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October 24, 2022

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, October 24, 2022, at 6:00 p.m.

The meeting was called to order by President Redden.

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

Others present: Finance Director, Pietila
City Clerk, Nordean
City Attorney, Costley.

Clerk Nordean requested that Consent Agenda item 10 Ordering the Improvement for the 2023 – 2024 Street Project be moved to New Business 1; tabling of Consent Agenda items 11. Ordering Preparation of Assessment Rolls for the 2021 – 2022 Street & Alley Improvement Project, 12. Calling for a public hearing for 6 pm or as soon thereafter as possible, on Monday, November 28, 2022, to consider assessments on the 2021 – 2022 Street & Alley Improvement Project. and 13. Accepting the recommendation of Councilor Erickson to appoint Pam Carlson as a member of the Recreation Board; and the addition of Consent Agenda 20. Authorizing the purchase of a patrol car from Tenvoorde Ford through the MN Cooperative Purchasing Program for an amount of \$43,002.88.

Motion by Woodruff and Rennwald approving the agenda with the changes recommended by the Clerk. Carried by a unanimous ye a vote of members present on roll call.

HRA:

Vice President Glaser reported on the October 11 meeting of the City HRA where they discussed the request for quotes and the firm of DW Jones was selected to move forward with the housing project. Glaser reported that they have also been working on a project with the high school's industrial arts program, working on workforce housing, working with Under One Roof, on a house renovation project and projects for the rehabilitation of vacant housing in the City.

Public Works Committee:

Councilor Woodruff reported on the October 13 meeting of the Public Works Committee where they discussed ADA parking on First Avenue, Lake County's upcoming project to mill and overlay Eighth Street from Seventh Avenue to CSAH 26, CIP projects for the next ten years, sidewalks in Ward Three to be replaced in 2023, a concern regarding a steep sidewalk near Bethlehem Church and maple trees on Eleventh Avenue.

Recreation Board:

Councilor Erickson reported that at the October 17 meeting, the Recreation Board discussed proposals for improvements to the skate park, the batting cage at Odegard Park, the locker and

storage areas in the building at Odegard Park and reported that there is now recreational skating at the arena for one hour on Saturdays and there has been a new backboard installed at Odegard Park.

Personnel Committee:

Vice President Glaser reported on the October 18 meeting of the Personnel Committee where the AFSCME steward was present and expressed his opinion regarding summer staffing and position descriptions. The committee also discussed employee health insurance quotes.

Utilities Committee:

Vice President Glaser reported on the most recent meeting of the Utilities Committee where they discussed a potential Brownfields grant opportunity for the parcel between the Water and Wastewater Treatment Plants. They also discussed tree removal on the '23-'24 Street Improvement Project.

Public Affairs Committee:

Councilor Rennwald reported on the October 20 meeting of the Public Affairs Committee where they discussed procedures for electronic connection to committee meetings. The committee agreed to recommend that staff do some research on what other committees do, what the League of MN Cities recommends and bring forth that information for a future meeting of the Cable TV Commission. They also discussed an increase in dry camping rates at Burlington Bay Campground to \$30 per day and the year-end campground process. The committee reviewed a request to conduct worship services within the campground during the summer months and recommended that the request be denied with the thought that such services could be held in a park or elsewhere besides the campground.

Trees & Trails Commission:

Councilor Passe reported that at their meeting of October 20 the Trees & Trails Commission, the group determined that they would support year-round use of the Bigfoot Trails, they discussed the proposed snowmobile underpass at the west end of town, however it was noted that there are not easements in place for those existing trails. They recommended approval of the Odegard Park Trail Connection route which extends on the west side of the existing new building and the '23-'24 Street Improvement Project timeline for tree removal. He noted that there is a maintenance day for the Cross-Country Ski Trail scheduled for November 8.

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

1. Approving minutes from the September 26 and October 10, 2022 City Council meetings.
2. **RESOLUTION NO. 10-278-22 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS, IN THE AMOUNT OF \$ 570,621.69.**
3. Approving payroll for the first half of October, 2022, in the amount of \$223,365.80.

