

CITY OF TWO HARBORS
COMMITTEE OF THE WHOLE/AGENDA MEETING

March 13, 2023

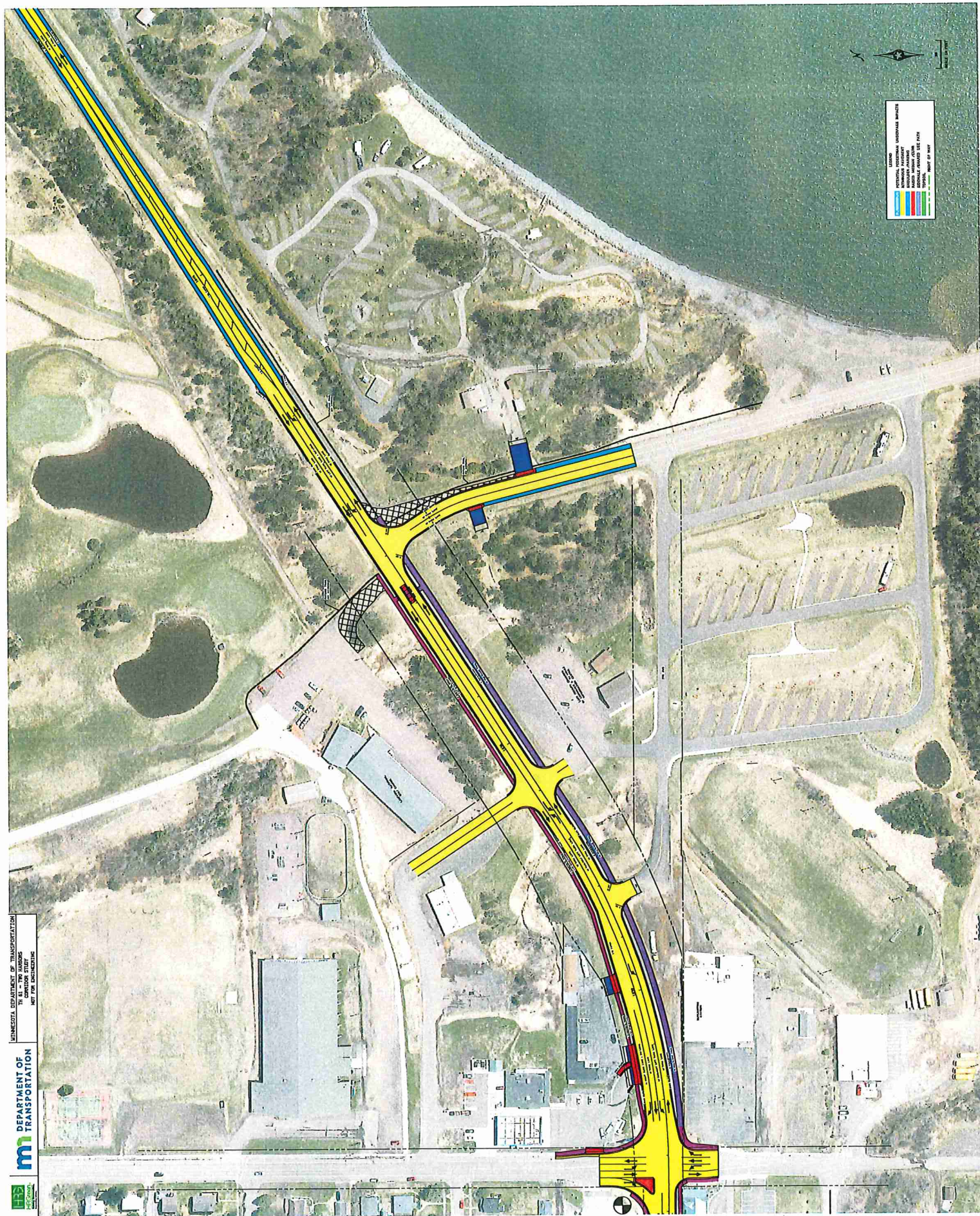
5:00 p.m. Call to Order

Appearances:

1. Josie Olson, MnDOT and other
Representatives, re: Highway 61
Project.
See attached Map.

Reports from:

- Administrator
- Attorney
- Finance Director
- City Engineer
- City Planner
- Other Agenda questions or additions



LEGEND
 EXISTING PAVEMENT
 PROPOSED PAVEMENT
 EXISTING GRASS
 PROPOSED GRASS
 EXISTING SIDEWALK
 PROPOSED SIDEWALK
 EXISTING STREETLIGHT
 PROPOSED STREETLIGHT



TWO HARBORS CITY COUNCIL

AGENDA

March 13, 2023

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. Brandon Graden -

Administrative Reports:

Committee Reports:

HRA.

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 February 27, 2023 Regular City Council meetings.
2. Allowing claims against the City of Two Harbors to be paid on March 14, 2023.
3. Approving payroll for the second half of February, 2023.

4. Authorizing payment to Jim Perrault Construction in the amount of \$4,986.25 for Change Order No. 1 and payment and retainage on remainder of contract.
5. Authorizing payment to Bolton & Menk in the amount of \$43,132.65 for professional services from January 21, 2023 to February 17, 2023 for the Wastewater Treatment Facility Project.
6. Authorizing payment to Bolton & Menk in the amount of \$32,925.00 for professional services from January 21, 2023 to February 14, 2023 for the Chlorine Tank Project.
7. Authorizing payment to Lakehead Constructors, Inc. in the amount of \$1,337,834.09, for pay application No. 16 for the Wastewater Treatment Facility Improvement Project.
8. Authorizing payment to WSB in the amount of \$470.00 for professional services for the Wastewater Treatment Facility Upgrades project from January 1, 2023 to January 31, 2023.
9. Authorizing the quote of Border States Electric for \$24,413.05 to replace existing steel trunk main installed in 1960 to be replaced with DPE plastic.
10. Authorizing the amended quote of Vivax-Metrotech RTK line located for locating underground utilities with the capabilities of GPS and added Bluetooth capabilities for an amount of \$11,995.
11. Authorizing the purchase of 70 new green treat posts to mount power peds at the Campground from Lamper Lumber at the cost of \$10,634.40
12. Accepting a proposal from Van Iwaarden Associates for GASB 67/68 actuarial valuation for FY 2023 and FY 2024.
13. Approving the recommendation of the City Attorney to amend the fee schedule for animal control ordinance violations.
14. Accepting the recommendation of the Public Safety Committee to designate no parking zones on portions of 5th Street and 4th Ave for the 2023-2024 Street Improvement Project.
15. Re- appointing Jenna Udenberg for reappointment to the Trees and Trails Committee for an additional 3 year term.
16. Authorizing travel for Randy Hedin to attend MPCA Type IV Biosolids Land Application Training in Breezy Point, MN from April 18-20, 2023.
17. Accepting the request from Jessica Carlson that the Moose Lodge be open for business Sunday, April 23rd, 2023.
18. Approving the engagement letter for services provided by BerganKDV for the 2022 audit.
19. Approving proposal from berganKDV for GASB 87 implementation assistance related to leases.
20. Consider approving an internal transfer in 2022 from the Campground Fund to Capital Equipment Fund for \$25,678.50 for costs associated with the Tall Ships Festival.

21. Consider approving an internal transfer in 2022 from the Campground Fund to General Fund for \$45,860.13 for costs associated with the Tall Ships Festival.

Communications:

1. A communication from Jennifer Selchow, Bolton & Menk, providing an update on WWTF Improvements.
2. Communication from Joe Rhein, City Engineer, regarding Engineering Project Updates for the City of Two Harbors
3. Receiving a Receipt of Mediation Petition and Meeting Notice in the matter of Teamsters, Local 346 and City of Two Harbors
4. A letter from Janelle, Jones, Lake County Chamber of Commerce, expressing thanks and appreciation for Capitol days held in February 2023.

Unfinished Business:

1. [R] Second reading of an ordinance of the City of Two Harbors, Minnesota Amending Section 2.51 and 2.40 of the Two Harbors City Code as they relate to legal counsel.

New Business:

1. [R] Approving plans and specifications and ordering advertisement or bids for the 2023-2024 Street Improvement Project
2. R] Calling for a feasibility report for the 2023 Sidewalk Improvement Project.
3. R] Accepting the quote from Bark's Tree Service for tree removal of 20 trees in Ward 3

Other.

Adjourn:

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 1

PACKET: 02696 3/14/2023

VENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0564 1ST AYD CORPORATION						
I-ps1594784		1ST AYD CORPORATION	293.66			
12/31/2022	APBNK	DUE: 1/30/2023 DISC: 1/30/2023		1099: N		
		1ST AYD CORPORATION		101 43126-221	MAINT. AND REPAIR SUPPLI	293.66
=== VENDOR TOTALS ===			293.66			
=====						
01-4838 A PLUS PEST MANAGEMENT MN						
I-24409		A PLUS PEST MANAGEMENT MN	50.00			
3/06/2023	APBNK	DUE: 3/06/2023 DISC: 3/06/2023		1099: N		
		A PLUS PEST MANAGEMENT MN		101 41400-210	OPERATING SUPPLIES	50.00
I-24410		A PLUS PEST MANAGEMENT MN	50.00			
3/06/2023	APBNK	DUE: 3/06/2023 DISC: 3/06/2023		1099: N		
		A PLUS PEST MANAGEMENT MN		211 45500-210	OPERATING SUPPLIES	50.00
I-24411		A PLUS PEST MANAGEMENT MN	50.00			
3/06/2023	APBNK	DUE: 3/06/2023 DISC: 3/06/2023		1099: N		
		A PLUS PEST MANAGEMENT MN		101 42200-210	OPERATING SUPPLIES	50.00
I-24412		A PLUS PEST MANAGEMENT MN	50.00			
3/06/2023	APBNK	DUE: 3/06/2023 DISC: 3/06/2023		1099: N		
		A PLUS PEST MANAGEMENT MN		605 49610-210	OPERATING SUPPLIES	50.00
I-24413		A PLUS PEST MANAGEMENT MN	50.00			
3/06/2023	APBNK	DUE: 3/06/2023 DISC: 3/06/2023		1099: N		
		A PLUS PEST MANAGEMENT MN		101 43100-210	OPERATING SUPPLIES	50.00
=== VENDOR TOTALS ===			250.00			
=====						
01-3402 ACME TOOLS - DULUTH						
I-11034919		ACME TOOLS - DULUTH	119.94			
3/09/2023	APBNK	DUE: 3/09/2023 DISC: 3/09/2023		1099: N		
		ACME TOOLS - DULUTH		604 49570-210	OPERATING SUPPLIES	39.98
		ACME TOOLS - DULUTH		605 49610-210	OPERATING SUPPLIES	39.98
		ACME TOOLS - DULUTH		101 43100-210	OPERATING SUPPLIES	39.98
=== VENDOR TOTALS ===			119.94			
=====						
01-2408 ALEX AIR APPARATUS, INC.						
I-6532		ALEX AIR APPARATUS, INC.	1,940.76			
2/27/2023	APBNK	DUE: 3/29/2023 DISC: 3/29/2023		1099: N		
		ALEX AIR APPARATUS, INC.		101 42200-210	OPERATING SUPPLIES	1,940.76
=== VENDOR TOTALS ===			1,940.76			

CA#2 03.13.2023

PACKET: 02696 3/14/2023

VENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-3679 AMERICAN BOTTLING COMPANY						
I-3313622022		AMERICAN BOTTLING COMPANY	195.10			
3/09/2023	APBNK	DUE: 4/08/2023 DISC: 4/08/2023		1099: N		
		AMERICAN BOTTLING COMPANY		609 49750-264	PURCHASES - MIX	195.10
=== VENDOR TOTALS ===			195.10			
=====						
01-1494 ARROWHEAD REGIONAL DEV. COMMIS						
I-5574		ELEMENT 130244-02	5,000.00			
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N		
		ELEMENT 130244-02		101 41550-303	CONTRACTUAL SERVICES	5,000.00
=== VENDOR TOTALS ===			5,000.00			
=====						
01-4226 ARTISAN BEER COMPANY						
I-3589786		ARTISAN BEER COMPANY	525.35			
3/02/2023	APBNK	DUE: 4/01/2023 DISC: 4/01/2023		1099: N		
		ARTISAN BEER COMPANY		609 49750-262	PURCHASES - BEER	525.35
I-3591025		ARTISAN BEER COMPANY	289.20			
3/09/2023	APBNK	DUE: 4/08/2023 DISC: 4/08/2023		1099: N		
		ARTISAN BEER COMPANY		609 49750-262	PURCHASES - BEER	289.20
=== VENDOR TOTALS ===			814.55			
=====						
01-4703 ARTISANS						
I-27605		SWEATSHIRTS	1,814.69			
3/01/2023	APBNK	DUE: 3/01/2023 DISC: 3/01/2023		1099: N		
		SWEATSHIRTS		660 45183-240	PURCHASES - APPAREL	1,814.69
I-INV-091284		ARTISANS	1,639.35			
2/27/2023	APBNK	DUE: 2/27/2023 DISC: 2/27/2023		1099: N		
		ARTISANS		660 45183-240	PURCHASES - APPAREL	1,639.35
=== VENDOR TOTALS ===			3,454.04			
=====						
01-4208 AT&T MOBILITY						
I-202303075252		AT&T MOBILITY	181.76			
2/28/2023	APBNK	DUE: 3/23/2023 DISC: 3/23/2023		1099: N		
		AT&T MOBILITY		602 49490-321	TELEPHONE	49.72
		AT&T MOBILITY		101 41400-321	TELEPHONE	22.24
		AT&T MOBILITY		101 43100-321	TELEPHONE	13.44
		AT&T MOBILITY		601 49440-321	TELEPHONE	44.69
		AT&T MOBILITY		101 42200-321	TELEPHONE	38.23
		AT&T MOBILITY		101 43100-321	TELEPHONE	13.44
=== VENDOR TOTALS ===			181.76			

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 3

PACKET: 02696 3/14/2023

VENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-4260	AT&T MOBILITY					
=====						
I-287297850383X30320	AT&T MOBILITY		163.81			
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N		
		AT&T MOBILITY		101 42100-321	TELEPHONE	38.23
		AT&T MOBILITY		101 42100-321	TELEPHONE	38.23
		AT&T MOBILITY		101 42100-321	TELEPHONE	22.24
		AT&T MOBILITY		101 42200-321	TELEPHONE	38.23
		AT&T MOBILITY		101 42200-321	TELEPHONE	13.44
		AT&T MOBILITY		101 42200-321	TELEPHONE	13.44
		=== VENDOR TOTALS ===	163.81			
=====						
01-0841	AUTO VALUE					
=====						
I-FEB2022AUTOVALUE	AUTO VALUE		901.53			
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N		
		POLICE		101 42100-222	VEHICLES - SUPPLIES & MA	13.89
		CEMETERY		101 49001-210	OPERATING SUPPLIES	142.87
		WWTP		602 49480-210	OPERATING SUPPLIES	13.87
		ELECTRIC		604 49570-210	OPERATING SUPPLIES	278.58
		EQUIP MAINT		101 43126-221	MAINT. AND REPAIR SUPPLI	449.74
		STREET		101 43100-210	OPERATING SUPPLIES	2.58
		=== VENDOR TOTALS ===	901.53			
=====						
01-0348	BELLBOY CORPORATION					
=====						
I-106475100	BELLBOY CORPORATION		18.40			
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N		
		BELLBOY CORPORATION		609 49750-269	PURCHASES - MERCHANDISE	16.40
		BELLBOY CORPORATION		609 49750-333	FREIGHT	2.00
=====						
I-98567100	BELLBOY CORPORATION		763.76			
3/02/2023	APBNK	DUE: 4/01/2023 DISC: 4/01/2023		1099: N		
		LIQUOR		609 49750-261	PURCHASES - LIQUOR	748.76
		FREIGHT		609 49750-333	FREIGHT	15.00
		=== VENDOR TOTALS ===	782.16			
=====						
01-2672	BERNICK'S					
=====						
I-30021776	BERNICK'S		13,822.90			
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N		
		BERNICK'S		609 49750-262	PURCHASES - BEER	13,795.25
		BERNICK'S		609 49750-333	FREIGHT	27.65
=====						
I-30021777	BERNICK'S		11.50			
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N		
		BERNICK'S		609 49750-264	PURCHASES - MIX	11.50

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 4

PACKET: 02696 3/14/2023

ENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----				GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
=====								
11-2672	BERNICK'S	(** CONTINUED **)						
=====								
I-30022130		BERNICK'S		80.00				
3/01/2023	APBNK	DUE: 3/31/2023 DISC: 3/31/2023			1099: N			
		BERNICK'S			609 49750-404	EQUIP. MAINTENANCE CONTR		80.00
=====								
I-30022807		BERNICK'S		9,430.40				
3/07/2023	APBNK	DUE: 4/06/2023 DISC: 4/06/2023			1099: N			
		BERNICK'S			609 49750-262	PURCHASES - BEER		9,298.15
		BERNICK'S			609 49750-264	PURCHASES - MIX		132.25
=====								
I-30022808		BERNICK'S		92.52				
3/07/2023	APBNK	DUE: 4/06/2023 DISC: 4/06/2023			1099: N			
		BERNICK'S			609 49750-264	PURCHASES - MIX		92.52
=== VENDOR TOTALS ===				23,437.32				
=====								
11-1933	BOBCAT OF DULUTH, INC.							
=====								
I-60564		BOBCAT OF DULUTH, INC.		289.11				
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023			1099: N			
		BOBCAT OF DULUTH, INC.			101 43126-221	MAINT. AND REPAIR SUPPLI		289.11
=====								
I-60877		BOBCAT OF DULUTH, INC.		55.22				
3/02/2023	APBNK	DUE: 4/01/2023 DISC: 4/01/2023			1099: N			
		BOBCAT OF DULUTH, INC.			101 43126-221	MAINT. AND REPAIR SUPPLI		55.22
=== VENDOR TOTALS ===				344.33				
=====								
11-4409	BOURGET IMPORTS LLC							
=====								
I-194577		BOURGET IMPORTS LLC		376.50				
3/07/2023	APBNK	DUE: 4/06/2023 DISC: 4/06/2023			1099: N			
		BOURGET IMPORTS LLC			609 49750-262	PURCHASES - BEER		80.00
		BOURGET IMPORTS LLC			609 49750-263	PURCHASES - WINE		280.00
		BOURGET IMPORTS LLC			609 49750-333	FREIGHT		16.50
=== VENDOR TOTALS ===				376.50				
=====								
01-4319	BREAKTHRU BEVERAGE MN							
=====								
I-348016488		BREAKTHRU BEVERAGE MN		1,778.75				
3/01/2023	APBNK	DUE: 3/31/2023 DISC: 3/31/2023			1099: N			
		LIQUOR			609 49750-261	PURCHASES - LIQUOR		1,394.05
		WINE			609 49750-263	PURCHASES - WINE		344.00
		FREIGHT			609 49750-333	FREIGHT		40.70
=====								
I-348016489		BREAKTHRU BEVERAGE MN		74.68				
3/01/2023	APBNK	DUE: 3/31/2023 DISC: 3/31/2023			1099: N			
		BREAKTHRU BEVERAGE MN			609 49750-262	PURCHASES - BEER		74.68

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 5

PACKET: 02696 3/14/2023

VENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
=====							
01-4319	BREAKTHRU BEVERAGE MN (** CONTINUED **)						
=====							
I-348110960		BREAKTHRU BEVERAGE MN	3,268.40				
3/08/2023	APBNK	DUE: 4/07/2023 DISC: 4/07/2023		1099: N			
		BREAKTHRU BEVERAGE MN		609 49750-261	PURCHASES - LIQUOR	3,188.85	
		BREAKTHRU BEVERAGE MN		609 49750-333	FREIGHT	79.55	
		=== VENDOR TOTALS ===	5,121.83				
=====							
01-1370	BRENT'S BIFFIES						
=====							
I-74270		BRENT'S BIFFIES	110.00				
2/15/2023	APBNK	DUE: 3/17/2023 DISC: 3/17/2023		1099: N			
		BRENT'S BIFFIES		101 43100-210	OPERATING SUPPLIES	110.00	
=====							
I-74271		BRENT'S BIFFIES	110.00				
2/15/2023	APBNK	DUE: 3/17/2023 DISC: 3/17/2023		1099: N			
		BRENT'S BIFFIES		101 49100-474	WINTER FROLIC	110.00	
		=== VENDOR TOTALS ===	220.00				
=====							
01-4837	CHERRYROAD MEDIA						
=====							
I-0000849140		LIGHTHOUSE POINT	162.00				
2/27/2023	APBNK	DUE: 2/27/2023 DISC: 2/27/2023		1099: N			
		LIGHTHOUSE POINT		101 41550-303	CONTRACTUAL SERVICES	162.00	
		=== VENDOR TOTALS ===	162.00				
=====							
01-1502	CINTAS CORPORATION						
=====							
I-4147998400		CINTAS CORPORATION	226.52				
3/01/2023	APBNK	DUE: 3/11/2023 DISC: 3/11/2023		1099: N			
		CINTAS CORPORATION		101 43100-210	OPERATING SUPPLIES	173.43	
		CINTAS CORPORATION		604 49570-210	OPERATING SUPPLIES	26.54	
		CINTAS CORPORATION		605 49610-210	OPERATING SUPPLIES	26.55	
=====							
I-4147998517		CINTAS CORPORATION	19.25				
3/01/2023	APBNK	DUE: 3/11/2023 DISC: 3/11/2023		1099: N			
				609 49750-210	OPERATING SUPPLIES	19.25	
=====							
I-4148702830		CINTAS CORPORATION	218.77				
3/08/2023	APBNK	DUE: 3/18/2023 DISC: 3/18/2023		1099: N			
		CINTAS CORPORATION		101 43100-210	OPERATING SUPPLIES	165.68	
		CINTAS CORPORATION		604 49570-210	OPERATING SUPPLIES	26.54	
		CINTAS CORPORATION		605 49610-210	OPERATING SUPPLIES	26.55	
		=== VENDOR TOTALS ===	464.54				

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 6

PACKET: 02696 3/14/2023

VENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
=====							
01-4798	738800	CIRCLE K, MS #1					
=====							
I-202303085257		FUEL		1,485.98			
3/09/2023	APBNK	DRAFT	3/09/2023	1099: N			
		FUEL		101 42100-212	GASOLINE AND DIESEL FUEL	1,485.98	
=====							
=== VENDOR TOTALS ===				1,485.98			
=====							
01-4680	738800	CIRCLE K, MS #1					
=====							
I-202303085256		738800 CIRCLE K, MS #1		722.46			
3/07/2023	APBNK	DRAFT	3/09/2023	1099: N			
		738800 CIRCLE K, MS #1		101 43100-212	GASOLINE AND DIESEL FUEL	420.30	
		738800 CIRCLE K, MS #1		601 49420-212	GASOLINE & DIESEL FUEL	173.21	
		738800 CIRCLE K, MS #1		604 49570-212	GASOLINE & DIESEL FUEL	56.01	
		738800 CIRCLE K, MS #1		605 49610-212	GASOLINE & DIESEL FUEL	72.94	
=====							
=== VENDOR TOTALS ===				722.46			
=====							
01-0362		COOPERATIVE LIGHT & POWER					
=====							
I-202303095261		WATER TOWER		113.45			
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N			
		WATER TOWER		601 49430-380	UTILITIES	113.45	
=====							
=== VENDOR TOTALS ===				113.45			
=====							
01-0362		COOPERATIVE LIGHT & POWER					
=====							
I-202303095262		COOPERATIVE LIGHT & POWER		138.19			
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N			
		COOPERATIVE LIGHT & POWER		601 49430-380	UTILITIES	138.19	
=====							
=== VENDOR TOTALS ===				138.19			
=====							
01-0362		COOPERATIVE LIGHT & POWER					
=====							
I-202303095263		AIRPORT NEW HANGAR		171.07			
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N			
		AIRPORT NEW HANGAR		231 49810-380	UTILITIES	171.07	
=====							
=== VENDOR TOTALS ===				171.07			

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 7

PACKET: 02696 3/14/2023

VENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0362 COOPERATIVE LIGHT & POWER						
I-202303095264		COOPERATIVE LIGHT & POWER	880.53			
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N		
		AIRPORT		231 49810-380	UTILITIES	880.53
=== VENDOR TOTALS ===			880.53			
=====						
01-0362 COOPERATIVE LIGHT & POWER						
I-202303095265		608 AIRPORT ROAD	123.17			
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N		
		608 AIRPORT ROAD		231 49810-380	UTILITIES	123.17
=== VENDOR TOTALS ===			123.17			
=====						
01-4755 COSTIN GROUP INC						
I-1720		public relations FEB 23	1,500.00			
2/28/2023	APBNK	DUE: 2/28/2023 DISC: 2/28/2023		1099: N		
		public relations		101 49100-300	PROFESSIONAL SERVICES	1,500.00
=== VENDOR TOTALS ===			1,500.00			
=====						
01-4679 COSTLEY & MORRIS, P.C.						
I-60		COSTLEY & MORRIS, P.C.	10,692.50			
2/28/2023	APBNK	DUE: 2/28/2023 DISC: 2/28/2023		1099: Y		
		COSTLEY & MORRIS, P.C.		402 49200-300	PROFESSIONAL SERVICES	799.50
		COSTLEY & MORRIS, P.C.		101 41610-303	CONTRACTUAL SERVICES	9,893.00
=== VENDOR TOTALS ===			10,692.50			
=====						
01-0858 DANNY'S AUTO SHOP						
I-77407		2020 SQUAD CAR REPAIR LIMP MO	904.25			
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N		
		2020 SQUAD CAR REPAIR LIMP MOD		101 42100-222	VEHICLES - SUPPLIES & MA	904.25
=== VENDOR TOTALS ===			904.25			
=====						
01-2568 DELTA DENTAL						
I-1193608		DELTA DENTAL	1,230.96			
2/25/2023	APBNK	DRAFT 3/06/2023		1099: N		
		DELTA DENTAL		101 41400-132	DENTAL INSURANCE	725.50
		DELTA DENTAL		601 49440-132	DENTAL INSURANCE	189.07
		DELTA DENTAL		602 49490-132	DENTAL INSURANCE	159.45
		DELTA DENTAL		605 49620-132	DENTAL INSURANCE	156.94
=== VENDOR TOTALS ===			1,230.96			

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 8

VACKET: 02696 3/14/2023

VENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-4842	DSGW					
I-002130.00-5		JAN 21-FEB 24 LIQUOR STORE	17,192.50			
2/24/2023	APBNK	DUE: 2/24/2023 DISC: 2/24/2023		1099: N		
		JAN 21-FEB 24 LIQUOR STORE		609 49750-520	CAPITAL OUTLAY - BUILDIN	17,192.50
		=== VENDOR TOTALS ===	17,192.50			

01-4691 EVAN SANDRETSKY

I-202303035235		EVAN SANDRETSKY	174.99			
2/28/2023	APBNK	DUE: 2/28/2023 DISC: 2/28/2023		1099: N		
		EVAN SANDRETSKY		604 49590-135	Other Employee Benefits	174.99
		=== VENDOR TOTALS ===	174.99			

01-3867 FERGUSON WATERWORKS #2518

I-0507918		PACER, MRKR RFLCT	615.64			
2/17/2023	APBNK	DUE: 3/19/2023 DISC: 3/19/2023		1099: N		
		PACER, MRKR RFLCT		601 49430-235	WATER LEAK REPAIR & MAIN	615.64
		=== VENDOR TOTALS ===	615.64			

01-0897 FRONTIER

I-202303065245		MARCH 2023	168.77			
2/26/2023	APBNK	DUE: 3/28/2023 DISC: 3/28/2023		1099: N		
		MARCH 2023		601 49440-321	TELEPHONE	84.38
		MARCH 2023		602 49490-321	TELEPHONE	84.39
		=== VENDOR TOTALS ===	168.77			

01-2014 FRONTIER ENERGY, INC.

I-191338		FEB 1-FEB 28, 2023 PROF SVS	1,068.46			
2/28/2023	APBNK	DRAFT 3/08/2023		1099: N		
		FEB 1-FEB 28, 2023 PROF SVS		604 49590-446	CONSERVATION IMPROVEMENT	1,068.46
		=== VENDOR TOTALS ===	1,068.46			

01-4723 GIANT VOICES

I-INV-1119		GIANT VOICES	14.84			
1/31/2023	APBNK	DUE: 1/31/2023 DISC: 1/31/2023		1099: N		
		GIANT VOICES		605 49620-433	DUES AND SUBSCRIPTIONS	14.84
		=== VENDOR TOTALS ===	14.84			

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 9

PACKET: 02696 3/14/2023

ENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====							
01-0607	GOPHER STATE ONE- CALL						
=====							
I-2120796		GOPHER STATE ONE- CALL		9.45			
12/31/2022	APBNK	DUE: 1/30/2023 DISC: 1/30/2023			1099: N		
		GOPHER STATE ONE- CALL			604 49570-210	OPERATING SUPPLIES	4.73
		GOPHER STATE ONE- CALL			605 49610-210	OPERATING SUPPLIES	4.72
=====							
I-3020798		GOPHER STATE ONE- CALL		10.80			
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023			1099: N		
		GOPHER STATE ONE- CALL			604 49570-210	OPERATING SUPPLIES	5.40
		GOPHER STATE ONE- CALL			605 49610-210	OPERATING SUPPLIES	5.40
=== VENDOR TOTALS ===				20.25			
=====							
01-0384	GRAYBAR ELECTRIC CO.						
=====							
I-9331100127		GRAYBAR ELECTRIC CO.		429.17			
3/03/2023	APBNK	DUE: 4/02/2023 DISC: 4/02/2023			1099: N		
		GRAYBAR ELECTRIC CO.			604 49570-221	MAINT. AND REPAIR SUPPLI	429.17
=====							
I-9331181358		CAMPGROUND		601.99			
3/09/2023	APBNK	DUE: 4/08/2023 DISC: 4/08/2023			1099: N		
		CAMPGROUND			660 45183-210	OPERATING SUPPLIES	601.99
=== VENDOR TOTALS ===				1,031.16			
=====							
01-4297	MIKE HAFFIELD						
=====							
I-202303035236		MEAL REIMBURSE		7.98			
3/03/2023	APBNK	DUE: 4/02/2023 DISC: 4/02/2023			1099: N		
		MEAL REIMBURSE			101 43100-135	other Employee Benefits	7.98
=====							
I-202303035237		MIKE HAFFIELD		7.56			
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023			1099: N		
		MEAL REIMBURSE			101 43100-135	other Employee Benefits	7.56
=== VENDOR TOTALS ===				15.54			
=====							
01-0387	HAWKINS, INC.						
=====							
I-6417382		HAWKINS, INC.		2,638.44			
3/07/2023	APBNK	DUE: 4/06/2023 DISC: 4/06/2023			1099: N		
		HAWKINS, INC.			601 49420-216	CHEMICALS	2,638.44
=== VENDOR TOTALS ===				2,638.44			

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 10

PACKET: 02696 3/14/2023

VENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
=====							
01-4322	STEVE HEDIN						
I-202303035238		MEAL REIMBURSE	8.43				
3/03/2023	APBNK	DUE: 4/02/2023 DISC: 4/02/2023		1099: N			
		MEAL REIMBURSE		101 43100-135	Other Employee Benefits	8.43	
I-202303035239		MEAL REIMBURSE	7.34				
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N			
		MEAL REIMBURSE		101 43100-135	Other Employee Benefits	7.34	
=== VENDOR TOTALS ===			15.77				
=====							
01-0678	HOTSYMINNESOTA.COM						
I-16241		HOTSYMINNESOTA.COM	201.05				
3/06/2023	APBNK	DUE: 4/05/2023 DISC: 4/05/2023		1099: N			
		HOTSYMINNESOTA.COM		101 43126-221	MAINT. AND REPAIR SUPPLI	201.05	
I-16288		HOTSYMINNESOTA.COM	326.59				
3/02/2023	APBNK	DUE: 4/01/2023 DISC: 4/01/2023		1099: N			
		HOTSYMINNESOTA.COM		101 43126-221	MAINT. AND REPAIR SUPPLI	326.59	
=== VENDOR TOTALS ===			527.64				
=====							
01-0783	INGRAM LIBRARY SERVICES						
I-74387370		INGRAM LIBRARY SERVICES	67.60				
2/10/2023	APBNK	DUE: 3/12/2023 DISC: 3/12/2023		1099: N			
		INGRAM LIBRARY SERVICES		211 45500-435	BOOKS AND PERIODICALS	67.60	
I-74439672		INGRAM LIBRARY SERVICES	173.91				
2/14/2023	APBNK	DUE: 3/16/2023 DISC: 3/16/2023		1099: N			
		INGRAM LIBRARY SERVICES		211 45500-435	BOOKS AND PERIODICALS	173.91	
I-74489792		INGRAM LIBRARY SERVICES	177.95				
2/16/2023	APBNK	DUE: 3/18/2023 DISC: 3/18/2023		1099: N			
		INGRAM LIBRARY SERVICES		211 45500-435	BOOKS AND PERIODICALS	177.95	
I-74559283		INGRAM LIBRARY SERVICES	86.92				
2/21/2023	APBNK	DUE: 3/23/2023 DISC: 3/23/2023		1099: N			
		INGRAM LIBRARY SERVICES		211 45500-435	BOOKS AND PERIODICALS	86.92	
=== VENDOR TOTALS ===			506.38				

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 11

PACKET: 02696 3/14/2023

ENDORSET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-4743	JOEL D DHEIN					
I-202303035234		JOEL D DHEIN	215.72			
3/03/2023	APBNK	DUE: 3/03/2023 DISC: 3/03/2023		1099: N		
		JOEL D DHEIN		101 41400-135	Other Employee Benefits	215.72
		=== VENDOR TOTALS ===	215.72			
=====						
01-0399	JOHNSON BROS LIQUOR CO					
I-2249474		JOHNSON BROS LIQUOR CO	6,625.53			
3/02/2023	APBNK	DUE: 4/01/2023 DISC: 4/01/2023		1099: N		
		JOHNSON BROS LIQUOR CO		609 49750-261	PURCHASES - LIQUOR	4,499.89
		JOHNSON BROS LIQUOR CO		609 49750-263	PURCHASES - WINE	1,957.41
		JOHNSON BROS LIQUOR CO		609 49750-333	FREIGHT	168.23
I-2253801		JOHNSON BROS LIQUOR CO	3,370.43			
3/09/2023	APBNK	DUE: 4/08/2023 DISC: 4/08/2023		1099: N		
		JOHNSON BROS LIQUOR CO		609 49750-261	PURCHASES - LIQUOR	2,676.23
		JOHNSON BROS LIQUOR CO		609 49750-263	PURCHASES - WINE	545.27
		JOHNSON BROS LIQUOR CO		609 49750-264	PURCHASES - MIX	37.00
		JOHNSON BROS LIQUOR CO		609 49750-333	FREIGHT	111.93
		=== VENDOR TOTALS ===	9,995.96			
=====						
01-1186	KINECT ENERGY GROUP					
I-356486		MARCH 20253	2,650.00			
3/01/2023	APBNK	DRAFT 3/08/2023		1099: N		
		MARCH 20253		604 49590-300	PROFESSIONAL SERVICES	1,800.00
		MARCH 20253		605 49620-300	PROFESSIONAL SERVICES	850.00
		=== VENDOR TOTALS ===	2,650.00			
=====						
01-1187	KINECT ENERGY GROUP-ACH					
I-357125		KINECT ENERGY GROUP-ACH	99,552.51			
3/01/2023	APBNK	DRAFT 3/09/2023		1099: N		
		KINECT ENERGY GROUP-ACH		605 49600-251	PURCHASE GAS FOR RESALE	99,552.51
		=== VENDOR TOTALS ===	99,552.51			
=====						
01-0498	DAVID KLINKER					
I-202303075253		BOOTS 2023	150.00			
3/01/2023	APBNK	DUE: 3/31/2023 DISC: 3/31/2023		1099: N		
		BOOTS 2023		602 49490-135	Other Employee Benefits	150.00
		=== VENDOR TOTALS ===	150.00			

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 12

PACKET: 02696 3/14/2023

ENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-4172	KTWH RADIO					
I-202303035243		MARCH 2023	200.00			
3/01/2023	APBNK	DUE: 3/01/2023 DISC: 3/01/2023		1099: Y		
		MARCH 2023		101 49100-433	DUES AND SUBSCRIPTIONS	200.00
=== VENDOR TOTALS ===			200.00			
=====						
01-0259	KWIK TRIP EXTENDED NETWORK					
I-NP63959952		FEB 23 FUEL	7,640.99			
2/28/2023	APBNK	DRAFT 3/08/2023		1099: N		
		FEB 23 FUEL		101 42100-212	GASOLINE AND DIESEL FUEL	281.54
		FEB 23 FUEL		101 42200-212	GASOLINE & DIESEL FUEL	355.40
		FEB 23 FUEL		101 43100-212	GASOLINE AND DIESEL FUEL	5,827.22
		FEB 23 FUEL		602 49450-212	GASOLINE & DIESEL FUEL	259.69
		FEB 23 FUEL		602 49480-212	GASOLINE & DIESEL FUEL	77.18
		FEB 23 FUEL		604 49570-212	GASOLINE & DIESEL FUEL	412.12
		FEB 23 FUEL		605 49610-212	GASOLINE & DIESEL FUEL	427.84
=== VENDOR TOTALS ===			7,640.99			
=====						
01-0517	LAKE CO. SHERIFF					
I-202303035242		LAKE CO. SHERIFF	7,514.59			
12/31/2022	APBNK	DUE: 1/30/2023 DISC: 1/30/2023		1099: N		
		LAKE CO. SHERIFF		401 49100-602	OTHER LONG-TERM OBLIG PR	6,278.83
		LAKE CO. SHERIFF		401 49100-612	OTHER LONG-TERM OBLIG IN	1,235.76
=== VENDOR TOTALS ===			7,514.59			
=====						
01-3731	LAKE VIEW MEMORIAL HOSPITAL					
I-45		LAKE VIEW MEMORIAL HOSPITAL	95.00			
1/02/2023	APBNK	DUE: 1/02/2023 DISC: 1/02/2023		1099: N		
		LAKE VIEW MEMORIAL HOSPITAL		101 42100-210	OPERATING SUPPLIES	95.00
I-46		LAKE VIEW MEMORIAL HOSPITAL	190.00			
2/07/2023	APBNK	DUE: 2/07/2023 DISC: 2/07/2023		1099: N		
		LAKE VIEW MEMORIAL HOSPITAL		101 41400-210	OPERATING SUPPLIES	190.00
=== VENDOR TOTALS ===			285.00			

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 13

PACKET: 02696 3/14/2023

VENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-3796 LAKEHEAD CONSTRUCTORS, INC.						
=====						
I-16		LAKEHEAD CONSTRUCTORS, INC.	1,337,834.09			
2/24/2023	APBNK	DUE: 2/24/2023 DISC: 2/24/2023		1099: N		
		PAY APP 16		602 49480-530	CAPITAL OUTLAY - IMPROVE	1,337,834.09
=== VENDOR TOTALS ===			1,337,834.09			
=====						
01-1037 LINDE GAS & EQUIPMENT INC						
=====						
I-34309115		CYLINDER RENT	40.77			
2/22/2023	APBNK	DUE: 3/24/2023 DISC: 3/24/2023		1099: N		
		CYLINDER RENT		101 43100-210	OPERATING SUPPLIES	40.77
=== VENDOR TOTALS ===			40.77			
=====						
01-3028 MADDEN GALANTER HANSEN						
=====						
I-202303085255		LABOR RELATIONS FEB 2023	420.00			
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N		
		LABOR RELATIONS FEB 2023		101 49100-300	PROFESSIONAL SERVICES	420.00
=== VENDOR TOTALS ===			420.00			
=====						
01-0535 MAHER TRUCKING						
=====						
I-202303065246		MAHER TRUCKING	106.47			
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N		
		MAHER TRUCKING		101 45185-210	OPERATING SUPPLIES	106.47
I-202303065247		MAHER TRUCKING	2,853.81			
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N		
		MAHER TRUCKING		101 43230-384	REFUSE DISPOSAL	2,853.81
I-202303065248		MAHER TRUCKING	95.36			
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N		
		MAHER TRUCKING		602 49480-210	OPERATING SUPPLIES	95.36
=== VENDOR TOTALS ===			3,055.64			
=====						
01-0849 MCCOY CONSTRUCTION & FORESTRY,						
=====						
I-2199279		FILTERS	178.50			
2/15/2023	APBNK	DUE: 3/17/2023 DISC: 3/17/2023		1099: N		
		FILTERS		101 43126-221	MAINT. AND REPAIR SUPPLI	178.50
=== VENDOR TOTALS ===			178.50			

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 14

PACKET: 02696 3/14/2023

VENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0765		MENARDS-WEST DULUTH				
=====						
I-72740		SPLICE	13.78			
2/17/2023	APBNK	DUE: 3/19/2023 DISC: 3/19/2023		1099: N		
		SPLICE		604 49570-221	MAINT. AND REPAIR SUPPLI	13.78
=====						
I-73490		MENARDS-WEST DULUTH	51.46			
3/02/2023	APBNK	DUE: 4/01/2023 DISC: 4/01/2023		1099: N		
		MENARDS-WEST DULUTH		601 49420-210	OPERATING SUPPLIES	51.46
=====						
		=== VENDOR TOTALS ===	65.24			
=====						
01-3855		METRO SALES INC.				
=====						
I-INV2227726		METRO SALES INC.	170.00			
2/20/2023	APBNK	DUE: 3/22/2023 DISC: 3/22/2023		1099: N		
		METRO SALES INC.		101 41400-404	EQUIP. MAINTENANCE CONTR	21.66
		METRO SALES INC.		601 49440-404	EQUIP. MAINTENANCE CONTR	1.70
		METRO SALES INC.		602 49490-404	EQUIP. MAINTENANCE CONTR	32.69
		METRO SALES INC.		604 49590-404	EQUIP. MAINTENANCE CONTR	75.52
		METRO SALES INC.		605 49620-404	EQUIP. MAINTENANCE CONTR	23.50
		METRO SALES INC.		609 49750-404	EQUIP. MAINTENANCE CONTR	9.48
		METRO SALES INC.		651 49520-404	EQUIP. MAINTENANCE CONTR	3.75
		METRO SALES INC.		660 45183-404	EQUIP. MAINTENANCE CONTR	1.70
=====						
I-INV2230740		RICOH P800	2,000.00			
2/23/2023	APBNK	DUE: 3/25/2023 DISC: 3/25/2023		1099: N		
		RICOH P800		101 41400-404	EQUIP. MAINTENANCE CONTR	272.76
		RICOH P800		601 49440-404	EQUIP. MAINTENANCE CONTR	21.41
		RICOH P800		602 49490-404	EQUIP. MAINTENANCE CONTR	411.64
		RICOH P800		604 49590-404	EQUIP. MAINTENANCE CONTR	951.00
		RICOH P800		605 49620-404	EQUIP. MAINTENANCE CONTR	295.99
		RICOH P800		651 49520-404	EQUIP. MAINTENANCE CONTR	47.20
=====						
I-INV2231070		METRO SALES INC.	169.00			
2/24/2023	APBNK	DUE: 3/26/2023 DISC: 3/26/2023		1099: N		
		METRO SALES INC.		101 41400-404	EQUIP. MAINTENANCE CONTR	21.53
		METRO SALES INC.		601 49440-404	EQUIP. MAINTENANCE CONTR	1.69
		METRO SALES INC.		602 49490-404	EQUIP. MAINTENANCE CONTR	32.50
		METRO SALES INC.		604 49590-404	EQUIP. MAINTENANCE CONTR	75.07
		METRO SALES INC.		605 49620-404	EQUIP. MAINTENANCE CONTR	23.37
		METRO SALES INC.		609 49750-404	EQUIP. MAINTENANCE CONTR	9.43
		METRO SALES INC.		651 49520-404	EQUIP. MAINTENANCE CONTR	3.73
		METRO SALES INC.		660 45183-404	EQUIP. MAINTENANCE CONTR	1.68
=====						
		=== VENDOR TOTALS ===	2,339.00			

PACKET: 02696 3/14/2023

ENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====							
01-0697		MICHAUD DIST. CORP.					
C-374722		MICHAUD DIST. CORP.		41.60CR			
2/28/2023	APBNK	DUE: 2/28/2023 DISC: 2/28/2023			1099: N		
		MICHAUD DIST. CORP.			609 49750-262	PURCHASES - BEER	41.60CR
I-0377431		MICHAUD DIST. CORP.		18.00			
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023			1099: N		
		MICHAUD DIST. CORP.			101 43100-210	OPERATING SUPPLIES	18.00
I-374889		MICHAUD DIST. CORP.		1,754.90			
3/01/2023	APBNK	DUE: 3/31/2023 DISC: 3/31/2023			1099: N		
		BEER			609 49750-262	PURCHASES - BEER	1,679.90
		MIX			609 49750-264	PURCHASES - MIX	72.00
		FREIGHT			609 49750-333	FREIGHT	3.00
I-MN63		MICHAUD DIST. CORP.		120.00			
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023			1099: N		
		MICHAUD DIST. CORP.			609 49750-263	PURCHASES - WINE	120.00
		=== VENDOR TOTALS ===		1,851.30			
=====							
01-0755		MINNESOTA INDUSTRIES, INC.					
I-3351633		MINNESOTA INDUSTRIES, INC.		137.30			
3/08/2023	APBNK	DUE: 4/07/2023 DISC: 4/07/2023			1099: N		
		MINNESOTA INDUSTRIES, INC.			101 43126-221	MAINT. AND REPAIR SUPPLI	137.30
		=== VENDOR TOTALS ===		137.30			
=====							
01-0500		MN COUNCIL OF AIRPORT					
I-552		MEMBERSHIP AIRPORT		150.00			
1/01/2023	APBNK	DUE: 1/31/2023 DISC: 1/31/2023			1099: N		
		MEMBERSHIP AIRPORT			231 49810-433	DUES AND SUBSCRIPTIONS	150.00
		=== VENDOR TOTALS ===		150.00			
=====							
01-0748		MN DEPT OF LABOR & INDUSTRY					
I-ABR0302994X		PRESSURE VESSEL		20.00			
2/25/2023	APBNK	DUE: 3/27/2023 DISC: 3/27/2023			1099: N		
		PRESSURE VESSEL			601 49420-210	OPERATING SUPPLIES	20.00
		=== VENDOR TOTALS ===		20.00			

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 16

PACKET: 02696 3/14/2023

ENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-1267 MN DEPT OF REVENUE						
=====						
I-FEB 2023		FEB 2023 SALES & USE TAX	100,000.00			
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N		
		FEB 2023 SALES & USE TAX		604 49590-439	MISCELLANEOUS	103.00
		FEB 2023 SALES & USE TAX		605 49620-439	MISCELLANEOUS	42.00
		FEB 2023 SALES & USE TAX		609 49750-439	MISCELLANEOUS	18.00
		FEB 2023 SALES & USE TAX		660 45183-439	MISCELLANEOUS	1.00
		FEB 2023 SALES & USE TAX		601 20800	DUE TO OTHER GOVT UNITS-	99,836.00
		=== VENDOR TOTALS ===	100,000.00			
=====						
01-0587 MN POLLUTION CONTROL AGENCY						
=====						
I-10000153608		MN POLLUTION CONTROL AGENCY	2,192.00			
2/10/2023	APBNK	DUE: 3/12/2023 DISC: 3/12/2023		1099: N		
		MN POLLUTION CONTROL AGENCY		602 49490-433	DUES AND SUBSCRIPTIONS	2,192.00
=====						
I-442407		2021 AIRPORT SRE ACQUISITION	2,400.00			
3/03/2023	APBNK	DUE: 4/02/2023 DISC: 4/02/2023		1099: N		
		2021 AIRPORT SRE ACQUISITION		401 49100-580	OTHER EQUIPMENT	2,400.00
		=== VENDOR TOTALS ===	4,592.00			
=====						
01-0477 MN POWER						
=====						
I-202303085254		FEB 2023	171,580.47			
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N		
		FEB 2023		604 49560-250	PURCHASED POWER	171,580.47
		=== VENDOR TOTALS ===	171,580.47			
=====						
01-4768 NEW FRANCE WINE COMPANY						
=====						
I-201204		NEW FRANCE WINE COMPANY	380.00			
3/02/2023	APBNK	DUE: 3/02/2023 DISC: 3/02/2023		1099: N		
		WINE		609 49750-263	PURCHASES - WINE	362.00
		FREIGHT		609 49750-333	FREIGHT	18.00
=====						
I-201582		NEW FRANCE WINE COMPANY	27.00			
3/09/2023	APBNK	DUE: 3/09/2023 DISC: 3/09/2023		1099: N		
		NEW FRANCE WINE COMPANY		609 49750-263	PURCHASES - WINE	27.00
		=== VENDOR TOTALS ===	407.00			

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 17

PACKET: 02696 3/14/2023

ENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0923 NORTH CENTRAL LABORATORIES						
I-483906		NORTH CENTRAL LABORATORIES	228.21			
3/01/2023	APBNK	DUE: 3/31/2023 DISC: 3/31/2023		1099: N		
		NORTH CENTRAL LABORATORIES		602 49480-210	OPERATING SUPPLIES	228.21
=== VENDOR TOTALS ===			228.21			
=====						
01-0427 NORTHSHORE STEEL INC.						
I-11992		JOB 0223 BARS, PLATES	290.00			
2/27/2023	APBNK	DUE: 3/29/2023 DISC: 3/29/2023		1099: N		
		JOB 0223 BARS, PLATES		101 43126-221	MAINT. AND REPAIR SUPPLI	290.00
I-11993		JOB 0223 PLOW MOUNTS FOR LOAD	12,020.00			
2/27/2023	APBNK	DUE: 3/29/2023 DISC: 3/29/2023		1099: N		
		JOB 0223 PLOW MOUNTS FOR LOADE		101 43126-221	MAINT. AND REPAIR SUPPLI	12,020.00
=== VENDOR TOTALS ===			12,310.00			
=====						
01-4566 O'REILLY AUTO PARTS						
I-3972-392050		WIPERS	60.78			
2/23/2023	APBNK	DUE: 2/23/2023 DISC: 2/23/2023		1099: N		
		WIPERS		101 43126-221	MAINT. AND REPAIR SUPPLI	60.78
I-3972-392096		MIRROR ADHSV, WIPER	35.38			
2/24/2023	APBNK	DUE: 2/24/2023 DISC: 2/24/2023		1099: N		
		MIRROR ADHSV, WIPER		101 43126-221	MAINT. AND REPAIR SUPPLI	35.38
I-3972-392283		O'REILLY AUTO PARTS	8.49			
2/27/2023	APBNK	DUE: 2/27/2023 DISC: 2/27/2023		1099: N		
		O'REILLY AUTO PARTS		601 49420-221	MAINT. AND REPAIR SUPPLI	8.49
I-3972-392429		O'REILLY AUTO PARTS	8.49			
3/01/2023	APBNK	DUE: 3/01/2023 DISC: 3/01/2023		1099: N		
		O'REILLY AUTO PARTS		101 43126-221	MAINT. AND REPAIR SUPPLI	8.49
=== VENDOR TOTALS ===			113.14			
=====						
01-3514 PAUSTIS & SONS						
I-194450		PAUSTIS & SONS	776.50			
3/27/2023	APBNK	DUE: 4/26/2023 DISC: 4/26/2023		1099: N		
		WINE		609 49750-263	PURCHASES - WINE	759.00
		FREIGHT		609 49750-333	FREIGHT	17.50
=== VENDOR TOTALS ===			776.50			

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 18

PACKET: 02696 3/14/2023

VENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
=====							
01-2113	PER MAR						
=====							
I-3003477		APRIL MONITORING SVS	165.45				
3/08/2023	APBNK	DUE: 3/28/2023 DISC: 3/28/2023		1099: N			
		CITY HALL		101 41940-404	EQUIP. MAINTENANCE CONTR	165.45	
=====							
I-3004552		APRIL MONITORING SVS	80.10				
3/08/2023	APBNK	DUE: 3/28/2023 DISC: 3/28/2023		1099: N			
		CEMETERY		101 49001-404	EQUIP. MAINTENANCE CONTR	80.10	
=====							
		=== VENDOR TOTALS ===	245.55				
=====							
01-0432	PHILLIPS WINE & SPIRITS	ST.					
=====							
I-6552799		PHILLIPS WINE & SPIRITS ST.	2,980.59				
3/02/2023	APBNK	DUE: 4/01/2023 DISC: 4/01/2023		1099: N			
		PHILLIPS WINE & SPIRITS ST.		609 49750-261	PURCHASES - LIQUOR	2,003.00	
		PHILLIPS WINE & SPIRITS ST.		609 49750-263	PURCHASES - WINE	572.30	
		PHILLIPS WINE & SPIRITS ST.		609 49750-264	PURCHASES - MIX	324.25	
		PHILLIPS WINE & SPIRITS ST.		609 49750-333	FREIGHT	81.04	
=====							
I-6556323		PHILLIPS WINE & SPIRITS ST.	4,090.11				
3/09/2023	APBNK	DUE: 4/08/2023 DISC: 4/08/2023		1099: N			
		PHILLIPS WINE & SPIRITS ST.		609 49750-263	PURCHASES - WINE	544.00	
		PHILLIPS WINE & SPIRITS ST.		609 49750-261	PURCHASES - LIQUOR	3,334.50	
		PHILLIPS WINE & SPIRITS ST.		609 49750-264	PURCHASES - MIX	108.25	
		PHILLIPS WINE & SPIRITS ST.		609 49750-333	FREIGHT	103.36	
=====							
		=== VENDOR TOTALS ===	7,070.70				
=====							
01-3016	RMB ENVIRONMENTAL LABORATORIES						
=====							
I-H007275		RMB ENVIRONMENTAL LABORATORIE	87.12				
8/19/2022	APBNK	DUE: 9/18/2022 DISC: 9/18/2022		1099: N			
		RMB ENVIRONMENTAL LABORATORIES		602 49480-498	SLUDGE ANALYSIS & DISPOS	87.12	
=====							
I-H008595		RMB ENVIRONMENTAL LABORATORIE	174.24				
11/10/2022	APBNK	DUE: 12/10/2022 DISC: 12/10/2022		1099: N			
		RMB ENVIRONMENTAL LABORATORIES		602 49480-498	SLUDGE ANALYSIS & DISPOS	174.24	
=====							
I-H009142		RMB ENVIRONMENTAL LABORATORIE	103.46				
1/11/2023	APBNK	DUE: 2/10/2023 DISC: 2/10/2023		1099: N			
		RMB ENVIRONMENTAL LABORATORIES		602 49480-498	SLUDGE ANALYSIS & DISPOS	103.46	
=====							
I-H009453		RMB ENVIRONMENTAL LABORATORIE	136.13				
3/03/2023	APBNK	DUE: 4/02/2023 DISC: 4/02/2023		1099: N			
		RMB ENVIRONMENTAL LABORATORIES		602 49480-498	SLUDGE ANALYSIS & DISPOS	136.13	

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 19

PACKET: 02696 3/14/2023

ENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-3016	RMB	ENVIRONMENTAL LABORATORIES(** CONTINUED **)				
I-H009485		RMB ENVIRONMENTAL LABORATORIE	180.34			
3/03/2023	APBNK	DUE: 4/02/2023 DISC: 4/02/2023		1099: N		
		RMB ENVIRONMENTAL LABORATORIES		602 49480-498	SLUDGE ANALYSIS & DISPOS	180.34
I-H009486		RMB ENVIRONMENTAL LABORATORIE	57.17			
3/03/2023	APBNK	DUE: 4/02/2023 DISC: 4/02/2023		1099: N		
		RMB ENVIRONMENTAL LABORATORIES		602 49480-498	SLUDGE ANALYSIS & DISPOS	57.17
I-H009506		RMB ENVIRONMENTAL LABORATORIE	201.47			
3/03/2023	APBNK	DUE: 4/02/2023 DISC: 4/02/2023		1099: N		
		RMB ENVIRONMENTAL LABORATORIES		602 49480-498	SLUDGE ANALYSIS & DISPOS	201.47
I-H009516		CBOD	136.13			
3/07/2023	APBNK	DUE: 4/06/2023 DISC: 4/06/2023		1099: N		
		CBOD		602 49480-498	SLUDGE ANALYSIS & DISPOS	136.13
I-H009552		RMB ENVIRONMENTAL LABORATORIE	180.34			
3/08/2023	APBNK	DUE: 4/07/2023 DISC: 4/07/2023		1099: N		
		RMB ENVIRONMENTAL LABORATORIES		602 49480-498	SLUDGE ANALYSIS & DISPOS	180.34
I-H009553		RMB ENVIRONMENTAL LABORATORIE	114.35			
3/08/2023	APBNK	DUE: 4/07/2023 DISC: 4/07/2023		1099: N		
		RMB ENVIRONMENTAL LABORATORIES		602 49480-498	SLUDGE ANALYSIS & DISPOS	114.35
I-H009575		RMB ENVIRONMENTAL LABORATORIE	56.85			
3/09/2023	APBNK	DUE: 4/08/2023 DISC: 4/08/2023		1099: N		
		RMB ENVIRONMENTAL LABORATORIES		602 49480-498	SLUDGE ANALYSIS & DISPOS	56.85
		=== VENDOR TOTALS ===	1,427.60			

01-0606 SANDSTROM'S

I-448641		SANDSTROM'S	1,554.98			
3/07/2023	APBNK	DUE: 4/10/2023 DISC: 4/10/2023		1099: N		
		SANDSTROM'S		609 49750-269	PURCHASES - MERCHANDISE	1,545.03
		SANDSTROM'S		609 49750-333	FREIGHT	9.95
		=== VENDOR TOTALS ===	1,554.98			

01-4661 SEAGREN'S HOME HARDWARE OUTDOO

I-202303105270		SEAGREN'S HOME HARDWARE OUTDO	543.14			
2/28/2023	APBNK	DUE: 2/28/2023 DISC: 2/28/2023		1099: N		
		SEAGREN'S HOME HARDWARE OUTDOO		101 43100-210	OPERATING SUPPLIES	251.08
		SEAGREN'S HOME HARDWARE OUTDOO		101 43127-210	OPERATING SUPPLIES	58.11
		SEAGREN'S HOME HARDWARE OUTDOO		101 42200-210	OPERATING SUPPLIES	10.57
		SEAGREN'S HOME HARDWARE OUTDOO		602 49480-210	OPERATING SUPPLIES	63.35
		SEAGREN'S HOME HARDWARE OUTDOO		601 49420-210	OPERATING SUPPLIES	2.89
		SEAGREN'S HOME HARDWARE OUTDOO		604 49570-210	OPERATING SUPPLIES	36.95
		SEAGREN'S HOME HARDWARE OUTDOO		605 49610-210	OPERATING SUPPLIES	120.19

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 20

PACKET: 02696 3/14/2023

VENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
01-4661		SEAGREN'S HOME HARDWARE OUTDOO(** CONTINUED **)					
=== VENDOR TOTALS ===			543.14				
01-0687		SIGNATURE CONCEPTS					
I-360226		HATS	775.41				
12/01/2022	APBNK	DUE: 12/31/2022 DISC: 12/31/2022		1099: N			
		HATS		660 45183-240	PURCHASES - APPAREL	775.41	
I-360227		CAPS, PATCHES	524.40				
3/02/2023	APBNK	DUE: 4/01/2023 DISC: 4/01/2023		1099: N			
		CAPS, PATCHES		660 45183-243	PURCHASES - MERCHANDISE	524.40	
=== VENDOR TOTALS ===			1,299.81				
01-4463		SOUTHERN GLAZER'S WINE & SPIRI					
I-2318849		SOUTHERN GLAZER'S WINE & SPIR	6,501.87				
3/01/2023	APBNK	DUE: 3/31/2023 DISC: 3/31/2023		1099: N			
		SOUTHERN GLAZER'S WINE & SPIRI		609 49750-261	PURCHASES - LIQUOR	6,391.39	
		SOUTHERN GLAZER'S WINE & SPIRI		609 49750-263	PURCHASES - WINE	36.00	
		SOUTHERN GLAZER'S WINE & SPIRI		609 49750-333	FREIGHT	74.48	
I-2321207		SOUTHERN GLAZER'S WINE & SPIR	3,850.34				
3/08/2023	APBNK	DUE: 4/07/2023 DISC: 4/07/2023		1099: N			
		SOUTHERN GLAZER'S WINE & SPIRI		609 49750-261	PURCHASES - LIQUOR	3,690.44	
		SOUTHERN GLAZER'S WINE & SPIRI		609 49750-263	PURCHASES - WINE	56.00	
		SOUTHERN GLAZER'S WINE & SPIRI		609 49750-264	PURCHASES - MIX	26.00	
		SOUTHERN GLAZER'S WINE & SPIRI		609 49750-333	FREIGHT	77.90	
=== VENDOR TOTALS ===			10,352.21				
01-0914		STAPLES					
C-7374031609		STAPLES	17.20CR				
1/13/2023	APBNK	DUE: 1/13/2023 DISC: 1/13/2023		1099: N			
		STAPLES		101 41400-201	OFFICE SUPPLIES AND EXPE	2.35CR	
		STAPLES		601 49440-201	OFFICE SUPPLIES AND EXPE	0.18CR	
		STAPLES		602 49490-201	OFFICE SUPPLIES AND EXPE	3.54CR	
		STAPLES		604 49590-201	OFFICE SUPPLIES AND EXPE	8.18CR	
		STAPLES		605 49620-201	OFFICE SUPPLIES AND EXPE	2.55CR	
		STAPLES		651 49520-201	OFFICE SUPPLIES AND EXPE	0.40CR	
I-3531492517		STAPLES	54.63				
2/25/2023	APBNK	DUE: 3/27/2023 DISC: 3/27/2023		1099: N			
		STAPLES		101 41400-201	OFFICE SUPPLIES AND EXPE	7.45	
		STAPLES		601 49440-201	OFFICE SUPPLIES AND EXPE	0.58	
		STAPLES		602 49490-201	OFFICE SUPPLIES AND EXPE	11.24	
		STAPLES		604 49590-201	OFFICE SUPPLIES AND EXPE	25.98	
		STAPLES		605 49620-201	OFFICE SUPPLIES AND EXPE	8.09	
		STAPLES		651 49520-201	OFFICE SUPPLIES AND EXPE	1.29	

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 21

PACKET: 02696 3/14/2023

ENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
=====							
01-0914	STAPLES	(** CONTINUED **)					
=====							
I-3531492520		STAPLES	92.30				
2/23/2023	APBNK	DUE: 3/25/2023 DISC: 3/25/2023		1099: N			
		STAPLES		101 41400-201	OFFICE SUPPLIES AND EXPE	12.59	
		STAPLES		601 49440-201	OFFICE SUPPLIES AND EXPE	0.99	
		STAPLES		602 49490-201	OFFICE SUPPLIES AND EXPE	19.00	
		STAPLES		605 49620-201	OFFICE SUPPLIES AND EXPE	13.66	
		STAPLES		604 49590-201	OFFICE SUPPLIES AND EXPE	43.89	
		STAPLES		651 49520-201	OFFICE SUPPLIES AND EXPE	2.17	
=== VENDOR TOTALS ===			129.73				
=====							
01-0423	STERLING AUTO PARTS						
=====							
I-202303035241		STERLING AUTO PARTS	270.92				
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N			
		STERLING AUTO PARTS		101 43100-210	OPERATING SUPPLIES	62.61	
		STERLING AUTO PARTS		101 43126-221	MAINT. AND REPAIR SUPPLI	208.31	
=== VENDOR TOTALS ===			270.92				
=====							
01-0637	SUPERIOR BEVERAGE						
=====							
C-1500242		SUPERIOR BEVERAGE	33.84CR				
2/28/2023	APBNK	DUE: 2/28/2023 DISC: 2/28/2023		1099: N			
		SUPERIOR BEVERAGE		609 49750-262	PURCHASES - BEER	33.84CR	
=====							
I-20035852		SUPERIOR BEVERAGE	1,646.10				
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N			
		SUPERIOR BEVERAGE		609 49750-262	PURCHASES - BEER	1,643.10	
		SUPERIOR BEVERAGE		609 49750-333	FREIGHT	3.00	
=====							
I-20035856		SUPERIOR BEVERAGE	18.00				
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N			
		SUPERIOR BEVERAGE		609 49750-264	PURCHASES - MIX	18.00	
=====							
I-20035858		SUPERIOR BEVERAGE	35.80				
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N			
		SUPERIOR BEVERAGE		609 49750-262	PURCHASES - BEER	35.80	
=====							
I-20036324		SUPERIOR BEVERAGE	9,079.95				
3/08/2023	APBNK	DUE: 4/07/2023 DISC: 4/07/2023		1099: N			
		SUPERIOR BEVERAGE		609 49750-262	PURCHASES - BEER	9,076.95	
		SUPERIOR BEVERAGE		609 49750-333	FREIGHT	3.00	
=====							
I-20036548		SUPERIOR BEVERAGE	768.00				
3/09/2023	APBNK	DUE: 4/08/2023 DISC: 4/08/2023		1099: N			
		SUPERIOR BEVERAGE		609 49750-262	PURCHASES - BEER	765.00	
		SUPERIOR BEVERAGE		609 49750-333	FREIGHT	3.00	
=== VENDOR TOTALS ===			11,514.01				

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 22

PACKET: 02696 3/14/2023

ENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-3848	TALLY HO AVIATION CONSULTANTS,					
=====						
I-202303065251		1ST HALF MARCH 2023 CONTRACT	2,708.34			
3/06/2023	APBNK	DUE: 3/06/2023 DISC: 3/06/2023		1099: Y		
		1ST HALF MARCH 2023 CONTRACT		231 49810-303	CONTRACTUAL SERVICES	2,708.34
=== VENDOR TOTALS ===			2,708.34			
=====						
01-3066	TOTAL REGISTER SYSTEMS					
=====						
I-1512		SOFTWARE UPDATE	1,831.54			
2/20/2023	APBNK	DUE: 3/22/2023 DISC: 3/22/2023		1099: N		
		SOFTWARE UPDATE		609 49750-210	OPERATING SUPPLIES	1,831.54
=== VENDOR TOTALS ===			1,831.54			
=====						
01-0453	TWO HARBORS CITY OF					
=====						
I-202303065250		TWO HARBORS CITY OF	33,117.05			
3/01/2023	APBNK	DUE: 3/31/2023 DISC: 3/31/2023		1099: N		
		TWO HARBORS CITY OF		101 41940-380	UTILITIES	1,277.17
		TWO HARBORS CITY OF		101 41940-380	UTILITIES	369.81
		TWO HARBORS CITY OF		101 42200-380	UTILITIES	1,220.43
		TWO HARBORS CITY OF		101 42700-380	UTILITIES	341.81
		TWO HARBORS CITY OF		101 43100-380	UTILITIES	1,323.79
		TWO HARBORS CITY OF		101 45127-380	UTILITIES	129.50
		TWO HARBORS CITY OF		101 45185-380	UTILITIES	868.32
		TWO HARBORS CITY OF		101 49001-380	UTILITIES	267.26
		TWO HARBORS CITY OF		211 45500-380	UTILITIES	1,561.51
		TWO HARBORS CITY OF		609 49750-380	UTILITIES	1,023.51
		TWO HARBORS CITY OF		609 49750-380	UTILITIES	259.82
		TWO HARBORS CITY OF		660 45183-380	UTILITIES	339.45
		TWO HARBORS CITY OF		660 45183-380	UTILITIES	561.98
		TWO HARBORS CITY OF		101 45123-380	UTILITIES	249.30
		TWO HARBORS CITY OF		101 45123-380	UTILITIES	62.75
		TWO HARBORS CITY OF		101 45123-380	UTILITIES	28.45
		TWO HARBORS CITY OF		101 45123-380	UTILITIES	14.45
		TWO HARBORS CITY OF		101 45123-380	UTILITIES	349.26
		TWO HARBORS CITY OF		101 45123-380	UTILITIES	118.60
		TWO HARBORS CITY OF		101 45123-380	UTILITIES	459.62
		TWO HARBORS CITY OF		101 45123-380	UTILITIES	4.00
		TWO HARBORS CITY OF		241 45125-380	UTILITIES	2.78
		TWO HARBORS CITY OF		241 45125-380	UTILITIES	403.93
		TWO HARBORS CITY OF		601 49420-380	UTILITIES	5,154.07
		TWO HARBORS CITY OF		601 49430-380	UTILITIES	97.26
		TWO HARBORS CITY OF		601 49430-380	UTILITIES	122.01
		TWO HARBORS CITY OF		601 49430-380	UTILITIES	95.46
		TWO HARBORS CITY OF		601 49430-380	UTILITIES	75.10
		TWO HARBORS CITY OF		601 49430-380	UTILITIES	869.58
		TWO HARBORS CITY OF		601 49430-380	UTILITIES	106.29
		TWO HARBORS CITY OF		601 49430-380	UTILITIES	884.77
		TWO HARBORS CITY OF		602 49470-380	UTILITIES	8.50

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 23

PACKET: 02696 3/14/2023

VENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
01-0453		TWO HARBORS CITY OF (** CONTINUED **)					
		TWO HARBORS CITY OF		602 49470-380	UTILITIES	1,093.63	
		TWO HARBORS CITY OF		602 49480-380	UTILITIES	10,463.83	
		TWO HARBORS CITY OF		604 49571-380	UTILITIES	100.00	
		TWO HARBORS CITY OF		604 49571-381	UTILITIES - STOP LIGHTS	38.88	
		TWO HARBORS CITY OF		604 49571-381	UTILITIES - STOP LIGHTS	29.81	
		TWO HARBORS CITY OF		604 49571-381	UTILITIES - STOP LIGHTS	53.09	
		TWO HARBORS CITY OF		604 49571-381	UTILITIES - STOP LIGHTS	38.53	
		TWO HARBORS CITY OF		604 49571-381	UTILITIES - STOP LIGHTS	37.96	
		TWO HARBORS CITY OF		605 49620-380	UTILITIES	1,304.00	
		TWO HARBORS CITY OF		604 49590-380	UTILITIES	1,304.00	
		TWO HARBORS CITY OF		605 49620-380	UTILITIES	2.78	
		=== VENDOR TOTALS ===		33,117.05			
01-0457		TWO HARBORS LUMBER CO.					
I-012296		TWO HARBORS LUMBER CO.	24.10				
2/02/2023	APBNK	DUE: 3/04/2023 DISC: 3/04/2023		1099: N			
		TWO HARBORS LUMBER CO.		101 43100-210	OPERATING SUPPLIES	24.10	
		=== VENDOR TOTALS ===	24.10				
01-0459		TWO HARBORS PETTY CASH					
I-202303035233		RACHEL WILLIAMS UWS	41.53				
3/02/2023	APBNK	DUE: 4/01/2023 DISC: 4/01/2023		1099: N			
		RACHEL WILLIAMS UWS		101 41400-331	TRAVEL & TRAINING	41.53	
I-202303035240		TWO HARBORS PETTY CASH	46.00				
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N			
		TWO HARBORS PETTY CASH		101 41400-210	OPERATING SUPPLIES	46.00	
		=== VENDOR TOTALS ===	87.53				
01-3865		TWO HARBORS TOWING INC.					
I-43871		BOSS PLOW	108.66				
3/06/2023	APBNK	DUE: 3/06/2023 DISC: 3/06/2023		1099: N			
		BOSS PLOW		101 43126-221	MAINT. AND REPAIR SUPPLI	108.66	
		=== VENDOR TOTALS ===	108.66				

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 24

PACKET: 02696 3/14/2023

VENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0484 UHL COMPANY						
I-48683		UHL COMPANY	372.00			
12/27/2022	APBNK	DUE: 12/27/2022 DISC: 12/27/2022		1099: N		
		UHL COMPANY		211 45500-404	EQUIP. MAINT. CONTRACTS	372.00
=== VENDOR TOTALS ===			372.00			
=====						
01-0828 UNITED SYSTEMS & SOFTWARE, INC						
I-96724		UNITED SYSTEMS & SOFTWARE, IN	1,637.22			
2/22/2023	APBNK	DUE: 3/24/2023 DISC: 3/24/2023		1099: N		
		UNITED SYSTEMS & SOFTWARE, INC		605 49610-229	METERS AND TRANSFORMERS	1,637.22
=== VENDOR TOTALS ===			1,637.22			
=====						
01-0462 UNITED TRUCK BODY CO.						
I-S 6202		UNITED TRUCK BODY CO.	309.73			
1/20/2023	APBNK	DUE: 2/19/2023 DISC: 2/19/2023		1099: N		
		UNITED TRUCK BODY CO.		101 43126-221	MAINT. AND REPAIR SUPPLI	309.73
=== VENDOR TOTALS ===			309.73			
=====						
01-0788 URSA MINOR BREWING LLC						
I-E-3815		URSA MINOR BREWING LLC	174.96			
3/01/2023	APBNK	DUE: 3/31/2023 DISC: 3/31/2023		1099: N		
		URSA MINOR BREWING LLC		609 49750-262	PURCHASES - BEER	174.96
I-E-3867		URSA MINOR BREWING LLC	451.98			
3/08/2023	APBNK	DUE: 4/07/2023 DISC: 4/07/2023		1099: N		
		URSA MINOR BREWING LLC		609 49750-262	PURCHASES - BEER	451.98
=== VENDOR TOTALS ===			626.94			
=====						
01-0464 VIKING INDUSTRIAL CENTER						
I-3260030		VIKING INDUSTRIAL CENTER	318.66			
2/24/2023	APBNK	DUE: 3/26/2023 DISC: 3/26/2023		1099: N		
		VIKING INDUSTRIAL CENTER		605 49620-439	MISCELLANEOUS	318.66
I-3260031		VIKING INDUSTRIAL CENTER	182.90			
2/24/2023	APBNK	DUE: 3/26/2023 DISC: 3/26/2023		1099: N		
		VIKING INDUSTRIAL CENTER		101 43100-439	MISCELLANEOUS	182.90
I-3260695		VIKING INDUSTRIAL CENTER	195.40			
3/08/2023	APBNK	DUE: 4/07/2023 DISC: 4/07/2023		1099: N		
		VIKING INDUSTRIAL CENTER		605 49620-439	MISCELLANEOUS	195.40
=== VENDOR TOTALS ===			696.96			

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 25

PACKET: 02696 3/14/2023

VENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-3335		VINOCOPIA, INC.				
I-324996-IN		VINOCOPIA, INC.	4,636.50			
3/06/2023	APBNK	DUE: 4/05/2023 DISC: 4/05/2023		1099: N		
		VINOCOPIA, INC.		609 49750-261	PURCHASES - LIQUOR	3,668.25
		VINOCOPIA, INC.		609 49750-263	PURCHASES - WINE	912.00
		VINOCOPIA, INC.		609 49750-333	FREIGHT	56.25
		=== VENDOR TOTALS ===	4,636.50			

01-4254 VISA

I-202303095259		VISA	342.00			
2/28/2023	APBNK	DUE: 2/28/2023 DISC: 2/28/2023		1099: N		
		VISA		101 42100-433	DUES AND SUBSCRIPTIONS	342.00
		=== VENDOR TOTALS ===	342.00			

01-4254 VISA

I-202303095260		VISA	248.45			
2/28/2023	APBNK	DUE: 2/28/2023 DISC: 2/28/2023		1099: N		
		VISA		604 49590-331	TRAVEL & TRAINING	248.45
		=== VENDOR TOTALS ===	248.45			

01-4254 VISA

I-202303095267		VISA	386.78			
2/28/2023	APBNK	DUE: 2/28/2023 DISC: 2/28/2023		1099: N		
		VISA		602 49480-221	MAINT. AND REPAIR SUPPLI	16.20
		VISA		601 49420-300	PROFESSIONAL SERVICES	5.55
		VISA		602 49480-221	MAINT. AND REPAIR SUPPLI	7.93
		VISA		602 49480-221	MAINT. AND REPAIR SUPPLI	22.77
		VISA		601 49420-210	OPERATING SUPPLIES	96.05
		VISA		602 49480-210	OPERATING SUPPLIES	7.58
		VISA		602 49480-210	OPERATING SUPPLIES	29.51
		VISA		601 49420-210	OPERATING SUPPLIES	201.19
		=== VENDOR TOTALS ===	386.78			

01-4254 VISA

I-202303095268		VISA	394.25			
2/28/2023	APBNK	DUE: 2/28/2023 DISC: 2/28/2023		1099: N		
		VISA		101 43100-210	OPERATING SUPPLIES	394.25
		=== VENDOR TOTALS ===	394.25			

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 26

PACKET: 02696 3/14/2023

VENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====							
01-4254	VISA						
=====							
I-202303105269	VISA			717.30			
2/28/2023	APBNK	DUE: 2/28/2023 DISC: 2/28/2023			1099: N		
	VISA				211 45500-201	OFFICE SUPPLIES AND EXPE	20.88
	VISA				211 45500-201	OFFICE SUPPLIES AND EXPE	26.99
	VISA				211 45500-435	BOOKS AND PERIODICALS	14.98
	VISA				211 45500-210	OPERATING SUPPLIES	15.19
	VISA				211 45500-210	OPERATING SUPPLIES	105.35
	VISA				211 45500-210	OPERATING SUPPLIES	262.16
	VISA				211 45500-210	OPERATING SUPPLIES	76.47
	VISA				211 45500-210	OPERATING SUPPLIES	18.96
	VISA				211 45500-434	AUDIO AND VIDEO TAPES	30.16
	VISA				211 45500-210	OPERATING SUPPLIES	16.79
	VISA				211 45500-210	OPERATING SUPPLIES	15.00
	VISA				211 45500-210	OPERATING SUPPLIES	63.00
	VISA				211 45500-210	OPERATING SUPPLIES	26.39
	VISA				211 45500-469	GRANTS, CONTRIB & DONA	24.98
		=== VENDOR TOTALS ===		717.30			
=====							
01-0666	WINEBOW						
=====							
I-MN00127260	LIQUOR			234.00			
3/02/2023	APBNK	DUE: 4/01/2023 DISC: 4/01/2023			1099: N		
	LIQUOR				609 49750-261	PURCHASES - LIQUOR	234.00
		=== VENDOR TOTALS ===		234.00			
=====							
01-3845	WISCONSIN CENTRAL						
=====							
I-9500247960	WISCONSIN CENTRAL			118.00			
3/02/2023	APBNK	DUE: 4/30/2023 DISC: 4/30/2023			1099: N		
	WISCONSIN CENTRAL				604 49590-411	RENTALS - LEASES	118.00
=====							
I-9500248456	WISCONSIN CENTRAL			187.42			
3/02/2023	APBNK	DUE: 4/30/2023 DISC: 4/30/2023			1099: N		
	WISCONSIN CENTRAL				604 49590-411	RENTALS - LEASES	187.42
		=== VENDOR TOTALS ===		305.42			
=====							
01-4734	WSB						
=====							
I-R-019334-000-12	WWTF JAN1-31, 2023			470.00			
1/31/2023	APBNK	DUE: 1/31/2023 DISC: 1/31/2023			1099: N		
	WWTF JAN1-31, 2023				602 49480-530	CAPITAL OUTLAY - IMPROVE	470.00
		=== VENDOR TOTALS ===		470.00			

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 27

PACKET: 02696 3/14/2023

VENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----		GROSS		P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0711	ZITO BUSINESS- COMMERCIAL SERV					
=====						
I-405794		MARCH 2023	2,853.58			
2/28/2023	APBNK	DUE: 3/30/2023 DISC: 3/30/2023		1099: N		
		MARCH 2023		101 41400-321	TELEPHONE	101.75
		MARCH 2023		601 49440-321	TELEPHONE	7.99
		MARCH 2023		602 49490-321	TELEPHONE	153.56
		MARCH 2023		604 49590-321	TELEPHONE	354.77
		MARCH 2023		605 49620-321	TELEPHONE	110.42
		MARCH 2023		609 49750-321	TELEPHONE	44.55
		MARCH 2023		651 49520-321	TELEPHONE	17.61
		MARCH 2023		660 45183-321	TELEPHONE	7.99
		MARCH 2023		101 42100-321	TELEPHONE	239.98
		MARCH 2023		101 42200-321	TELEPHONE	130.06
		MARCH 2023		101 43100-321	TELEPHONE	127.83
		MARCH 2023		101 45123-321	TELEPHONE	101.97
		MARCH 2023		101 45185-321	TELEPHONE	96.07
		MARCH 2023		101 49001-321	TELEPHONE	69.58
		MARCH 2023		211 45500-321	TELEPHONE	213.55
		MARCH 2023		231 49810-321	TELEPHONE	200.03
		MARCH 2023		241 45125-321	TELEPHONE	158.03
		MARCH 2023		601 49440-321	TELEPHONE	77.08
		MARCH 2023		602 49470-321	TELEPHONE	169.95
		MARCH 2023		604 49590-321	TELEPHONE	93.84
		MARCH 2023		605 49620-321	TELEPHONE	127.83
		MARCH 2023		609 49750-321	TELEPHONE	96.07
		MARCH 2023		602 49490-321	TELEPHONE	153.07
=== VENDOR TOTALS ===			2,853.58			
=====						
01-0766	ZITO MEDIA					
=====						
I-202303035244		MARCH 2023	201.60			
2/24/2023	APBNK	DUE: 3/26/2023 DISC: 3/26/2023		1099: N		
		MARCH 2023		660 45183-321	TELEPHONE	201.60
=== VENDOR TOTALS ===			201.60			
=== PACKET TOTALS ===			1,937,199.30			

PACKET: 02696 3/14/2023

ENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

** T O T A L S **

INVOICE TOTALS	1,937,291.94
DEBIT MEMO TOTALS	0.00
CREDIT MEMO TOTALS	92.64CR

BATCH TOTALS	1,937,199.30
--------------	--------------

** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
					ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
	2022	101-20200	ACCOUNTS PAYABLE	293.66-*				
		101-43126-221	MAINT. AND REPAIR SUPPLI	293.66	53,200	21,144.56-	Y	
		211-20200	ACCOUNTS PAYABLE	372.00-*				
		211-45500-404	EQUIP. MAINT. CONTRACTS	372.00	10,000	270.84-	Y	
		401-20200	ACCOUNTS PAYABLE	7,514.59-*				
		401-49100-602	OTHER LONG-TERM OBLIG PR	6,278.83	0	12,557.66-	Y	
		401-49100-612	OTHER LONG-TERM OBLIG IN	1,235.76	0	2,471.52-	Y	
		602-20200	ACCOUNTS PAYABLE	261.36-*				
		602-49480-498	SLUDGE ANALYSIS & DISPOS	261.36	35,000	5,131.15		
		604-20200	ACCOUNTS PAYABLE	4.73-*				
		604-49570-210	OPERATING SUPPLIES	4.73	67,000	16,627.23		
		605-20200	ACCOUNTS PAYABLE	4.72-*				
		605-49610-210	OPERATING SUPPLIES	4.72	29,700	6,412.72		
		660-20200	ACCOUNTS PAYABLE	775.41-*				
		660-45183-240	PURCHASES - APPAREL	775.41	18,950	20,612.75-	Y	
		999-13101	DUE FROM GENERAL FUND	293.66 *				
		999-13211	DUE FROM LIBRARY FUND	372.00 *				
		999-13401	DUE FROM CAPITAL EQUIPME	7,514.59 *				
		999-13602	DUE FROM SEWER FUND	261.36 *				
		999-13604	DUE FROM ELECTRIC FUND	4.73 *				
		999-13605	DUE FROM GAS FUND	4.72 *				
		999-13660	DUE FROM CAMPGROUND FUND	775.41 *				
		** 2022 YEAR TOTALS		9,226.47				
	2023	101-20200	ACCOUNTS PAYABLE	58,449.58-*				
		101-41400-132	DENTAL INSURANCE	725.50	0	725.50-	Y	
		101-41400-135	Other Employee Benefits	215.72	0	1,404.58-	Y	
		101-41400-201	OFFICE SUPPLIES AND EXPE	17.69	0	542.24-	Y	
		101-41400-210	OPERATING SUPPLIES	286.00	0	2,273.30-	Y	
		101-41400-321	TELEPHONE	123.99	0	352.26-	Y	

