

CITY OF TWO HARBORS

COMMITTEE OF THE WHOLE/AGENDA MEETING

February 14, 2022

5:00 p.m.

Call to order.

Appearances:

1. Terry Hukriede, John Beargrease
Sled Dog Marathon Volunteer. Re:
Appreciation for use of the Golf Course.

Administrator updates.

Attorney updates.

City Clerk/HR updates.

Finance Director updates.

Community Development Planner updates.

City Engineer updates.

Other agenda questions or additions.

Adjourn.

TWO HARBORS CITY COUNCIL

AGENDA

February 14, 2022

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: 1. Dan Cruikshank, Cedar Development, LLC (property owner) as well as SpokeNGear GBC (operating corporation).

Re: IRRR Infrastructure Development Grant Application

[R] Consider authorizing staff to submit an application for an IRRR Infrastructure Development Program Grant to provide funding assistance for the SpokeNGear/Cedar Development Expansion Project for an amount not to exceed \$350,000.

Administrative Reports: 1. Miranda Pietila, Interim Administrator

2. Tim Costley, City Attorney,

RE: A. Attorney General Opinion and options moving forward.

B. Tall Ships Festival – DNT Article, potential conflict of interest.

Committee Reports:

Trees & Trails Commission
Public Works Committee
Edna G. Commission
Utilities Committee
Public Safety Committee
HRA

Library Board
Personnel Committee
Appointments to Ad Hoc Committee on Vetting Ethical Concerns

[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 January 20 Special and January 24, 2022 Regular City Council meetings.
2. Allowing claims against the City of Two Harbors to be paid on February 15, 2022.
3. Approving payroll for the second half of January, 2022.
4. A memorandum from Joe Rhein, Bolton & Menk, providing an update of City Engineering Projects.
5. A communication from Mark S. Johnson, indicating his concern with a potential conflict of interest involving solicitation of funds by Mayor Swanson for the Two Harbors Performing Arts Center through Garage Starts.
6. A communication from Nichole Bjornrud, Special Investigations, Office of the State Auditor, requesting assistance and cooperation in obtaining information concerning any disbursements which may have been made by the City to the following entities: Burlington Station LLC, First Day Events, Garage Starts, LLC, Life Garage Holdings, LLC, Life Garage LLC, PureDriven, LLC, Vibrant Two Harbors, and Callie's Sweets.
7. A communication from the MN Department of Agriculture regarding the Gypsy Moth management program.
8. Authorizing a letter of request to MNDOT for 2025 Highway 61 Project Lighting.
9. Accepting the proposal of McCoy Construction & Forestry for the purchase of a new John Deere 320G Skid Steer with new snow blower for an amount of \$56,350 less trade-in for the 2000 Bobcat 73 skid steer and blower for an amount of (\$10,500) and plus optional tires/wheels for an amount of \$2,300, for a total amount of \$48,150.
10. Accepting the proposal of Seagren's Home Hardware Outdoors for the purchase of a 3400 Gravely Atlas JSV UTV for the Public Works Department for an amount of \$15,747.14.
11. Authorizing the Mayor and City Clerk to execute and deliver a revised golf cart lease with Club Car LLC for the 2023 – 2027 golf seasons.
12. Accepting the proposal of Jim Perrault Construction for replacement of certain windows and the front door at the Community Center for an amount of \$42,750.
13. Authorizing payment to Lakehead Constructors in the amount of \$282,909.83 for Pay Application No. 3 for the Wastewater Treatment Plant Project.

14. Authorizing payment to Bolton & Menk in the amount of \$2,994 for general engineering services from November 27 – December 24, 2021.
15. Authorizing payment to Bolton & Menk in the amount of \$806 for professional services for the 2019 Street & Alley Improvement Project.
16. Authorizing payment to Bolton & Menk in the amount of \$651 for professional services for the 2021 and 2022 Street 7 Alley Improvement Project.
17. Designating 517 old electrical meters as discarded equipment and authorizing the Electrical Superintendent to discard or recycle them.
18. Authorizing the Mayor and City Clerk to execute and deliver a Memorandum of Agreement for the Rustic Creek Gully Stabilization and Erosion Control Plan Funding between Lake County Soil and Water Conservation District, by and through the Soil and Water Conservation District Board of Supervisors, the City of Two Harbors and Rustic Creek Townhomes.
19. Authorizing expenses for the Mayor or councilors who may wish to attend Capital Days in St. Paul.
20. Authorizing the establishment of a temporary committee, to be appointed by the Council President, consisting of councilors and staff for the purpose of considering options and making recommendations to the council regarding a proposed Liquor Store Project.
21. Authorizing the establishment of a temporary committee, to be appointed by the Council President, consisting of councilors and staff for the purpose of considering options and making recommendations to the City Council regarding the RFP for Strategic a Plan.
22. Accepting the recommendation of the Personnel Committee to work with Flaherty & Hood on the hiring of a consultant to provide interim Administrator services for a period of 1-2 years.
23. Accepting the recommendation of the Personnel Committee to refer to the City Attorney, a proposal for residency requirements for membership on certain City boards and commissions.
24. Accepting the recommendation of the Personnel Committee to refer to the City Attorney, a review of the process of making citizen appointments to City boards and commissions.
25. Accepting the recommendation of the Personnel Committee to refer to the City Attorney, a proposal to amend the City Code to not allow the appointment of Council members as citizen members on City boards and commissions.
26. Accepting the recommendation of the Personnel Committee that an annual review of the cities Conflict of Interest Policy, Code of Conduct, Communications Policy, Respectful Workplace Policy and all pertinent documents be conducted with the City Council, that the Council be provided with copies of these policies and requested to sign an acknowledgement that these documents have been reviewed annually.

27. Approving the request of the Electrical Superintendent to allow he and Evan Sandretsky to attend the MMUQA 2022 Meter School Training in Marshall, MN.
28. Accepting the recommendation of Mayor Swanson to appoint Phil Arnold to the City HRA.
29. Authorizing the Mayor and City Clerk to execute and deliver a Joint Powers Agreement between the City of Two Harbors and Lake County for Odegard Park Trail Construction.

Other.

Unfinished Business:

1. [R] Consider declaring third and final reading of An Ordinance of the City of Two Harbors, Minnesota Amending Section 4.42 of the Two Harbors City Code Concerning Short Term Rentals for the Purpose of Establishing a Moratorium on all Short-Term Rental Permits Received as of the Adoption of This Ordinance to End No Later Than May 15, 2022.
2. [R] Accepting the recommendation of THEDA to approve certain amendments to their by-laws.
3. [M] Directing staff whether or not to make application for a DNR permit for the use of DNR property near Agate Bay for the tall ships Festival.

Other.

New Business:

Other.

Announcements:

Adjourn: