

**CITY OF TWO HARBORS
REVISED COMMITTEE OF THE WHOLE/AGENDA MEETING**

December 11, 2018

5:00 p.m. Call to Order.

Appearances: 1. Mark Schlangen, Fire Chief
Re: Proposed new hires.

Administrator issues.

Attorney issues.

Clerk issues.

Finance Director issues.

Other agenda questions or additions.

TWO HARBORS CITY COUNCIL
AGENDA
December 11, 2018

6:00 P.M. Call to order regular meeting of the City Council of the City of Two Harbors.

Roll call:

Pledge of Allegiance.

[M] Adjourning the regular meeting and convening a public hearing for the purpose of presenting information on the Amended Wastewater Treatment Facility Plan for the Two Harbors Wastewater Treatment Facility.

Appearances:

1. *Brian Guldan, Bolton & Menk
Re: Amended Wastewater Treatment Facility Plan including current condition of the Wastewater Treatment Facility, alternatives for improvements to the facility, and proposed costs for those alternatives.*
2. *Other.*

Communications:

[M] Adjourning the public hearing and reconvening the regular City Council meeting.

Additions or Changes to the Agenda.

*[M] Approval of the Agenda.
Items may only be added to the agenda prior to approval of the agenda. Items brought forth once the agenda has been approved shall be referred to administration and/or committee.*

Appearances.

Administrative Reports.

Committee Reports: Public Arts & Beautification Commission
City HRA

*[R] Approval of the Consent Agenda Items.
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 councilmember feels warrants discussion, it should be removed from the consent agenda and dealt with individually.*

1. Minutes from December 4 regular and December 5, 2018 special City Council meetings.
2. Allowing claims against the City of Two Harbors to be paid on December 12, 2018.
2. Approving payroll for the second half of November, 2018.
3. Library Report dated December 6, 2018.
4. A letter from Theresa Sunde of Mediacom, providing notification of rate adjustments.
5. A letter from Joan Burke, 235 First Avenue, regarding Liquor Store snow removal in relation to her property at 622 Seventh Avenue.
6. Adopting the City of Two Harbors Electronic Funds Transfer Policy.
7. Adopting the City of Two Harbors policies and Procedures for Federal Awards Administration.
8. Approving the Updated Cancellation Policy for the Burlington Bay Campground.
9. Declaring certain Library materials as discarded equipment and authorizing their disposal.
10. Approving the settlement with the League of Minnesota Cities Insurance Trust on the Main Lift Station flooding claim in the amount of \$216,000.
11. Certifying assessments to the Lake County Auditor against certain properties located within the City for unpaid lawn mowing charges.
12. Approving Mediacom Two Harbors Cable System Needs Assessment Report for City of Two Harbors Franchise Renewal Proceedings with Mediacom.
13. Accepting the recommendation of the Public Arts & Beautification Commission to authorize the purchase of new decorative banners for City street light poles.
14. Authorizing payment to Shank Constructors, Inc. in the amount of \$364,996 for Pay Request No. 7 for the Main Lift Station Project.
15. Authorizing payment to American Engineering Testing, Inc. in the amount of \$1,262.15 for professional services for the 2018 Street & Alley Improvement Project.

16. Authorizing payment to Stantec in the amount of \$4,860.04 for professional services for the Edna G. Tugboat.
17. Authorizing payment to Bolton & Menk in the amount of \$41,222 for professional services for the 2018 Street & Alley Improvement Project.
18. Authorizing payment to Bolton & Menk in the amount of \$22,945, for professional service for the 2019 Street & Alley Improvement Project.
19. Authorizing payment to Bolton & Menk in the amount of \$2,463.50 for professional services for the Pavement Management Plan.
20. Approving the request of Fresh Market, LLC, to host a vendor market in Van Hoven Park on certain dates in 2019 and authorizing administration and the City Attorney to draft any necessary documents required for the event.
21. Accepting the recommendation of the Fire Department to hire Ethan Cassidy, Casey Fitzpatrick and Jesse Nordean as volunteer firefighters pending standard hiring requirements.
22. Approving renewal of cigarette licenses for Miners Incorporated, Krist Oil Company, Kwik Trip, Inc., Holiday Stationstores Inc. #24 and 362, City of Two Harbors and Minit Mart, LLC, for 2019.
23. Approving the request of the Gas, Water & Sewer Superintendent to allow he and Tim Larson to attend the 2019 NACE Two Cities Section Pipeline Corrosion Control Seminar in Prior Lake.
24. Approving the request of Patty Nordean to carry over up to three vacation days in addition to the five allowed by contract.
25. Approving the request of Two Harbors Lodge #1463 to be open on Sundays, January 13, and 20 and February 3, 2019.

Unfinished Business:

Other

New Business:

1. [R] Consider establishing the property tax levy for taxes payable in the year 2019 in the City of Two Harbors.
2. [R] Consider adopting the 2019 Budget for the City of Two Harbors.
3. [M] Calling a special meeting for 4:30 p.m. on Monday, January 7, 2019, for the purpose of swearing in newly elected officials, conducting the

organizational meeting for the City Council and receiving the feasibility report for the 2019 Street & Alley Improvement Project.

4. [R] Calling for a public hearing for 6 p.m. or as soon thereafter as possible on Monday, January 14, 2019, to consider ordering the improvement of the following:

Eighth Avenue between Fourth and Fifth Streets
Eighth Avenue between Sixth and Seventh Streets
Eighth Avenue from Ninth Street to its west end
Ninth Avenue from Fifteenth Street to its east end
Alley north of Second Avenue between Second and Third Streets
Alley north of Second Avenue between Third and Fourth Streets
Alley north of Seventh Avenue between Eighth and Ninth Streets
Alley north of Eighth Avenue between Eighth and Ninth Streets
Two Harbors, Minnesota, pursuant to MN Statute 429.011 to 429.111.

5. [R] Consider approving a real property declaration for the Main Lift Station substantially in its form.
6. [R] Consider approving the City of Two Harbors City Amended Wastewater Treatment Facility Plan and authorizing and directing submittal of the plan to the Minnesota Pollution Control Agency for review and approval.
7. [R] Consider authorizing Bolton & Menk to move forward with the creation of plans and specifications for the Wastewater Treatment Facility Improvement Project.

Other.

Announcements:

Adjourn.