

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

July 26, 2021

5:00 p.m. Call to order.

Appearances: 1.

[M] Closing the Committee of the Whole/Agenda Meeting pursuant to Minnesota Statute Section 13D.05 Subdivision 3(b), per the attorney-client privilege for discussions regarding potential or threatened litigation and development of certain real estate located in the City of Two Harbors. Following this closed session, the council will re-convene in open session.

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  
OF THE CITY OF TWO HARBORS COMMITTEE OF THE WHOLE/AGENDA  
BY TELEPHONE OR OTHER ELECTRONIC MEANS**

After June 1, 2021, all City of Two Harbors City Council, Committee and Commission meetings will be held in person with meeting dates, times and locations as posted. From June 2 and until further notice, there will also be an ability to attend these meetings via Zoom Electronic Video Conference. Connection information for each meeting will be posted on the City website at [twoharborsmn.gov](http://twoharborsmn.gov) under the "Notices" tab.

Pursuant to Minn. Stat. Section 13D.021, subd. 1, there will be a meeting of the City of Two Harbors Committee of the Whole/Agenda at 5:00 PM on Monday, July 26, 2021, will be held by Zoom Video Conference and any or all member(s) of the City Committee of the Whole/Agenda 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:

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Find your local number: <https://us02web.zoom.us/u/kKq8PzbMM>

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: June 23, 2021

# TWO HARBORS CITY COUNCIL

## AGENDA

July 26, 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:

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:

HRA

Public Affairs Committee

Edna G. Commission

Utilities Committee

Public Works Committee

Other.

### [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 July 12, 2021 Regular City Council meeting.
2. Allowing claims against the City of Two Harbors to be paid on July 27, 2021.
3. Approving payroll for the first half of July, 2021.
4. A communication from Brian Guldan and Joe Rhein, Bolton & Menk presenting donations for the purchase of a batting cage for Odegard Park and sponsorship for the 2021 Heritage Days Street Dance.

5. A Memo from Joe Rhein, Bolton & Menk providing a status update on the 2021 – 2022 Street Improvement Project.
6. Accepting, with regret, a letter from Jennifer Havlick, Public Access Coordinator, announcing her intention to retire effective October 1, 2021, and authorizing a letter of appreciation for her service.
7. Authorizing payment to Bolton & Menk in the amount of \$44,080.50 for professional services for the 2021 – 2022 Street Improvement Project.
8. Authorizing payment to Lake County in the amount of \$57,553.02 for Pay Application No. 5 for the 2021 – 2022 Street Improvement Project.
9. Authorizing payment to Primetime Concrete, LLC, in the amount of \$14,875 for Pay Applications No. 3 and 4 for the 2021 Sidewalk Project.
10. Authorizing the purchase of a new scan tool for the mechanics in the Public Works Department for an amount of \$4,500.
11. Accepting the service quote from Titan Machinery for repairs to the excavator for an amount of \$11,322.90.
12. Accepting the proposal of McCoy in the amount of \$4,130 per month for rental of an excavator for the Public Works Department while their excavator is being repaired.
13. Accepting the Minnesota Department of Education Library Services Technology Act Grant in the amount of \$20,000.
14. Certifying assessments to the Lake County Auditor for certain delinquent utility charges.
15. Approving the request of the Water and Wastewater Treatment Plant Superintendent to allow he, Mitch Ekstrom, Curt Cavallin and Clayton Anderson to attend the MRWA Water and Wastewater Technical Conference in St. Cloud.
16. Approving the request of the Fire Chief to allow two firefighters to attend the FDIC Training Conference in Indianapolis.
17. Calling for a special closed meeting at 5 PM, on Monday, August 9, 2021, pursuant to Minnesota Statute Section 13D.05, Subdivision 3(b), per the attorney-client privilege for discussions for discussions with the City Attorney and Monte Mills of the Greene Espel P.L.L.P. law firm.
18. Declaring second reading of an ordinance Amending and Restating Section 4.01, Building Code Adopted, of the Two Harbors Code of Ordinances.
19. Approving the request of Castle Danger Brewing for a temporary extension of their liquor license service area to include a portion of 7<sup>th</sup> Street between First and South Avenues on August 21, 2021, for their 10<sup>th</sup> Anniversary Celebration, pending the approval of the Chief of Police and receipt of appropriate documentation.

20. Designating the Kidz Block Party as an exempt event for purposes of public market and market stand permitting requirements.
21. Adopting the City of Two Harbors Special Events Permit Checklist and Application.

**Unfinished Business:**

Other.

**New Business:**

1. [R] Approving the Commercial Real Estate Purchase Agreement between Joan A. Burke and the City of Two Harbors.
2. [R] Authorizing and directing the Mayor and City Clerk to execute and deliver a Fourth Amendment to the Development Agreement with LS Dental Building, LLC.
3. [R] Authorizing the Mayor and City Clerk to execute and deliver a Reciprocal Easement Agreement between the City of Two Harbors and LS Dental Building, LLC.

Other.

**Announcements:**

**Adjourn:**

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