

* * * * *

September 12, 2022

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, September 12, 2022, at 6:00 p.m.

The meeting was called to order by President Redden.

Members present, Councilors: Woodruff, Glaser, Rennwald, Passe, Redden. 5.

Members absent, Councilors: Erickson. 1.

Others present: Finance Director, Pietila
City Clerk, Nordean

Clerk Nordean requested the addition of Committee Appointments to the Agenda.

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

Administrator Report:

Assistant Administrator, Pietila, was present and addressed the Council regarding the 2023 Budget process and the upcoming preliminary budget meeting scheduled for September 26.

Airport Commission:

Assistant Administrator, Pietila reported that at their last regular meeting, the Airport Commission discussed fuel pricing and steps that can be taken to get the best price available, the acquisition of snow blowing equipment and sidewalk repairs near the arrival departure building.

Personnel Committee:

Vice President Glaser reported that at their August 24 meeting the committee discussed a request for special compensation due to extraordinary circumstances.

Library Board:

Madeline Jarvis, Library Director, was present and provided a report on the September 6 meeting of the Library Board, where they discussed a current project to eliminate a problem with water coming into the building, repairs needed for their air conditioner, some trees that were removed on the property and a worksite wellness grant that they were awarded which will be used for some improvements to the employee breakroom. She also reported that there were 300,000 minutes of reading logged over the summer.

Utilities Committee:

Vice President Glaser reported that at their September 7 meeting of the Utilities Committee, they discussed the development of the property located between the Water and Wastewater Treatment Plants, the design for the front gate for the Wastewater Treatment Plant, sanitary sewer on the west end of the City near Holiday and Culvers and potential grant funding for gas main projects.

Public Works Committee:

Councilor Passe reported on the September 8 meeting of the Public Works Committee where they discussed the proposal by Superior Shores Resort to improve a portion of Burlington Road, the 2023-2024 Street Improvement Project, a proposal by the Public Works Director to mill & overlay 15th Avenue from 4th to 8th Streets; a proposed program to install swing-away mailboxes for certain areas of the City, the hiring of Public Works employees and tree replacements.

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

1. Approving minutes from the August 22 Regular and 30, 2022 Special City Council meetings.
2. **RESOLUTION NO. 9-231-22 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS, IN THE AMOUNT OF \$4,780,904.74.**
3. Approving payroll for the second half of August, 2022, in the amount of \$247,688.48.
4. **RESOLUTION NO. 9-232-22 AUTHORIZING PAYMENT TO BOLTON & MENK TO PROVIDE ENGINEERING SERVICES FOR \$33,586 FROM MAY 28, 2022 THROUGH JUNE 24, 2022 FOR PROJECT MANAGEMENT COORDINATION AND CORRESPONDENCE FOR THE 23 & 24 STREET IMPROVEMENT PROJECT.**
5. **RESOLUTION NO. 9-233-22 AUTHORIZING PAYMENT TO BOLTON & MENK FOR PROFESSIONAL SERVICES FOR THE ODEGARD TRAIL FOR AN AMOUNT OF \$2,663.**
6. **RESOLUTION NO. 9-234-22 AUTHORIZING PAYMENT TO BOLTON & MENK FOR AN AMOUNT OF \$31,981 FOR PROFESSIONAL SERVICES FOR THE 2021-2022 STREET & ALLEY IMPROVEMENT PROJECT.**
7. **RESOLUTION NO. 9-235-22 AUTHORIZING PAYMENT TO LAKEHEAD CONSTRUCTORS FOR PAY APPLICATION #10 FOR THE WASTEWATER TREATMENT PLANT PROJECT IN THE AMOUNT OF \$1,517,898.04.**
8. **RESOLUTION NO. 9-236-22 ACCEPTING THE PROPOSAL OF A.W. KUETTEL TO PROVIDE REPAIRS OF THE ROOF AT THE FIRE HALL FOR AN AMOUNT OF \$3,790.**