4. **RESOLUTION NO. 10-279-22 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$3,617.50 FOR GENERAL ENGINEERING SERVICES FROM JULY 23 – SEPTEMBER 2, 2022.**
5. **RESOLUTION NO. 10-280-22 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$6,803 FOR PROFESSIONAL SERVICES FOR THE 2021-2022 STREET IMPROVEMENT PROJECT.**
6. **RESOLUTION NO. 10-281-22 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$17,642 FOR PROFESSIONAL SERVICES FOR PRELIMINARY DESIGN CONCEPTS FOR TWO TUNNELS.**
7. **RESOLUTION NO. 10-282-22 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$32,261 FOR PROFESSIONAL SERVICES FOR THE 2023 – 2024 STREET & ALLEY IMPROVEMENT PROJECT.**
8. **RESOLUTION NO. 10-283-22 APPROVING THE DESIGN AGREEMENT FOR THE 2023-2024 STREET IMPROVEMENT PROJECT AND AUTHORIZING THE ACTING MAYOR AND CITY CLERK TO EXECUTE AND DELIVER THE AGREEMENT ON BEHALF OF THE CITY.**
11. Tabling the Ordering Preparation of Assessment Rolls for the 2021 – 2022 Street & Alley Improvement Project.
12. Tabling the Calling for a public hearing for 6 pm or as soon thereafter as possible, on Monday, November 28, 2022, to consider assessments on the 2021 – 2022 Street & Alley Improvement Project.
13. Tabling action Accepting the recommendation of Councilor Erickson to appoint Pam Carlson as a member of the Recreation Board.
14. **RESOLUTION NO. 10-284-22 ACCEPTING THE RECOMMENDATION OF THE PERSONNEL COMMITTEE TO AUTHORIZE A CLASSIFICATION AND COMPENSATION STUDY.**
15. Accepting, with regret, the letter of resignation from Rick Heath, from his position on the Two Harbors Volunteer Fire Department and authorizing a letter of appreciation for his service.
16. **RESOLUTION NO. 10-285-22 AUTHORIZING AN APPLICATION FOR FUNDING ASSISTANCE FROM THE IRRRB RESIDENTIAL REDEVELOPMENT PROGRAM FOR DEMOLITION OF A RESIDENTIAL STRUCTURE LOCATED AT 506 EIGHTH AVENUE OWNED BY SUSIE MATTSON AND DONNA HEIL.**
17. **RESOLUTION NO. 10-286-22 AUTHORIZING AN INCREASE IN BENEFIT LEVEL FOR 2022 – 2023 AS REQUESTED BY THE TWO HARBORS VOLUNTEER FIRE RELIEF ASSOCIATION.**

18. **RESOLUTION NO. 10-287-22 CALLING FOR A PUBLIC HEARING AT 6 PM OR AS SOON THEREAFTER AS POSSIBLE ON MONDAY, NOVEMBER 14, 2022 FOR THE PURPOSE OF CONSIDERING ASSESSMENTS FOR THE 2022 SIDEWALK IMPROVEMENT PROJECT.**
19. Scheduling a special meeting of the City Council for the purpose of serving as the City's Canvassing Board for 4 PM on Monday, November 14, 2022.
20. **RESOLUTION NO. 10-288-22 AUTHORIZING THE PURCHASE OF A PATROL CAR FROM TENVOORTE FORD THROUGH THE MN COOPERATIVE PURCHASING PROGRAM FOR AN AMOUNT OF \$43,002.88.**

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

Communications:

1. A letter from Roderick Alstead, Secretary-Treasurer for Teamsters General Local Union No. 346, providing notification of their intention to open the working agreement for the purpose of negotiating modifications.
2. A letter from Sarah Cox, Agate Bay Crafters, requesting relief from Community Building Rental Fees due to building construction.
3. A Save the Date notice for the Range Association of Municipalities and Schools Annual Dinner on December 15, 2022 in Virginia, MN.
4. A notice from Theresa Sunde of Mediacom, providing notice of programming changes and rate adjustments.
5. A memorandum from Joe Rhein, Bolton & Menk reviewing the final costs associated with the Minnehaha School Sewer Service portion of the 2021-2022 Street Improvement Project.

New Business:

Motion by Erickson and Rennwald that **RESOLUTION NO. 10-289-22 ORDERING THE IMPROVEMENT FOR THE 2023-2024 STREET IMPROVEMENT PROJECT** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Glaser and Woodruff that **RESOLUTION NO. 10-290-22 SCHEDULING A SPECIAL MEETING FOR WEDNESDAY, NOVEMBER 2, 2022 AT 5:30 PM FOR THE PURPOSE OF ORDERING THE PREPARATION OF ASSESSMENT ROLLS FOR THE 2021 – 2022 STREET & ALLEY IMPROVEMENT PROJECT; CONDUCTING INTERVIEWS FOR COMMISSIONS AND BOARDS; CALLING FOR A PUBLIC HEARING FOR 6 PM ON MONDAY, NOVEMBER 28, 2022 TO CONSIDER ASSESSMENTS ON THE 2021-2022 STREET & ALLEY IMPROVEMENT PROJECT AND TO CONDUCT A DISCUSSION REGARDING THE 2023 BUDGET** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Erickson and Woodruff that **RESOLUTION NO. 10-291-22 ACCEPTING THE PROPOSAL OF BOLTON & MENK TO PROVIDE FINAL DESIGN PROFESSIONAL SERVICES FOR THE 2023-2024 STREET IMPROVEMENT PROJECT FOR AN**

ESTIMATED AMOUNT OF \$412,750 be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

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

Ben Redden, President, City Council

Patricia D. Nordean, City Clerk