bolton & Menk, was present and addressed the Council providing an update on the current Street Improvement Project, including a change-order for the replacement of a section of sidewalk, which was done at no cost to the City. He also informed the Council that the punch lists for the 2018 and 2019 Street Improvement Projects have now been completed. He reviewed the payment request for engineering services for the 2021 – 2022 Street Improvement Project, to address concerns identified by Councilor Passe for the period beginning May 29 through July 23. Rhein also reviewed a proposal to provide professional services for the proposed campground project to address concerns identified by Councilor Passe. Motion by Passe and Erickson to change Consent Agenda Item No. 10, to identify that billing for the project would be on an hourly basis at the standard billing rate for an amount not to exceed \$83,000. Carried.

Airport Commission:

Councilor Rennwald reported on a recent meeting of the Airport Commission where they discussed the desire to purchase a new snowblower attachment and keep the existing one. She also noted that the group discussed a snow removal plan, nuisance geese, cellular service at the Airport and the possible addition of offering for sale, another type of fuel at the Airport.

Personnel Committee:

Vice-President Glaser reported that the Personnel Committee had met and discussed a proposed review of the Recreation Department position description and the City Administrator hiring process.

Public Works Committee:

Councilor Rennwald reported that the campground lift station project, the HRA parking lot request, sidewalk work schedule and fall projects were discussed at the last meeting of the Public Works Committee meeting.

Utilities Committee:

President Redden reported that the Utilities Committee discussed the Salvation Army Heatshare Agreement, the Chlorine Contact Tank Project, and engineering services for the Wastewater Treatment Plant and Campground projects.

Planning Commission:

Vice-President Glaser reported that the Planning Commission held a public hearing on the Variance request of the Lake County HRA and recommends approval of the request. The group also discussed the zoning code updates and a proposed meeting with THEDA.

Recreation Board:

Councilor Erickson reported that the committee voted to reaffirm a reimbursement request by a local trail group and reviewed a report from Recreation Director, Reppe regarding summer recreational programming.

Mayoral Proclamation:

Mayor Swanson read a proclamation declaring September 20 – 26, 2021 as National Rail Safety Week in the City of Two Harbors.

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

1. Approving minutes from the August 23, 2021 City Council meeting.
2. **RESOLUTION NO. 9-248-21 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS, IN THE AMOUNT OF \$18,700.82.**
3. Approving payroll for the second half of August, 2021, in the amount of \$128581.81.
4. A Memorandum from Joe Rhein and Brian Guldán, Bolton & Menk, providing an update of current Engineering Projects they are working on with the City.
5. **RESOLUTION NO. 9-249-21 APPROVING THE HRA IMPROVEMENTS AGREEMENT BETWEEN THE LAKE COUNTY HOUSING AND REDEVELOPMENT AUTHORITY, THE CITY OF TWO HARBORS AND THE COUNTY OF LAKE, MINNESOTA AND AUTHORIZING THE MAYOR, CITY CLERK AND CITY ADMINISTRATOR TO EXECUTE THE AGREEMENT ON BEHALF OF THE CITY.**
6. **RESOLUTION NO. 9-250-21 AUTHORIZING PAYMENT TO LAKE COUNTY IN THE AMOUNT OF \$8,841.25 FOR REIMBURSEMENT FOR CONSTRUCTION MATERIALS TESTING FOR THE 2021 – 2022 STREET IMPROVEMENT PROJECT.**
7. **RESOLUTION NO. 9-251-21 AUTHORIZING PAYMENT TO LAKE COUNTY IN THE AMOUNT OF \$30,184.06 FOR PAY APPLICATION NO. 8 FOR THE 2021 – 2022 STREET IMPROVEMENT PROJECT.**
8. **RESOLUTION NO. 9-252-21 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$52,611.50 FOR PROFESSIONAL SERVICES FOR THE 2021 AND 2022 STREET & ALLEY IMPROVEMENT PROJECT FOR MAY 29 – JUNE 25, 2021.**
9. **RESOLUTION NO. 9-253-21 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$38,965 FOR PROFESSIONAL SERVICES FOR THE 2021 – 2022 STREET IMPROVEMENT PROJECT FOR JUNE 26 – JULY 23, 2021.**
10. **RESOLUTION NO. 9-254-21 ACCEPTING THE PROPOSAL OF BOLTON & MENK TO PROVIDE PROFESSIONAL ENGINEERING SERVICES TO PREPARE PLANS AND SPECIFICATIONS FOR A PROJECT TO REMOVE AN EXISTING PUMPING STATION AND ASSOCIATED FORCE MAIN, REPLACE SANITARY SEWER AND SERVICES, GRADING, RE-GRAVELING OF PADS AND RE-GRAVELING AND PAVING THE LOOP ROAD AND PART OF THE MAIN ROAD AT THE CAMPGROUND FOR AN AMOUNT TO BE BILLED HOURLY FOLLOWING THEIR STANDARD RATE, NOT TO EXCEED \$83,000.**
11. **RESOLUTION NO. 9-255-21 ACCEPTING THE PROPOSAL OF BOLTON & MENK TO PROVIDE PROFESSIONAL CONSTRUCTION ENGINEERING**

SERVICES FOR THE WASTEWATER TREATMENT FACILITY IMPROVEMENTS PROJECT FOR AN AMOUNT TO BE BILLED HOURLY, FOLLOWING THEIR STANDARD RATES, NOT TO EXCEED \$1,395,000.