PACKET: 02696 3/14/2023

ENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
		101-41400-331	TRAVEL & TRAINING	41.53	0	856.99- Y		
		101-41400-404	EQUIP. MAINTENANCE CONTR	315.95	0	557.68- Y		
		101-41550-303	CONTRACTUAL SERVICES	5,162.00	0	11,362.00- Y		
		101-41610-303	CONTRACTUAL SERVICES	9,893.00	0	15,060.50- Y		
		101-41940-380	UTILITIES	1,646.98	0	4,703.56- Y		
		101-41940-404	EQUIP. MAINTENANCE CONTR	165.45	0	661.80- Y		
		101-42100-210	OPERATING SUPPLIES	95.00	0	3,437.52- Y		
		101-42100-212	GASOLINE AND DIESEL FUEL	1,767.52	0	3,567.03- Y		
		101-42100-222	VEHICLES - SUPPLIES & MA	918.14	0	1,945.21- Y		
		101-42100-321	TELEPHONE	338.68	0	917.34- Y		
		101-42100-433	DUES AND SUBSCRIPTIONS	342.00	0	5,552.70- Y		
		101-42200-210	OPERATING SUPPLIES	2,001.33	0	4,578.27- Y		
		101-42200-212	GASOLINE & DIESEL FUEL	355.40	0	883.23- Y		
		101-42200-321	TELEPHONE	233.40	0	596.86- Y		
		101-42200-380	UTILITIES	1,220.43	0	3,357.59- Y		
		101-42700-380	UTILITIES	341.81	0	987.62- Y		
		101-43100-135	Other Employee Benefits	31.31	0	154.68- Y		
		101-43100-210	OPERATING SUPPLIES	1,332.48	0	6,770.03- Y		
		101-43100-212	GASOLINE AND DIESEL FUEL	6,247.52	0	16,254.89- Y		
		101-43100-321	TELEPHONE	154.71	0	514.33- Y		
		101-43100-380	UTILITIES	1,323.79	0	3,949.48- Y		
		101-43100-439	MISCELLANEOUS	182.90	0	182.90- Y		
		101-43126-221	MAINT. AND REPAIR SUPPLI	14,678.86	0	22,217.67- Y		
		101-43127-210	OPERATING SUPPLIES	58.11	0	2,664.40- Y		
		101-43230-384	REFUSE DISPOSAL	2,853.81	0	6,947.42- Y		
		101-45123-321	TELEPHONE	101.97	0	305.91- Y		
		101-45123-380	UTILITIES	1,286.43	0	3,887.43- Y		
		101-45127-380	UTILITIES	129.50	0	380.72- Y		
		101-45185-210	OPERATING SUPPLIES	106.47	0	106.47- Y		
		101-45185-321	TELEPHONE	96.07	0	288.21- Y		
		101-45185-380	UTILITIES	868.32	0	2,377.32- Y		
		101-49001-210	OPERATING SUPPLIES	142.87	0	198.44- Y		
		101-49001-321	TELEPHONE	69.58	0	208.74- Y		
		101-49001-380	UTILITIES	267.26	0	788.73- Y		
		101-49001-404	EQUIP. MAINTENANCE CONTR	80.10	0	376.74- Y		
		101-49100-300	PROFESSIONAL SERVICES	1,920.00	0	3,895.00- Y		
		101-49100-433	DUES AND SUBSCRIPTIONS	200.00	0	6,712.30- Y		
		101-49100-474	WINTER FROLIC	110.00	0	6,988.47- Y		
		211-20200	ACCOUNTS PAYABLE	3,048.74-*				
		211-45500-201	OFFICE SUPPLIES AND EXPE	47.87	0	100.04- Y		
		211-45500-210	OPERATING SUPPLIES	649.31	0	1,166.72- Y		
		211-45500-321	TELEPHONE	213.55	0	748.15- Y		
		211-45500-380	UTILITIES	1,561.51	0	4,252.11- Y		
		211-45500-434	AUDIO AND VIDEO TAPES	30.16	0	412.00- Y		
		211-45500-435	BOOKS AND PERIODICALS	521.36	0	3,281.96- Y		

PACKET: 02696 3/14/2023

ENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
		211-45500-469	GRANTS, CONTRIB & DONA	24.98	0	6,096.34		
		231-20200	ACCOUNTS PAYABLE	4,233.14-*				
		231-49810-303	CONTRACTUAL SERVICES	2,708.34	0	13,541.70- Y		
		231-49810-321	TELEPHONE	200.03	0	600.09- Y		
		231-49810-380	UTILITIES	1,174.77	0	4,172.01- Y		
		231-49810-433	DUES AND SUBSCRIPTIONS	150.00	0	150.00- Y		
		241-20200	ACCOUNTS PAYABLE	564.74-*				
		241-45125-321	TELEPHONE	158.03	0	474.09- Y		
		241-45125-380	UTILITIES	406.71	0	1,140.15- Y		
		401-20200	ACCOUNTS PAYABLE	2,400.00-*				
		401-49100-580	OTHER EQUIPMENT	2,400.00	0	5,019.00- Y		
		402-20200	ACCOUNTS PAYABLE	799.50-*				
		402-49200-300	PROFESSIONAL SERVICES	799.50	0	1,561.60- Y		
		601-20200	ACCOUNTS PAYABLE	111,734.50-*				
		601-20800	DUE TO OTHER GOVT UNITS-	99,836.00				
		601-49420-210	OPERATING SUPPLIES	371.59	0	1,965.61- Y		
		601-49420-212	GASOLINE & DIESEL FUEL	173.21	0	173.21- Y		
		601-49420-216	CHEMICALS	2,638.44	0	12,778.67- Y		
		601-49420-221	MAINT. AND REPAIR SUPPLI	8.49	0	511.24- Y		
		601-49420-300	PROFESSIONAL SERVICES	5.55	0	109.01- Y		
		601-49420-380	UTILITIES	5,154.07	0	14,408.66- Y		
		601-49430-235	WATER LEAK REPAIR & MAIN	615.64	0	1,069.68- Y		
		601-49430-380	UTILITIES	2,502.11	0	8,193.39- Y		
		601-49440-132	DENTAL INSURANCE	189.07	0	275.06- Y		
		601-49440-201	OFFICE SUPPLIES AND EXPE	1.39	0	45.63- Y		
		601-49440-321	TELEPHONE	214.14	0	427.80- Y		
		601-49440-404	EQUIP. MAINTENANCE CONTR	24.80	0	49.97- Y		
		602-20200	ACCOUNTS PAYABLE	1355,473.61-*				
		602-49450-212	GASOLINE & DIESEL FUEL	259.69	0	654.42- Y		
		602-49470-321	TELEPHONE	169.95	0	509.85- Y		
		602-49470-380	UTILITIES	1,102.13	0	3,675.97- Y		
		602-49480-210	OPERATING SUPPLIES	437.88	0	5,837.98- Y		
		602-49480-212	GASOLINE & DIESEL FUEL	77.18	0	197.97- Y		
		602-49480-221	MAINT. AND REPAIR SUPPLI	46.90	0	1,235.36- Y		
		602-49480-380	UTILITIES	10,463.83	0	31,801.56- Y		
		602-49480-498	SLUDGE ANALYSIS & DISPOS	1,166.24	0	6,204.49- Y		
		602-49480-530	CAPITAL OUTLAY - IMPROVE	1338,304.09	0	2024,688.28- Y		
		602-49490-132	DENTAL INSURANCE	159.45	0	3,711.23- Y		
		602-49490-135	Other Employee Benefits	150.00	0	163.80- Y		
		602-49490-201	OFFICE SUPPLIES AND EXPE	26.70	0	877.04- Y		
		602-49490-321	TELEPHONE	440.74	0	1,169.46- Y		
		602-49490-404	EQUIP. MAINTENANCE CONTR	476.83	0	960.82- Y		
		602-49490-433	DUES AND SUBSCRIPTIONS	2,192.00	0	12,170.54- Y		
		604-20200	ACCOUNTS PAYABLE	179,820.02-*				
		604-49560-250	PURCHASED POWER	171,580.47	0	357,042.07- Y		

PACKET: 02696 3/14/2023

ENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
		604-49570-210	OPERATING SUPPLIES	413.99	0	2,055.19-	Y			
		604-49570-212	GASOLINE & DIESEL FUEL	468.13	0	803.55-	Y			
		604-49570-221	MAINT. AND REPAIR SUPPLI	442.95	0	3,721.54-	Y			
		604-49571-380	UTILITIES	100.00	0	300.00-	Y			
		604-49571-381	UTILITIES - STOP LIGHTS	198.27	0	635.37-	Y			
		604-49590-135	Other Employee Benefits	174.99	0	318.39-	Y			
		604-49590-201	OFFICE SUPPLIES AND EXPE	61.69	0	2,183.68-	Y			
		604-49590-300	PROFESSIONAL SERVICES	1,800.00	0	7,090.28-	Y			
		604-49590-321	TELEPHONE	448.61	0	1,361.62-	Y			
		604-49590-331	TRAVEL & TRAINING	248.45	0	248.45-	Y			
		604-49590-380	UTILITIES	1,304.00	0	3,468.83-	Y			
		604-49590-404	EQUIP. MAINTENANCE CONTR	1,101.59	0	2,219.73-	Y			
		604-49590-411	RENTALS - LEASES	305.42	0	1,302.62-	Y			
		604-49590-439	MISCELLANEOUS	103.00	0	7,380.77-	Y			
		604-49590-446	CONSERVATION IMPROVEMENT	1,068.46	0	5,486.92-	Y			
		605-20200	ACCOUNTS PAYABLE	105,444.11-*						
		605-49600-251	PURCHASE GAS FOR RESALE	99,552.51	0	520,611.46-	Y			
		605-49610-210	OPERATING SUPPLIES	268.67	0	3,592.30-	Y			
		605-49610-212	GASOLINE & DIESEL FUEL	500.78	0	803.94-	Y			
		605-49610-229	METERS AND TRANSFORMERS	1,637.22	0	5,966.51-	Y			
		605-49620-132	DENTAL INSURANCE	156.94	0	2,119.16-	Y			
		605-49620-201	OFFICE SUPPLIES AND EXPE	19.20	0	630.66-	Y			
		605-49620-300	PROFESSIONAL SERVICES	850.00	0	3,076.09-	Y			
		605-49620-321	TELEPHONE	238.25	0	725.58-	Y			
		605-49620-380	UTILITIES	1,306.78	0	3,477.46-	Y			
		605-49620-404	EQUIP. MAINTENANCE CONTR	342.86	0	690.87-	Y			
		605-49620-433	DUES AND SUBSCRIPTIONS	14.84	0	14,546.74-	Y			
		605-49620-439	MISCELLANEOUS	556.06	0	3,720.53-	Y			
		609-20200	ACCOUNTS PAYABLE	100,233.71-*						
		609-49750-210	OPERATING SUPPLIES	1,850.79	0	2,596.51-	Y			
		609-49750-261	PURCHASES - LIQUOR	31,829.36	0	148,176.06-	Y			
		609-49750-262	PURCHASES - BEER	37,814.88	0	156,392.83-	Y			
		609-49750-263	PURCHASES - WINE	6,514.98	0	42,311.68-	Y			
		609-49750-264	PURCHASES - MIX	1,016.87	0	6,809.22-	Y			
		609-49750-269	PURCHASES - MERCHANDISE	1,561.43	0	8,635.90-	Y			
		609-49750-321	TELEPHONE	140.62	0	416.98-	Y			
		609-49750-333	FREIGHT	912.04	0	4,413.73-	Y			
		609-49750-380	UTILITIES	1,283.33	0	3,865.23-	Y			
		609-49750-404	EQUIP. MAINTENANCE CONTR	98.91	0	184.67-	Y			
		609-49750-439	MISCELLANEOUS	18.00	0	9,066.56-	Y			
		609-49750-520	CAPITAL OUTLAY - BUILDIN	17,192.50	0	23,617.28-	Y			
		651-20200	ACCOUNTS PAYABLE	75.35-*						
		651-49520-201	OFFICE SUPPLIES AND EXPE	3.06	0	100.59-	Y			
		651-49520-321	TELEPHONE	17.61	0	43.18-	Y			
		651-49520-404	EQUIP. MAINTENANCE CONTR	54.68	0	110.16-	Y			

PACKET: 02696 3/14/2023

VENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

** G/L ACCOUNT TOTALS **

ANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
		660-20200	ACCOUNTS PAYABLE	5,695.83-*				
		660-45183-210	OPERATING SUPPLIES	601.99	0	601.99- Y		
		660-45183-240	PURCHASES - APPAREL	3,454.04	0	22,393.80- Y		
		660-45183-243	PURCHASES - MERCHANDISE	524.40	0	524.40- Y		
		660-45183-321	TELEPHONE	209.59	0	427.17- Y		
		660-45183-380	UTILITIES	901.43	0	2,617.15- Y		
		660-45183-404	EQUIP. MAINTENANCE CONTR	3.38	0	4.41- Y		
		660-45183-439	MISCELLANEOUS	1.00	0	2,404.67- Y		
		999-13101	DUE FROM GENERAL FUND	58,449.58 *				
		999-13211	DUE FROM LIBRARY FUND	3,048.74 *				
		999-13231	DUE FROM AIRPORT FUND	4,233.14 *				
		999-13241	DUE FROM GOLF FUND	564.74 *				
		999-13401	DUE FROM CAPITAL EQUIPME	2,400.00 *				
		999-13402	DUE FROM STREET IMPROVEM	799.50 *				
		999-13601	DUE FROM WATER FUND	111,734.50 *				
		999-13602	DUE FROM SEWER FUND	1355,473.61 *				
		999-13604	DUE FROM ELECTRIC FUND	179,820.02 *				
		999-13605	DUE FROM GAS FUND	105,444.11 *				
		999-13609	DUE FROM LIQUOR FUND	100,233.71 *				
		999-13651	DUE FROM STORMWATER UTIL	75.35 *				
		999-13660	DUE FROM CAMPGROUND FUND	5,695.83 *				
			** 2023 YEAR TOTALS	1927,972.83				

PACKET: 02696 3/14/2023

VENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
101	12/2022	293.66
101	1/2023	402.38
101	2/2023	46,970.79
101	3/2023	11,076.41
211	12/2022	372.00
211	2/2023	1,437.23
211	3/2023	1,611.51
231	1/2023	150.00
231	2/2023	1,374.80
231	3/2023	2,708.34
241	2/2023	158.03
241	3/2023	406.71
401	12/2022	7,514.59
401	3/2023	2,400.00
402	2/2023	799.50
601	1/2023	0.18-
601	2/2023	101,467.03
601	3/2023	10,267.65
602	8/2022	87.12
602	11/2022	174.24
602	1/2023	569.92
602	2/2023	1,341,896.74
602	3/2023	13,006.95
604	12/2022	4.73
604	1/2023	8.18-
604	2/2023	175,542.27
604	3/2023	4,285.93
605	12/2022	4.72
605	1/2023	12.29
605	2/2023	3,311.11
605	3/2023	102,120.71
609	2/2023	34,798.83
609	3/2023	65,434.88
651	1/2023	0.40-
651	2/2023	75.75
660	12/2022	775.41
660	2/2023	1,853.32
660	3/2023	3,842.51

3/10/2023 1:09 PM

A/P Regular Open Item Register

PAGE: 34

PACKET: 02696 3/14/2023

/ENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

NO ERRORS

NO WARNINGS

*** END OF REPORT ***

TOTAL ERRORS: 0 TOTAL WARNINGS: 0



**CITY OF TWO HARBORS
CITY COUNCIL**

**AGENDA ITEM
COVER SHEET**

Originating Staff: M Pietila	Department: Public Works	Date: 03/13/2023
Agenda Item Subject: Consider approving payment for remaining retainage of Perrault Contract for windows and a change order for a total of \$4,896.25	Fiscal Impact: Capital Equipment Fund budgeted item	
BACKGROUND: Perrault is requesting final payment for retainage of \$1,068.75 and also approval and payment of a change order for architect (\$2,492.50) and electrical work (\$1,425) needed to complete the project totaling request for final payment is \$4,986.25.		
COUNCIL ACTION REQUESTED: Approve final payment for remaining retainage of Perrault Contract for windows and a change order for a total of \$4,896.25		
RECOMMENDATION: Approve final payment for \$4,896.25		
ATTACHMENTS: Final Invoice		

Agenda Item # CA#4

Meeting Date 03.13.23

ROOFING • Siding • INSULATION • CHIMNEY WORK

ADDITIONS AND REMODELING

4846 Midway Rd.
DULUTH, MN 55811

(218) 723-8477 FAX (218) 727-3916
MN Lic. #CR005659

349-9633

DATE _____

3/16/22

NUMBER

9930 m

City of Two Harbors
Two Harbors Community Center
417 South Ave
Two Harbors, mn 55616

TERMS:

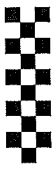
PLEASE DETACH AND RETURN WITH YOUR REMITTANCE

6

[illegible]

Thank You

PAY LAST AMOUNT
IN THIS COLUMN



JIM PERRAULT CONSTRUCTION
A DIVISION OF A-1 CONSTRUCTION INC.
MINNESOTA LIC. #5659

FACSIMILE TRANSMITTAL SHEET

TO:	Miranda Pietila	FROM:	Julie Gontjes
COMPANY:	City of Two Harbors	DATE:	3/1/23
FAX NUMBER:	218-834-2674	TOTAL NO. OF PAGES INCLUDING COVER:	2
PHONE NUMBER:		SENDER'S REFERENCE NUMBER:	
RE:	Electrical Inspection Report		
		YOUR REFERENCE NUMBER:	

☐ URGENT ☐ FOR REVIEW ☐ PLEASE COMMENT ☐ PLEASE REPLY ☐ PLEASE RECYCLE

NOTES/COMMENTS:



Inspection Report

Project Name: Moving conduits

Permit Number: ELE2301-07287

Project location/address: 417 South Ave, Two Harbors, Lake County, MN, 55616

Applicant: CLOSED LOOP ELECTRIC LLC

Phone: (218) 576-9493

Owner: City of Two Harbors

Phone: (218) 343-3186

Inspection Type: Final

Result: Pass

Inspector Report

Receptacle circuit repairs

Inspected By: Justin Barfuss

Email: northshoreinspector@gmail.com

Phone: (218) 220-0825

Date: 1/31/2023



**CITY OF TWO HARBORS
CITY COUNCIL**

**AGENDA ITEM
COVER SHEET**

Originating Staff: Miranda Pietila	Department: Sewer Fund	Date: 03/13/2023
Agenda Item Subject: Consider approving invoice to Bolton & Menk for professional services for the Wastewater Treatment Plant Project for \$43,132.65.	Fiscal Impact: Funds are budgeted for the Wastewater Treatment Plant Project	
BACKGROUND: Submitting invoice for Bolton & Menk engineering services for \$43,132.65 from January 21 st to February 17 th 2023 for construction engineering services of the Wastewater Treatment Plant Project. Total engineering contract for construction services are \$1,395,000, remaining funds are \$904,980.49.		
COUNCIL ACTION REQUESTED: Approve invoice for \$43,132.65 to Bolton & Menk.		
RECOMMENDATION: Approve invoice for \$43,132.65 to Bolton & Menk.		
ATTACHMENTS: Invoice from Bolton & Menk		



Real People. Real Solutions.

Please Remit To: Bolton & Menk, Inc.
1960 Premier Drive | Mankato, MN 56001-5900
507-625-4171 | 507-625-4177 (fax)

Payment by Credit Card Available Online at www.Bolton-Menk.com
To Ensure Proper Credit, Provide Invoice Numbers with Payment

City of Two Harbors
Miranda Pietila, Finance Director
522 First Ave
Two Harbors, MN 55616-1504

February 23, 2023
Project No: M24.117177
Invoice No: 0307353
Client Account: TWOHARB_CI_MN

Two Harbors/WWTF Engineering**Professional Services from January 21, 2023 to February 17, 2023**

Construction Services (005)

Professional Services

	Hours	Amount
Principal	5.50	1,089.00
Administrative	10.00	630.00
Design Engineer	19.50	2,691.00
Senior Principal	2.50	620.00
Project Engineer	46.50	8,277.00
Technician	177.50	27,250.00
Structural Engineer	6.00	730.95
Mechanical Engineer	6.00	689.70
Architect	9.00	1,155.00
Total Labor		43,132.65
	Total this Task	\$43,132.65
	Total this Invoice	\$43,132.65



**CITY OF TWO HARBORS
CITY COUNCIL**

**AGENDA ITEM
COVER SHEET**

Originating Staff: Miranda Pietila	Department: Water Fund	Date: 03/13/2023
Agenda Item Subject: Consider approving invoice to Bolton & Menk for professional services for the Chlorine Tank & Bldg Repairs Project for \$32,925.	Fiscal Impact: WIF Grant, with the remaining balance to be covered from a low interest rate PFA loan.	
BACKGROUND: Submitting invoice for Bolton & Menk engineering services for \$32,925 from January 21 st to February 17 th 2023 for final design engineering services of the Chlorine Tank & Bldg. Repairs Project. Total engineering contract for final design services are \$316,500, remaining funds are \$0.		
COUNCIL ACTION REQUESTED: Approve invoice to Bolton & Menk for \$32,925.		
RECOMMENDATION: Approve invoice to Bolton & Menk for \$32,925.		
ATTACHMENTS: Invoice		

Agenda Item # CA 11

Meeting Date 03.13.23



Real People. Real Solutions.

Please Remit To: Bolton & Menk, Inc.
1960 Premier Drive | Mankato, MN 56001-5900
507-625-4171 | 507-625-4177 (fax)

Payment by Credit Card Available Online at www.Bolton-Menk.com
To Ensure Proper Credit, Provide Invoice Numbers with Payment

City of Two Harbors
Miranda Pietila, Finance Director
522 First Ave
Two Harbors, MN 55616-1504

February 23, 2023
Project No: M24.119641
Invoice No: 0307352
Client Account: TWOHARB_CI_MN

Two Harbors/Chlorine Contact Tank

Design Engineering Services for Replacement of the Chlorine Contact Tank at the Water Treatment Facility

Mn Department of Health Approval

Professional Services from January 21, 2023 to February 17, 2023

Final Design (002)

Fee

Total Fee	316,500.00		
Percent Complete	100.00	Total Earned	316,500.00
		Previous Fee Billing	283,575.00
		Current Fee Billing	32,925.00
		Total Fee	32,925.00
		Total this Task	\$32,925.00
		Total this Invoice	\$32,925.00



Barr Engineering Co.
4300 MarketPointe Drive, Suite 200
Minneapolis, MN 55435
Phone: 952-832-2600; Fax: 952-832-2601
FEIN #: 41-0905995 Inc: 1966

Remittance address:
Lockbox 446104
PO Box 64825
St Paul, MN 55164-0825

Total this Invoice	\$15,563.50
---------------------------	--------------------

Job: 0729 Two Harbors, MN WTF Impr and PRV Stations

Task:	200	Design and Bid Phases (\$24,000)
-------	-----	----------------------------------

Electrical Engineer
Lehnherr, Patrick
Electrical Designer
Betros, Mark
LaKose, Chad
Support Service
Wilson, Larissa

Hours	Rate	Amount
80.50	185.00	14,892.50
1.00	100.00	100.00
4.00	130.00	520.00
.60	85.00	51.00
86.10		15,563.50

	15,563.50
Task Subtotal	\$15,563.50
Job Subtotal	\$15,563.50
Total this Invoice	\$15,563.50

Thank you in advance for the prompt processing of this invoice. If you have any questions, please contact Pat Lehnher, your Barr project manager, at (952) 832-2966 or email at Plennherr@barr.com.

Terms: Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms apply.

02/06/2023



INVOICE

Barr Engineering Co.
4300 MarketPointe Drive, Suite 200
Minneapolis, MN 55435
Phone: 952-832-2600; Fax: 952-832-2601
FEIN #: 41-0905995 Inc: 1966

Bolton & Menk, Inc.
Attn: Accounts Payable
1960 Premier Drive
Mankato, MN 56001

PROJECT	TASK	ACCOUNT	AMOUNT
M24.119641	WW		\$ 8826.00
			\$

Remittance address:
Lockbox 446104
PO Box 64825
St Paul, MN 55164-0825

February 3, 2023
Invoice No: 23070063.87 - 9

Total this Invoice \$8,826.00

Project Name: Two Harbors, MN WTF Improvements and PRV Stations
Project Budget: \$36,000
Barr project #: 23070063.87
BMI#: M24.119641
Professional Services from December 31, 2022 to January 27, 2023

Job: 0729 Two Harbors, MN WTF Impr and PRV Stations

Task: 200 Design and Bid Phases (\$24,000)

Labor Charges

	Hours	Rate	Amount
Electrical Engineer			
Lehnher, Patrick	39.00	185.00	7,215.00
Electrical Designer			
LaKose, Chad	12.00	130.00	1,560.00
Support Service			
Wilson, Larissa	.60	85.00	51.00
	51.60		8,826.00

Subtotal Labor

8,826.00

Task Subtotal \$8,826.00


Job Subtotal \$8,826.00

Total this Invoice \$8,826.00

	Current	Prior	Total	Received	A/R Balance
Invoiced to Date	8,826.00	11,011.00	19,837.00	11,011.00	8,826.00

Thank you in advance for the prompt processing of this invoice. If you have any questions, please contact Pat Lehnher, your Barr project manager, at (952) 832-2966 or email at plehnher@barr.com.

Terms: Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms apply.



Vado
VANMAN

6701 West 23rd Street Minneapolis, MN 55426
Ph: 763.541.9552 Fax: 763.541.9857

DATE: February 3, 2023
INVOICE # A2006-0223
FOR: Two Harbors

DESCRIPTION					AMOUNT
Two Harbors (Brian Guldán)					
Hourly cost not to exceed \$19,500					
Hours 01/01/23 - 01/31/23:					
0 hours @ \$175				\$	-
10.5 hours @ \$150				\$	1,575.00
0 hours @ \$150				\$	-
Less: Hourly Not to Exceed \$19,500				\$	(1,300.00)
Adjusted Balance Due				\$	275.00
Previously Billed:	\$	19,225.00			
Current Billing:	\$	275.00			
Total Billing	\$	19,500.00			
TOTAL	\$	275.00			

Make all checks payable to Vanman Architects & Builders

THANK YOU FOR YOUR BUSINESS!



**CITY OF TWO HARBORS
CITY COUNCIL**

**AGENDA ITEM
COVER SHEET**

Originating Staff: Miranda Pietila	Department: Wastewater Plant	Date: 03/13/2023
Agenda Item Subject: Consider approving Pay App #16 to Lakehead Constructors for the Wastewater Treatment Plant Project for \$1,337,834.09.	Fiscal Impact: State Appropriations, PSIG Grant, WIF Grant, Sewer & Electric Fund reserves with the remaining balance to be covered from a low interest rate PFA loan.	
BACKGROUND: See attached communication from Bolton & Menk.		
COUNCIL ACTION REQUESTED: Approve Pay App #16 for \$1,337,834.09		
RECOMMENDATION: Approve Pay App #16 for \$1,337,834.09		
ATTACHMENTS: Communication and Pay App		

Agenda Item # CA-7

Meeting Date 03.13.23



Real People. Real Solutions.

7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

VIA EMAIL

March 1, 2023

Patty Nordean, Interim City Administrator
City of Two Harbors
522 1st Ave.
Two Harbors, MN 55616

RE: Two Harbors Wastewater Treatment Facility Improvements
Pay Application No. 16
BMI Project Number: M24.117177

Dear Joel,

Enclosed is a copy of Pay Application No. 16 from Lakehead Constructors, Inc. for \$1,337,834.09. I have reviewed this request and recommend payment to the contractor. The work reflected on this application represents 47.1% of the work to be completed under this contract. Please process this request for payment.

Please contact me if you have any questions.

Sincerely,
Bolton & Menk, Inc.

Jennifer Selchow, P.E.
Environmental Project Engineer

Enclosures

cc: Joe Rhein, Bolton and Menk, Inc.
Brian Guldán, Bolton and Menk, Inc.
Luke Heikkila, City of Two Harbors
Patty Nordean, City of Two Harbors
Miranda Pietila, City of Two Harbors
File

Contractor's Application for Payment No.

