

**CITY OF TWO HARBORS**

**COMMITTEE OF THE WHOLE/AGENDA MEETING**

January 11, 2021

5:00 p.m.

Call to order.

Appearances:

Administrator updates.

Attorney updates.

City Clerk/HR updates.

Finance Director updates.

Community Development Planner updates.

City Engineer updates.

Other agenda questions or additions.

**NOTICE OF MEETING  
CITY OF TWO HARBORS COMMITTEE OF THE WHOLE  
BY TELEPHONE OR OTHER ELECTRONIC MEANS**

Pursuant to Minn. Stat. Section 13D.021, subd. 1, there will be a meeting of the City of Two Harbors Committee of the Whole at 5 PM on Monday, January 11, 2021, will be held by Zoom Video Conference and any or all member(s) of the City Council may potentially attend such meeting by Zoom Video Conference.

Additionally, the presence of the public at the regular meeting location is not feasible due to the COVID-19 health pandemic/emergency declaration, pursuant to Minn. Stat. Section 13D.021, subd. 1(3).

Members of the public may monitor the meeting electronically from a remote location by joining the Zoom Meeting online at:

<https://us02web.zoom.us/j/86079052397?pwd=Z3VySkhGbllOOWVoaG9udStpenRSdz09>

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Members of the public will not be able to speak during the meeting. Public comments are to be submitted via email to: [info@twoharborsmn.gov](mailto:info@twoharborsmn.gov) and must be received at City Hall on or before 3 PM on the day of the meeting.

THIS NOTICE OF REGULAR MEETING BY TELEPHONE OR OTHER ELECTRONIC MEANS IS GIVEN PURSUANT TO MINN. STAT. SECTION 13d.04.

Dan Walker, Administrator

Dated: December 30, 2020

# TWO HARBORS CITY COUNCIL

## AGENDA

January 11, 2021

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

Roll call:

Pledge of Allegiance:

Administration of Oath of Office for the following officials:

Mayor, Chris Swanson

Councilor At-Large, Robin Glaser

Councilor, Ward 3, Cathy Erickson

Councilor, Ward 4, Derrick Passe

[M] Consider electing the City Council President for the next year.

The meeting is turned over to the newly appointed City Council President.

Consider electing the City Council Vice President for the next year.

Additions or Changes to the Agenda:

[M] Approval of the Agenda.

*Items may 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:

Library Board

Planning Commission

Public Arts & Beautification

Edna G. Commission

Trees & Trails Commission

[R] **Approving 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. Approving minutes from the December 14, 2021 Regular City Council meeting.
2. Allowing claims against the City of Two Harbors to be paid on January 12, 2021.
3. Approving payroll for the second half of December, 2020.
4. Conforming to the dictates of the Two Harbors Home Charter and amendments thereto.
5. Affirming the Code of Conduct and Ethics for the City of Two Harbors for 2021.
6. Appointing the Lake County Attorney's Office to provide legal services for criminal matters for the City.
7. Appointing Overom Law PLLC to provide legal services for civil matters for the City of Two Harbors.
8. Appointing Jim Rich to provide Building Official consulting services for the City of Two Harbors.
9. Designating the Northshore Journal as the newspaper for official publications for the City of Two Harbors.
10. Adopting Robert's Revised Rules of Order as authority for meetings of the City Council.
11. A memorandum from Hayes Scriven, of the Edna G. Commission regarding potential paths for the Edna G. planning and work.
12. A memorandum from Joe Rhein, Bolton & Menk, regarding water projects and funding pursuits.
13. Accepting a letter from Blake Prince, providing notice of resignation from the City Recreation Board, with regret, and authorizing a letter of appreciation for his service.
14. Accepting a letter from Dick Boher, providing notice of resignation from the City Public Arts and Beautification Commission, with regret and authorizing a letter of appreciation for his service.
15. Accepting a letter from Ryan Endicott providing notice of resignation from the Fire Department, with regret and authorizing a letter of appreciation for his service.
16. Accepting the proposal of Tyler Technologies for the purchase of a software upgrade to Incode 10 for an amount of \$39,066.

17. Accepting the proposal of Best Concrete for the purchase of concrete for a training prop for the Fire Department for an amount of \$6,503, utilizing funding from the 2020 training budget.
18. Authorizing payment to Bolton & Menk in the amount of \$2,777 for professional services for the 2019 Street & Alley Improvement Project.
19. Authorizing payment to Bolton & Menk in the amount of \$28,980 for professional services for the 2021 and 2022 Street & Alley Improvement Project.
20. Authorizing payment to Bolton & Menk in the amount of \$5,235 for professional services for the Stormwater Management Plan.
21. Authorizing payment to Veit & Company in the amount of \$7,259.41 for final payment for the Two Harbors Castle Danger Monitoring Station Project.
22. Authorizing payment to TL Construction in the amount of \$5,000 for final pay request for the Campground Bathhouse Project.
23. Certifying assessments for certain charges in accounts receivable related to sidewalks and general services to the Lake County Auditor.
24. Declaring the official intent of the City of Two Harbors to reimburse certain expenditures from the Equipment Fund for certain capital equipment in the year 2021 and 2022 from the proceeds of bonds to be issued by the City.

**Unfinished Business:**

Other.

**New Business:**

Other.

**Announcements:**

**Adjourn:**

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