12. Accepting the recommendation of the Utilities Committee to move forward with the Chlorine Contact Tank Replacement Project at the Water Treatment Plant.
13. **RESOLUTION NO. 9-256-21 AUTHORIZING THE PURCHASE OF A 2021 GMC 2500HD FOR THE ELECTRICAL DEPARTMENT FROM NORTH COUNTRY GM FOR AN AMOUNT OF \$33,280 OFF THE STATE BID.**
14. Designating the Wildcat Compost Turner from the Wastewater Treatment Plant as discarded equipment.
15. **RESOLUTION NO. 9-257-21 AUTHORIZE THE EXECUTION OF THE SALVATION ARMY HEATSHARE PROGRAM AGREEMENT EFFECTIVE OCTOBER 1, 2021 – SEPTEMBER 30, 2022.**
16. **RESOLUTION NO. 9-258-21 ACCEPTING THE PROPOSAL OF MAUREEN'S LLC FOR A REMODEL OF THE KITCHEN AT THE FIRE HALL WITH NEW CABINETS AND COUNTERTOPS FOR AN AMOUNT OF \$14,469.49.**
17. Referring to the Finance Committee, the recommendation of the City HRA, to engage in a Maxfield Comprehensive Housing Needs Analysis update study.
18. **RESOLUTION NO. 9-259-21 AUTHORIZING AN INCREASE IN FIRE RELIEF BENEFIT LEVELS FOR 2021 – 2022.**
19. Approving the request of the Water and Wastewater Treatment Plant Superintendent to allow Justin Bredow, Randy Hedin, Gary Ganser and Will Rueckert to attend refresher training for water and wastewater license testing.
20. **RESOLUTION NO. 9-260-21 ADOPTING A POLICY REGARDING COMPENSATION FOR FIREFIGHTERS ON DNR FIRE CALLS.**
21. **RESOLUTION NO. 9-261-21 AUTHORIZING COMPENSATION FOR VOLUNTEER FIREFIGHTERS ON DNR FIRE CALLS RETROACTIVE TO JUNE 1, 2021.**
22. **RESOLUTION NO. 9-262-21 APPROVING THE RENEWAL OF THE FOLLOWING 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., AMF TWO HARBORS, LLC - MCQUADE'S PUB & GRILL AND TWO HARBORS GOLF ASSOCIATION; ON-SALE WINE AND STRONG BEER: SPOKENGear/CEDAR COFFEE, FAT GUYZ VENTURES LLC, DO NORTH PIZZERIA AND JUDY'S CAFÉ OF TWO HARBORS LLC; 3.2 OFF-SALE FOR HOLIDAY COMPANIES, 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.

23. **RESOLUTION NO. 9-263-21 CONFIRMING THE LIBRARY BOARD'S ADOPTION OF A HIRING LIST FOR THE POSITION OF LIBRARY DIRECTOR AND THE APPOINTMENT OF MADELINE JARVIS TO THE POSITION OF LIBRARY DIRECTOR.**
24. Authorizing a conditional offer of employment for the position of Part-Time Patrol Officer in the Police Department.
25. Designating the biosolids storage building at the Wastewater Treatment Plant as discarded equipment and authorizing an advertisement for bids for the purchase of the building and requiring its removal within a time period specified by staff and authorizing the staff to accept the highest responsible bid for the sale of said building or authorizing staff to accept the proposal for removal of the building and award the contract in the best interest of the City for removal of the building.

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

New Business:

Motion by Erickson and Woodruff calling for a special meeting at 5 PM on Monday, September 20, for the purpose of accepting the Working Agreement between the City of Two Harbors and AFSCME Local 1123 for January 1, 2021 through December 31, 2023. Carried.

Motion by Swanson and Woodruff that **RESOLUTION NO. 9-264-21 AUTHORIZING THE MAYOR, CITY CLERK AND CITY ADMINISTRATOR TO EXECUTE AND DELIVER A CONTRACT TO PROVIDE CITY ATTORNEY SERVICES WITH COSTLEY MORRIS** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Announcements:

Mayor Swanson thanked those involved in the wonderful 911 memorial services held over the weekend. He complimented the staff on their work on the latest edition of the City Scene and expressed appreciation to the council and staff for the special council meeting held on September 10 indicating it was a memorable meeting for him.

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

Ben Redden, President, City Council

Patricia D. Nordean, City Clerk