Application Period: 1/26/23 - 2/24/23		Application Date: 2/24/2023	Invoice No. 16
To (Owner): City of Two Harbors, MN	From (Contractor): Lakehead Constructors, Inc.	Via (Engineer): Bolton & Menk	
Project: Wastewater Treatment Facility Improvements	Contract: Wastewater Improvements		
Owner's Contract No.:	Contractor's Project No.: 7834	Engineer's Project No.: M24:117177	

Application For Payment Change Order Summary

Approved Change Orders			1. ORIGINAL CONTRACT PRICE.....	\$ 229,297,715.00
Number	Additions	Deductions	2. Net change by Change Orders.....	\$
			3. Current Contract Price (Line 1 + 2).....	\$ 229,297,715.00
			4. TOTAL COMPLETED AND STORED TO DATE	
			(Column F on Progress Estimate).....	\$ 14,518,368.44
			5. RETAINAGE:	
			a. 5% X \$12,935,838.91 Work Completed.....	\$ 646,791.95
			b. 5% X \$1,582,529.53 Stored Material.....	\$ 79,126.48
			c. Total Retainage (Line 5a + Line 5b).....	\$ 725,918.42
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....	\$ 13,792,450.02
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$ 12,454,615.93
			8. AMOUNT DUE THIS APPLICATION.....	\$ 1,337,834.09
			9. BALANCE TO FINISH, PLUS RETAINAGE	
			(Column G on Progress Estimate + Line 5 above).....	\$ 15,503,264.98
TOTALS				
NET CHANGE BY				
CHANGE ORDERS				

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.



By: Chris Clements

Date: 2/24/2023

Payment of: \$ 1,337,834.09
(Line 8 or other - attach explanation of the other amount)

is recommended by: _____ (Engineer) _____ (Date)

Payment of: \$ 1,337,834.09
(Line 8 or other - attach explanation of the other amount)

is approved by: _____ (Owner) _____ (Date)

Approved by: _____ Funding Agency (if applicable) _____ (Date)

Endorsed by the Construction Specifications Institute.

Progress Estimate

Contractor's Application

Project: Wastewater Treatment Facilities Improvements			Application Number: 16					
Application Period: 1/26/21 - 2/21/23			Invoice Number					
			Application Date: 2/21/2023					
A		B	C		D	E	F	G
Item		Scheduled Value	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (D / F)	Balance to Finish (B - F)
Specification Section No.	Description							
1000	General Conditions	\$2,603,915.00	\$1,615,000.00	\$140,000.00		\$1,755,000.00	67.4%	\$148,915.00
1001	Bonds & Insurance	\$190,000.00	\$190,000.00			\$190,000.00	100.0%	
1020	General Construction Allowance	\$473,000.00	\$69,000.46	\$10,927.73		\$10,928.19	17.0%	\$194,071.81
1020	Chemical Feed Pump & Skid Allowance	\$73,000.00						\$73,000.00
1020	Raw Water Wetwell Mixer Allowance	\$5,000.00						\$5,000.00
1020	Laboratory Equipment Allowance	\$55,000.00						\$55,000.00
1020	Furnishings Allowance	\$35,000.00						\$35,000.00
1020	Computer Allowance	\$30,000.00						\$30,000.00
1020	Security System Allowance	\$40,000.00						\$40,000.00
1020	Utility Service Connection Allowance	\$35,000.00						\$35,000.00
1020	Earthwork General Conditions	\$219,500.00	\$219,500.00			\$219,500.00	100.0%	
2100	Site Preparation	\$43,310.00	\$43,310.00			\$43,310.00	100.0%	
2101	Demolition	\$182,000.00	\$6,635.04	\$16,187.00		\$133,528.04	73.4%	\$18,477.96
2102	Finish Grading	\$6,870.00						\$6,870.00
2103	Excavation & Backfill	\$489,800.00	\$163,310.00			\$163,310.00	33.4%	\$326,490.00
2104	Remove Pavement & Misc. Structures	\$22,600.00	\$13,000.00			\$13,000.00	57.5%	\$9,600.00
2105	Rock Excavation \$170/CY	\$425,000.00	\$57,970.00			\$57,970.00	13.6%	\$367,030.00
2106	Excavation & Embankment	\$102,700.00	\$102,700.00			\$102,700.00	100.0%	
2107	Erosion & Sediment Control	\$33,150.00	\$19,116.70			\$19,116.70	57.7%	\$14,033.30
2108	Site Utilities	\$968,700.00	\$968,700.00			\$968,700.00	100.0%	
2109	Resids, Walls & Curbs	\$162,900.00						\$162,900.00
2110	Turf Restoration & Plantings	\$10,150.00						\$10,150.00
2111	Earthwork for Decorative Wall	\$170,000.00						\$170,000.00
3300	Cast In Place Concrete-below includes rebar	\$1,245,000.00	\$1,245,000.00			\$1,245,000.00	100.0%	
3300	Chlorides Concrete	\$620,000.00						\$620,000.00
3300	Garage	\$2,375,000.00	\$1,990,000.00	\$100,000.00		\$2,090,000.00	88.0%	\$285,000.00
3300	Aeration Basins	\$475,000.00	\$333,500.00	\$60,000.00		\$393,500.00	82.6%	\$181,500.00
3300	Operations	\$815,000.00						\$815,000.00
3300	Blowdown	\$475,000.00						\$475,000.00
3300	Chlorine Control	\$1,321,260.00						\$1,321,260.00
3310	Concrete Descender Walls	\$335,000.00						\$335,000.00
3410	All Precast	\$140,000.00	\$128,332.00	\$100,774.20		\$128,132.00	59.5%	\$145,868.00
4810	Unit Manner Assembly	\$185,000.00	\$36,339.43	\$295,000.00	\$52,500.00	\$108,839.43	12.3%	\$786,160.57
5100	Metals	\$35,000.00						\$35,000.00
6100	Rough Carpentry	\$68,000.00	\$1,500.00			\$1,500.00	6.6%	\$66,500.00
7150	Dampproofing	\$13,000.00						\$13,000.00
7190	Vapor Barrier	\$61,000.00			\$81,000.00	\$81,000.00	13.0%	\$19,000.00
7535	Fully Aboard Membrane Roof System	\$81,000.00						\$81,000.00
7900	Cooling & Seals	\$130,000.00		\$10,000.00	\$71,616.31	\$101,616.31	78.2%	\$28,383.69
8110	Doors & Frames	\$60,000.00						\$60,000.00
8300	O.H. Doors	\$10,000.00			\$2,496.00	\$2,496.00	8.3%	\$7,504.00
8501	Windows	\$610,000.00	\$143,466.00			\$143,466.00	23.5%	\$466,534.00
9900	Painting	\$25,000.00						\$25,000.00
10000	Division 10	\$133,708.00						\$133,708.00
11240	Chemical Feed	\$10,000.00						\$10,000.00
11240	Hydraulic Gates	\$310,000.00		\$99,200.00	\$148,800.00	\$248,000.00	82.7%	\$52,000.00
11310	Centrifugal Wastewater Pumps	\$125,000.00			\$125,000.00	\$125,000.00	100.0%	
11315	Rotary Lobe Pump	\$440,000.00						\$440,000.00
11318	Screw Impeller Centrifugal Pumps	\$90,925.00	\$90,925.00			\$90,925.00	100.0%	
11320	Oil Removal	\$192,000.00	\$192,000.00			\$192,000.00	100.0%	
11330	Fine Screen	\$178,000.00			\$178,000.00	\$178,000.00	100.0%	
11335	Fat & Grease Accumulation System	\$140,000.00	\$510,000.00			\$510,000.00	100.0%	
11352	Clarifier Equipment	\$60,000.00			\$60,000.00	\$60,000.00	100.0%	
11374	Fine Fine Membrane Aeration Equipment	\$750,000.00						\$750,000.00
11376	High Efficiency Blower System	\$155,000.00						\$155,000.00
11384	Rotary Drum Thickener	\$14,000.00			\$14,000.00	\$14,000.00	100.0%	
11386	Rapid Mixers	\$25,000.00			\$25,000.00	\$25,000.00	100.0%	
11387	Submersible Mixers	\$12,000.00						\$12,000.00
11630	Automatic Sampler	\$35,000.00						\$35,000.00
12346	Casework	\$211,000.00	\$211,000.00			\$211,000.00	100.0%	
13126	Circular Tank Covers	\$1,500,000.00	\$1,500,000.00			\$1,500,000.00	100.0%	
13216	Precast Concrete Water Tanks	\$60,000.00	\$60,000.00			\$60,000.00	100.0%	
13900	FRP Baffles & Weirs	\$25,000.00						\$25,000.00
14100	Isolators	\$168,565.00	\$61,047.78	\$10,000.00		\$72,047.78	42.7%	\$96,517.22
15000	Mechanical	\$175,000.00	\$175,000.00			\$175,000.00	100.0%	
15001	Mobile & General Conditions	\$175,000.00	\$175,000.00			\$175,000.00	100.0%	
15002	Buildout Process Pipe	\$166,085.39	\$166,085.39			\$166,085.39	32.3%	\$347,914.61
15003	Flanged Process Pipe	\$218,540.00	\$218,540.00			\$218,540.00	76.4%	\$67,460.00
15004	Process Flanged Fittings	\$59,110.58	\$59,110.58			\$59,110.58	19.4%	\$245,889.42
15005	Process Valves	\$425,000.00	\$425,000.00	\$15,000.00		\$60,000.00	14.1%	\$34,000.00
15006	Process Pipe Labor	\$34,000.00						\$34,000.00
15007	Buildout Pipe Material	\$16,000.00						\$16,000.00
15008	Buildout Pipe Labor	\$15,600.00						\$15,600.00
15009	Gas Piping	\$78,000.00						\$78,000.00
15010	Aeration Piping Install	\$34,000.00						\$34,000.00
15011	Pipe Supports & Hangers	\$3,800.00						\$3,800.00
15012	Sampler Piping	\$32,000.00						\$32,000.00
15013	Pipe Demo	\$16,000.00						\$16,000.00
15014	Chem Feed Material	\$17,600.00						\$17,600.00
15015	Chem Feed Labor	\$24,020.00						\$24,020.00
15016	Mechanical Equipment Install	\$31,625.00						\$31,625.00
15017	Fabricated Ductwork	\$22,000.00						\$22,000.00
15018	Duct Field Material	\$121,000.00	\$14,520.00	\$21,780.00		\$36,300.00	30.0%	\$84,700.00
15019	Plumbing Material	\$17,050.00						\$17,050.00
15020	Ventilation Material	\$85,217.00	\$26,664.00		\$17,776.00	\$44,440.00	52.1%	\$10,777.00
15021	Ventilation Labor	\$175,406.00	\$21,018.72	\$14,032.48		\$35,051.20	20.0%	\$140,354.80
15022	Plumbing Labor	\$28,985.00						\$28,985.00
15023	Insulation Labor	\$177,760.00	\$16,585.00		\$177,760.00	\$177,760.00	100.0%	
15024	Ventilation Equipment	\$39,170.00				\$46,385.00	50.0%	\$16,585.00
15025	Plumbing Fixtures/Equipment	\$15,730.00						\$15,730.00
15026	Refrigeration Piping/Start-up	\$9,486.00						\$9,486.00
15027	YAB	\$137,006.00	\$13,700.00		\$20,692.22	\$64,392.22	47.0%	\$72,613.78
15028	Temp Control Sub							
16000	Electrical	\$2,500.00	\$2,500.00			\$2,500.00	100.0%	
16001	Panel	\$50,000.00	\$43,500.00	\$6,500.00		\$50,000.00	100.0%	
16002	Modification	\$15,000.00	\$15,000.00	\$3,500.00		\$18,500.00	56.0%	\$11,000.00
16003	Temp Power/Lighting	\$207,319.00	\$95,500.00			\$95,500.00	23.4%	\$211,819.00
16004	Site Electrical	\$18,116.00						\$18,116.00
16005	Site Lighting	\$47,684.00						\$47,684.00
16006	Final Clarifier	\$37,476.00						\$37,476.00
16007	Aeration Basins	\$156,343.00	\$54,500.00			\$54,500.00	34.9%	\$101,843.00
16008	Operations Building	\$19,873.00						\$19,873.00
16009	Storage Garage	\$214,073.00						\$214,073.00
16010	Blowdown Building	\$1,000.00						\$1,000.00
16011	Pre Treatment	\$88,943.00	\$17,000.00	\$7,500.00		\$24,500.00	27.5%	\$64,443.00
16012	Exiting Pre Treatment	\$142,976.00	\$3,500.00	\$17,000.00		\$20,500.00	14.3%	\$122,476.00
16013	Exiting Filter Building	\$45,857.00						\$45,857.00
16014	Wall Lighting	\$14,028.00						\$14,028.00
16015	Equipment	\$160,937.00						\$160,937.00
16016	Service	\$224,200.00		\$88,361.00	\$135,939.00	\$224,200.00	100.0%	
16017	Lighting Fixtures Material	\$206,721.00			\$91,258.00	\$91,258.00	44.1%	\$115,463.00
16018	Gear	\$14,222.00			\$34,220.00	\$34,220.00	100.0%	
16019	Cabinet Unit Heaters	\$218,377.00						\$218,377.00
16020	Generator	\$135,880.00	\$133,000.00			\$133,000.00	97.9%	\$2,880.00
16021	Integrator	\$418,834.00		\$115,000.00	\$207,687.00	\$332,687.00	77.0%	\$86,147.00
16022	Integrator Materials	\$139,611.00			\$41,358.00	\$41,358.00	29.6%	\$98,253.00
16023	Integrator Hardware	\$178,109.00						\$178,109.00
16024	Integrator Start-up							
Totals		\$19,397,715.00	\$11,643,676.50	\$1,392,161.41	\$1,382,519.53	\$14,218,268.44		\$14,779,446.56



**CITY OF TWO HARBORS
CITY COUNCIL**

**AGENDA ITEM
COVER SHEET**

Originating Staff: Miranda Pietila	Department: Wastewater Plant	Date: 03/13/2023
Agenda Item Subject: Consider approving invoice to WSB for the material testing for the WWTP in the amount of \$470, total contract is \$22,695.	Fiscal Impact: State Appropriations, PSIG Grant, WIF Grant, Sewer & Electric Fund reserves with the remaining balance to be covered from a low interest rate PFA loan.	
BACKGROUND: The City has a contract with WSB for the WWTP project, this is for services provided January 1 st to 31 st 2023. Total contract is \$22,695, remaining contract is \$4,477.50		
COUNCIL ACTION REQUESTED: Approve invoice for \$470 to WSB.		
RECOMMENDATION: Approve invoice for \$470 to WSB.		
ATTACHMENTS: Invoice from WSB		

701 XENIA AVENUE S
SUITE 300
MINNEAPOLIS, MN
55416



City of Two Harbors
Attn: Miranda Pietila
522 First Avenue
Two Harbors, MN 55616

February 24, 2023
Project/Invoice: R-019334-000 - 12
Reviewed by: Chad DeMenge
Project Manager: Terry Norlen

Two Harbors Wastewater Treatment Facility Upgrades

Professional Services from January 1, 2023 to January 31, 2023

Phase CMT Construction Materials Testing

Concrete Field Testing

Unit Billing

CMT Engineering Technician II

1/10/2023	1.5 Hours @ 60.00	90.00	
1/17/2023	1.5 Hours @ 60.00	90.00	
1/18/2023	1.5 Hours @ 60.00	90.00	
Total Units		270.00	270.00

Total this Task \$270.00

Materials Lab Testing

Unit Billing

Compressive Strength - Cylinder

12/28/2022	22-5752	4.0 Cylinders @ 5.00	20.00	
12/28/2022	22-5753	4.0 Cylinders @ 5.00	20.00	
12/29/2022	22-5758	4.0 Cylinders @ 5.00	20.00	
1/10/2023	23-0011	4.0 Cylinders @ 5.00	20.00	
1/17/2023	23-0034	4.0 Cylinders @ 5.00	20.00	
1/18/2023	23-0039	4.0 Cylinders @ 5.00	20.00	
1/18/2023	23-0040	4.0 Cylinders @ 5.00	20.00	

Compressive Strength - Mortar Cube

1/11/2023	23-0036	6.0 Cubes @ 10.00	60.00	
Total Units			200.00	200.00

Total this Task \$200.00

Total this Phase \$470.00

Billing Limits

Total Billings
Limit
Remaining

Current	Prior	To-Date
470.00	17,747.50	18,217.50
		22,695.00
		4,477.50

Total this Invoice \$470.00

TWO HARBORS CITY COUNCIL



AGENDA ITEM SUMMARY

AGENDA ITEM SUBJECT: *Trunk Gas Main replacement*

ORIGINATING SOURCE/DEPARTMENT: *Gas*

FUNDING SOURCE: *\$100,000 budgeted*

BACKGROUND: *Replacing existing steel trunk main installed in 1960 with HDPE plastic. This will be an ongoing project. (Est. 5yrs.) This agenda item is for materials. Labor will be in 5th street construction project.*

ESTIMATED DATE OF COMPLETION: **12/31/2023**

COMMITTEE/COMMISSION RECOMMENDATION:

ADMINISTRATION/STAFF RECOMMENDED COUNCIL ACTION:
Border States quote is \$24,413.05 and Groebner quote is \$27,201.01. I recommend Border States for \$24,413.05.

Agenda Item # CA9 Meeting Date: 03.13.23



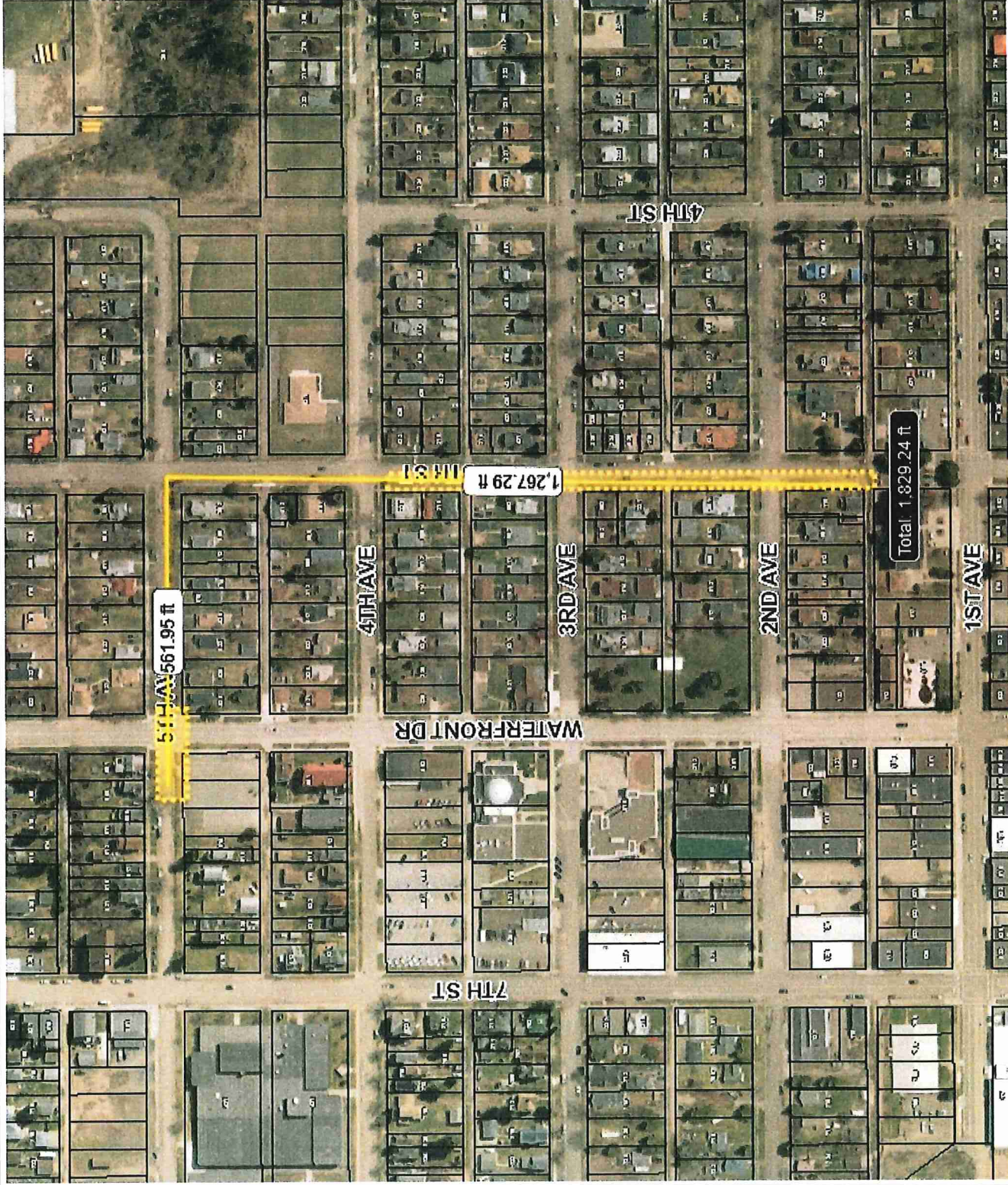
- Legend**
- City Limits
 - Parcels (9/1/2022)
 - PWI Watercourse
 - NWI

**Gas Main
Installation 6"**



Disclaimer:

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of Two Harbors is not responsible for any inaccuracies herein contained.



**BOLTON
& MENK**

Real People. Real Solutions.

0 263 Feet



GROEBNER

Quote

Order #

127102-00

Date

Expire Date

PO #

Page #

03/03/23

04/02/23

1

Bill To City Of Two Harbors

522 1ST AVE

Cust # TWO HARBORS, MN 55616-1504

136

Remit To GROEBNER

21801 INDUSTRIAL BLVD

ROGERS, MN 55374-9575

Phone: (800)638-8322

Ship To City Of Two Harbors

General Delivery

Two Harbors, MN 55616-9999

Instructions

Taken By

STD

Ship Point

Via

GROEBNER - MN Division

BEST WAY

SlsRepln/Out

106 / Q

Shipped

Terms

Net 25 Days

Freight Terms Description

Freight Added to Invoice

Ln #	Product And Description	Quantity Ordered	Quantity Backordered	Qty UM	Unit Price	Price UM	Amount (Net)
1	Ordered By: Paul Johnson S0600DR110G47NRYS0050 HDPE 4710 6" x 50' PIPE PRICE INCLUDES FREIGHT	2000		each	12.39	each	24780.00
2	BV0600Y-MFN0-000 VALVE 6" 11 FP 3408 POLYTEC IN STOCK IN ILLINOIS WAREHOUSE	2		EA	1158.40	EA	2316.80
3	360000352 CAP 6" I 11 BF BLK STYLE 1 HDPE 10007786 IN STOCK ILLINOIS WAREHOUSE	2		EA	28.93	EA	57.86
4	360000043 ELBOW 6" I 11 BF 90 BLK HDPE PE4710 10007785 IN STOCK MINNESOTA WAREHOUSE Due to current market conditions, price and availability are subject to change PLUS FREIGHT (ON ALL ITEMS BUT THE 6" PIPE)	1		EA	46.35	EA	46.35

4 Lines Total

Total

27201.01

Quote Total

27201.01



Border States Electric - DUL
4451 Airpark Blvd
Duluth MN 55811-5728
Phone: 218-727-8170

CITY OF TWO HARBORS-UTILITY
522 1ST AVE
TWO HARBORS MN 55616-1504

Quote

Page: 1 of 1

BSE Quote: 26940435
Sold-To Acct #: 5175
Valid From: 02/22/2023 To: 03/15/2023
Payment Terms: Net 25th prox

Created By: Logan Brummer
Tel No: 763-955-8750
Fax No:

Inco Terms:
FOB ORIGIN

Ship-to:
CITY OF TWO HARBORS-ELECTRICAL DEPT
503 20TH AVE
TWO HARBORS MN 55616

Cust Item	BSE Item	Material MFG - Description	Quantity	Price	Per	UoM	Value
	000010	2970894 PLEX - 1057061 PIPE 6IPSX40FT SDR11 4710 YS BLACK PIPE WITH YELLOW STIPE BORDER STOCK ALBERTVILLE	2,000 FT	1,174.53	/ 100	FT	23,490.60
	000030	2064117 PLEX - 1006440 6IPS-11 BF 90 EL 4710 19 week lead	1 EA	36.93	/ 1	EA	36.93
	000050	2064110 PLEX - 1006436 6IPS-11 BF END CAP 4710 BORDER STOCK EAU CLAIRE	2 EA	22.47	/ 1	EA	44.94
	000060	3165032 POLV - 6-89111 6IPS VALVE BALL FP DR11 4710 10 WEEK LEAD	2 EA	420.29	/ 1	EA	840.58
Total \$							24,413.05
State Tax \$							0.00
County Tax \$							0.00
Local Tax \$							0.00
Other Tax1 \$							0.00
Other Tax2 \$							0.00
Other Tax3 \$							0.00
Tax Subtotal \$							0.00
Net Amount \$							24,413.05

To access BSE's Terms and Conditions of Sale, please go to
<https://www.borderstateselectric.com>

The quoted sales tax is an estimate only based upon the information provided in this quote and will be finalized at the time of Invoice based upon the material purchased, quantity purchased, and delivery location.

Shipping and handling fees in this quote are an estimate only and will be finalized at the time of Invoice.

All clerical errors contained herein are subject to correction. In the event of any cost or price increases from manufacturers or other suppliers, caused by, but not limited to, currency fluctuations, raw material or labor prices, fuel or transportation cost increases, and any import tariffs, taxes, fees, or surcharges, BSE reserves the exclusive right to change its pricing at the time of shipping and will provide notice of any such change to its customers prior to costs being incurred.

TWO HARBORS CITY COUNCIL



AGENDA ITEM SUMMARY

AGENDA ITEM SUBJECT: *AMENDED Utility line locator*

ORIGINATING SOURCE/DEPARTMENT: *Gas, Sewer & Water*

FUNDING SOURCE: *Budget, \$11,000 to be split between all utilities. Remaining \$995 to come from Gas operating.*

BACKGROUND: *Purchase a Vivax-Metrotech RTK line locator for locating underground utilities with the capability to GPS . ADDED BLUETOOTH CAPABILITIES FOR \$185*

ESTIMATED DATE OF COMPLETION: *05/30/2023*

COMMITTEE/COMMISSION RECOMMENDATION: *Click here to enter text.*

ADMINISTRATION/STAFF RECOMMENDED COUNCIL ACTION:
UtilityLogic is \$11,995 and Mainline is \$13,085 I recommend we purchase from UtilityLogic for \$11,995.

Agenda Item # CA 10 Meeting Date: 03.13.23

Submitted 2-13-23

TWO HARBORS CITY COUNCIL



AGENDA ITEM SUMMARY

AGENDA ITEM SUBJECT: *Utility line locator*

ORIGINATING SOURCE/DEPARTMENT: *Gas, Sewer & Water*

FUNDING SOURCE: *Budget, \$11,000 to be split between all utilities. Remaining \$810 to come from Gas operating.*

BACKGROUND: *Purchase a Vivax-Metrotech RTK line locator for locating underground utilities with the capability to GPS.*

ESTIMATED DATE OF COMPLETION: **05/30/2023**

COMMITTEE/COMMISSION RECOMMENDATION: Click here to enter text.

ADMINISTRATION/STAFF RECOMMENDED COUNCIL ACTION:
UtilityLogic is \$11,810 and Mainline is \$13,085 I recommend we purchase from UtilityLogic for \$11,810.

