



Motion by Woodruff and Glaser that the disciplinary hearing be adjourned. Carried.

**Public Affairs, Policy and Communications Committee:**

Councilor Woodruff reported that the Public Affairs, Policy and Communications Committee met regarding requests for use of the Community Building by the Department of Public Safety, for the Drivers' Examiner and Community Partners. The committee is working with Administrator Walker to attempt to accommodate both groups. They also discussed the establishment of a communications policy. They intend to meet again in the near future.

**Personnel Committee:**

President Erickson reported that the Personnel Committee met last week to discuss the position descriptions and proposed hiring for the Public Works Department as well as the Campground positions. There are three items on the agenda which were recommended by the committee.

**Finance and Budget Committee:**

President Erickson reported on a recent meeting of the Finance and Budget Committee where it was recommended that the Council authorize the transfer of Campground Funds from the General Fund to an enterprise fund and an amendment to the 2016 General Fund Budget.

**Planning Commission:**

Council Vice President Glaser reported that there were two public hearings at their recent Planning Commission meeting, the first was postponed for the purpose of gathering additional information; the second was regarding rezoning Hidden Springs property. The matter was tabled for the purpose of gathering additional information. The group also discussed establishing parkland dedication fees and the matter of temporary (or vacation) rentals.

**Recreation Board:**

Council President Erickson indicated that the City is accepting registration for the adult activity nights scheduled for March, April and May.

**Consent Agenda:**

Mayor Swanson requested that Consent Agenda item No. 5 be removed from the consent agenda and placed under New Business. Motion by Norberg and Woodruff that the following consent agenda items:

1. Approving minutes from January 23, 2017 regular meeting, January 30 and February 6, 2017 special meetings.
2. **RESOLUTION NO. 2-41-17 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS IN THE AMOUNT OF \$1,497,333.81.**
3. Allowing payroll for the second half of January, 2017 in the amount of \$236,450.60
4. Accepting the Library Report dated December 8, 2016.

5. Item removed from consent agenda.
6. **RESOLUTION NO. 2-42-17 HIRING JACK LAX, JESSE NORDEAN AND TREY FLECK AS TEMPORARY SKATING RINK ATTENDANTS IN THE PUBLIC WORKS DEPARTMENT.**
7. Designating certain Library equipment as discarded.
8. **RESOLUTION NO. 2-43-17 APPROVING AN AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN THE CITY AND ARDC FOR CITY PLANNER SERVICES.**
9. Declaring second reading of an ordinance amending the City Code, Chapter 2, Section 2.02, City Council Meetings, time and place.
10. **RESOLUTION NO. 2-44-17 AUTHORIZING THE TRANSFER OF CAMPGROUND FUNDS FROM THE GENERAL FUND TO AN ENTERPRISE FUND.**
11. **RESOLUTION NO. 2-45-17 AUTHORIZING AN AMENDMENT TO THE 2016 GENERAL FUND BUDGET.**
12. **RESOLUTION NO. 2-46-17 AUTHORIZING THE PURCHASE OF A 2017 FORD POLICE INTERCEPTOR FROM NELSON AUTO CENTER IN THE AMOUNT OF \$28,203.95 THROUGH THE STATE BID.**
13. **RESOLUTION NO. 2-47-17 AUTHORIZING THE PURCHASE OF NATURAL GAS METER REGISTERS FROM DAKOTA SUPPLY COMPANY FOR AN AMOUNT OF \$26,780.**
14. **RESOLUTION NO. 2-48-17 AUTHORIZING THE PURCHASE OF 140 - 5 INCH STORZ HYDRANT ADAPTORS FROM POLLARD WATER FOR AN AMOUNT OF \$17,780.**
15. **RESOLUTION NO. 2-49-17 AUTHORIZING THE PURCHASE OF 350 ELECTRONIC-READ ELECTRIC METERS FROM BORDER STATES ELECTRIC FOR AN AMOUNT OF \$13,500.**
16. **RESOLUTION NO. 2-50-17 APPROVING PAY APPLICATION NO. 18 FROM MAGNEY CONSTRUCTION FOR THE WATER TREATMENT FACILITY UPGRADE PROJECT.**
17. **RESOLUTION NO. 2-51-17 ACCEPTING THE PROPOSAL FROM MINNESOTA PUMP WORKS IN THE AMOUNT OF \$8,582 FOR LABOR AND MATERIALS TO REPLACE A PUMP IN THE SUPERIOR SHORES LIFT STATION.**
18. **RESOLUTION NO. 2-52-17 AUTHORIZING PAYMENT TO METERING & TECHNOLOGY SOLUTIONS IN THE AMOUNT OF \$2,195.45 FOR THE PURCHASE OF WATER METER MATERIALS.**
19. **RESOLUTION NO. 2-53-17 ACCEPTING THE PROPOSAL OF MMUA TO PROVIDE ARC FLASH HAZARD/RISK ASSESSMENT PROFESSIONAL SERVICES FOR AN AMOUNT OF \$8,200.**
20. **RESOLUTION NO. 2-54-17 ACCEPTING THE RECOMMENDATION OF THE FINANCE COMMITTEE TO APPROVE AN AMENDED MAINTENANCE SERVICE FEE SCHEDULE.**

