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November 13, 2018

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Tuesday, November 13, 2018 at 6:00 p.m.

The meeting was called to order by Acting President Norberg.

Members present, Councilors: Glaser, Redden, Norberg, Jussila. 4.

Members absent, Councilors: Swanson, Erickson, Woodruff. 3.

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

Mayor Swanson arrived at the meeting.

Acting President Norberg recommended the following change to the agenda: Move a motion to refer a request from Friends of the Bandshell Park to the Finance and Budget Committee from the Consent Agenda to New Business.

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

Appearances:

Finance Director, Miranda Pietila; Liquor Clerk, Anne McPherson; Heavy Equipment Operator, Steve Hedin; Lead Water Treatment Plant Operator, Gary Ganser; Library Assistant, Becky Norlien; Public Works Director, Larry Fabini and Parks Operations/Maintenance Worker, Gary Fabini were in attendance. Mayor Swanson and Administrator Walker presented them with a certificate of appreciation in recognition of their years of service to the City. Swanson and Walker also recognized the following employees who were not in attendance: Police Chief, Richard Hogenson; Assistant Electrical Superintendent, Stuart Anderson; Wastewater Treatment Plant Assistant Operator, Willard Rueckert; Lead Wastewater Treatment Plant Operator, Curt Cavallin; and Library Aide, Nicole Anderson for their years of service.

Public Arts & Beautification Commission:

Mayor Swanson reported on a recent meeting of the Public Arts & Beautification Commission where discussions were held regarding implementation of the Star Yard Program.

Utilities Committee:

Acting President Norberg reported on a recent meeting of the Utilities Committee, where the group took action to deny a request for waiver of delinquent utility charges, were updated on a water system flow matter and recommended increases in water and sewer utility rates.

Consent Agenda:

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

1. Approving minutes from the October 22 Regular and November 5, 2018 Special City Council meetings.
2. **RESOLUTION NO. 11-317-18 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS IN THE AMOUNT OF \$874,955.76**
3. Approving payroll for the second half of October, 2018 in the amount of \$175,347.12.
4. **RESOLUTION NO. 11-318-18 CERTIFYING ASSESSMENTS FOR CERTAIN DELINQUENT UTILITY CHARGES TO THE LAKE COUNTY AUDITOR.**
5. Library Report for November 8, 2018.
6. Police Department Activity Report for October, 2018.
7. **RESOLUTION NO. 11-319-18 AUTHORIZING PAYMENT TO AMERICAN ENGINEERING TESTING, INC. IN THE AMOUNT OF \$2,271 FOR PROFESSIONAL SERVICES FOR THE 2018 STREET & ALLEY IMPROVEMENT PROJECT.**
8. **RESOLUTION NO. 11-320-18 AUTHORIZING PAYMENT TO BEST CONCRETE IN THE AMOUNT OF \$2,760 FOR THE NEW CEMETERY STORAGE BUILDING.**
9. **RESOLUTION NO. 11-321-18 AUTHORIZING PAYMENT TO SHANK CONSTRUCTORS IN THE AMOUNT OF \$227,752 FOR PAY APPLICATION NO. 6 FOR THE MAIN LIFT STATION PROJECT.**

10. Accepting the resignation of Jeremy Hurd from the THDF, with regret and authorizing a letter of appreciation for his service.
11. **RESOLUTION NO. 11-322-18 ACCEPTING MAYOR SWANSON'S RECOMMENDATION TO APPOINT MACEY JONES AS A MEMBER OF THE THDF.**
12. Accepting the resignation of Brad Jones from the Library Board, with regret and authorizing a letter of appreciation for his service.
13. **RESOLUTION NO. 11-323-18 ADOPTING A HIRING LIST FOR THE POSITION OF LIBRARY AIDE.**
14. **RESOLUTION NO. 11-324-18 CONFIRMING THE APPOINTMENT OF BETHANY LAMBRECHT TO THE POSITION OF LIBRARY AIDE.**
15. Approving a request to authorize the electrical superintendent to attend the MMUA Technical and Operations Conference in St. Cloud.
16. Designating old electrical meters as discarded equipment and authorizing staff to dispose of them as recycling.
17. Declaring second reading of An Ordinance Enacting and Adopting a Supplement to the Code of Ordinances for the City of Two Harbors.
18. Referring to the Public Affairs Committee certain requests from Fresh Fair, LLC, pertaining to the proposed Lakeside Market in VanHoven Park.
19. Referring to the City Attorney, a request from County Attorney, Russ Conrow, for a voluntary conveyance of property in lieu of tax forfeiture.

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

New Business:

Motion by Jussila and Swanson that **RESOLUTION NO. 11-325-18 AUTHORIZING AN INCREASE IN WATER AND SEWER UTILITY RATES TO BE EFFECTIVE IN JANUARY OF 2019** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Jussila and Glaser that **RESOLUTION NO. 11-326-18 AUTHORIZING DEFERRAL OF PAYMENTS ON THE LOAN BETWEEN CEDAR DEVELOPMENT, LLC AND THE CITY OF TWO HARBORS** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Redden and Jussila referring a request from Friends of the Bandshell Park to the Finance and Budget Committee. Carried by the following vote: Yeas: Redden, Jussila, Norberg. 3. Abstain: Glaser, Swanson. 2.

Announcements:

Mayor Swanson reported that he had recently received a very nice compliment regarding the City's Gas, Water and Sewer Superintendent, Paul Johnson, indicating that he had provided exceptional service for a local business.

He also expressed appreciation to the community for the favorable response for the City's proposal to increase the local sales tax, he also thanked those who were in attendance at the recent State of the City address, indicating that he felt it was a great night. He expressed thanks to Suzie Rosette, who assisted him in organizing the event.

The mayor welcomed Councilor-Elect Jackie Rennwald and congratulated her, Ben Redden and Miles Woodruff on their recent election and re-election to the Council.

Swanson reminded folks that the THDF has a storefront renovation loan program where low interest loans of up to \$15,000 are available.

Administrator Walker reported that recently Gas, Water & Sewer Superintendent, Paul Johnson, Electrical Superintendent, Blake Prince and Water and Wastewater Treatment Superintendent, Luke Heikkila along with Assistant Public Works Supervisor, Jim Gilbert completed the MMUA Front Line Supervisor Management Program, which included many hours of training over a two-year period.

It was also noted that the State Auditors report from 2017 shows that the Two Harbors Municipal Liquor Store was first in the region in sales, gross profit, net profit and profit as percentage of sales. He congratulated Manager, Dave Ellquist on a job well-done!

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

Jarry Norberg, Acting City Council President

Patricia D. Nordean, City Clerk