*Approved
on 2-13-23*

Agenda Item # _____ Meeting Date: _____



PO Box 783, Rogers, MN 55374
Ph 877-544-2700 Fax 612-930-0930

Order Acknowledgement

Date	S.O. No.
3/6/23	27525

Name / Address
City of Two Harbors 522 1st Ave Two Harbors, MN 55616

Ship To
City of Two Harbors 522 1st Ave Two Harbors, MN 55616

Amended

Buyer	Ship Date	P.O. No.	Terms	Ship Via	FOB
	3/20/23	verbal Paul	Net 30	SpeedDee	Warehouse

Item	Description	Qty	Price Each	Amount
1.226.01.00028	RTK KIT - vLoc3 RTK Pro Rx, 5 Watt Li-Ion Tx Vivax-Metrotech vLoc3 RTK-Pro Receiver- BT - Includes: LI-ION receiver battery, LI-ION receiver charger, alkaline battery holder, user manual, mini-USB cable and soft carry bag. Brings GNSS accuracy to a utility locator. Using the RTK-Pro internal cellular module with 4G LTE capabilities, the operator has the ability to connect to NTRIP RTK (Real-Time Kinematic) caster that provides RTCM 3 corrections. By utilizing these corrections, the operator can collect both utility location data along with the geographical location of the utility with survey-grade accuracy.	1	9,005.00	9,005.00
2.219.02.00011	Vivax-Metrotech vLoc3-Transmitter Carry Bag	1	70.00	70.00
1.219.05.00026	Vivax-Metrotech - Loc3-5Tx Li-ion Transmitter - Includes: multiple induction and direct connection frequencies ranging from 98Hz to 200kHz, Li-Ion Rechargeable battery and charger, direct connect leads, grounding stake and manual.	1	1,975.00	1,975.00
1.222.04.00001	5" induction clamp * Voice and Data (minimum 2GB) Plan is required for use with RTK receiver. You may purchase a cellular nano sim card from your AT&T wireless service provider OR optionally purchase the nano sim card and cellular service directly from Utility Logic. Optional pricing is as follows:	1	480.00	480.00
1YRDP	1 Year data plan & IOT sim card	1	245.00	245.00
SHIPPING03	Shipping, Insurance & Configuration - RTK & CAM	1	220.00	220.00

Added Blue Tooth \$105

Phone	Fax	Website
877-544-2700	612-930-0930	utility-logic.com

Page 1
ATTENTION: We have recently changed our address to PO Box 783, Rogers, MN 55374. Please update your records.



PO Box 783, Rogers, MN 55374
Ph 877-544-2700 Fax 612-930-0930

Order Acknowledgement

Date	S.O. No.
3/6/23	27525

Name / Address
City of Two Harbors 522 1st Ave Two Harbors, MN 55616

Ship To
City of Two Harbors 522 1st Ave Two Harbors, MN 55616

Buyer	Ship Date	P.O. No.	Terms	Ship Via	FOB
	3/20/23	verbal Paul	Net 30	SpeedDee	Warehouse

Item	Description	Qty	Price Each	Amount
	Training and technical support provided for the life of the product with this purchase.			

			Subtotal	\$11,995.00
Phone	Fax	Website	Sales Tax (0.0%)	\$0.00
877-544-2700	612-930-0930	utility-logic.com	Total	\$11,995.00

Page 2
ATTENTION: We have recently changed our address to PO Box 783, Rogers, MN 55374. Please update your records.



Quote

PO Box 783, Rogers, MN 55374
Ph 877-544-2700 Fax 612-930-0930

Date	Quote #
1/31/23	12579

Name / Address
City of Two Harbors 522 1st Ave Two Harbors, MN 55616

Ship To
City of Two Harbors 522 1st Ave Two Harbors, MN 55616

Original

Terms	FOB
Net 30	Warehouse

Item	Description	Qty	Price Each	Total
1.226.01.00026	RTK KIT - vLoc3 RTK Pro Rx, 5 Watt Li-Ion Tx Vivax-Metrotech vLoc3 RTK-Pro Rx - Brings GNSS accuracy to a utility locator. Using the RTK-Pro internal cellular module with 4G LTE capabilities, the operator has the ability to connect to NTRIP RTK (Real-Time Kinematic) caster that provides RTCM 3 corrections. By utilizing these corrections, the operator can collect both utility location data along with the geographical location of the utility with survey-grade accuracy.	1	8,820.00	8,820.00
2.219.02.00011	Vivax-Metrotech vLoc3-Transmitter Carry Bag	1	70.00	70.00
1.219.05.00026	Vivax-Metrotech - Loc3-5Tx Li-ion Transmitter - Includes: multiple induction and direct connection frequencies ranging from 98Hz to 200kHz, Li-ion Rechargeable battery and charger, direct connect leads, grounding stake and manual.	1	1,975.00	1,975.00
1.222.04.00001	5" induction clamp * Voice and Data (minimum 2GB) Plan is required for use with RTK receiver. You may purchase a cellular nano sim card from your AT&T wireless service provider OR optionally purchase the nano sim card and cellular service directly from Utility Logic. Optional pricing is as follows:	1	480.00	480.00
1YRDP	1 Year data plan & IOT sim card or	1	245.00	245.00
SHIPPING03	Shipping, Insurance & Configuration - RTK & CAM	1	220.00	220.00

Subtotal

Sales Tax (0.0%)

Total

Thank you for your business. Quote pricing is valid for 30 days.

ATTENTION: Our mailing address has recently changed to PO Box 783, Rogers MN 55374. Please update your records



Quote

PO Box 783, Rogers, MN 55374
Ph 877-544-2700 Fax 612-930-0930

Date	Quote #
1/31/23	12579

Name / Address
City of Two Harbors 522 1st Ave Two Harbors, MN 55616

Ship To
City of Two Harbors 522 1st Ave Two Harbors, MN 55616

Terms	FOB
Net 30	Warehouse

Item	Description	Qty	Price Each	Total
	Training and technical support provided for the life of the product with this purchase.			

	Subtotal	\$11,810.00
	Sales Tax (0.0%)	\$0.00
	Total	\$11,810.00

Thank you for your business. Quote pricing is valid for 30 days.

ATTENTION: Our mailing address has recently changed to PO Box 783, Rogers MN 55374. Please update your records

[illegible]

TWO HARBORS CITY COUNCIL



AGENDA ITEM SUMMARY

AGENDA ITEM SUBJECT: *Purchase 70 new green treat posts to mount power peds at campground from Lampert Lumber at the cost of \$10634.40*

ORIGINATING SOURCE/DEPARTMENT: *Electrical Dept.*

FUNDING SOURCE: *Campground*

BACKGROUND: *This is for the rebuild of the electrical in sites 1 thru 66. We will use these 8x8x10 to mount new electrical peds in each site. I got two bids, one from Campbells in Superior WI. (verbel) for \$189.99 each and from Lampert Lumber in Superior WI. for \$144.00 each.*

ESTIMATED DATE OF COMPLETION: **05/31/2023**

COMMITTEE/COMMISSION RECOMMENDATION: *Accept bid from Lampert Lumber at the cost of \$10634.00 for green treat 8x8x10 posts*

ADMINISTRATION/STAFF RECOMMENDED COUNCIL ACTION: *Click here to enter text.*

CA#11 03.13.23

Agenda Item # _____ *Meeting Date:* _____

Quote #2

Campbell Lumber Quote (verbal)

8x8x10 green treat posts

\$189.99 each plus tax



**CITY OF TWO HARBORS
CITY COUNCIL**

**AGENDA ITEM
COVER SHEET**

Originating Staff: M Pietila	Department: Fire Relief Association	Date: 03/13/2023
Agenda Item Subject: Consider accepting a proposal from Van Iwaarden Associates for GASB 67/68 actuarial valuation for FY2023 and FY 2024	Fiscal Impact:	
BACKGROUND: GASB 67/68 accounting rules require a full actuarial valuation every two years, while a simplified roll-forward report is required in the off years. GASB 67/68 standardizes pension disclosure requirements and requires plans to provide additional details about their pension obligations		
COUNCIL ACTION REQUESTED: Accept proposal from Van Iwaarden Associates for GASB 67/68 actuarial valuation for FY2023 and FY 2024		
RECOMMENDATION: Accept proposal from Van Iwaarden Associates for GASB 67/68 actuarial valuation for FY2023 and FY 2024		
ATTACHMENTS:		

February 28, 2023

Miranda Pietila
Finance Director
City of Two Harbors
522 First Avenue
Two Harbors, MN 55616

Re: Engagement Letter for Actuarial Services

Dear Miranda:

Thank you for this opportunity to provide GASB 67/68 pension actuarial services to the City of Two Harbors and the Two Harbors Fire Relief Association. This letter and attachments (collectively, the "Agreement") document the Scope of Services ("Services") that Northern Consulting Actuaries, Inc. d/b/a Van Iwaarden Associates (hereafter, "VIA" or "we" or "our") will provide to the City of Two Harbors (hereafter "City" or "you" or "yours" or "Client") and the Two Harbors Fire Relief Association pension plan (hereafter "Plan"). It also describes our fees, expenses, and the Terms and Conditions for those services.

After reviewing the enclosed Scope of Services and Terms and Conditions, please sign and date the Acknowledgement and Consent form. Future actuarial services will be provided under this same engagement letter for a fee agreed to by both parties, or we can provide an updated engagement letter if you prefer.

Please feel free to contact us if you have any questions about the proposed actuarial engagement. We will commence work under this engagement upon receipt of a signed copy of this Agreement.

Thank you again for choosing Van Iwaarden Associates to be your trusted actuarial consultant.

Sincerely,



Emily M. Knutson, FSA, EA, MAAA
Consulting Actuary

L/D/C/R: 3/sak/emk

Scope of Services

The GASB 67/68 accounting rules require a “full” actuarial valuation every two years, while a simplified roll-forward report is required in the “off years”. Our proposed scope and fees outlined below include both the “full” and roll-forward valuation reports.

GASB 67 & 68 Reporting	Fee
FYE2022-2023 GASB 67/68 actuarial report	\$2,000
FYE2023-2024 GASB 67/68 “off year” report (if no significant changes)	\$1,000

Each year also includes up to one hour of free consulting to review the reports with you over the phone.

Out-of-scope projects will be billed separately based on the time and expense needed to complete these projects. For calendar year 2023, our hourly rates are \$125 to \$225 for actuarial analysts and managers and \$335 to \$385 for consulting actuaries. We are glad to estimate fees for additional projects as requested. Out-of-scope projects may include time spent on:

- meetings and preparation,
- significant changes in your plan, accounting, or funding arrangements,
- cleanup of inaccurate data or data not provided in the form requested, and
- accounting updates when the City’s financials differ from the figures in our previous reports.

The annual fees and hourly rates stated in this engagement letter are subject to annual inflationary updates beginning in 2025 and each year thereafter. VIA will propose inflationary adjustments to the City before beginning work on the FYE 2025 valuation. The hourly rate schedule is updated automatically each calendar year.

The proposed fees assume no substantial changes to the plan census, assumptions, plan provisions, or funding arrangement. If any of these factors change significantly then we will provide a separate proposed fee.

Out-of-pocket expenses will be passed on to you without markup. Bills are sent as often as monthly, and your payment is due within 30 days of the invoice date. Interest will accrue on the unpaid balance at the rate of ½% per month. If we receive your payment within 30 days, the interest will be waived.

Terms and Conditions

COOPERATION AND WARRANTY REGARDING DOCUMENTS AND INFORMATION.

You understand that in order for us to provide the Services to you we will require your assistance and cooperation. You agree to provide us with all documents and information reasonably requested by us in order for us to perform the Services and you warrant that such documents and information are true and accurate to the best of your knowledge after due inquiry. We will not be liable for any inaccurate results of our Services due to our reliance upon incorrect or incomplete documents or information.

CONFIDENTIALITY. All data, records, and information concerning the Plan and the participants of the Plan provided by you or on your behalf to VIA in connection with this Agreement, other than information that is either in the public domain, obtained from third parties, or which is otherwise developed by VIA shall be considered "Confidential Client Information." VIA agrees to use reasonable efforts to protect all Confidential Client Information and has reasonable safeguards to protect against the disclosure or misuse of Confidential Client Information that is in VIA's care or custody. VIA will protect the Confidential Client Information with the same degree of care that it uses to protect and safeguard VIA's own like information, but not less than the degree of care that would be exercised by a prudent person given the sensitivity of the Confidential Client Information. In preserving the confidentiality of Client communications and information, it is important that we have your agreement on the methods we will use in communicating with you. Unless you tell us otherwise, you agree that it is appropriate to use mail and emails in the course of our providing the Services to you without encryption or other special measures. The exception is transmission of participant census data which must be transmitted using our secure data transfer site or similar method. Please let us know if you have special requests or requirements for the methods of communication or persons to be included in such communications.

RETENTION OF RECORDS. We will retain final copies of actuarial work products for seven years after completion of each project. Although we keep copies of the work we perform for you for seven years, these copies are solely for our files. The plan sponsor is responsible for keeping copies of all documents needed for the Plan's permanent records, including copies of the work we perform for you and the information we send to you.

INDEMNIFICATION. You agree as part of this engagement to indemnify and hold harmless VIA from and against any and all claims, losses, damages, liabilities, costs, and other expenses of any kind whatsoever (including, without limitation, all reasonable attorneys' fees and collection or court costs) arising from or in connection with the operation of the Plan or the rendering of plan-related services by the Client, the Plan Administrator, or any third party. This indemnification does not include claims, losses, damages, liabilities, costs, and expenses attributable solely to any gross negligence or willful misconduct by VIA in the performance of our responsibilities under this engagement.

We agree as part of this Agreement to indemnify and hold harmless the Client and the Plan from and against any and all claims, losses, damages, liabilities, costs, and other expenses of any kind whatsoever (including, without limitation, all reasonable attorneys' fees and collection or court costs) (collectively "Claims") arising from or in connection with the operation of the Plan or the rendering of plan-related services by VIA, to the extent that such Claims are attributable solely to

Terms and Conditions (continued)

gross negligence or willful misconduct by VIA in the performance of our responsibilities under this engagement.

REPRESENTATIONS AND WARRANTIES. We represent and warranty that we (a) have the right, power and authority to enter into this Agreement and to fully perform all of our obligations hereunder; and (b) will use commercially reasonable efforts to provide all services required of us under the Agreement in accordance with prevailing industry standards. You represent and warranty that you have the right, power, and authority to enter into this Agreement and to fully perform all of your obligations hereunder.

NO ASSIGNMENT OR DELEGATION. Neither VIA nor you may assign this Agreement in whole or in part, nor delegate any part or all of its duties, without the other's prior written consent.

SEVERABILITY. If any provision of this Agreement is held to be or is invalid or unenforceable, the validity and/or enforceability of the remaining portions shall not be impaired or affected in any way. A waiver of any provision of this Agreement does not likewise waive any other provision of this Agreement.

MODIFYING THIS ENGAGEMENT. The terms of this engagement between you and us represented by this Agreement shall not be subject to modification (except with regard to fees, as outlined above), except as agreed upon in writing by both you and us.

TERM AND TERMINATION. This engagement letter is effective beginning January 1, 2023 and shall automatically renew on an annual basis unless terminated earlier by either party as described below. Future actuarial services will be provided under this same engagement letter for a fee agreed to by both parties and described in a new Scope of Services, or we can provide an updated engagement letter if you prefer.

You have the right to terminate our services with 60 days prior written notice. Termination of our services will not relieve you of the obligation to pay for all accrued charges and expenses for work through the end of our engagement. We will have the same right of termination, subject to our obligation to give you 60 days prior written notice. If our billing statements are not timely paid, however, we will have the right to terminate our Services upon 5 days prior written notice following a default in the payment of our fees and expenses, upon the expiration of which notice period we will have the right to not provide any Services or advance any expenses until all amounts due are paid in full. Furthermore, if we are required to take action to collect our fees and expenses, you agree to pay all professional fees (including reasonable attorneys' fees) and expenses incurred by us in such collection action.

Terms and Conditions *(continued)*

ENTIRE AGREEMENT. Our performance of the Services is subject to the terms of this letter, including our Terms and Conditions ("Terms and Conditions"). This letter, together with the Scope of Services and these Terms and Conditions, constitute the entire Agreement between Van Iwaarden Associates and you and supersede all previous agreements between us whether written or oral. Should the scope of our Services change, you agree that we will either amend the Scope of Services or we will execute a new engagement letter incorporating such changes. We will not be required to provide Services not included in the Scope of Services agreed to in this letter.

Minnesota Actuarial Disclosure

Van Iwaarden Associates is the actuarial advisor to the Minnesota Legislative Commission on Pensions and Retirement (LCPR). In this role, we assist the LCPR in reviewing actuarial valuations, assumptions, and cost estimates for the three statewide retirement systems: TRA, PERA, and MSRS.

Our professional standards require that we disclose any actual or potential conflict of interest to our clients, and that our clients expressly agree to these services. Although the work we prepare for the LCPR does not directly relate to your GASB 67 & 68 reporting, we believe it's prudent to disclose our assignment to all of our Minnesota public sector clients since you probably have members in at least one of the statewide pension plans that we'll be reviewing. Your approval of this engagement letter is an affirmative response that you agree to our work with the City along with our LCPR assignment.

Acknowledgement and Consent

The undersigned represents and warrants that they are legally authorized to execute agreements on behalf of the City of Two Harbors (the "City"), has read this Agreement from Van Iwaarden Associates, understands its contents, and agrees on behalf of the City to the Scope of Services; fees and expenses; and Terms and Conditions set forth in the Agreement. I also understand and expressly agree to Van Iwaarden Associates' ongoing work for us as well as their LCPR assignment.

Date: _____, 2023

By _____

Title _____



**CITY OF TWO HARBORS
CITY COUNCIL**

**AGENDA ITEM
COVER SHEET**

Originating Staff: Miranda Pietila	Department: General Fund	Date: 03/13/2023
Agenda Item Subject: Consider accepting amended resolution for the fee schedule for Animal Control Ordinance Violations.	Fiscal Impact: NA	
BACKGROUND: Request has been made to amend a resolution from 2008 (attached) for a Fee Schedule for Animal Control Ordinance Violations. The amended resolution is including new language for a Dangerous Dog to read as - <i>Dangerous Dog Annual Fee - All dogs deemed "dangerous dogs" by the Police Department or other animal control authority shall pay an annual registration fee in the amount of \$500 to obtain a certificate of registration pursuant to Minn. Stat. Sec. 347.51, Subd. 2 (3).</i>		
COUNCIL ACTION REQUESTED: Approve amended resolution for the fee schedule for Animal Control Ordinance Violations.		
RECOMMENDATION: Approve amended resolution for the fee schedule for Animal Control Ordinance Violations.		
ATTACHMENTS: Amended Resolution		

RESOLUTION NO. 3-xxx-23

AMENDING THE FEE SCHEDULE FOR ANIMAL CONTROL ORDINANCE VIOLATIONS

BE IT RESOLVED, by the City Council of the City of Two Harbors that the fee schedule for animal control ordinance violations is hereby re-established as follows:

Impound Fee: \$35.00

(This will be reduced to \$15 if the owner can provide proof that the animal has already been licensed with the City and vaccinated for rabies at the time of pick up.)

Deposit: \$25.00

If the animal has not been vaccinated for rabies at the time of pick-up, an additional deposit will be collected and held at City Hall until proof that the animal has been vaccinated is provided. The deposit will only be returned if said proof of rabies vaccination is provided within three business days.

License Fee: \$5.00 if animal is spayed or neutered
\$10.00 if animal is not spayed or neutered

The license fee shall remain the same. Proof of alteration is required.

Cat & Dog Board per night in Pound: \$10/day
(if the animal stays more than 24 hours.)

Dangerous Dog:

All dogs deemed "dangerous dogs" by the Police Department or other animal control authority shall pay an annual registration fee in the amount of \$500 to obtain a certificate of registration pursuant to Minn. Stat. Sec. 347.51, Subd. 2 (3).

A copy of the animal control ordinance will be given to each person purchasing a license.

ADOPTED, this __ day of ____ A.D., 2023.

Benjamin Redden, President, City Council

ATTEST: _____
Patricia D. Nordean, City Clerk

Min. Stat. Sec. 347.51 Dangerous Dogs.

RESOLUTION NO. 8-151-08

AMENDING THE FEE SCHEDULE
FOR ANIMAL CONTROL ORDINANCE VIOLATIONS

BE IT RESOLVED, by the City Council of the City of Two Harbors that the fee schedule for animal control ordinance violations is hereby re-established as follows:

Impound Fee: \$35.00

(This will be reduced to \$15 if the owner can provide proof that the animal has already been licensed with the City and vaccinated for rabies at the time of pick-up.)

Deposit: \$25.00

If the animal has not been vaccinated for rabies at the time of pick-up, an additional deposit will be collected and held at City Hall until proof that the animal has been vaccinated is provided. The deposit will only be returned if said proof of rabies vaccination is provided within three business days.

License Fee:

\$5.00 if animal is spayed or neutered
10.00 if animal is not spayed or neutered

The license fee shall remain the same. Proof of alteration is required.

Cat & Dog Board per night in Pound: \$10/day
(If the animal stays more than 24 hours.)

A copy of the animal control ordinance will be given to each person purchasing a license.

ADOPTED, this 11th day of August A.D., 2008.



The City contracts with the Lake County Humane Society for animal control services. The animal shelter is located at 415 20th Avenue. Their hours are Monday, Wednesday and Friday 9 – 11 a.m., Wednesday 5 – 7 p.m. and Saturday 1 – 3 p.m. Contact the shelter by phone at (218) 834-5806.

Animal control officers are Stephanie Potter (218) 834-6477 and Jason Lysaker (218) 834-3194.

Animal licenses are available at City Hall, 522 1st Avenue during regular business hours. Evidence of a current rabies vaccination must be presented at the time of purchase. A schedule of fees is found on the following page and a copy of the City's Ordinance pertaining to animal licensing and regulation is also provided.

Please contact the shelter or City Hall at (218) 834-5631 with any questions.



**CITY OF TWO HARBORS
CITY COUNCIL**

**AGENDA ITEM
COVER SHEET**

Originating Staff: Miranda Pietila	Department: Street Improvement Fund	Date: 03/13/2023
Agenda Item Subject: Consider accepting the recommendation of Public Safety Committee to designate no parking zones on portions of 5 th Street and 4 th Avenue	Fiscal Impact: NA	
BACKGROUND: See attached memo from Joe Rhein, Bolton & Menk		
COUNCIL ACTION REQUESTED: Approve resolution to designate no parking zones on portions of 5 th Street and 4 th Avenue		
RECOMMENDATION: Approve resolution to designate no parking zones on portions of 5 th Street and 4 th Avenue		
ATTACHMENTS: Memo from Joe Rhein, City Engineer and draft resolution		



**BOLTON
& MENK**

Real People. Real Solutions.

4960 Miller Trunk Highway
Suite 550
Duluth, MN 55811

Ph: (218) 729-5939
Bolton-Menk.com

MEMORANDUM

Date: March 13, 2023
To: Two Harbors City Council
City Administrator Patricia Nordean
From: City Engineer Joe Rhein
Subject: 2023-2024 Street Improvement Project
Parking Resolution

Introduction

The proposed 2023-2024 Street Improvement Project will be a joint project between Lake County and the City of Two Harbors. The proposed project includes segments of both County roads and City avenues. The County segments of the project include State Aid Highways, which are eligible for funding through the Minnesota Department of Transportation (MnDOT).

A parking resolution is required for the County segments of the project in order to receive approval of the plan from MnDOT. Attached is a memo that was provided to the Public Safety Committee at their March 6th meeting. The memo and supporting documents contain detailed information on this issue. After review, the Committee unanimously recommended approval of the resolution by the City Council.

Action

If the City Council agrees with the recommendation of the Public Safety Committee, the appropriate action would be:

- Approve the Resolution Designating No Parking Zones on Portions of Fifth Street and Fourth Avenue.

We will be present to review this information at the City Council meeting on March 13th. Please let us know if you have questions regarding the content of this memo or need further information. I can be reached at 651-968-7384 or via e-mail at Joseph.Rhein@bolton-menk.com.

Attachments:

- March 6, 2023 Public Safety Committee memo with attachments (9 pages)



Real People. Real Solutions.

4960 Miller Trunk Highway
Suite 550
Duluth, MN 55811

Ph: (218) 729-5939
Bolton-Menk.com

MEMORANDUM

Date: March 6, 2023
To: Two Harbors Public Safety Committee
City Administrator Patricia Nordean
From: City Engineer Joe Rhein
Subject: 2023-2024 Street Improvement Project
Parking Resolution

Introduction

The proposed 2023-2024 Street Improvement Project will be a joint project between Lake County and the City of Two Harbors. The proposed project includes segments of both County roads and City avenues. The project segments are shown in the following table, as well as on the attached map.

2023-2024 Street Improvement Project Proposed Project Segments			
Name	From	To	Notes
5 th Street (CSAH 36)	7 th Ave	4 th Ave	Lake County State Aid Highway.
4 th Avenue (CSAH 35)	6 th St	4 th St	Lake County State Aid Highway.
4 th Avenue (CR 105)	4 th St	3 rd St	Lake County Road.
5 th Avenue	6 th St	5 th St	Local City Avenue.
6 th Avenue	7 th St	4 th St	Local City Avenue.

As noted in the table, some of the County segments are designated as State Aid Highways. Those are eligible to receive funding through the Minnesota Department of Transportation State Aid program.

Background

A Steering Committee comprised of staff from both the City and County was established to guide development of the proposed joint project. The Steering Committee met six times between June and November 2022.

The proposed cross sections for the County State Aid Highway (CSAH) segments of the project were developed by the Steering Committee. The cross sections were then shared with the public in an Open House meeting hosted by Lake County on July 21st. The sections were also included in the presentation given at the City Public Hearing on the project, held October 10th.

CSAH Cross Sections

Existing 5th Street from 4th Avenue to 7th Avenue is approximately 32-feet wide from curb to curb, with sidewalks along both sides of the street. The proposed cross section of 5th Street would also be 32-feet wide from curb to curb, which would include travel lanes for both north and south bound traffic, as well as a parking lane along the west curb (for south bound traffic). Sidewalks would be provided along both sides of 5th Street immediately behind the curb.

Existing 4th Avenue from 6th Street to 5th Street is approximately 28-feet wide from curb to curb. From 5th Street to 4th Street the road is approximately 38-feet from curb to curb; the extra width on this portion is due to the concrete lane along the north side adjacent to the former high school site. The 38-foot width of 4th Avenue transitions back to 28-feet approximately 1/3 of the length of the block between 4th Street and 3rd Street. Concrete sidewalks exist along both sides of 4th Avenue for all blocks. The proposed cross section of 4th Avenue be a consistent 32-feet wide from curb to curb from 3rd Street to 6th Street. This would include travel lanes for both east and west bound traffic, as well as a parking lane along the south curb (for east bound traffic). Sidewalks would be provided along both sides of 4th Avenue, with approximately 5-foot boulevard between the curb and walk.

The proposed cross sections of 5th Street and 4th Avenue from the final plan set are included with this memo for reference.

MnDOT State Aid

To use MnDOT State Aid funds on the improvements to the CSAH segments the design must meet State Aid requirements. The proposed cross sections for 5th Street and 4th Avenue meet State Aid requirements for the travel lanes and sidewalks. The proposed cross sections also meet State Aid requirements for a parking lane along the west side of 5th Street and the south side of 4th Avenue.

The detailed construction plans for the project have been submitted to the Minnesota Department of Transportation, State Aid Division for review.

Parking Resolution

Before MnDOT State Aid department will give formal plan approval and authorize funds for release, they require a resolution be provided to establish and document parking restrictions in accordance with the approved plans. For the project, the segments that would be established as No Parking zones would be:

- 5th Street: Northbound traffic from 4th Avenue to 7th Avenue.
- 4th Avenue: Westbound traffic from 3rd Street to 6th Street.

The City of Two Harbors is the agency that regulates parking within the City limits. Therefore, the resolution for parking restrictions would be adopted by the City Council. Lake County would pass a corresponding resolution in support/concurrence of the City parking resolution.

A draft resolution for the parking restrictions has been prepared. A copy of the draft resolution is provided with this memo for reference.

If the parking resolution is adopted and the project moves forward to construction, signs for the no parking zones would be included and installed as part of the construction project.

Schedule

The anticipated schedule for upcoming events on the 2023-2024 Street Improvement Project is:

- March 13th City Council approve project plans and parking resolution.
- March 14th County Board approve project plans and parking resolution.
- March/April 2023 Advertise for bids.
- April 18th Receive Bids.
- April 24th City Council recommend award for City portion of project.
- April 25th Lake County Board award construction contract.
- May Neighborhood Public Meeting.
- Late May/early June Begin Construction.

Conclusion

Hopefully, this memo provides an adequate update of the 2023-2024 Street Improvement Project, and the issue of a parking resolution for the proposed improvements on the CSAH segments.

It is respectfully requested the Public Safety Committee consider this matter and, if acceptable, provide recommendation to the City Council for adoption of the proposed parking resolution.

We will be present to review this information at the March 6th Public Safety Committee meeting. Please let us know if you have questions regarding the content of this memo or need further information. I can be reached at 651-968-7384 or via e-mail at Joseph.Rhein@bolton-menk.com.

