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March 25, 2019

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, March 25, 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.

Clerk Nordean proposed the following additions to the Agenda: 1. Add Consent Agenda Item No. 21. Authorizing the internal and external postings for the position of Journey Lineworker in the Electrical Department. and 2. New Business Item No. 4, Accepting Mayor Swanson's recommendations for appointments, re-appointments, and removals from certain City committees, commissions and boards.

Motion by Erickson and Woodruff approving the agenda, with changes as proposed by Clerk Nordean. Carried.

**Appearances:**

Michelle Miller, Two Harbors Area Food Shelf, was present and received a donation in the amount of \$100 on behalf of the City Council and Lake County Board of Commissioners, from the annual Winter Frolic Curling Challenge.

**Housing and Redevelopment Authority:**

Councilor Woodruff reported on a recent meeting of the HRA where they received an update on the POP Grant and tenant recertification. Members were notified of Director Osbakken's intention to retire in June.

**Library Board:**

Councilor Rennwald reported on the March 12 meeting of the Library Board where they announced the date for a farewell part for an employee's retirement and Library policy language pertaining to health savings accounts.

**Edna G. Commission:**

Councilor Woodruff reviewed items discussed at the March 20 meeting of the Edna G. Commission, including a report from AMI and the interest of Friends of the Edna G in conducting tours over the summer months. They also discussed the need for new dock lines in the future.

**Trees & Trails Commission:**

Councilor Rennwald reported on items discussed at the March 21 meeting of the Trees & Trails Commission including the possibility of installing solar lights along the trail. She noted that Kaylen Johnson from ARDC provided information regarding options for wayfinding signs and there was also discussion around planting trees and shrubs at the campground.

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

1. Approving minutes from the March 11, 2019 City Council meeting.
2. **RESOLUTION NO. 3-101-19 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS TO BE PAID ON MARCH 26, 2019, IN THE AMOUNT OF \$491,226.04.**
3. Approving payroll for the first half of March, 2019, in the amount of \$204,426.85.
4. MN Department of Health, Sanitary Sewer Report for Two Harbors Public Water System.
5. **RESOLUTION NO. 3-102-19 CONSENTING TO THE ASSIGNMENT OF THE CABLE COMMUNICATION SYSTEM FRANCHISE AGREEMENT DATED SEPTEMBER 10, 2013, BETWEEN THE CITY OF TWO HARBORS AND COUNTY OF LAKE, MN FROM LAKE COUNTY TO PINPOINT, MINNESOTA, LLC.**
6. **RESOLUTION NO. 3-103-19 CONSENTING TO THE ASSIGNMENT OF THE POLE ATTACHMENT LICENSE AGREEMENT DATED JULY 1, 2013 BETWEEN THE CITY OF TWO HARBORS AND THE COUNTY OF LAKE, MINNESOTA, FROM LAKE COUNTY TO PINPOINT MINNESOTA, LLC.**
7. Accepting, with regret, a letter from Rick Heath, providing notice of his resignation from the City's Electrical Department, effective March 29, 2019, and authorizing a letter of appreciation for his service.
8. **RESOLUTION NO. 3-104-19 AUTHORIZING THE PURCHASE OF NEW SPRING-MOUNTED BANNER HANGERS FOR AN AMOUNT OF \$4,154 FROM MAINSTREET DESIGN.**

