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January 25, 2016

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, January 25, 2016 at 6:30 p.m.

The meeting was called to order by President Norberg.

Members present, Councilors: Erickson, Bolen, Borud, Woodruff, Norberg.
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Members absent, Councilors Simonson, Glaser. 2.

Others present: Administrator Walker
Finance Director Pietila
City Attorney Overom

Motion by Bolen and Woodruff that the reading of the January 11, 2016 regular meeting minutes be dispensed with and approved as published. Carried.

Communications:

1. A letter from Cheryl Sundstrom, Chair of the Heritage Days Committee, regarding 2016 Heritage Days requests. Motion by Bolen and Erickson approving the requests of the Heritage Days Committee. Carried.
2. A letter from Lake County Soil and Water Conservation District, requesting a letter of support. Motion by Woodruff and Erickson referring the request to administration. Carried.

Motion by Erickson and Woodruff that **RESOLUTION NO. 1-23-16 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS** in the amount of \$1,140,601.67 be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Bolen and Woodruff allowing payroll for the first half of January, 2016, in the amount of \$235,830.02. Carried.

Unfinished Business:

Motion by Woodruff and Erickson declaring second reading of an ordinance amending the City Code, Chapter 11, Land Use Regulations. Carried.

New Business:

Motion by Bolen and Erickson that **RESOLUTION NO. 1-24-16 ADOPTING ROBERT'S RULES OF ORDER FOR MEETINGS OF THE CITY COUNCIL** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Borud and Erickson that **RESOLUTION NO. 1-25-16 CONFORMING TO THE DICTATES OF THE TWO HARBORS HOME CHARTER** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Erickson and Bolen that **RESOLUTION NO. 1-26-16 APPOINTING THE LAKE COUNTY ATTORNEY'S OFFICE TO PROVIDE LEGAL SERVICES FOR CRIMINAL MATTERS FOR THE CITY** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Bolen and Borud that **RESOLUTION NO. 1-27-16 APPOINTING THE LAW OFFICES OF MAKI & OVEROM TO PROVIDE LEGAL SERVICES FOR CIVIL MATTERS FOR THE CITY** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Woodruff and Erickson that **RESOLUTION NO. 1-28-16 DESIGNATING DEPOSITORIES FOR CITY FUNDS FOR 2016** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Borud and Woodruff that **RESOLUTION NO. 1-29-16 DESIGNATING THE LAKE COUNTY NEWS CHRONICLE AS THE CITY'S OFFICIAL NEWSPAPER FOR THE CITY IN 2016** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Bolen and Borud that **RESOLUTION NO. 1-30-16 APPROVING THE MESSAGE THERAPY LICENSE OF PAM REITAN AT 1918 TENTH AVENUE** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Bolen and Erickson that **RESOLUTION NO. 1-31-16 APPROVING THE AMENDED POSITION DESCRIPTIONS FOR THE LIQUOR STORE MANAGER AND MECHANIC POSITIONS** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Bolen and Woodruff authorizing the internal and external posting of bulletins for the positions of Liquor Store Manager and Mechanic. Carried.