Attachments:

- Draft Parking Resolution
- 2023-2024 Street Improvement Project Map
- Proposed Cross Sections – from final plan
- Location Plan indicating No Parking areas

DRAFT

RESOLUTION NO. _____

**RESOLUTION DESIGNATING NO PARKING ZONES
ON PORTIONS OF FIFTH STREET AND FOURTH AVENUE**

WHEREAS, the City of Two Harbors (“City”) and Lake County, Minnesota (“County”) have planned the improvement of certain avenues including segments of the Lake County State Aid Highway system and County Road system identified on Exhibit A attached hereto as part of the City’s 2023-2024 Street Improvement Project (“Project”) in the City of Two Harbors, Minnesota; and

WHEREAS, County will be expending County State Aid Funds on the Project; and

WHEREAS, the improvements do not provide adequate width for parking on both sides of portions of 5th Street and 4th Avenue and approval of the proposed construction as a County State Aid Street project must therefore be conditioned upon imposition of certain parking restrictions on portions of 5th Street and 4th Avenue; and

WHEREAS, Section 9.09, Subd. 2 of the Two Harbors City Code authorizes the Chief of Police of City to designate portions of streets as prohibited parking zones when authorized by a resolution of the Two Harbors City Council; and

WHEREAS, County has requested that the City designate no parking zones for northbound traffic on 5th Street from 4th Avenue to 7th Avenue and for westbound traffic on 4th Avenue from 3rd Street 6th Street; and

WHEREAS, the City Council has duly considered the County request and believes that it is in the best interests of the City to create the no parking zones requested by County.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Two Harbors, Minnesota as follows:

1. Pursuant to Section 9.09, Subd. 2 of the Two Harbors City Code and Minnesota Rules 8820.9936, the City Council hereby establishes no parking zones for northbound traffic on 5th Street from 4th Avenue to 7th Avenue and for westbound traffic on 4th Avenue from 3rd Street to 6th Street and hereby directs the Chief of Police to designate such portions of 8th Street and 4th Avenue as prohibited parking zones and mark such zones by appropriate signage.

2. The City Clerk shall advise Lake County of approval of this Resolution.

ADOPTED, this ____ day of _____ A.D., 2023.

President, City Council

DRAFT

ATTEST: _____
Administrator

APPROVED, by the Mayor of the City of Two Harbors this ____ day of _____, 2023.

Mayor

DRAFT

EXHIBIT A

2023-2024 Street Improvement Project

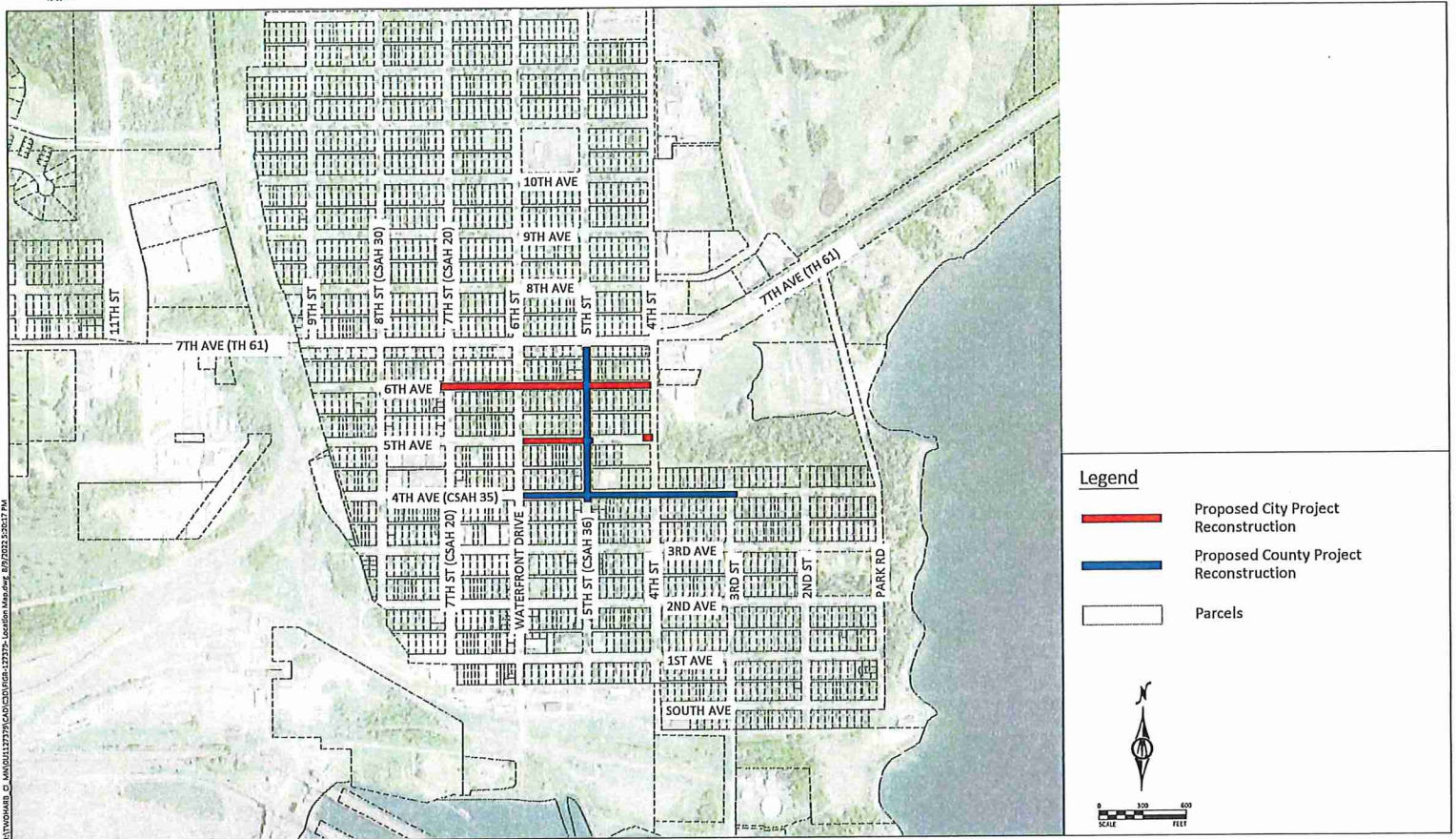
Segments Proposed from Feasibility Report

Name	From	To	Notes
5 th Street (CSAH 36)	7 th Ave	4 th Ave	Lake County State Aid Highway.
4 th Avenue (CSAH 35)	6 th St	4 th St	Lake County State Aid Highway.
4 th Avenue (CR 105)	4 th St	3 rd St	Lake County Road
5 th Avenue	6 th St	5 th St	Local City Avenue.
6 th Avenue	7 th St	4 th St	Local City Avenue.



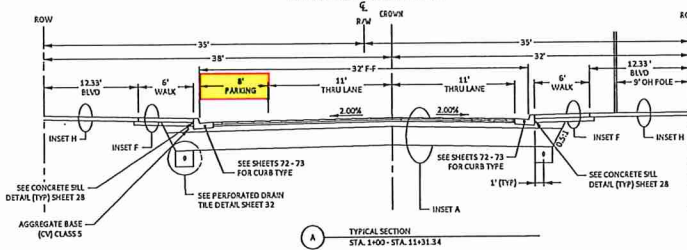
2023-2024 Street Improvements
City of Two Harbors

Figure 1: Location Map
August 2022



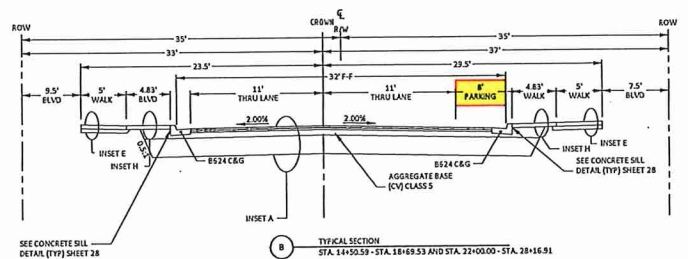
Looking North

CSAH 36 (5TH STREET)
4TH AVENUE TO 7TH AVENUE

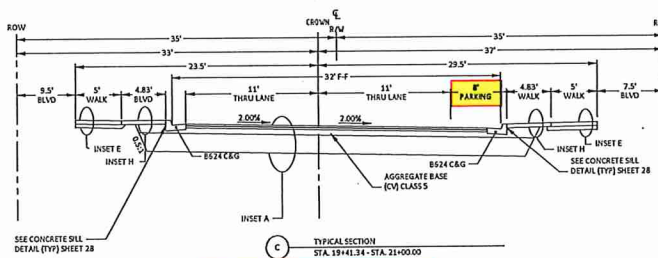


Looking East

CSAH 35/CR 105 (4TH AVENUE)

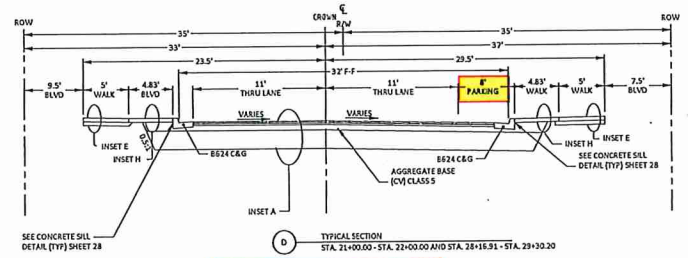


CSAH 35 (4TH AVENUE)



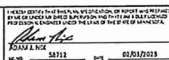
Looking East

CSAH 35/CR 105 (4TH AVENUE)



Looking East

NOTE:
1. SEE SHEET 27 FOR INSETS
2. SECTIONS NOT TO SCALE



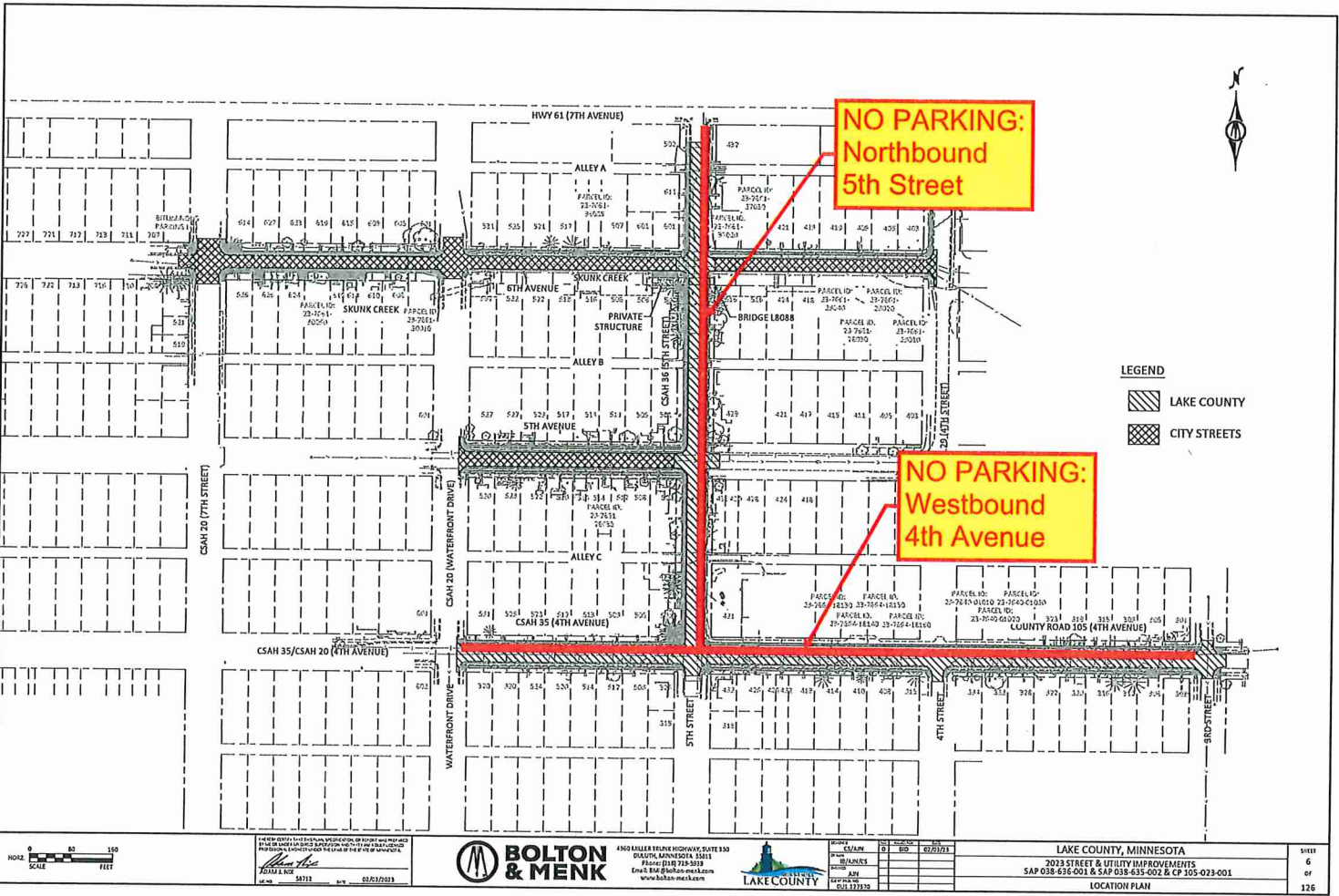
4800 MILLER TRAILWAY HIGHWAY 10, SUITE 330
DULUTH, MINNESOTA 55811
Phone: (612) 728-5519
Email: B&M@boltonmenk.com
www.boltonmenk.com



DATE	BY	CHKD	APPD
03/01/2019	MM	MM	MM
03/01/2019	MM	MM	MM
03/01/2019	MM	MM	MM

LAKE COUNTY, MINNESOTA
2023 STREET & UTILITY IMPROVEMENTS
SAP 038-636-001 & SAP 038-635-002 & CP 105-023-001
TYPICAL SECTIONS

SHEET
24
OF
126





**CITY OF TWO HARBORS
CITY COUNCIL**

**AGENDA ITEM
COVER SHEET**

Originating Staff: Administration	Department: General Fund	Date: 03/13/2023
Agenda Item Subject: Consider reappointing Jenna Udenberg to Trees & Trails .	Fiscal Impact: NA	
BACKGROUND: Jenna Udenberg has served on the Trees and Trails Commission since December 13, 2021; her 3 year appointment ends in March 2023. Ms. Udenberg has expressed interest to remain on the Committee for an additional 3 year term which would end in March 2026.		
COUNCIL ACTION REQUESTED: Approve re-appointment of Jenna Udenberg to Trees & Trails for an additional 3 year term from March 2023 to March 2026		
RECOMMENDATION: Approve re-appointment of Jenna Udenberg to Trees & Trails for an additional 3 year term from March 2023 to March 2026		
ATTACHMENTS:		

Agenda Item # CA 15

Meeting Date 03.13.23

TWO HARBORS CITY COUNCIL



AGENDA ITEM SUMMARY

AGENDA ITEM SUBJECT: *Allow Travel for Randy Hedin to attend MPCA Type IV Biosolids Land Application Training in Breezy Point, MN. Dates for the training are April 18-20, 2023.*

ORIGINATING SOURCE/DEPARTMENT: *Wastewater Treatment*

FUNDING SOURCE: *Budgeted 2023 Travel and Training*

BACKGROUND: *Randy will attend the training and then testing to obtain his Type IV biosolids license that is required for biosolids land application.*

ESTIMATED DATE OF COMPLETION: **04/20/2023**

COMMITTEE/COMMISSION RECOMMENDATION: *N/A.*

ADMINISTRATION/STAFF RECOMMENDED COUNCIL ACTION:
Approve Randy to attend the training session and take the exam.

Agenda Item # CA16 Meeting Date: 03.13.23

Wastewater operator: Type IV basic (land application)

This course is recommended for those who want to become certified as Type IV operator or inspector. Covers site selection, application rates, nitrogen management, reports, field analysis of potential sites, verification of site/soils data, management problems. Exam offered on the last day.

Location: Breezy Point, MN

Contact hours: 16.

Learn more: [Wastewater training and certification](#)

Date

- April 18-20, 2023

Event type

Training and exams

Expenses:

Lodging at Breezy Point Resort April 17, 18 & 19. Cost is $\$138.51 \times 3 = \415.53

Meals:

Breakfast April 18, 19, 20

Lunch is provided

Dinner: April 17, 18, 19

Training & Exam:

Training Session **\$390**

Exam **\$15**



**CITY OF TWO HARBORS
CITY COUNCIL**

**AGENDA ITEM
COVER SHEET**

Originating Staff: Administration	Department:	Date: 03/13/2023
Agenda Item Subject: Consider approving request of the Moose Lodge to be open for business on Sunday, April 23, 2023.	Fiscal Impact:	
BACKGROUND: As the holder of an On-Sale Liquor License, the Moose Lodge is allowed to be open 12 Sundays per calendar year. The Moose has not used any of the 12 as of March 2023.		
COUNCIL ACTION REQUESTED: Approve request of the Moose Lodge to be open for business on Sunday, April 23, 2023.		
RECOMMENDATION: Approve request of the Moose Lodge to be open for business on Sunday, April 23, 2023.		
ATTACHMENTS:		

February 28, 2023

Dear Board of Officers,

We are requesting that the Lodge be open for business on Sunday, April 23rd 2023. We are planning a going away party for a few special members that have contributed so much to our Lodge and community. Thank you for your time!

Jessica Carlson



Administrator for Moose Lodge #1463



**CITY OF TWO HARBORS
CITY COUNCIL**

**AGENDA ITEM
COVER SHEET**

Originating Staff: Miranda Pietila	Department:	Date: 03/13/2023
Agenda Item Subject: Consider approving the engagement letter for services provided by berganKDV for the 2022 audit.	Fiscal Impact:	
BACKGROUND: Attached is the engagement letter detailing the services for the 2022 audit. Audit services are at \$39,800 and between \$3,500 to \$5,500 for each major program of the Single Audit. Audit services are estimated to be approximately \$45,500.		
COUNCIL ACTION REQUESTED: Approve the engagement letter for services provided by berganKDV for the 2022 audit.		
RECOMMENDATION: Approve the engagement letter for services provided by berganKDV for the 2022 audit.		
ATTACHMENTS: Engagement Letter		

Sent via electronic mail.

March 6, 2023

The Honorable Mayor and City Council
City of Two Harbors
Ms. Miranda Pietila, Finance Director
522 First Avenue
Two Harbors, MN 55616

Dear Miranda:

This letter is to confirm and summarize our understanding of the terms and objectives of our engagement and the nature and limitations of the services we will provide.

Summary of Engagement Terms:

Level of Attest Service: Audit in accordance with *Government Auditing Standards* (Government Yellow Book Audit) and Federal Single Audit

Financial Statements: Governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information

Financial Reporting Framework: Accounting principles generally accepted in the United States of America

Period: As of and for the Year Ended 31-Dec-22

Required Supplementary Information: Management's Discussion and Analysis (MD&A), Schedule of Changes in Total OPEB Liability and Related Ratios, Schedule of City's and Non-employer's Proportionate Share of Net Pension Liability - Minnesota PERA GERF AND PEPFF Plans, Schedule of City Contributions - Minnesota PERA GERF and PEPFF Plans, Schedule of Changes in Net Pension Liability and Related Ratio - Fire Relief Association, Schedule of Employer Contributions and Non-Employer Contributing Entities - Fire Relief Association

Supplementary Information:

- **Combining and Individual Fund Financial Statements and Schedules/Supplemental Schedules:** Combining and Individual Fund Financial Statements and Schedules/Supplemental Schedules, Schedule of Expenditures of Federal Awards (if applicable) - Opinion in relation to the financial statements as a whole
- **Introductory Section and Statistical Section of the Annual Comprehensive Financial Report:** N/A

Attest Engagement Partner: Andrew Grice

Fees: Our fees for these services will be \$39,800 for the audit of the financial statements and \$3,500 - \$5,500 for each major program of the Single Audit (if applicable).

Non-attest Services: Preparation of the financial statements

We appreciate the opportunity to be of service to you and believe this letter and the attached **audit engagement agreement** accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter and as further detailed in the attached **audit engagement agreement**, please acknowledge your acceptance by signing and returning it to us.

I have read, and I agree to the summary of engagement terms listed above and the terms in the attached audit engagement agreement.

Sincerely,

Andrew Grice

Acknowledged by:



Andrew Grice, Certified Public Accountant
BerganKDV

Title:

AUDIT ENGAGEMENT AGREEMENT | GOVERNMENTAL WITH FEDERAL SINGLE AUDIT

This agreement is to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services we are to provide.

AUDIT SCOPE AND OBJECTIVES

We will audit the financial statements as identified in the summary of engagement terms, including the related notes to the financial statements, which collectively comprise the basic financial statements of the governmental entity. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the governmental entity's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the governmental entity's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The required RSI is identified in the summary of engagement terms and will be subjected to certain limited procedures but will not be audited.

We may also be engaged to report on supplementary information other than RSI, including the schedule of expenditures of federal awards, that accompanies the governmental entity's financial statements. If we opine on the supplementary information, accompanying the financial statements as identified in the summary of engagement terms, we will subject the supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole.

If we do not provide an opinion or any assurance on the supplementary information other than RSI as identified in the summary of engagement terms, the other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements and our auditor's report will not provide an opinion or any assurance on that other information. We will read the other supplementary information and consider whether a material inconsistency exists between the other supplementary information and the basic financial statements, or the other supplementary information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other supplementary information exists, we are required to describe it in our report.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with the financial reporting framework identified in the summary of engagement terms and report on the fairness of the supplementary information for which we opine on as identified in the summary of engagement terms when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS AND SINGLE AUDIT

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a single audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We may also request written representations from your attorneys as part of the engagement.

We will identify significant risks of material misstatement as part of our audit planning. Audit planning and plan modifications continue throughout the course of the audit, as such, identified risks will include those identified and communicated to you previously, including during the prior year, modified for additional significant risks identified and prior risks no longer considered significant. These significant risks and modifications will be communicated to you throughout the audit process. A complete summary of significant risks identified will be included in our communications letter, required communications to those charged with governance.

Our audit of the financial statements does not relieve you of your responsibilities.

THIRD-PARTY SERVICE PROVIDERS

We may, from time to time and depending on the circumstances, use third-party service providers, some of whom may be in the cloud, in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality terms with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure appropriate confidentiality terms, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers. Although we will use our best efforts to make the sharing of your information with such third parties secure from unauthorized access, no completely

AUDIT ENGAGEMENT AGREEMENT | GOVERNMENTAL WITH FEDERAL SINGLE AUDIT

secure system for electronic data transfer exists. As such, by your signature on this agreement, you understand that the firm makes no warranty, expressed or implied, on the security of electronic data transfers.

AUDIT PROCEDURES – INTERNAL CONTROL

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

AUDIT PROCEDURES – COMPLIANCE

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the governmental entity's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the OMB Compliance Supplement for the types of compliance requirements that could have a direct and material effect on each of the governmental entity's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the governmental entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

OTHER SERVICES

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the governmental entity in conformity with the financial reporting framework identified in the summary of engagement terms and the Uniform Guidance based on information provided by you. These non-attest services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

We may provide other non-attest services, as identified in the summary of engagement terms. These services may not be fully covered under this engagement agreement and may be billed separately under other agreements with you.

We will perform the services in accordance with applicable professional standards. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

RESPONSIBILITIES OF MANAGEMENT FOR THE FINANCIAL STATEMENTS AND SINGLE AUDIT

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with the financial reporting framework identified in the summary of engagement terms and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review during our fieldwork.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of

AUDIT ENGAGEMENT AGREEMENT | GOVERNMENTAL WITH FEDERAL SINGLE AUDIT

measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with the financial reporting framework identified in the summary of engagement terms. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with the financial reporting framework identified in the summary of engagement terms; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with the financial reporting framework identified in the summary of engagement terms; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this agreement. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

INDEPENDENCE

Professional and certain regulatory standards require us to be independent in the performance of our services in both fact and appearance. As such, we will not perform any management functions, make any management decisions, or perform any services or activities, without the appropriate safeguards, that would impair our independence.

You agree to assume all management responsibilities for the non-attest services, as identified in the summary of engagement terms, financial statements, schedule of expenditures of federal awards, and related notes, and any other non-attest services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes and that you have evaluated the adequacy of our services and have reviewed and approved the results of the services, the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the non-attest services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

To ensure that our independence is not impaired under professional and regulatory standards, you agree to inform the engagement partner before entering into any substantive employment discussions with any of our personnel. In addition, because we incur significant time and expense in hiring and training our personnel, if you hire any of our personnel who provided services to you in the preceding 12 months you agree to pay us a fee of 50% of that individual's annualized compensation.

REPORTING

We will issue written reports upon completion of our Single Audit. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and

AUDIT ENGAGEMENT AGREEMENT | GOVERNMENTAL WITH FEDERAL SINGLE AUDIT

(2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to the governmental entity; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The attest engagement partner, as identified in the summary of engagement terms, is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

FEES AND INVOICING

Our fees for these services are detailed in the summary of engagement terms. The fee estimate is based on anticipated cooperation from your personnel, the assumption that all requested information will be provided timely and accurately, and we will not encounter any significant or unusual circumstances which will affect the scope of our engagement, including unforeseen changes in operations or federal awards, or disruptions in providing our services. If significant additional time is necessary, our fees will be adjusted accordingly. Additional time incurred for assistance with implementation of new accounting or other regulatory standards will be billed separately and will be based in part upon the amount of time required at our standard billing rates, plus out-of-pocket expenses.

We commit staff and resources to your engagement at the time scheduled with you and your team. Failure to provide the required documentation and engagement support by the agreed upon due dates may result in an inconvenience fee of 25% of the base fee noted in the summary of engagement terms.

Our invoices for these services will be billed with up to a 50% advance retainer due when work commences, and the remaining amounts rendered as work progresses. All invoices are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our reports. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenses through the date of termination. A service charge of 1% per month, which is an annual rate of 12%, will be added to all accounts unpaid 30 days after billing date. If collection action is necessary, expenses and reasonable attorney's fees will be added to the amount due.

Should any litigation or adverse action (such as audits by outside organizations and/or threatened litigation, etc.), by third parties arise against the governmental entity or its officers subsequent to this engagement, which results in the subpoena of documents from our firm and/or requires additional assistance from us to provide information, depositions or testimony, the governmental entity hereby agrees to compensate our firm (at our standard hourly rates then in effect) for additional time charges and other costs (copies, travel, etc.), and to indemnify us for any attorney's fees we may incur.

You may request that we perform additional services not contemplated by this engagement agreement or summary of engagement terms. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fee. We also may issue a separate engagement agreement and summary of engagement terms covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement agreement and summary of engagement terms.

ENGAGEMENT ADMINISTRATION AND OTHER

We understand that your employees will prepare all cash, accounts receivable, and other confirmations we request and will locate any documents selected by us for testing.

AUDIT ENGAGEMENT AGREEMENT | GOVERNMENTAL WITH FEDERAL SINGLE AUDIT

The audit documentation for this engagement is the property of BerganKDV and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to oversight, regulatory, state agencies or their designees pursuant to authority given to them by law or regulation, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of BerganKDV personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the oversight, regulatory or state agencies. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the parties contesting the audit finding for guidance prior to destroying the audit documentation.

During the course of our engagement, we may accumulate records containing data which should be reflected in your books and records. You will determine that all such data will be so reflected. Accordingly, you understand that our firm does not accept responsibility for hosting client information; therefore, you have the sole responsibility for ensuring you retain and maintain in your possession all your financial and non-financial information, data and records.

This engagement agreement and summary of engagement terms includes your authorization for us to supply you with electronically formatted financial statements or drafts of financial statements, financially sensitive information, spreadsheets, trial balances or other financial data from our files, upon your request.

If you intend to publish or otherwise reproduce the financial statements and make reference to our Firm name, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed. Additionally, if you include our report or a reference to our Firm name in an electronic format, you agree to provide the complete electronic communication using or referring to our name to us for our review and approval prior to distribution.

Our role is strictly limited to the engagement described in this agreement and summary of engagement terms, and we offer no assurance as to the results or ultimate outcomes of this engagement or of any decisions that you may make based upon our communications with, or our reports to you. Your entity will be solely responsible for making all decisions concerning the contents of our communications and reports, for the adoption of any plans and for implementing any plans you may develop, including any that we may discuss with you.

