

TWO HARBORS CITY COUNCIL  
AGENDA  
December 19, 2017

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 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 Works Committee  
Housing and Redevelopment Authority  
Utilities Committee  
Edna G. Commission  
Finance and Budget Committee

[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. Approving minutes from December 5, 2017 regular City Council meeting.
2. Allowing claims against the City to be paid on December 20, 2017.
3. Approving payroll for the second half of November and the first half of December, 2018.
4. Library Report dated November 8, 2017.
5. Confirming the Library Board's appointment of Carmella Hatch for the position of Library Assistant.
6. Hiring Richard Nolander as a temporary employee in the Public Works Department as a Skating Rink Attendant.

7. Authorizing payment to Bolton & Menk in the amount of \$6,396 for engineering services for preparation and coordination of the 2018 Street Improvement Project from September 23 – November 3, 2017.
8. Authorizing payment to Bolton & Menk in the amount of \$69,990 for engineering services for the Main Lift Station Improvement Project from August 12 to November 17, 2017.
9. Authorizing payment to Bolton & Menk in the amount of \$3,052 for engineering services for the Wastewater Treatment Facility Plan from October 21 – November 17, 2017.
10. Authorizing payment to Ulland Brothers in the amount of \$34,648.61, for the Castle Danger Watermain Relocation Project.
11. Authorizing the purchase and implementation of an Incode Work Order System from Tyler Technologies for an amount of \$11,100, plus an annual recurring fee of \$1,100.
12. Amending Resolution No. 12-295-17, Approving the Renewal of Cigarette Licenses for Minit Mart and Holiday Stationstores, Inc; and New Cigarette Licenses for Holiday Stationstores, LLC, to instead approve a new cigarette license for Holiday stationstores, Inc. and the renewal of the cigarette license for Minit Mart and Holiday Stationstores, LLC.
13. Accepting a quote from CW Technology for a server for the Police and Library Departments for configuration to the Shoretel System.
14. Approving an easement between the City of Two Harbors and Acre Development, LLC and authorizing and directing the Mayor and City Clerk to execute and deliver such easement on behalf of the City of Two Harbors.

Unfinished Business:

Other

New Business:

1. [R] Consider accepting the proposal of Bolton & Menk to provide engineering services for the development of a Significant Industrial User (SIU) Agreement with Castle Danger Brewing.
2. [R] Consider approving requests for proposals for consultant services for the Edna G. Tugboat relocation.
3. [R] Consider establishing the tax levy for taxes payable in the year 2018.
4. [R] Consider establishing the 2018 Budget for the City of Two Harbors.

5. [M] Consider a request from Jim Gilbert, Assistant Public Works Director, for permission to carry over up to four days of vacation in addition to the five days allowed by contract.
6. [M] Scheduling a public hearing regarding the 2018 Street and Alley Improvement Projects and directing staff to send out notification as required by MN Statute 429.

Other.

Announcements.

Adjourn.