21. **RESOLUTION NO. 2-55-17 ACCEPTING THE RECOMMENDATION OF THE PLANNING COMMISSION TO ADOPT A FEE SCHEDULE FOR PLANNING AND ZONING PERMIT APPLICATIONS.**
22. Accepting the recommendation of the Personnel Committee to approve revised job descriptions for Heavy Equipment Operator, Light Equipment Operator and Laborer positions in the Public Works Department.
23. Consider accepting the recommendation of the Personnel Committee to authorize the posting of internal bulletins for the positions of Heavy Equipment Operator and Light Equipment Operator in the Public Works Department.
24. **RESOLUTION NO. 2-56-17 APPROVING THE REQUEST MARIAH BLETTNER FOR A LEAVE OF ABSENCE UNDER THE FAMILY MEDICAL LEAVE ACT AND AUTHORIZING ADMINISTRATION TO HIRE A TEMP AGENCY TO COMPLETE HER DUTIES WHILE SHE IS OUT.**
25. Authorizing an advertisement for the Campground Manger position.
26. Authorizing the Water & Sewer Plant Superintendent to attend Minnesota Rural Water Association Training in St. Cloud.
27. Authorizing Mike Irving to attend the MPCA Annual Wastewater Operators Conference in Brooklyn Park, Brad MacFarlane and Luke Heikkila to attend Biosolids Land Application Certification in Brainerd and Will Rueckert to attend a Class B Wastewater Treatment Plant Exam Refresher Class in St. Cloud.
28. Authorizing Officer Greg Moe to attend Advanced Narcotics Training in Nisswa.
29. Authorizing Mariah Blettner and possibly one administrative staff member to attend Health Partners Benefit Manager Orientation in Bloomington.
30. Accepting the Accounts Payable Report for February 14, 2017.

Be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

**New Business:**

Motion by Woodruff and Norberg authorizing a request to the Lake County HRA in the amount of \$10,000 for the City's Neighborhood Revitalization Mini-Grant Program for 2017. Carried.

Motion by Norberg and Glaser that authorizing an advertisement for bids for the Two Harbors Public Works Building Project. Mayor Swanson called for a roll call vote. The motion carried by the following vote: Yeas: Glaser, Woodruff, Norberg, Erickson. 4. Nays: McQuade, Swanson, Jussila. 3.

Motion by Swanson and Woodruff that **RESOLUTION NO. 2-57-17 APPROVING THE REQUEST OF ELECTRICAL SUPERINTENDENT, PRINCE, FOR COMPENSATION IN THE AMOUNT OF \$2,030 FOR EXTRAORDINARY**

**CIRCUMSTANCES RELATED TO DAMAGE TO THE CITY'S ELECTRICAL DISTRIBUTION SYSTEM WHICH OCCURRED ON JANUARY 4, 2017** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Swanson and Glaser that **RESOLUTION NO. 2-58-17 AUTHORIZING A FEDERAL AIRPORT FUNDING REPAYMENT AGREEMENT BETWEEN THE CITY OF TWO HARBORS AND THE CITY OF BAUDETTE AND REQUESTING APPROVAL OF AGREEMENT FOR TRANSFER OF ENTITLEMENTS IN THE AMOUNT OF \$150,000** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Norberg and Woodruff referring to Public Affairs, Policy and Communications Committee, a letter from Leo Babeu and Katya Gordon, Two Harbors Community Radio, proposing various methods of providing information regarding City Council activities through Two Harbors Community Radio. Carried.

Vice President Glaser expressed condolences, on behalf of the City, to the family of David Battaglia, who provided many years of service as Mayor and Councilor for the City as well as the State Legislature.

Mayor Swanson reported on various events and activities within the Community.

Motion by Norberg and Woodruff that the meeting adjourn. Carried.

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Catherine A. Erickson, City Council President

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Patricia D. Nordean, City Clerk