Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, October 26, 2020, at 6:00 p.m.

The meeting was called to order by President Glaser.

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

Members absent, Councilor: Jussila.

Others present: Administrator Walker
City Clerk, Nordean
City Community Development Planner, Sterbenz
City Attorney, Overom.

Motion by Woodruff and Redden approving the agenda. Carried.

**Administrator Report:**
Administrator Walker reported that the City has been working on an action plan for the Water and Wastewater Treatment Plant Improvements, administrative staff has established new reports for communicating and tracking progress of City projects, he reported on upcoming committee meetings which have been scheduled, reminded everyone of the General Election on November 3, and the December 7 Truth In Taxation hearing and the proposed public hearing on the Capital Improvement Plan on December 14, 2020.

**HRA:**
President Glaser reported on the October 13 meeting of the City HRA, where they reviewed two projects which were completed in 2020 including drainage repairs on the north side of the building and a roof project on the three-season room. They also discussed a proposed memorandum of understanding with the MN Housing Alliance and Partnership, the Mini-Grant Program, approved the 2021 Budget and Five-year Capital Action Plan. She also indicated that there is a vacancy on their board.

**Trees & Trails Commission:**
Councilor Rennwald and Community Development Planner Sterbenz reported that at their last meeting, the group discussed the upcoming walk they will be taking to view the site of the 2021-2022 Street Improvement Project to view what trees will be removed and discuss options for replacing those trees, in addition, they discussed a potential spruce bud worm infestation and what
steps could be taken to mitigate the spread. The group also discussed the upcoming Odegard Trail project.

**Finance & Budget Committee:**
Councilor Erickson reported that the Finance & Budget Committees had met and discussed utilizing CARES Act funding and the group recommended purchasing updated tablets for the Council and authorizing rebates for liquor license fees during the months that licensees were closed due to COVID.

**Public Affairs Committee:**
Councilor Woodruff reported that the Public Affairs Committee had met last week to discuss a request to use the Community Center. The committee recommended that the request be denied and that there be no rental of the Community Center until January 1, 2021, and to revisit the matter again at that time.

**Edna G. Commission:**
Councilor Woodruff reported that Northern Bedrock has completed their work on the tug as of October 14. While working, they discovered additional rot over the pilot house which will require attention before winter. Benson Electric is working on upgrading the electric service at the dock and they are working with Stack Brothers to get the whistle going again.

**Utilities Committee:**
Councilor Redden reported that the group had met earlier that day and discussed projects that the Water & Wastewater Treatment Plants and Gas, Water & Sewer Department have going on, including repairs to the pressure reducing station and the Castle Danger Monitoring Station.

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

1. Approving minutes from the October 7, Special and October 12, 2020 Regular City Council meetings.
2. **RESOLUTION NO. 10-293-20 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS TO BE PAID ON OCTOBER 27, 2020, IN THE AMOUNT OF $____________.**
3. Approving payroll for the first half of October, 2020, in the amount of $________.
4. A letter from Roderick Alstead, Teamsters General Local Union No. 346, providing notice of their intention to open the Working Agreement for the purpose of negotiating modifications.
5. A letter from Patty Nordean, Two Harbors Confidential Employees Association, providing notice of their intention to open the Working Agreement for the purpose of collective bargaining.

6. **RESOLUTION NO. 10-294-20** ACCEPTING THE PROPOSAL OF NORTHSHORE STEEL, INC. TO DETAIL, FABRICATE AND PAINT A TRAINING PROP FOR THE FIRE DEPARTMENT FOR AN AMOUNT OF $13,100 PLUS TAX TO BE PURCHASED WITH FUNDING FROM THE CAPITAL OUTLAY AND OPERATING SUPPLIES LINE ITEMS IN THE 2020 BUDGET.

7. **RESOLUTION NO. 10-295-20** AUTHORIZING PAYMENT TO ASTECH FOR THE AIRPORT CRACK SEAL PROJECT FOR AN AMOUNT OF $48,253.75.

8. **RESOLUTION NO. 10-296-20** ACCEPTING THE PROPOSAL OF BRENTWOOD INDUSTRIES, INC. FOR AN AMOUNT OF $4,091.62, FOR FIBERGLASS FLIGHT REPLACEMENT FOR THE NORTH PRIMARY TANK AT THE WASTEWATER TREATMENT PLANT.

9. **RESOLUTION NO. 10-297-20** AUTHORIZING THE PURCHASE OF IPADS AND ACCESSORIES FOR MAYOR AND CITY COUNCILORS FOR AN AMOUNT NOT TO EXCEED $10,325.

10. Approving the request of the Chief of Police to allow an officer to attend a Taser Instructor Certification Course in Pequot Lakes.


12. **RESOLUTION NO. 10-299-20** HIRING BRANDON FITZSIMMONS, OF FLAHERTY & HOOD TO PROVIDE LABOR NEGOTIATIONS CONSULTING SERVICES FOR THE CITY.

13. **RESOLUTION NO. 10-300-20** HIRING SUSAN HANSEN, OF MADDEN, GALANTER, HANSEN, LLP, TO PROVIDE HR CONSULTING SERVICES FOR THE CITY ON AN AS-NEEDED BASIS.

14. **RESOLUTION NO. 10-301-20** AUTHORIZING THE ISSUANCE OF REBATES FOR LIQUOR LICENSE FEES BASED ON THE LENGTH OF TIME THE ESTABLISHMENT WAS CLOSED DUE TO COVID.

15. Authorizing letters of appreciation to Representative Mary Murphy and Senator Tom Bakk for their work in acquiring $11.5 million in state bonding funds for the City’s Wastewater Treatment Plant Improvement Project.

Be adopted as read. Carried by a unanimous yea vote of all members present on roll call.
**New Business:**
Motion by Woodruff and Rennwald accepting the recommendation of the Public Affairs Committee to deny the request of Beth Kringle to host the Annual Two Harbors Small Business Saturday Craft Sale at the Community Center in November due to the current health pandemic and to determine that the Community Center not be rented for public events until at least January 1, 2021, at which time the matter will be revisited. Carried.

**Announcements:**
Mayor Swanson expressed appreciation to the organizations and individuals who came together to help the City acquire bonding funds for the Wastewater Treatment Improvement Project including the Lake County Chamber of Commerce, Castle Danger Brewing, City staff, Brian Guldan with Bolton & Menk, the State Legislature and especially Senator Tom Bakk and Representative Mary Murphy.

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

__________________________________________
Robin M. Glaser, President, City Council

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Patricia D. Nordean