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June 28, 2021

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, June 28, 2021, at 6:00 p.m.

The meeting was called to order by President Redden.

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

Others present: Administrator Walker
Finance Director, Pietila
City Clerk, Nordean
Community Development/Planner, Sterbenz
City Attorneys, Overom and Johnson

Clerk Nordean requested the following additions and changes to the agenda: Add to Consent Agenda: 17. Approving a request from Kim Leon for permission to sue the sidewalk at 629 1st Avenue on July 11, 2021 from 1:30 – 3:30 PM for a pop-up musical performance as part of the Harbor Wave Project, pending the approval of the Public Works Committee; 18. Authorizing a payment to Primetime Concrete, LLC in the amount of \$20,475 for Pay Application No. 2 for the 2021 Sidewalk Project and removing from the Consent Agenda, Item No. 15, Accepting the recommendation of the Personnel Committee that the Personnel Committee be assigned to work with staff to review proposals, conduct interviews and make a recommendation for the appointment of a City Attorney for civil matters.

Motion by Glaser and Woodruff approving the agenda with the changes as recommended by the City Clerk. Carried.

Administrator Report:

Administrator Walker reported that he has recently announced his resignation as City Administrator to be effective on July 17, 2021. He expressed thanks to the City Council, staff, consultants and the community.

Edna G. Commission:

Councilor Woodruff reported that the Edna G. Commission needs additional members. He stated that Jamar is waiting on parts to complete the repairs to the air compressor. The Friends of the Edna G. contract should be renewed at the next regular Council meeting. He discussed the need to move a fence and transformers near the tug as well as some mold from the captains quarters and asbestos in the boiler room.

Utilities Committee:

Council President Redden reported on the recent meeting of the Utilities Committee where they discussed the campground pavement project noting that it would be best to hold off until the sewer and electric lines could be repaired prior to paving. The group also discussed process for utility billing.

Trees & Trails Commission:

Councilor Passe asked that Councilor, Jackie Rennwald, be appointed as a citizen member of the Trees & Trails Commission. He then reported on the June 17 meeting of Trees & Trails where they discussed current projects, portable bike racks, charging stations for e-bikes, updating the inventory and IRRRB funding.

Finance Committee:

Councilor Erickson provided a review of the committee's June 17 meeting, where they talked about ARP funding, received an update on the bond sale, updating the fee schedules and the format for future utility bills and a proposed cyber-security assessment. She expressed thanks to Miranda and her team for their work on the bonding project.

Personnel Committee:

Vice President Glaser, reported that the last meeting of the Personnel Committee was focused on the resignation of the City Administrator, but the group also discussed the RFP for the City Attorney, the Assistant Finance Director, Part Time Patrol Officer positions and made a recommendation that Miranda Pietila be appointed as Interim City Administrator.

Public Works Committee:

Councilor Rennwald reported that at their last regular meeting, they received an update on the activities of the Public Works Department and discussed a packet being prepared for special events.

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

1. Approving minutes from the June 14, 2021 City Council meeting.
2. **RESOLUTION NO. 6-182-21 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS TO BE PAID ON JUNE 29, 2021, IN THE AMOUNT OF \$2,076,365.46.**
3. Approving payroll for the first half of June, 2021, in the amount of \$235,470.05.
4. A memorandum from Joe Rhein, Bolton & Menk, providing a status update for the 2021 – 2022 Street Improvement Project.

