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November 13, 2017

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, November 13, 2017 at 6:00 p.m.

The meeting was called to order by President Erickson.

Members present, Councilors: Glaser, McQuade, Swanson, Jussila,
Norberg, Erickson. 6.

Members absent, Councilor: Woodruff. 1.

Others present: Administrator Walker
Finance Director Pietila
City Clerk Nordean
City Attorney Overom

Administrator Walker proposed the following additions or changes to the agenda: add New Business No. 3, Consider updating signing and key executive authority for a City of Two Harbors Storefront Loan Account with Wells Fargo; New Business No. 4 Consider approving the issuance of a permit to Frank McQuade, for the placement of a dumpster near 602 First Avenue in a location that is agreeable to the Public Works Director and the Chief of Police; and change New Business No. 2 from the item listed on the agenda to Consider terminating Commercial Real Estate Purchase Agreement for the Proposed Liquor Store project.

Motion by McQuade and Glaser approving the agenda with changes as recommended by Administrator Walker. Carried.

Appearances:

Chris Langenbrunner was present to receive a certificate of appreciation which was presented by Mayor Swanson for her role in Two Harbors being named a top intergenerational community. She noted that Two Harbors was named the top intergenerational community in the country and expressed appreciation to members of the community who support these activities.

Alyssa Hastings, Matt Mecklin, Dan Walker and Gene Cotton, were present and received a certification of appreciation on behalf of the North Shore Rotary Club for their work to improve the gazebo at Van Hoven Park.

Administrative Reports:

Administrator Walker noted that the Council is in the process of setting up an informational meeting on the Capital Improvement Plan and discussions are ongoing regarding the City's existing assessment policy.

Charter Commission:

Vice President Glaser reviewed items discussed at a recent meeting of the City's Charter Commission. She noted that the committee has asked administrative staff to review the existing charter language pertaining to recall for future discussions with the commission.

THEDA and Planning Commission:

Vice President Glaser reported on a recent joint meeting between THEDA and the Planning Commission, where a draft of the Maxfield Housing Needs Assessment was reviewed.

Finance and Budget Committee:

President Erickson reviewed items discussed at a recent meeting of the Finance and Budget Committee including several items which were listed on the agenda and the 2018 Budget.

Recreation Board:

President Erickson noted that at a recent meeting of the Recreation Board, the group decided to change their meeting date to the second Tuesday of each month at 5:45 p.m. beginning with the December meeting.

Consent Agenda:

President Erickson announced that items listed on the consent agenda are routine in nature and typically do not require discussion. If there is an item on the consent agenda that a council member, staff member or member of the public feels warrants discussion, they may request that it be removed from the consent agenda and dealt with individually under New Business. Motion by Norberg and McQuade that the following consent agenda items:

1. Minutes from October 5 special and October 23, 2017 regular meetings.
2. **RESOLUTION NO. 11-280-17 ALLOWING CLAIMS AGAINST THE CITY IN THE AMOUNT OF \$ _____.**
3. Authorizing payroll for the second half of October, 2017, in the amount of \$183,670.72.
4. A letter from Ian Fritz, Friends of the Two Harbors Dog Park, expressing appreciation for use of the outdoor hockey rink over the summer and noting that the group would like a permanent, year-round facility someday.
5. **RESOLUTION NO. 11-281-17 AUTHORIZING RENEWAL OF THE CITY'S LIFE AND LONG-TERM DISABILITY INSURANCE WITH MADISON NATIONAL LIFE INSURANCE COMPANY, INC. WITH NO RATE ADJUSTMENTS FOR JANUARY 1, 2018.**

6. **RESOLUTION NO. 11-282-17 APPROVING THE REQUEST OF THE TWO HARBORS VOLUNTEER FIRE RELIEF ASSOCIATION FOR A DECREASE IN BENEFIT LEVELS FOR 2016 – 2017 AND AN INCREASE FOR 2017-2018.**
7. Approving the lawful gambling application for exempt permit of the Voyageur Snowmobile Club to conduct a raffle.
8. **RESOLUTION NO. 11-283-17 APPROVING RENEWAL OF CIGARETTE LICENSES FOR KWIK TRIP, KRIST OIL, T.A. OPERATING LLC, MINER'S, INC, AND TWO HARBORS MUNICIPAL LIQUOR STORE EFFECTIVE JANUARY 1, 2018.**
9. Authorizing the North Shore Rotary Club to decorate Thomas Owens (Bandshell) Park for the holidays.
10. **RESOLUTION NO. 11-284-17 ACCEPTING THE QUOTE FROM JOHNSON'S CARPET & TILE IN THE AMOUNT OF \$31,046 TO REPLACE CERTAIN CARPET AND TILE AT CITY HALL.**
11. Approving the second quarter financial statements for 2017.
12. Approving the third quarter financial statements for 2017.
13. Accepting the resignation of Amber Koenig from her position at the public library, with regret.
14. Approving the request of Chief Ruberg to allow Nathan Gens, James Cavallin and Greg Moe to attend crime scene training in Nisswa.
15. Approving the request of Tara Olson for vacation carryover.
16. Authorizing one additional day of paid vacation for one employee to be selected at random.

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

New Business:

Motion by Norberg and Jussila that **RESOLUTION NO. 11-285-17 APPROVING DESIGN CHANGES FOR THE MAIN LIFT STATION IMPROVEMENT PROJECT AS RECOMMENDED BY BOLTON & MENK** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Norberg and Glaser that **RESOLUTION NO. 11-286-17 TERMINATING COMMERCIAL REAL ESTATE PURCHASE AGREEMENT FOR THE**

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

Motion by Glaser and Norberg that **RESOLUTION NO. 11-287-17 UPDATING SIGNING AND KEY EXECUTIVE AUTHORITY FOR A CITY OF TWO HARBORS STOREFRONT LOAN ACCOUNT WITH WELLS FARGO** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Norberg and Jussila approving the issuance of a permit to Frank McQuade, for the placement of a dumpster near 602 First Avenue in a location that is agreeable to the Public Works Director and the Chief of Police. Carried. Abstain: McQuade.

Announcements:

Mayor Swanson provided an update on the upcoming MNDOT project noted that more public hearings will be scheduled.

President Erickson announced that public meetings regarding the City's Capital Improvement Plan will be scheduled in the near future.

Motion by Norberg and McQuade that the meeting adjourn. Carried.

Catherine A. Erickson, City Council President

Patricia D. Nordean, City Clerk