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March 23, 2020

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, March 23, 2020, at 6:00 p.m.

The meeting was called to order by President Glaser.

Members present, Councilors: Woodruff, Redden, Rennwald, Swanson, Glaser. 5.

Members absent, Councilors: Jussila, Erickson. 2.

Others present: Administrator Walker  
City Clerk, Nordean  
City Attorney, Overom.

Clerk Nordean requested that the following items be added to the Consent Agenda: 19. Suspending all utility billing penalty charges until May 31, 2020; 20. Authorizing a residential rehabilitation grant application to the IRRRB for a demolition project at 333 South Avenue; changing Consent Agenda 7. To read "Accepting the proposal of KLM to provide exterior cleaning services for the main water tower for an amount of \$8,100, in substance". Attorney Overom requested that certain language contained in the proposed Mediacom franchise ordinance be amended as proposed by Mediacom.

Motion by Redden and Woodruff approving the agenda with the changes proposed by Clerk Nordean and Attorney Overom. Carried.

**Administrator Report:**

Administrator Walker reported that in light of the ongoing pandemic, the City continues to provide critical services for the community, noting that here have been some staffing changes to make sure we can continue to do so. The City will continue to monitor the situation and respond accordingly.

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

1. Approving minutes from the March 9, 2020 City Council meeting.
2. **RESOLUTION NO. 3-102-20 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS IN THE AMOUNT OF \$1,689,658.33.**
3. Approving payroll for the first half of March, 2020, in the amount of \$228397.88.

4. **RESOLUTION NO. 3-103-20 APPROVING THE APPLICATION OF TWO HARBORS GOLF ASSOCIATION FOR ON-SALE AND SUNDAY ON-SALE INTOXICATING LIQUOR LICENSE FOR MARCH 16 THROUGH SEPTEMBER 30, 2020, PENDING THE APPROVAL OF THE CHIEF OF POLICE AND RECEIPT OF PROPER EVIDENCE OF LIQUOR LIABILITY INSURANCE.**
5. **RESOLUTION NO. 3-104-20 ACCEPTING THE PROPOSAL OF STACK BROTHERS TO PROVIDE LABOR AND MATERIALS TO UPGRADE THE HEATING SYSTEM AT THE COMMUNITY CENTER FOR AN AMOUNT OF \$18,300.**
6. **RESOLUTION NO. 3-105-20 ACCEPTING THE QUOTE FROM BOBCAT OF DULUTH FOR THE PURCHASE OF A KUBOTA RTV500 WITH POWER ASSIST BED LIFT FOR THE CAMPGROUND FOR AN AMOUNT OF \$11,705.**
7. **RESOLUTION NO. 3-106-20 ACCEPTING THE PROPOSAL OF KLM TO PROVIDE EXTERIOR CLEANING SERVICES FOR THE MAIN WATER TOWER FOR AN AMOUNT OF \$8,100, IN SUBSTANCE.**
8. **RESOLUTION NO. 3-107-20 ACCEPTING THE QUOTE FROM BRADLEY INTERIORS TO PROVIDE LAMINATE WOOD FLOORING MATERIALS FOR THE CAMPGROUND OFFICE BUILDING FOR AN AMOUNT OF \$2,290.01.**
9. **RESOLUTION NO. 3-108-20 ACCEPTING THE QUOTE FROM ACME TOOL FOR THE PURCHASE OF AN AIR COMPRESSOR FOR THE PUBLIC WORKS DEPARTMENT FOR AN AMOUNT OF \$5,194.**
10. Authorizing the sale of the 1990 GMC fuel tanker truck by sealed bids.
11. Declaring second reading of an ordinance renewing a franchise to Mediacom Minnesota LLC to construct, operate, and maintain a cable television system in the City of Two Harbors; setting forth conditions accompanying the renewal of the franchise; providing for regulation and use of the system; and prescribing penalties for the violation of its provisions.
12. **RESOLUTION NO. 3-109-20 AMENDING THE CITY OF TWO HARBORS SAFETY EYEWEAR POLICY.**
13. **RESOLUTION NO. 3-110-20 ACCEPTING THE PROPOSAL OF MINNESOTA FIREWOOD TO PROVIDE FIREWOOD FOR THE CAMPGROUND.**
14. **RESOLUTION NO. 3-111-20 ACCEPTING THE PROPOSAL OF BBC APPAREL TO PROVIDE APPAREL FOR RETAIL SALES FOR THE CAMPGROUND.**
15. **RESOLUTION NO. 3-112-20 HIRING JOHN WAGNER AS A TEMPORARY EMPLOYEE AT THE LIQUOR STORE.**
16. Approving the request of the Finance Director and City Clerk to attend the League of Minnesota Cities Annual Conference in St. Paul in June.

17. **RESOLUTION NO. 3-113-20 CERTIFYING ASSESSMENTS FOR CERTAIN UNPAID UTILITY CHARGES TO LAKE COUNTY IN THE AMOUNT OF \$9,428.07.**
18. **RESOLUTION NO. 3-114-20 AUTHORIZING AND DIRECTING THE MAYOR AND CITY CLERK TO CONSENT TO THE LEGAL SERVICES AGREEMENT FOR APPRAISAL SERVICES FOR THE 2021-2022 CIP PROJECT BETWEEN NAGELL APPRAISAL & OVEROM LAW, PLLC.**
19. **RESOLUTION NO. 3-115-20 SUSPENDING ALL UTILITY BILLING PENALTY CHARGES UNTIL MAY 31, 2020.**
20. **RESOLUTION NO. 3-116-20 AUTHORIZING A RESIDENTIAL REHABILITATION GRANT APPLICATION TO THE IRRRB FOR A DEMOLITION PROJECT AT 333 SOUTH AVENUE.**

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

**New Business:**

Motion by Swanson and Rennwald that **RESOLUTION NO. 3-117-20 DECLARING A LOCAL EMERGENCY** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Swanson and Redden that **RESOLUTION NO. 3-118-20 ADOPTING THE CITY OF TWO HARBORS COVID-19 PAID ADMINISTRATIVE LEAVE POLICY** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Swanson and Rennwald that **RESOLUTION NO. 3-119-20 CANCELLING ALL PUBLIC HEARINGS, NON-ESSENTIAL COMMITTEE AND COMMISSION MEETINGS UNTIL MAY 1, 2020** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Redden and Rennwald that **RESOLUTION NO. 3-120-20 ADOPTING THE CITY OF TWO HARBORS SIDEWALK CONSTRUCTION, REPAIR AND MAINTENANCE POLICY AND AUTHORIZING STAFF TO SEND A LETTER TO PROPERTY OWNERS REGARDING PROPOSED 2020 SIDEWALK IMPROVEMENTS** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

**Announcements:**

Mayor Swanson expressed appreciation of the work being done by City staff so that they may continue to provide critical services for the community. He also conveyed gratitude to those members of the community who are doing what they can to help others, whether that be making phone calls to check on friends and neighbors, or delivering groceries to those in need.

**Adjourn:**

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

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Robin M. Glaser, President, City Council

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Patricia D. Nordean, City Clerk