9. **RESOLUTION NO. 3-105-19 ACCEPTING THE QUOTE FROM BBC APPAREL FOR THE PURCHASE OF MERCHANDISE TO BE SOLD AT THE CAMPGROUND, FOR AN AMOUNT OF \$4,515.**
10. **RESOLUTION NO. 3-106-19 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$7,131 FOR PROFESSIONAL SERVICES FOR CONSTRUCTION AND ADMINISTRATION OF THE MAIN LIFT STATION.**
- 10.B. **RESOLUTION NO. 3-107-19 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$12,477.50 FOR PROFESSIONAL SERVICES FOR THE 2019 STREET & ALLEY IMPROVEMENT PROJECT.**
11. **RESOLUTION NO. 3-108-19 ACCEPTING THE PROPOSAL OF MIDWEST GOLF CARS, INC. FOR RENTAL OF 47 GAS POWERED GOLF CARS FOR AN AMOUNT OF \$23,500.**
12. **RESOLUTION NO. 3-109-19 APPROVING THE ON-SALE & SUNDAY ON-SALE LIQUOR LICENSE APPLICATION OF TWO HARBORS GOLF ASSOCIATION, INC. FOR APRIL 15 THROUGH SEPTEMBER 30, 2019, PENDING THE APPROVAL OF THE CHIEF OF POLICE.**
13. **RESOLUTION NO. 3-110-19 AUTHORIZING AND DIRECTING THE MAYOR AND CITY CLERK TO EXECUTE AND DELIVER THE AMENDED AND RESTATED LEASE AGREEMENT WITH THE TWO HARBORS CURLING CLUB, INC.**
14. **RESOLUTION NO. 3-111-19 AUTHORIZING AND DIRECTING THE MAYOR AND CITY CLERK TO EXECUTE AND DELIVER THE MANAGEMENT AGREEMENT FOR RICHARD B. HELGESON MUNICIPAL AIRPORT.**
15. **RESOLUTION NO. 3-112-19 AUTHORIZING AND DIRECTING THE MAYOR AND CITY CLERK TO EXECUTE AND DELIVER THE AGREEMENT FOR CAMPGROUND MANAGEMENT SERVICES WITH KATHERINE GROENEVELD.**
16. **RESOLUTION NO. 3-113-19 AUTHORIZING AND DIRECTING THE MAYOR AND CITY CLERK TO EXECUTE AND DELIVER THE GOLF COURSE CONTRACT FOR THE TWO HARBORS GOLF COURSE CLUBHOUSE.**
17. Approving the request of the Fire Chief to attend the MN Fire Investigations Conference in St. Cloud; Mayor Swanson, for expenses to testify in St. Paul regarding the proposed sales tax increase; the City Administrator to attend the MCMA Educational Conference in Nisswa; the Gas, Water & Sewer Superintendent's request to allow Steve Kosmo and Brad Jones to attend the Pipeline Safety Educational Conference at Breezy Point, and the request of the Chief of Police to allow Nate Gens to attend a firearms instructors course in White Earth.
18. **RESOLUTION NO. 3-114-19 APPOINTING GARY GANSER TO THE POSITION OF WATER/WASTEWATER OPERATIONS SPECIALIST – WATER LEAD.**

19. **RESOLUTION NO. 3-115-19 APPOINTING CURT CAVALLIN TO THE POSITION OF WATER/WASTEWATER OPERATIONS SPECIALIST – WASTEWATER LEAD.**
20. **RESOLUTION NO. 3-116-19 APPOINTING WILLARD RUECKERT AND RANDY HEDIN TO THE POSITION OF WATER/WASTEWATER OPERATIONS SPECIALIST.**
21. Authorizing the internal and external postings for the position of Journey Lineworker in the Electrical Department.

Be adopted as read. Carried by the following vote: Yeas: Woodruff, Redden, Rennwald, Swanson, Jussila, Glaser. Abstain: Erickson. 1.

**New Business:**

Motion by Erickson and Jussila that **RESOLUTION NO. 3-117-19 ADOPTING THE REVISED POSITION DESCRIPTION FOR THE PUBLIC WORKS DIRECTOR AND AUTHORIZING INTERNAL AND EXTERNAL BULLETINS FOR THE POSITION** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Woodruff and Swanson that **RESOLUTION NO. 3-118-19 AUTHORIZING THE ISSUANCE AND SALE OF A \$1,914,650 GENERAL OBLIGATION REVENUE NOTE, SERIES 2019A, AND PROVIDING FOR ITS PAYMENT** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Swanson and Erickson that **RESOLUTION NO. 3-119-19 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR THE 2019 STREET AND ALLEY IMPROVEMENT PROJECT** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Woodruff and Jussila that **RESOLUTION NO. 3-120-19 ACCEPTING MAYOR SWANSON'S RECOMMENDATIONS FOR APPOINTMENTS, RE-APPOINTMENTS, AND REMOVALS FROM CERTAIN CITY COMMITTEES, COMMISSIONS AND BOARDS** be adopted as read. Carried by the following vote: Yeas: Woodruff, Redden, Rennwald, Jussila, Erickson, Glaser. 5. Abstain: Swanson.

**Announcements:**

Mayor Swanson reminded the public of Friday's deadline for signing up for the utility billing budget payment plan. He also reported that he has been working legislatively to get the sales amendment passed. He noted that there will be a MNDOT Transportation Plan public meeting on April 26, a clean-up day and a litter pick-up day coming soon. He also reminded everyone that off-street parking is still in effect through the month of April.

Councilor Rennwald reported that the Two Harbors Area Food Shelf will conduct a community conversation at the Community Center on April 3, regarding their new facility.

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

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Robin M. Glaser, Council President

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Patricia D. Nordean, City Clerk