

CITY OF TWO HARBORS
COMMITTEE OF THE WHOLE/AGENDA MEETING

December 13, 2021

5:00 p.m. Call to order.

Appearances: 1.

Administrator updates.

Attorney updates.

City Clerk/HR updates.

Finance Director updates.

Community Development Planner updates.

City Engineer updates.

Other agenda questions or additions.

TWO HARBORS CITY COUNCIL

AGENDA

December 13, 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.

[M] *Adjourn regular meeting and call to order public hearing to consider a proposed City of Two Harbors Capital Improvement Plan 2022-2026.*

Communications:

Appearances: 1. Miranda Pietila, Finance Director.

[M] *Adjourn public hearing and reconvene regular meeting.*

Appearances:

Presentation of Award to Steve Overom in recognition of his service as City Attorney.

Administrative Reports:

Committee Reports:

Planning Commission

Recreation Board

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 December 6, 2021 Regular City Council meeting.
2. Allowing claims against the City of Two Harbors to be paid on December 14, 2021.

3. A Memorandum from Joe Rhein, PE and Brian Guldan, PE, Bolton & Menk, providing engineering project updates.
4. A memorandum from Joe Rhein, PE, Bolton & Menk, providing a status update on the 2021 – 2022 Street Improvement Project.
5. Consider authorizing the renewal of tobacco licenses for Holiday Station Stores East and West; Two Harbors Municipal Liquor Store, Kwik Trip, Inc; Krist Oil Company and Miners Inc. for 2022, pending the approval of the Chief of Police.
6. Accepting the recommendation of Mayor Swanson to appoint Jenna Udenberg as a member of the City HRA.
7. Accepting the recommendation of Mayor Swanson to appoint Jenna Udenberg as a member of the Trees & Trails Commission.
8. Authorizing a renewal application for designation as a Tree City USA.
9. Authorizing the Mayor, City Clerk and City Administrator to execute and deliver the 2022 – 2024 Contract for Campground Management Services between the City of Two Harbors and Katherine Groeneveld substantially in its previous form.
10. Authorizing the Mayor, City Clerk and City Administrator to execute and deliver the 2022 – 2024 Agreement for Airport Management Services between the City of Two Harbors and _____ substantially in its previous form.
11. Approving the request of Emily Savageau to carry over an additional 40 hours of vacation into 2022 due to a December employment anniversary date.
12. Approving the recommendation of the Liquor Store Manager to hire Kyle Johnson as a temporary employee at the Liquor Store.
13. Approving the request of the Public Works Director to allow Mike Haffield to attend MMUA stepping Into Leadership training in Plymouth, MN.
14. Authorizing the Mayor, City Clerk and Administrator to execute and deliver the Agreement by and between the City of Two Harbors and IBEW Local No. 31, January 1, 2021 through December 31, 2023.
15. Authorizing the Mayor, City Clerk and Administrator to execute and deliver the Agreement between the City of Two Harbors and the City of Two Harbors Supervisory Employees Association 2021 – 2023.
16. Approving Pay Application #13 for the 2021-2022 Street Improvement Project.
17. Approving reimbursement to the THGA for the purchase of a beverage cart for \$12,516.25.
18. Approving the purchase of sprinkler heads for the Lakeview National Golf Course for \$7,767.50.

Unfinished Business:

Other.

New Business:

1. [R] Consider adopting the 2022 – 2026 Capital Improvement Plan for the City of Two Harbors.
2. [R] Consider authorizing payment to Bolton & Menk in the amount of \$40,704 for professional services for the 2021 – 2022 Street & Alley Improvement Project. (July 24 – September 3, 2021)
3. [R] Consider authorizing payment to Bolton & Menk in the amount of \$23,773.50 for professional services for the 2021 – 2022 Street & Alley Improvement Project. (September 4 – October 1, 2021)
4. [R] Consider authorizing payment to Bolton & Menk in the amount of \$16,407 for professional services for the 2021 – 2022 Street & Alley Improvement Project. (October 2 – 29, 2021)

Other.

Announcements:

Adjourn: