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November 25, 2019

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, November 25, 2019, at 6:00 p.m.

The meeting was called to order by President Glaser.

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

Others present: Administrator Walker
Finance Director, Pietila
City Attorney, Overom.

Motion by Erickson and Woodruff approving the agenda. Carried.

Motion by Redden and Swanson adjourning the regular meeting and calling to order a public hearing on assessments for the construction of the 2019 Street & Alley Improvement Project. Carried.

Appearances:

Joe Rhein, Bolton & Menk, was present and addressed the hearing providing background including the feasibility report and special assessment policy, a recap of the project, a review of the proposed assessments, property owner rights, and the next steps which include Council consideration of the assessment roll.

Richard C. Hogenson, 328 Third Avenue, was present and addressed the hearing inquiring whether or not a certain portion of the project costs was being assessed and expressing his opinion that those costs should not be included in the assessment. He also expressed his dissatisfaction with the pooling of water in certain areas along the alley.

Joe Rhein provided a response to Hogenson's question regarding the project costs, indicating that the costs that he is referring to were determined to be a part of the total cost of the project, and therefore were proposed to be assessed to the property owners. He also reported that in order to avoid creating too steep of a slope for garage approaches at individual properties, it was necessary to design the alley with limited slope, which allows for drainage, but at a slower rate in some areas.

President Glaser recommended that the Public Works Department be asked to address the concerns regarding pooling of water in this alley.

Dave Anderson, 820 9th Avenue, was present and addressed the hearing inquiring about the amount which would be due each year, if assessed, and the qualifications for deferral of the proposed assessment. Mr. Anderson was asked to contact City Hall to discuss the requirements for deferral of an assessment.

James Samuel, 602 13th Avenue, was present representing his mother, Betty Samuel, of 221 Second Avenue. Mr. Samuel expressed his concerns with damage to property by the City's contractors for the project and noting that he will provide photos. Mr. Rhein recommended that he should bring the information to City Hall and he will work with the contractor to address this matter.

Ron Koopman, 905 Eighth Avenue, was present and addressed the hearing expressing his concern with adopting an assessment when there are items that have yet to be completed.

Mr. Rhein, responded noting that he is only aware of a limited amount of items that remain on the punch-list for the project, however, the City can assess for a project before they begin a project, and that it is not necessary to complete the entire project before the assessment is adopted.

Koopman also inquired about when certain areas along the street, that weren't a part of this project, were going to be addressed. Mayor Swanson asked if the City could look into establishing a timeline for this work to be done.

Raymond L. Kortuem, 808 Eighth Avenue, was present and addressed the hearing expressing his dissatisfaction with a typographical error where his name was mis-spelled on his notice of this hearing. He asked that all future communications from the City be addressed to Kortuem Living Trust. He expressed his concerns with water collecting in the alley by his property and asked that the City consider alternating the direction of the initial snowplow through the alleys.

Nikolas Dallos, 334 3rd Avenue, was present and addressed the public hearing regarding the loss of a parking space due to the increase in slope to his property along the alley.

Linda Hoffman, 702 14th Avenue, was present and addressed the public hearing expressing her desire to receive accurate information regarding the proposed 2020 Street & Alley Improvement Project.

Sharon Martin, 231 Second Avenue, was present and addressed the public hearing inquiring about how the payment deferral works.

President Glaser asked if there was anyone else present who wished to address the hearing. There was no-one else present who wished to speak regarding the public hearing.

President Glaser asked if there were any communications regarding the public hearing. Finance Director Pietila reported that there were no communications received regarding the public hearing.

Motion by Swanson and Woodruff that **RESOLUTION NO. 11-373-19 ADOPTING ASSESSMENT ROLL FOR THE 2019 STREET & ALLEY IMPROVEMENT PROJECT** be adopted as read. Carried by a unanimous ye a vote of all members present on roll call.

Motion by Swanson and Redden adjourning the public hearing and reconvening the regular meeting. Carried.

Recreation Board:

Vice President Erickson reported on a recent meeting of the Recreation Board, where they discussed the 2020 Budget.

Negotiations Committee:

Vice President Erickson reported that negotiations with the City's bargaining units are ongoing.

Public Affairs Committee:

Councilor Woodruff reported on the November 19, 2019 meeting, where they received an update on the Campground and a proposed gardening project at the Community Center.

Finance Committee:

Vice President Erickson reported on a recent meeting of the Finance Committee where they worked on the final 2020 budget, proposed utility rate increases.

Trees & Trails Commission:

Councilor Rennwald reported on the recent meeting of Trees & Trails where they discussed wayfinding sign projects, trail lighting by the Light House, and a project to clean up branches along the trail.

Public Works Committee:

President Glaser reported on a recent Public Works Committee meeting, where they discussed issues with the new tandem dump truck, campground bath house, proposed new tent sites at the campground, and sidewalk work.

Utilities Committee:

Mayor Swanson reported on the meeting held earlier in the day where the group reviewed proposed utility rate changes for water and sewer. Finance Director was present and addressed the Council reviewing proposed utility rate increases.

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

1. Approving minutes from the November 12, 2019 City Council meeting.
2. **RESOLUTION NO. 11-374-19 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS TO BE PAID ON NOVEMBER 26, 2019, IN THE AMOUNT OF \$2,422,876.29.**
3. Approving payroll for the first half of November, 2019, in the amount of \$203,679.76.
4. **RESOLUTION NO. 11-375-19 ACCEPTING THE PROPOSAL OF CAVALLIN PLUMBING AND HEATING TO REPLACE A FAILED HEATING PUMP AT THE LIBRARY IN THE AMOUNT OF \$2,475.00.**
5. **RESOLUTION NO. 11-376-19 ACCEPTING A QUOTE FROM AVI SYSTEMS, INC. FOR PUBLIC ACCESS CHANNELS EQUIPMENT UPGRADES IN THE AMOUNT OF \$51,393.**
6. **RESOLUTION NO. 11-377-19 AUTHORIZING THE PURCHASE OF 20 NEW LIGHT POLE BANNERS FROM MAINSTREET DESIGNS FOR AN AMOUNT OF \$1,720.00, AND SHIPPING.**
7. **RESOLUTION NO. 11-378-19 PROVIDING \$1,700.00 TO CHALK-A-LOT ART FESTIVAL FOR THE PURCHASE OF CHALK ART SUPPLIES.**
8. **RESOLUTION NO. 11-379-19 CONTRIBUTING \$996.59 TO COMMUNITY PARTNERS FOR THEIR COMMUNITY GARDEN PROJECT.**
9. **RESOLUTION NO. 11-380-19 AUTHORIZING PAYMENT TO ZIEGLER IN THE AMOUNT OF APPROXIMATELY \$11,500 FOR EMERGENCY REPAIRS TO THE LOADER IN THE PUBLIC WORKS DEPARTMENT.**
10. **RESOLUTION NO. 11-381-19 AUTHORIZING THE PURCHASE OF A BROOM ATTACHMENT FOR THE PUBLIC WORKS DEPARTMENT THROUGH BOBCAT OF DULUTH, INC., THROUGH THE STATE COOPERATIVE PURCHASING AGREEMENT, FOR AN AMOUNT OF \$3,871.**
11. **RESOLUTION NO. 11-382-19 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$2,212.50 FOR PROFESSIONAL GENERAL CITY ENGINEERING SERVICES.**
12. **RESOLUTION NO. 11-383-19 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$2,957.50 FOR PROFESSIONAL SERVICES FOR THE 2018 STREET & ALLEY IMPROVEMENT PROJECT.**
13. **RESOLUTION NO. 11-384-19 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$19,648.50 FOR PROFESSIONAL SERVICES FOR THE 2019 STREET & ALLEY IMPROVEMENT PROJECT.**