9. **RESOLUTION NO. 9-237-22 ACCEPTING THE RECOMMENDATION OF THE LIQUOR STORE AD HOC COMMITTEE TO ACCEPT THE PROPOSAL OF DSGW TO PROVIDE ARCHITECTURAL SERVICES FOR THE PROPOSED LIQUOR STORE PROJECT.**
10. **RESOLUTION NO. 9-238-22 CLOSING THE THDF ACCOUNT AT TWO HARBORS FEDERAL CREDIT UNION AND DESIGNATING THE FINANCE DIRECTOR AS THE AUTHORIZED PERSON FOR CLOSURE OF THE ACCOUNT.**
11. **RESOLUTION NO. 9-239-22 DECLARING THIRD AND FINAL READING OF ORDINANCE NO. 128, SECOND SERIES, AN ORDINANCE AMENDING THE CITY CODE, SEC. 2.46. PLANNING COMMISSION.**
12. **RESOLUTION NO. 9-240-22 DECLARING THIRD AND FINAL READING OF ORDINANCE NO. 129, SECOND SERIES, AN ORDINANCE AMENDING THE CITY CODE, SEC. 2.51, TWO HARBORS HOUSING AND REDEVELOPMENT AUTHORITY.**
13. **RESOLUTION NO. 9-241-22 APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENT WITH THE CITY OF TWO HARBORS ON BEHALF OF ITS PROSECUTING ATTORNEY AND POLICE DEPARTMENT.**
14. **RESOLUTION NO. 9-242-22 DESIGNATING CERTAIN FIRE DEPARTMENT MATERIALS AS DISCARDED EQUIPMENT AND AUTHORIZING THEIR DISPOSAL AS APPROPRIATE.**
15. **RESOLUTION NO. 9-243-22 APPROVING THE RENEWAL APPLICATIONS OF MADERIA FOR 3.2% ON-SALE AND WINE ON-SALE WITH PERMISSION TO SELL STRONG BEER; MCQUADE'S FOR ON-SALE AND SUNDAY ON-SALE LIQUOR; CASTLE DANGER BREWING FOR BREWER OFF-SALE AND BREWER TAPROOM; AND VANILLA BEAN FOR ON-SALE AND SUNDAY ON-SALE LIQUOR LICENSES PENDING THE APPROVAL OF THE CHIEF OF POLICE, STATE OF MINNESOTA AND RECEIPT OF APPROPRIATE DOCUMENTS.**
16. Approving the Minnesota Lawful Gambling Application for Exempt Permit of Voyageur Snowmobile Club of Two Harbors for the purpose of conducting a raffle with no waiting period.

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

Communications:

1. An email from Tom Koehler, reminding the Council that the City Charter provides for the authority to use ranked choice voting and that it would save the City the cost of an extra election. He further explained that doing so would require a campaign to educate voters on the ranked choice voting system.
2. A communication from Stephanie Voeller, Mn Department of Health providing lead/copper tap water monitoring report as required by the Safe Drinking Water Act, which

revealed that the City's public water system has not exceeded the action level for lead or copper. Property owners of testing sites will receive notification of the results within 30 days.

3. A memorandum from Jennifer Selchow, Bolton & Menk, providing a status update on the Wastewater Treatment Facility Improvement Project.
4. A memorandum from Joe Rhein, Bolton & Menk, providing a review of the 2023 – 2024 Street Improvement Project Feasibility Report.
5. An email from Karen Updegraff, MN DNR Forestry, requesting permission to set up tables and temporary signage along the City trail system for North Shore Schools Annual Field Day for fifth graders. (Included as FYI purposes, permission was granted by staff.)

Unfinished Business:

Motion by Glaser and Woodruff that **RESOLUTION NO. 9-244-22 DECLARING THIRD AND FINAL READING OF ORDINANCE NO. 130, SECOND SERIES, AN ORDINANCE AMENDING THE CITY CODE, SEC. 2.40, BOARDS, COMMISSIONS AND COMMITTEES** be adopted as read. Carried by the following vote: Yeas: Woodruff, Glaser, Rennwald, Redden. 4. Nays: Passe. 1.

New Business:

Motion by Woodruff and Glaser that **RESOLUTION NO. 9-245-22 RECEIVING FEASIBILITY REPORT AND CALLING HEARING ON THE 2023-2024 STREET IMPROVEMENT PROJECT FOR 6 PM ON MONDAY, OCTOBER 10, 2022** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

President Redden read aloud a proclamation declaring the month of September, 2022, as Suicide Prevention & Action Month in the City of Two Harbors.

Motion by Woodruff and Glaser that the meeting adjourn. Carried by a unanimous yea vote of all members present on roll call.

Ben Redden, President, City Council

Patricia D. Nordean, City Clerk