5. A letter from Brad Wiersum, President of the League of Minnesota Cities, providing notice of a preliminary maximum increase of 4% for membership dues for the fiscal year 2021 – 2022.
6. Accepting a letter from Dan Walker, announcing his resignation from the position of City Administrator effective July 17, 2021, with regret and authorizing a letter of appreciation for his exceptional service and dedication to the City of Two Harbors.
7. **RESOLUTION NO. 6-183-21 AUTHORIZING COMPENSATION TO LAKE COUNTY IN THE AMOUNT OF \$178,044.12, FOR PAY APPLICATION NO. 3 FOR THE 2021 – 2022 STREET IMPROVEMENT PROJECT.**
8. **RESOLUTION NO. 6-184-21 AUTHORIZING THE MAYOR, CITY CLERK AND CITY ADMINISTRATOR TO EXECUTE AND DELIVER AN AGREEMENT BETWEEN THE CITY OF TWO HARBORS AND THE DULUTH SUPERIOR AREA COMMUNITY FOUNDATION FOR FUNDING IN THE AMOUNT OF \$4,300 THROUGH THE TWO HARBORS AREA FUND FOR HERITAGE DAYS.**
9. **RESOLUTION NO. 6-185-21 AUTHORIZING THE MAYOR, CITY CLERK AND CITY ADMINISTRATOR TO EXECUTE AND DELIVER A LONG-TERM VEHICLE PARKING LICENSE AGREEMENT FOR RICHARD B. HELGESON MUNICIPAL AIRPORT BETWEEN THE CITY OF TWO HARBORS AND DENNIS MUNSON.**
10. Approving a request from Lon Larson, Castle Danger Brewery, for street closure on 7th Street in an area near the alley South of First Avenue and the west entrance to the municipal parking lot from 11 AM on Friday August 20 through 8 AM on Sunday, August 22, pending the approval of the Public Works Committee.
11. Approving a request from Kim Leon for closure of 7th Street between First and South Avenues from 1:45 – 3:15 PM, on Friday, July 16th for a musical performance, as part of The Harbor Wave Project, pending the approval of the Public Works Committee,
12. **RESOLUTION NO. 6-186-21 ACCEPTING THE CORONAVIRUS LOCAL FISCAL RECOVERY FUND ESTABLISHED UNDER THE AMERICAN RESCUE PLAN ACT.**
13. **RESOLUTION NO. 6-187-21 AUTHORIZING ADMINISTRATION TO SUBMIT A REQUEST FOR FEDERAL APPROPRIATIONS FOR THE WASTEWATER TREATMENT PLANT UPGRADE PROJECT.**
14. **RESOLUTION NO. 6-188-21 APPROVING THE MASSAGE THERAPY LICENSE RENEWAL APPLICATIONS OF CHRISTINA SCHROEDER, THE PURPLE LOTUS, AT 620 FIRST AVENUE AND AMY SPEECE, GIAI NORTH, 1125 SIXTH STREET, AND THE PURPLE LOTUS AT 620 FIRST AVENUE, FOR JULY 1, 2020 THROUGH JUNE 30, 2022.**

16. **RESOLUTION NO. 6-189-21 APPOINTING MIRANDA PIETILA TO THE POSITION OF INTERIM CITY ADMINISTRATOR EFFECTIVE JULY 17, 2021 UNTIL SUCH TIME AS A NEW CITY ADMINISTRATOR HAS BEEN APPOINTED.**
17. Approving a request from Kim Leon for permission to use the sidewalk at 629 1st Avenue on July 11, 2021 from 1:30 – 3:30 PM for a pop-up musical performance a part of the Harbor Wave Project, pending the approval of the Public Works Committee.
18. **RESOLUTION NO. 6-190-21 AUTHORIZING PAYMENT TO PRIMEETIME CONCRETE, LLC, IN THE AMOUNT OF \$20,475, FOR PAY APPLICATION NO. 2 FOR THE 2021 SIDEWALK PROJECT.**

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

New Business:

Joe Rhein, Bolton & Menk, was present and provided a presentation to the Council regarding the Stormwater Management. He provided a background of the project and an overview of the plan noting that the plan has been the basis for a considerable amount of grant funding within the community.

Motion by Swanson and Glaser that **RESOLUTION NO. 6-191-21 ADOPTING THE STORMWATER MANAGEMENT PLAN FOR THE CITY OF TWO HARBORS** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Announcements:

Mayor Swanson encouraged folks to participate in the American Legion's Legacy Scholarship fundraiser to be held on August 5. He expressed appreciation to those who participated in recent clean-up activities throughout the community. He reported that there will be a meeting of the Waterfront Task Force next week and encouraged members of the community to submit requests for City work orders to info@twoharmorsmn.gov. Swanson expressed thanks to the local girl scouts and members of the Trees & Trails Commission who participated in tree planting projects, noted that the Edna G. Commission needs more members, the Kidz Block Part will be held in August, the fireworks will be held at 10 PM on the Fourth of July and the rain date is August 10th, and mentioned that Community Partners is selling raffle tickets. Lastly, he expressed appreciation to Administrator Walker for his service to the City.

Vice President Glaser reported that the City Band will resume performances on Thursdays at 7:30 PM at Thomas Owens Park and once again they will perform on the Fourth of July. She also expressed thanks to Administrator Walker for his service to the City.

Councilor Erickson expressed appreciation to Administrator Walker for his 6 ½ years of leadership to the City. She noted three pivotal things she participated in with him being labor negotiations, his support for her while serving as City Council President and the legislation they worked together on and were successful with.

President Redden expressed thanks to Walker for his leadership and everything he has done for the City.

Councilor Woodruff expressed thanks to Dan and his family for their participation in community events and activities over the years.

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

Ben Redden, City Council President

Patricia D. Nordean, City Clerk