14. **RESOLUTION NO. 11-385-19 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$11,184.50 FOR PROFESSIONAL SERVICES FOR THE CHLORINE CONTACT TANK AT THE WATER TREATMENT PLANT.**
15. **RESOLUTION NO. 11-386-19 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$6,687.50 FOR PROFESSIONAL SERVICES FOR THE LIGHTHOUSE LIFT STATION.**
16. **RESOLUTION NO. 11-387-19 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$19,854.50 FOR PROFESSIONAL SERVICES FOR THE WATER DISTRIBUTION SYSTEM IMPROVEMENTS.**
17. **RESOLUTION NO. 11-388-19 AUTHORIZING PAYMENT TO SEH IN THE AMOUNT OF \$13,800 FOR PROFESSIONAL SERVICES FOR THE SITE PREPARATION AND T-HANGAR CONSTRUCTION FINAL DESIGN PHASE.**
18. **RESOLUTION NO. 11-389-19 APPROVING A REQUEST FROM COMMUNITY PARTNERS TO PURSUE THE LAWNS TO LESSONS PROGRAM AT THE COMMUNITY CENTER.**
19. Approving the Two Harbors Public Library Board Quick Overview as recommended by Mayor Swanson.
20. **RESOLUTION NO. 11-390-19 HIRING JENNIFER STERBENZ FOR THE POSITION OF COMMUNITY DEVELOPMENT PLANNER.**
21. **RESOLUTION NO. 11-391-19 CONSIDERING ELECTING THE OPTION TO NOT WAIVE THE MONETARY LIMITS ON MUNICIPAL TORT LIABILITY.**
22. **RESOLUTION NO. 11-392-19 APPROVING THE 2019 1ST QUARTER FINANCIALS.**
23. **RESOLUTION NO. 11-393-19 APPROVING THE 2019 2ND QUARTER FINANCIALS.**
24. **RESOLUTION NO. 11-394-19 APPROVING THE 2019 3RD QUARTER FINANCIALS.**
25. **RESOLUTION NO.11-395-19 AUTHORIZING THE PURCHASE OF CERTAIN LOOSE EQUIPMENT FOR THE FIRE DEPARTMENT'S NEW ENGINE 21 FOR AN AMOUNT OF \$67,900.**
26. **RESOLUTION NO. 11-396-19 ALLOWING THE PART-TIME PATROL OFFICER TO BE COVERED BY THE PERA POLICE AND FIRE RETIREMENT PLAN.**
27. **RESOLUTION NO. 11-397-19 AUTHORIZING A GRANT APPLICATION TO IRRRB FOR A DEVELOPMENT INFRASTRUCTURE GRANT FOR A CASTLE DANGER BREWING SANITARY SEWER MONITORING STATION.**

28. **RESOLUTION NO. 11-398-19 AUTHORIZING A REQUEST TO THE IRRRB FOR A TIME EXTENSION FOR THE PERFORMING ARTS CENTER PROJECT GRANT.**
29. **RESOLUTION NO. 11-399-19 ADOPTING THE 2020 WATER AND SEWER RATES EFFECTIVE JANUARY 1, 2020.**
30. **RESOLUTION NO. 11-400-19 ADOPTING THE 2020 GAS RATES EFFECTIVE JANUARY 1, 2020.**
31. **RESOLUTION NO. 11-401-19 AUTHORIZING A SIDE LETTER OF UNDERSTANDING WITH THE CONFIDENTIAL EMPLOYEES ASSOCIATION REGARDING THE COMMUNITY DEVELOPMENT PLANNER.**
32. Calling a special meeting of the City Council at 7 PM on December 11, 2019 for the purpose of reviewing proposed 2020 and 2021 CIP Project Costs. Carried.

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

New Business:

Motion by Erickson and Woodruff that **RESOLUTION NO. 11-402-19 AUTHORIZING ADMINISTRATION TO INFORM LAKE COUNTY THAT THE CITY WOULD LIKE TO PARTICIPATE IN A JOINT CITY/COUNTY PROJECT DURING THE COUNTY'S RECONSTRUCTION 8TH STREET FROM 8TH AVENUE FROM 7TH AVENUE TO FOURTH AVENUE** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Mayor Swanson reported on a letter from the Lake Superior Railroad Museum commending the Fire Department on their assistance with providing water for the steam engine. He provided information from the CN regarding grant funding available for native plantings.

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

Robin M. Glaser, President, City Council

Patricia D. Nordean, City Clerk