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January 28, 2019

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, January 28, 2019, at 6:00 p.m.

The meeting was called to order by President Glaser.

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

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

President Glaser recommended the following additions and changes to the agenda: remove Consent Agenda item No. 11; add the following items to the Consent Agenda: A. Approval of a request from Rick Boo, Carmody 61, for permission to dispense food and alcoholic beverages for the City's Winter Frolic Event February 7-9, 2019; B. A communication from Rich Sve, Chairman of the Lake County Board of Commissioners, renewing their challenge to the City Council to a curling match during the Winter Frolic Festival; C. Accepting a proposal from Ditch Witch of MN for purchase and installation of a FX50 Boom for the Vacuum Excavating trailer for the Gas, Water, Sewer and Stormwater Departments for an approximate amount of \$7,198.77; D. Authorizing a grant application to the Two Harbors Area Fund for \$1,000 for the purchase of new STEAM kits for the Library; and E. Authorizing the City Attorney to obtain professional digital forensic services and other services from Computer Forensic Services, LLC.

Motion by Swanson and Jussila approving the agenda with changes as recommended by President Glaser. Carried.

**Administrator Report:**

Administrator Walker reported on a recent meeting with representatives of Bolton & Menk regarding funding strategies for the proposed Wastewater Treatment Project. He also reminded the Council of the upcoming special meeting with department heads and also regarding Council priorities. He invited the council and the public to attend a coffee party for retiring Public Works Director, Larry Fabini, scheduled for Thursday January 31, 2019.

**Edna G. Commission:**

Councilor Woodruff reported on a recent meeting of the Edna G. Commission where the group drafted some questions to be submitted to AMI.

**Trees & Trails Commission:**

Councilor Rennwald reported on a recent meeting of the Trees & Trails Commission where the group was presented with MNDOT's preliminary plan for Highway 61 improvements and conducted discussions regarding sidewalks and trail connections.

**Public Arts & Beautification Commission:**

Mayor Swanson provided a report on a recent meeting of the Public Arts & Beautification Commission where they discussed their plans for items to focus on in 2019. They would like to create a bigger arts plan for the community including defined areas for the placement of art.

President Glaser announced that items listed on the consent agenda are routine in nature and typically do not require discussion. If there is an item on the consent agenda that a council member, staff member or member of the public feels warrants discussion, they may request that it be removed from the consent agenda and dealt with individually under New Business.

Clerk Nordean asked that Consent Agenda item No. 8. Denying a request from ENGIE-Insight, on behalf of Shopko, for relief of penalty charges on their utility account be removed from the agenda.

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

1. Approving minutes from the January 14, 2019 City Council meeting.
2. **RESOLUTION NO. 1-47-19 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS TO BE PAID ON JANUARY 29, 2019, IN THE AMOUNT OF \$ 204,586.26 .**
3. Approving payroll for the first half of January, 2019, in the amount of \$ 225,995.15
4. **RESOLUTION NO. 1-48-19 DESIGNATING DEPOSITORIES FOR CITY FUNDS FOR 2019.**
5. **RESOLUTION NO. 1-49-19 DESIGNATING THE LAKE COUNTY NEWS CHRONICLE AS THE CITY'S OFFICIAL NEWSPAPER FOR 2019.**
6. **RESOLUTION NO. 1-50-19 CERTIFYING ASSESSMENTS TO THE LAKE COUNTY AUDITOR FOR CERTAIN UNPAID UTILITY CHARGES.**
7. **RESOLUTION NO. 1-51-19 DESIGNATING CERTAIN ELECTRICAL MATERIALS AS DISCARDED EQUIPMENT AND AUTHORIZING THEIR DISPOSAL.**

