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November 8, 2021

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, November 8, 2021, at 6:00 p.m.

The meeting was called to order by President Redden.

Members present, Councilors: Glaser, Rennwald, Swanson, Passe, Erickson, Redden. 6.

Members absent, Councilor: Woodruff. 1.

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

Clerk Nordean proposed the following changes to the agenda: Moving Consent Agenda Item No. 9, Consider the recommendation of the Planning Commission to approve the request of Brad & Debra Alm to authorize a lot split of their 3.3 acre parcel described as Lot 17, except S 225', Homewood Addition, located at 1502 7<sup>th</sup> Avenue to New Business No. 1.

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

**Administrator Report:**

Pietila reported on a communication from Jenny Ojard of Bolton & Menk regarding the process of notification for blasting which is set begin at the Wastewater Treatment Plant Project next week. She noted that she has received the proposed Agreement with Minnesota Power and will be reviewing the document and providing it to the City Attorney for his review before bringing it forward for Council approval. She also reported that once again, the Two Harbors Municipal Liquor Store is listed as the top in the Arrowhead Region by the MN State Auditor in their report on municipal liquor operations. She and the Councilors expressed appreciation to Manager, Dave Ellquist and his team for their hard work.

**Personnel Committee:**

Vice President Glaser reported on the October 27 meeting of the Personnel Committee where they discussed the pending hire of a part-time patrol officer, the resignation of a full-time patrol officer and the ongoing hiring process for replacement of the full-time patrol officer position. In addition, they reviewed training scheduled for the Interim Public Works Director and Electrical Department staffing.

**Public Works Committee:**

Councilor Rennwald reported on the November 3 meeting of the Public Works Committee where they discussed the proposed Fifth Street Project, received a report from Interim Director Gilbert regarding ongoing and completed seasonal preparedness work in the Public Works Department and discussed some requests for upgrades to the Community Building.

**Utilities Committee:**

President Redden reported on the November 4 meeting of the Utilities Committee where they discussed a follow-up conversation with Silver Creek Township Representatives on the potential for connection to the City's sewer system and a sewer connection at the Minnehaha School.

**Planning Commission:**

Vice President Glaser reported on the November 3 meeting of the Planning Commission where there was a large group in attendance regarding a discussion on short-term rentals. The commission determined they would move the discussion to their December meeting to allow the members an opportunity to review ordinance language pertaining to the matter. They discussed and recommended that the Council adopt a resolution approving the proposed pause on any City land development, reviewed a proposed lot split by Brad and Debra Alm and recommended its approval.

**Library Board:**

Councilor Rennwald provided a review of items discussed at the November 2 Library Board meeting including new charging apparatus, scheduling of a Public Library Fund committee meeting, the new roof and the need for another member on the board.

**Finance Committee:**

Councilor Erickson reported on the Finance Committee's recent meeting where they discussed utility rates for 2022 – 2026, a levy analysis and software needs.

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

1. Approving minutes from the October 25, 2021 City Council meeting.
2. **RESOLUTION NO. 11-298-21 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS, IN THE AMOUNT OF \$2,708,300.25.**
3. Approving payroll for the second half of October, 2021, in the amount of \$98,955.92.
4. A memorandum from Joe Rhein, Bolton & Menk, providing an update on the 2021 – 2022 Street Improvement Project.
5. A memorandum from Joe Rhein and Brian Guldán, Bolton & Menk, providing an Engineering Update on City of Two Harbors Projects.

6. **RESOLUTION NO. 11-299-21 AUTHORIZING PAYMENT TO LAKE COUNTY IN THE AMOUNT OF \$28,124.68 FOR PAY APPLICATION #12 FOR THE 2021 – 2022 STREET IMPROVEMENT PROJECT.**
7. **RESOLUTION NO. 11-300-21 ACCEPTING THE PROPOSAL OF BASEMENT PROS FOR REPAIR OF WATER LEAKS IN THE BASEMENT OF THE INFORMATION CENTER BUILDING TO BE COMPLETED IN 2022 IN THE AMOUNT OF \$21,436.**
8. **RESOLUTION NO. 11-301-21 AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND DELIVER THE AIRPORT MAINTENANCE AND OPERATION GRANT CONTRACT BETWEEN THE STATE OF MINNESOTA, ACTING THROUGH ITS COMMISSIONER OF TRANSPORTATION AND THE CITY OF TWO HARBORS FOR JULY 1, 2021 THROUGH JUNE 30, 2023.**
10. **RESOLUTION NO. 11-302-21 CERTIFYING ASSESSMENTS TO THE LAKE COUNTY AUDITOR, FOR DELINQUENT UTILITY CHARGES AGAINST CERTAIN PARCELS LOCATED WITHIN THE CITY.**
11. **RESOLUTION NO. 11-303-21 HIRING EVAN SANDRETSKY FOR THE POSITION OF JOURNEY LINEWORKER FOR THE CITY OF TWO HARBORS.**
12. Approving the request for Paul Johnson, Blake Prince, Jim Gilbert and Luke Heikkila to attend the MMUA Training Leadership Academy Conference.
13. Approving the request for Paul Johnson, Blake Prince and Jim Gilbert to attend the MMUA Emergency Preparedness & Restoration Conference in St. Cloud.

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

**Unfinished Business:**

Motion by Rennwald and Swanson that the proposed resolution, putting a pause of up to one year on all city land sales and development of city property for the purpose of completing a strategic plan be tabled until the next regular meeting. Carried by a unanimous yea vote of all members present on roll call.

Dan Cruikshank, was present and addressed the Council requesting that the Council not put a pause on city land sales and development of City property. He expressed that he is in favor of going through the process for a strategic plan, however, he recommends not taking a pause as he believes the current system is not broken.

Councilors Erickson, Passe, Redden and Glaser expressed concern with placing a pause on city land sales at this time.

Mayor Swanson, Councilor Rennwald and CDP Sterbenz expressed their concerns with not beginning the pause at this time.

**New Business:**

Motion by Glaser and Rennwald that **RESOLUTION NO. 11-304-21 APPROVING THE REQUEST OF BRAD & DEBRA ALM TO AUTHORIZE A LOT SPLIT OF THEIR 3.3 ACRE PARCEL DESCRIBED AS LOT 17, EXCEPT S 225', HOMEWOOD ADDITION, LOCATED AT 1502 7<sup>TH</sup> AVENUE** be adopted as read. Carried by the following vote: Yeas: Glaser, Rennwald, Swanson, Erickson, Redden. Abstain: Passe. 1.

Passe expressed the reason for his abstaining from the vote was due to the need for a wetland delineation on the property.

**Announcements:**

Councilor Rennwald announced that MNDOT is seeking input on their upcoming project along the corridor through the City. There is a survey that community members can participate in as well as Zoom meetings scheduled for 10AM, Noon and 6 PM on Tuesday, November 9. She encouraged members of the community to participate.

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

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Ben Redden, President, City Council

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Patricia D. Nordean, City Clerk