Motion by Bolen and Borud that **RESOLUTION NO. 1-32-16 APPROVING A SIDE LETTER OF UNDERSTANDING TO THE AGREEMENT WITH TEAMSTERS REGARDING PART-TIME EMPLOYEES** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Erickson and Woodruff that **RESOLUTION NO. 1-33-16 AUTHORIZING PAYMENT TO AMERICAN ENGINEERING TESTING IN THE AMOUNT OF \$7,039.95 FOR SPECIAL INSPECTION AND CONSTRUCTION MATERIALS TESTING FOR THE WATER TREATMENT FACILITY UPGRADE PROJECT** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Bolen and Borud that **RESOLUTION NO. 1-34-16 APPROVING TRAVEL AND EXPENSES FOR COUNCILORS BOLEN, GLASER, ERICKSON, NORBERG, WOODRUFF AND BORUD TO ATTEND THE DAY AT THE CAPITOL MARCH 22-24, 2016** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Bolen and Borud that **RESOLUTION NO. 1-35-16 APPROVING THE REQUEST OF THE ELECTRICAL SUPERINTENDENT TO ALLOW HE AND RICK HEATH TO ATTEND MMUA METER TRAINING IN MARSHALL, MN** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Bolen and Woodruff that **RESOLUTION NO. 1-36-16 ACCEPTING THE PROPOSAL OF WATER CONSERVATION SERVICES, INC. TO PROVIDE WATER LEAK SURVEY SERVICES FOR AN AMOUNT OF \$3,500** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Bolen and Borud that **RESOLUTION NO. 1-37-16 ACCEPTING A QUOTE FROM DAKOTA SUPPLY GROUP FOR THE PURCHASE OF A UTILITY METER MOBILE COLLECTOR FOR AN AMOUNT OF \$8,650** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Bolen and Woodruff that **RESOLUTION NO. 1-38-16 ACCEPTING A QUOTE FROM DAKOTA SUPPLY GROUP FOR METER UPDATES FOR AN AMOUNT OF \$26,380** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Bolen and Erickson that **RESOLUTION NO. 1-39-16 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$17,489.32 FOR ENGINEERING SERVICES FOR THE WATER TREATMENT FACILITY UPGRADE PROJECT** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Bolen and Borud that **RESOLUTION NO. 1-40-16 AUTHORIZING PAYMENT IN THE AMOUNT OF \$5,000 TO BOLTON & MENK FOR ENGINEERING SERVICES FOR THE CAMPGROUND BATH HOUSE BUILDING PROJECT** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Erickson and Woodruff that **RESOLUTION NO. 1-41-16 APPROVING THE REQUEST FROM THE TWO HARBORS KAYAK FESTIVAL FOR USE**

OF BURLINGTON BEACH, THE CLOSING OF FIRST STREET BETWEEN HIGHWAY 61 AND FOURTH AVENUE, ELECTRICAL HOOKUP, AND RESERVATION OF THE LOWER TIER OF THE RV CAMPGROUND FOR JULY 29-31, 2016 be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Bolen and Erickson that **RESOLUTION NO. 1-42-16 AUTHORIZING PAYMENT TO DAKOTA SUPPLY GROUP IN THE AMOUNT OF \$2,540.62 FOR THE PURCHASE OF WATER METERS** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Bolen and Erickson that **RESOLUTION NO. 1-43-16 AUTHORIZING PAYMENT TO CHERYL ERICKSON IN THE AMOUNT OF \$5,439.35, FOR PROFESSIONAL AND TECHNICAL SERVICES FOR THE TWO HARBORS SMALL CRAFT HARBOR PROJECT** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Woodruff and Bolen that **RESOLUTION NO. 1-44-16 AMENDING THE MAINTENANCE/SERVICE FEE SCHEDULE** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Bolen and Borud authorizing Curt Cavallin to attend the MN Rural Water Association Water and Wastewater Conference in St. Cloud. Carried.

Motion by Bolen and Erickson that **RESOLUTION NO. 1-45-16 APPROVING THE REQUEST OF JADELLE CAVALLIN FOR A LEAVE OF ABSENCE IN ACCORDANCE WITH THE FAMILY MEDICAL LEAVE ACT** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Bolen and Erickson that **RESOLUTION NO. 1-46-16 ACCEPTING THE QUOTE FROM PYROTECHNIC DISPLAY, INC. IN THE AMOUNT OF \$10,000, TO PROVIDE INDEPENDENCE DAY FIREWORKS ON JULY 4, 2016,** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Bolen and Borud approving non-monetary requests of the Chalk.a.lot Festival to be held July 14-17, 2016. Carried.

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

Jerry Norberg, City Council President

Patricia D. Nordean, City Clerk