9. **RESOLUTION NO. 1-152-19 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$25,147.50 FOR ENGINEERING SERVICES FOR THE WASTEWATER TREATMENT PLANT FACILITY UPGRADE PROJECT.**
10. **RESOLUTION NO. 1-153-19 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$9,432 FOR ENGINEERING SERVICES FOR THE MAIN LIFT STATION IMPROVEMENT PROJECT.**
12. **RESOLUTION NO. 1-154-19 AUTHORIZING THE PURCHASE OF FIVE DECORATIVE TRASH CANS FROM ELECTROFORGE FOR AN AMOUNT OF \$5,500, FROM THE PUBLIC ARTS FUNDS.**
13. **RESOLUTION NO. 1-155-19 AUTHORIZING THE PURCHASE OF A SCAN PRO220+ MICROFILM SCANNING SYSTEM FOR THE PUBLIC LIBRARY, FROM MID AMERICA BUSINESS SYSTEMS FOR THE AMOUNT OF \$9,040.**
14. **RESOLUTION NO. 1-156-19 AUTHORIZING THE RENEWAL OF THE HVAC CONTRACT WITH UHL FOR THE PUBLIC LIBRARY FOR AN AMOUNT OF \$3,965.**
15. **RESOLUTION NO. 1-157-19 AUTHORIZING PAYMENT TO NORTHLAND CONSTRUCTORS IN THE AMOUNT OF \$56,118.39 FOR PAY APPLICATION NO. 5 FOR THE 2018 STREET & ALLEY IMPROVEMENT PROJECT.**
16. **RESOLUTION NO. 1-158-19 AUTHORIZING THE PURCHASE OF CLASS 5 AND SAND FROM LAKE COUNTY FOR AN AMOUNT NOT TO EXCEED \$35,000.**
17. **RESOLUTION NO. 1-159-19 APPOINTING RICHARD NOLANDER, MIKE FITZPATRICK, COLE KOMAREK AND KYLE JOHNSON AS TEMPORARY SKATING RINK ATTENDANTS.**
18. Accepting the notice of retirement from Larry Fabini, effective January 31, 2019, with regret and authorizing a letter of appreciation for his service.
19. Accepting the notice of resignation from Mike Irving, effective February 28, 2019, with regret and authorizing a letter of appreciation for his service.
20. Approving the request of the Wastewater and Water Treatment Plant Superintendent to allow Luke Heikkila, Curt Cavallin and Mitch Ekstrom to attend the MRWA Annual Training Conference in St. Cloud, Luke Heikkila to attend the MPCA Type IV Bio-Solids Refresher in Brainerd, Curt Cavallin to attend the MPCA Bio-Solids Initial Training in St. Cloud; and Will Rueckert and Randy Hedin to attend the MRWA refresher School in St. Cloud.
21. **RESOLUTION NO. 1-60-19 APPOINTING BLAKE PRINCE AS INTERIM PUBLIC WORKS DIRECTOR EFFECTIVE FEBRUARY 1, 2019.**

22. **RESOLUTION NO. 1-61-19 APPROVING A REQUEST FROM RICK BOO, CARMODY 61, FOR PERMISSION TO DISPENSE FOOD AND ALCOHOLIC BEVERAGES FOR THE CITY'S WINTER FROLIC EVENT FEBURARY 7-9, 2019.**
23. A communication from Rich Sve, Chairman of the Lake County Board of Commissioners, renewing their challenge to the City Council to a curling match during the Winter Frolic Festival;
24. **RESOLUTION NO. 1-62-19 ACCEPTING A PROPOSAL FROM DITCH WITCH OF MN FOR PURCHASE AND INSTALLATION OF A FX50 BOOM FOR THE VACUUM EXCAVATING TRAILER FOR THE GAS, WATER, SEWER AND STORMWATER DEPARTMENTS FOR AN APPROXIMATE AMOUNT OF \$7,198.77.**
25. **RESOLUTION NO. 1-63-19 AUTHORIZING A GRANT APPLICATION TO THE TWO HARBORS AREA FUND FOR \$1,000 FOR THE PURCHASE OF NEW STEAM KITS FOR THE LIBRARY.**
26. **RESOLUTION NO. 1-64-19 AUTHORIZING THE CITY ATTORNEY TO OBTAIN PROFESSIONAL DIGITAL FORENSIC SERVICES AND OTHER SERVICES FROM COMPUTER FORENSIC SERVICES, LLC.**

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

**Announcements:**

Mayor Swanson reported on a recent trip to the Twin Cities with THHS DECA students where they delivered hundreds of blankets to a homeless shelter and visited with Governor Walz and Lieutenant Governor Flannigan, presenting them with their Find the Kind challenge and sharing their message of intentional kindness. They then toured the Capital, attended the MN Twins Fest, challenging players and staff, and conducted an interview with player Jason Castero. The Mayor commended the students on their project and their message on the importance of being intentionally kind.

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

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Robin M. Glaser, President

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Patricia D. Nordean, City Clerk