MANAGEMENT WRITTEN REPRESENTATIONS

During the course of our engagement, we will request information and explanations from management regarding the entity's operations, internal controls, future plans, specific transactions, and accounting systems and procedures. At the conclusion of our engagement, we will require, as a precondition to the issuance of our report, that management provide certain representations in a written representation letter. The procedures we will perform in our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the written and oral representations that we receive from management. Accordingly, false representations could cause us to expend unnecessary efforts or could cause a material error or a fraud to go undetected by our procedures. In view of the foregoing, you agree that we shall not be responsible for any misstatements in the entity's financial statements that we may fail to detect as a result of false or misleading representations that are made to us by management.

DISPUTE RESOLUTION

Any disputes between us that arise under this agreement, or for a breach of this agreement, or that arise out of any other services performed by us for you, must be submitted to nonbinding mediation before either of us can start a lawsuit against the other. To conduct mediation, each of us shall designate a representative with authority to fully resolve any and all disputes, and those representatives shall meet and attempt to negotiate a resolution of the dispute. If that effort fails, then a competent and impartial third party acceptable to each side shall be appointed to hold and conduct a nonbinding mediation proceeding. You and we will equally share in the expenses of the mediator and each of us will pay for our own attorneys' fees, if any. No lawsuit or legal process shall be commenced until at least 60 days after the mediator's first meeting with the parties.

AUDIT ENGAGEMENT AGREEMENT | GOVERNMENTAL WITH FEDERAL SINGLE AUDIT

The nature of our engagement makes it inherently difficult, with the passage of time, to present evidence in a lawsuit that fully and fairly establishes the facts underlying any dispute that may arise between us. We both agree that notwithstanding any statute of limitation that might otherwise apply to a claim or dispute, including one arising out of this agreement or the services performed under this agreement, or for breach of contract, fraud or misrepresentation, a lawsuit must be commenced within 24 months after the date of our report. This 24-month period applies and starts to run on the date of each report, even if we continue to perform services in later periods and even if you or we have not become aware of the existence of a claim or the basis for a possible claim. In the event that a claim or dispute is not asserted at least 60 days before the expiration of this 24-month period, then the period of limitation shall be extended by 60 days, to allow the parties of conduct nonbinding mediation.

LIMITATION OF LIABILITY

You agree that it is appropriate to limit the liability of BerganKDV, its shareholders, directors, officers, employees and agents to the fullest extent permitted by applicable law.

You further agree that you will not hold us liable for any claim, cost or damage, whether based on warranty, tort, contract or other law, arising from or related to this agreement, the services provided under this agreement, the work product, or for any plans, actions or results of this engagement, except to the extent authorized by this agreement. In no event shall we be liable to you for any indirect, special, incidental, consequential, punitive or exemplary damages, or for loss of profits or loss of goodwill, costs or attorney's fees. Because of the importance of oral and written management representations to the effective performance of our services, you agree to hold us harmless and to release, indemnify, and defend us from any liability or costs, including attorney's fees, resulting from management's knowing misrepresentations to us.

The exclusive remedy available to you shall be the right to pursue claims for actual damages that are directly caused by acts or omissions that are breaches by us of our duties under this agreement.

PREVAILING TERMS

In the event of any conflicts or inconsistencies between the terms of this engagement agreement and summary of engagement terms, and any other contract or agreement, the terms and conditions of this agreement prevail.

SEVERABILITY

If any portion of this engagement agreement and summary of engagement terms is held to be void, invalid, or otherwise unenforceable in whole or in part, for any reason whatsoever, such portion of this engagement agreement and summary of engagement terms shall be amended to the minimum extent required to make the provision enforceable and the remaining portions of the engagement agreement and summary of engagement terms shall remain in full force and effect.

POWER AND AUTHORITY

Each of the parties hereto has all requisite power and authority to execute and deliver this engagement agreement and summary of engagement terms and to carry out and perform its respective obligations hereunder. This agreement constitutes the legal, valid and binding obligations of each party, enforceable against such party in accordance with its terms.

PEER REVIEW REPORT

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of contract. Our peer review report can be downloaded from our website at www.BerganKDV.com or will be provided in alternate formats upon request.

March 8, 2023

Miranda Pietila, Finance Director
City of Two Harbors
522 1st Avenue
Two Harbors, MN 55616

Thank you for the invitation to assist the City of Two Harbors with implementation of GASB 87 related to leases. Our assistance will include the following services:

- Setup and maintenance of lease accounting software including inputting lease data, generating required journal entries, calculating asset value and related lease liability, generating required reporting for financial statement presentation and footnote disclosure. A lease database will be maintained with this information.
- Assistance with policy elections and providing feedback as to advantages and disadvantages to each policy selection.
- Assistance with lease classification including evaluating agreements to determine whether agreements meet the criteria for lease classification or a finance purchase agreement.
- Assistance with reviewing lease agreements to determine any impact to lease calculations such as renewal or termination clauses and evaluate management's intent to exercise lease options.

The City must assume all management responsibilities, assign an individual with suitable skill, knowledge, and/or experience to oversee this service, evaluate the adequacy and results of the service performed, and accept responsibility for results of the service.

Our fees for this service in the year of implementation will be \$400 per lease. For subsequent years, there will be an annual software maintenance fee of \$900 and fee of \$400 for each additional lease added. If leases are deemed immaterial, we will bill for time incurred up to \$400.

We appreciate the opportunity to be of service to you. If this quote meets the City's needs, please sign, and return this letter.

Sincerely,

A handwritten signature in black ink that reads "Andrew Grice".

Andrew Grice, CPA
Audit Partner
BerganKDV, Ltd.

City of Two Harbors agrees to contract with BerganKDV, Ltd. for the services above at the prices quoted above:

Signature _____

Title _____





**CITY OF TWO HARBORS
CITY COUNCIL**

**AGENDA ITEM
COVER SHEET**

Originating Staff: Miranda Pietila	Department: Finance Department	Date: 03/13/2023
Agenda Item Subject: Consider approving the proposal from berganKDV for GASB 87 implementation assistance related to leases.	Fiscal Impact:	
BACKGROUND: Attached is the proposal from berganKDV for implementing GASB 87 which is a new requirement for accounting for leases. The city has identified 8 lease contracts which berganKDV would review. Estimated cost for service \$3,200		
COUNCIL ACTION REQUESTED: Approve proposal from berganKDV for GASB 87 implementation assistance related to leases.		
RECOMMENDATION: Approve proposal from berganKDV for GASB 87 implementation assistance related to leases.		
ATTACHMENTS: Proposal from berganKDV		

March 8, 2023

Miranda Pietila, Finance Director
City of Two Harbors
522 1st Avenue
Two Harbors, MN 55616

Thank you for the invitation to assist the City of Two Harbors with implementation of GASB 87 related to leases. Our assistance will include the following services:

- Setup and maintenance of lease accounting software including inputting lease data, generating required journal entries, calculating asset value and related lease liability, generating required reporting for financial statement presentation and footnote disclosure. A lease database will be maintained with this information.
- Assistance with policy elections and providing feedback as to advantages and disadvantages to each policy selection.
- Assistance with lease classification including evaluating agreements to determine whether agreements meet the criteria for lease classification or a finance purchase agreement.
- Assistance with reviewing lease agreements to determine any impact to lease calculations such as renewal or termination clauses and evaluate management's intent to exercise lease options.

The City must assume all management responsibilities, assign an individual with suitable skill, knowledge, and/or experience to oversee this service, evaluate the adequacy and results of the service performed, and accept responsibility for results of the service.

Our fees for this service in the year of implementation will be \$400 per lease. For subsequent years, there will be an annual software maintenance fee of \$900 and fee of \$400 for each additional lease added. If leases are deemed immaterial, we will bill for time incurred up to \$400.

We appreciate the opportunity to be of service to you. If this quote meets the City's needs, please sign, and return this letter.

Sincerely,

A handwritten signature in black ink that reads "Andrew Grice".

Andrew Grice, CPA
Audit Partner
BerganKDV, Ltd.

City of Two Harbors agrees to contract with BerganKDV, Ltd. for the services above at the prices quoted above:

Signature _____

Title _____





**CITY OF TWO HARBORS
CITY COUNCIL**

**AGENDA ITEM
COVER SHEET**

Originating Staff: Miranda Pietila	Department: General Fund	Date: 03/13/2023
Agenda Item Subject: Consider approving an internal transfer in 2022 from the Campground Fund to Capital Equipment Fund for \$25,678.50 for costs associated with the Tall Ships Festival.	Fiscal Impact: Campground Fund and Capital Equipment Fund	
BACKGROUND: Per previous discussions the Campground would contribute for costs associated with the Tall Ships Festival held in August 2022. See attached costs and contributions made towards event. The request is to transfer \$25,678.50 from the Campground to the Capital Equipment Fund.		
COUNCIL ACTION REQUESTED: Approve internal transfer in 2022 from the Campground Fund to Capital Equipment Fund for \$25,678.50 for costs associated with the Tall Ships Festival.		
RECOMMENDATION: Approve internal transfer in 2022 from the Campground Fund to Capital Equipment Fund for \$25,678.50 for costs associated with the Tall Ships Festival.		
ATTACHMENTS: Tall Ships Festival expenditures and receipts		

Tall Ships 2022

Date	Check #	Vendor	Total
		MISCELLANEOUS EXPENDITURES	
7/11/2022	68949	Lake CO Ambulance	94.18
7/27/2022	68769	Acme Tools	595.99
7/27/2022	68826	Lifeline Inc	672.12
7/31/2022	68997	Axoj Tactical Magazine	1,013.28
7/31/2022	68997	Marine General	691.94
7/31/2022	68997	Streichers	202.26
7/31/2022	68997	Sams Club	101.83
7/31/2022	68997	Costco	564.86
8/8/2022	68858	Sarah Mae's Catering	8,400.00
8/16/2022	68950	Lake Co Historical Society	700.00
8/31/2022	69127	Fleet Farm	23.88
8/31/2022	69127	Fleet Farm	40.00
8/31/2022	69127	Fleet Farm	30.40
8/31/2022	69127	Fleet Farm	200.59
8/31/2022	69127	Fleet Farm	103.32
8/31/2022	69132	Directional Arrow	424.95
8/31/2022	69104	Tall Ships	4.99
8/30/2022	69075	Wast Removal	350.00
			14,214.59
		COMMUNICATION & EMERGENCY MANAGEMENT	
8/11/2022	68990	V Marasco Eliassen	8,503.75
		OUTSIDE LAW ENFORCEMENT	
8/8/2022	68936	Hermantown Police	17,155.43
8/15/2022	68915	City of Cloquet	10,886.60
8/22/2022	69120	University of MN Duluth	8,493.12
9/1/2022	69028	Carlton County Sherriff's	5,172.15
9/2/2022	69033	City of Silver Bay	5,150.00
9/15/2022	69164	City of Duluth	15,360.00
10/5/2022	29286	City of Eveleth	1,920.00
11/15/2022		East Range Police Department	7,680.00
			71,817.30
		PUBLIC WORKS - ROAD CLOSURES/DIVIDERS	
7/27/2022	68861	Sign Solutions	2,380.61
7/27/2022	68861	Sign Solutions	2,059.09
			4,439.70
		EQUIPMENT	
4/29/2022	67974	Sonuj's-Side by Side	25,678.50
		Two Harbors Police	
		Two Harbors Police Dept - Overtime	5,994.11
		Two Harbors Police Dept - Overtime	4,488.48
		Two Harbors Police Dept - Overtime	5,088.96
		TOTAL EXPENDITURES	140,225.39

Tall Ships Contributions

Draw Events - Contribution	(15,000.00)
Draw Events - Vendor Permits/Electrical	(4,250.00)
*** LOVIN LAKE COUNTY (\$50,000 grant)	(49,436.76)
**** CITY CONTRIBUTION - Campground	(71,538.63)



**CITY OF TWO HARBORS
CITY COUNCIL**

**AGENDA ITEM
COVER SHEET**

Originating Staff: Miranda Pietila	Department: General Fund	Date: 03/13/2023
Agenda Item Subject: Consider approving an internal transfer in 2022 from the Campground Fund to General Fund for \$45,860.13 for costs associated with the Tall Ships Festival.	Fiscal Impact: Campground Fund and General Fund	
BACKGROUND: Per previous discussions the Campground would contribute for costs associated with the Tall Ships Festival held in August 2022. See attached costs and contributions made towards event. The request is to transfer \$45,860.13 from the Campground to the General Fund.		
COUNCIL ACTION REQUESTED: Approve internal transfer in 2022 from the Campground Fund to General Fund for \$45,860.13 for costs associated with the Tall Ships Festival.		
RECOMMENDATION: Approve internal transfer in 2022 from the Campground Fund to General Fund for \$45,860.13 for costs associated with the Tall Ships Festival.		
ATTACHMENTS: Tall Ships Festival expenditures and receipts		

Tall Ships 2022

Date	Check #	Vendor	Total
		MISCELLANEOUS EXPENDITURES	
7/11/2022	68949	Lake CO Ambulance	94.18
7/27/2022	68769	Acme Tools	595.99
7/27/2022	68826	Lifeline Inc	672.12
7/31/2022	68997	Axoj Tactical Magazine	1,013.28
7/31/2022	68997	Marine General	691.94
7/31/2022	68997	Streichers	202.26
7/31/2022	68997	Sams Club	101.83
7/31/2022	68997	Costco	564.86
8/8/2022	68858	Sarah Mae's Catering	8,400.00
8/16/2022	68950	Lake Co Historical Society	700.00
8/31/2022	69127	Fleet Farm	23.88
8/31/2022	69127	Fleet Farm	40.00
8/31/2022	69127	Fleet Farm	30.40
8/31/2022	69127	Fleet Farm	200.59
8/31/2022	69127	Fleet Farm	103.32
8/31/2022	69132	Directional Arrow	424.95
8/31/2022	69104	Tall Ships	4.99
8/30/2022	69075	Wast Removal	350.00
			14,214.59
		COMMUNICATION & EMERGENCY MANAGEMENT	
8/11/2022	68990	V Marasco Eliassen	8,503.75
		OUTSIDE LAW ENFORCEMENT	
8/8/2022	68936	Hermantown Police	17,155.43
8/15/2022	68915	City of Cloquet	10,886.60
8/22/2022	69120	University of MN Duluth	8,493.12
9/1/2022	69028	Carlton County Sherriff's	5,172.15
9/2/2022	69033	City of Silver Bay	5,150.00
9/15/2022	69164	City of Duluth	15,360.00
10/5/2022	29286	City of Eveleth	1,920.00
11/15/2022		East Range Police Department	7,680.00
			71,817.30
		PUBLIC WORKS - ROAD CLOSURES/DIVIDERS	
7/27/2022	68861	Sign Solutions	2,380.61
7/27/2022	68861	Sign Solutions	2,059.09
			4,439.70
		EQUIPMENT	
4/29/2022	67974	Sonujs-Side by Side	25,678.50
		Two Harbors Police	
		Two Harbors Police Dept - Overtime	5,994.11
		Two Harbors Police Dept - Overtime	4,488.48
		Two Harbors Police Dept - Overtime	5,088.96
		TOTAL EXPENDITURES	140,225.39

Tall Ships Contributions

Draw Events - Contribution	(15,000.00)
Draw Events - Vendor Permits/Electrical	(4,250.00)
*** LOVIN LAKE COUNTY (\$50,000 grant)	(49,436.76)
**** CITY CONTRIBUTION - Campground	(71,538.63)



Real People. Real Solutions.

4960 Miller Trunk Highway
Suite 350
Duluth, MN 55811

Ph: (218) 729-5939
Bolton-Menk.com

MEMORANDUM

Date: March 6, 2023
To: Mayor and City Council
From: Jennifer Selchow, P.E., Bolton & Menk, Inc.
Subject: Two Harbors WWTF Improvements
Project No.: M24.117177

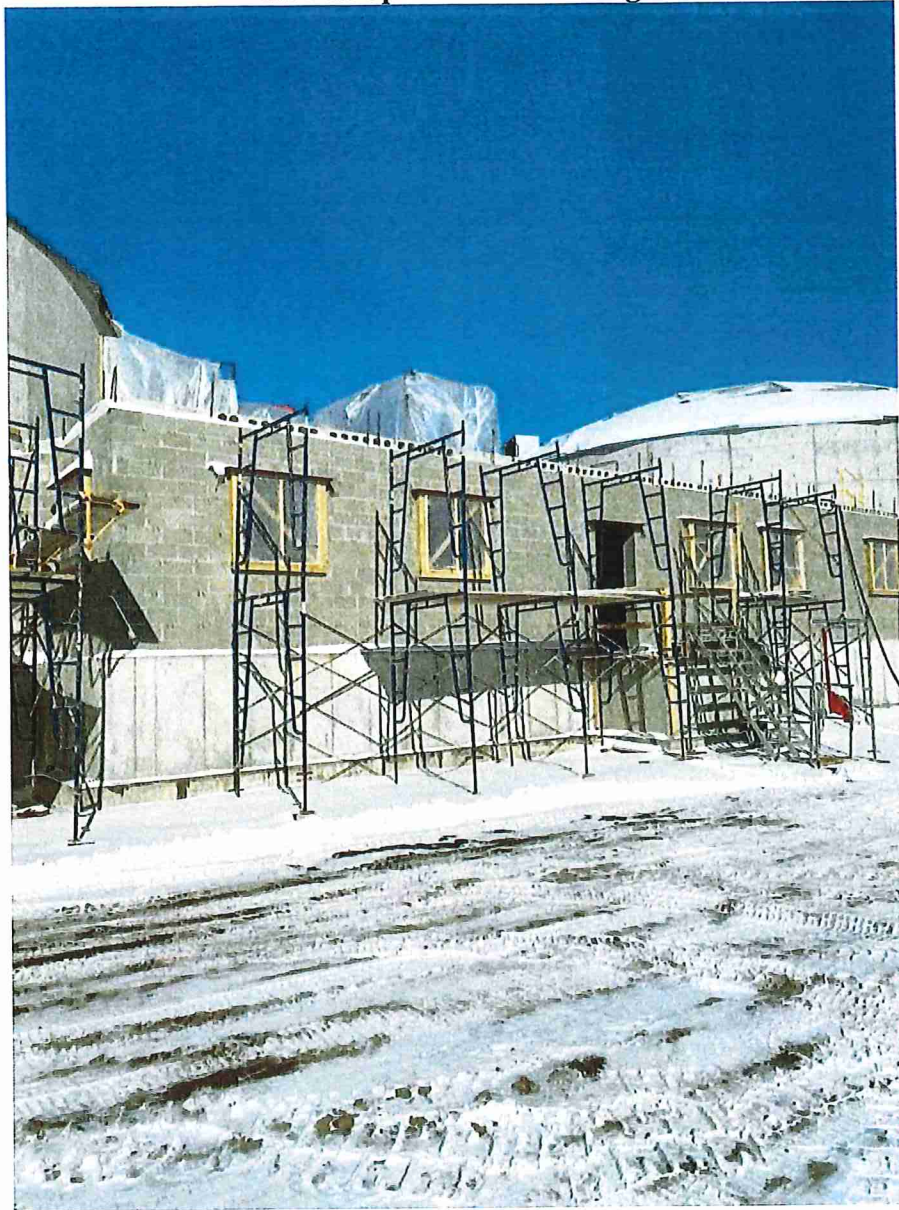
Since the last progress update and pay request, the contractor has completed the following work:

- Commissioned equipment in the pretreatment building including the mechanical screen and grit system.
- Continued installing electrical upgrades in the pretreatment building.
- Installed a new raw water pump and necessary piping in the pretreatment building.
- Door hardware was installed in the pretreatment building.
- Installed the precast planks for the operations building main floor.
- Continued to set CMU in operations building.
- Removed sludge thickener, concrete floor, and process piping from filter building. Cut opening for blower room door in the filter building.
- Concrete was poured for the rapid mix tank at the aeration basins.
- Piping was installed in the biosolids storage tank.

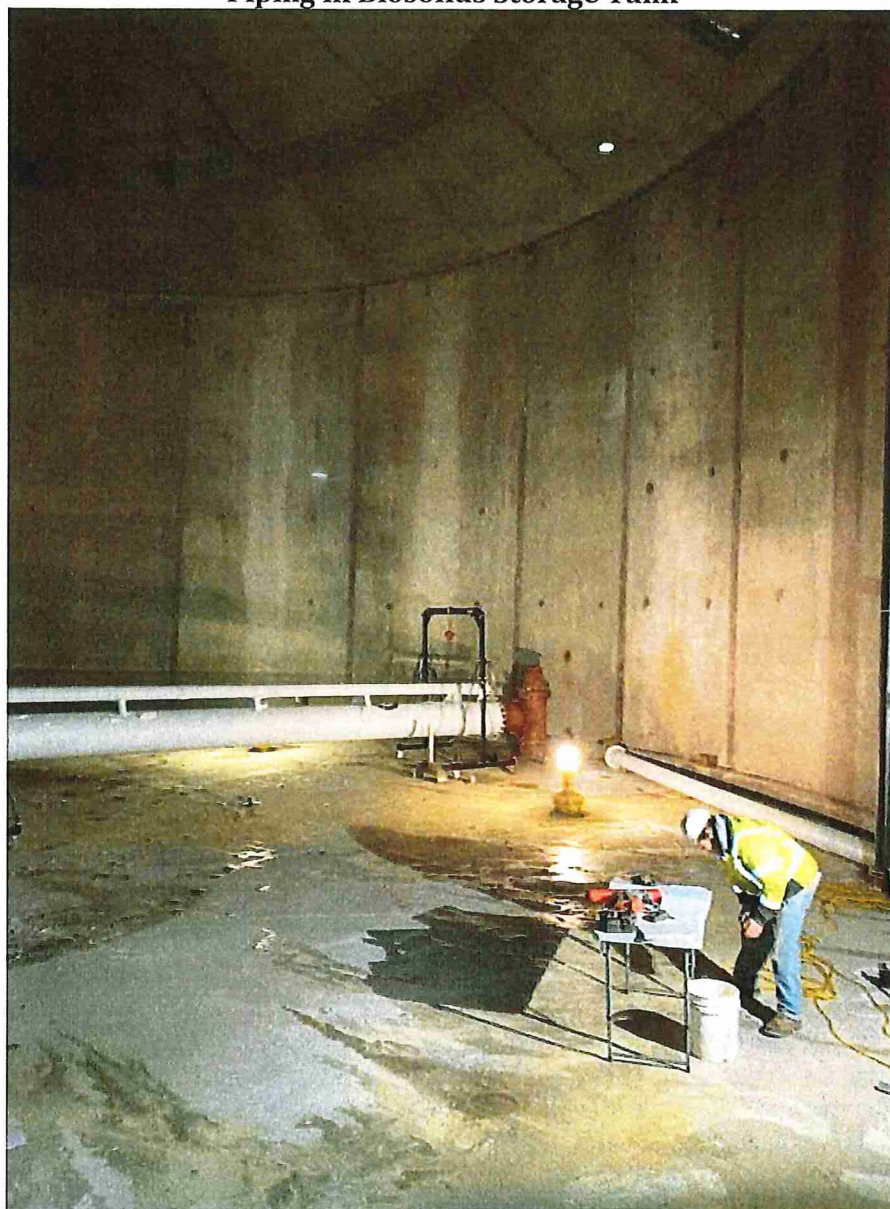
Construction photos are included at the end of this memorandum for your information and reference.

Comm. #1 03.13.23

CMU at Operations Building



Piping in Biosolids Storage Tank



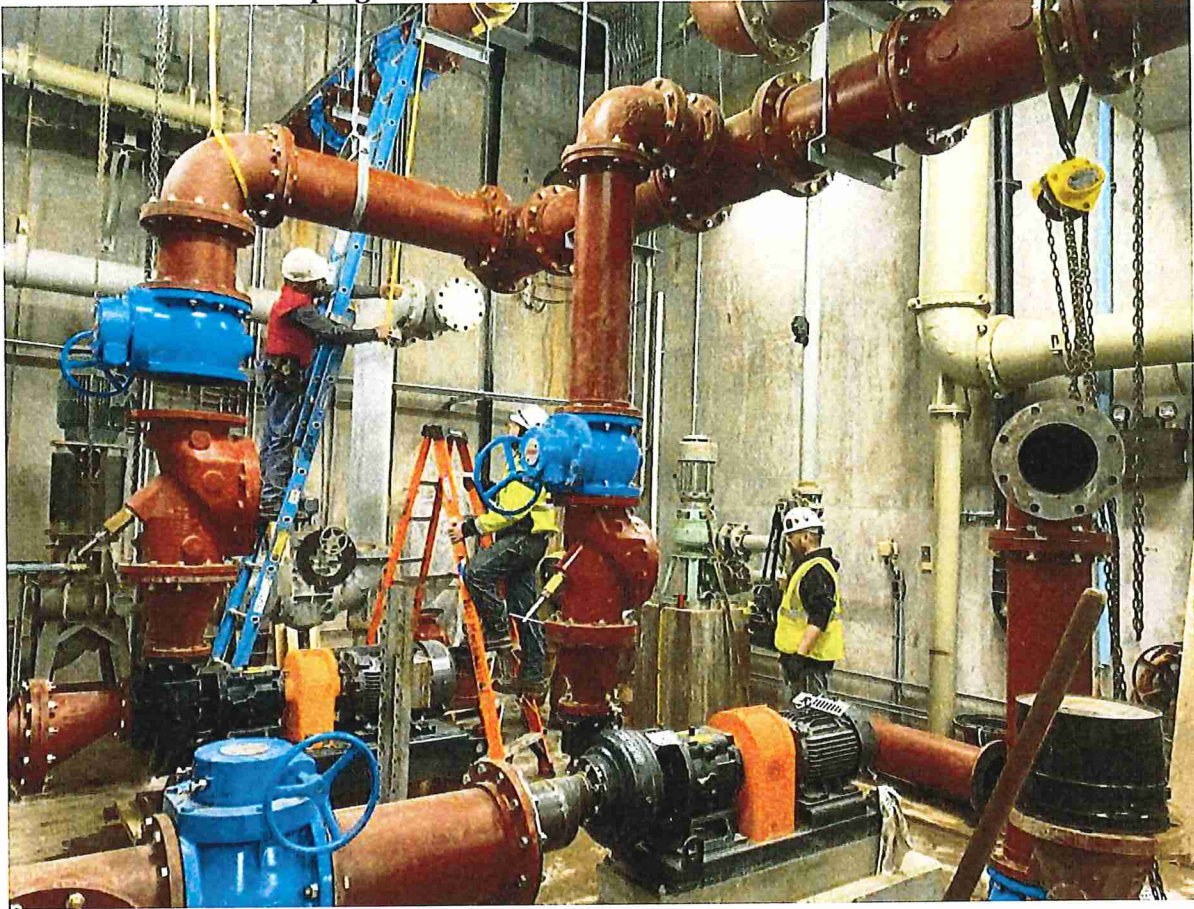
Rapid Mix Tank Concrete Pour



Grit Equipment in Pretreatment Building



Piping in Pretreatment Basement Raw Water



Concrete Pour in Grit Conveyor Pretreatment Rag Room





Real People. Real Solutions.

4960 Miller Trunk Highway
Suite 350
Duluth, MN 55811

Ph: (218) 729-5939
Bolton-Menk.com

MEMORANDUM

Date: March 9, 2023
To: Patricia Nordean, City Administrator
Miranda Pietila, Finance Director
From: Joe Rhein, PE
Brian Guldán, PE
Subject: Engineering Project Updates
City of Two Harbors

Bolton & Menk appreciates the opportunity to serve the City of Two Harbors. This memo provides an update on the current engineering projects we are working on with the City. Each project is discussed separately below. Information that is new since the most recent update, February 9th, is shown in *italicized text*.

1. Lake County – 8th Street and 4th Avenue Reconstruction (No change)

- County Board Awarded Construction Contract – April 27, 2021.
- Notice to proceed was issued May 11th to Ulland Brothers.
- Construction is substantially complete.
- Project website: <https://clients.bolton-menk.com/lakecountycsah30/>
- *Final construction cost and allocation between County and City will be done over winter.*
- *Project contract will remain open for final inspections in spring 2023.*

2. 2021 – 2022 Street Project (No change)

- Construction was substantially complete in August 2022.
- Project website: https://www.twoharborsmn.gov/2021-2022_street_project/index.php
- Assessment hearing was held November 28, 2022.
- *A few punch list items remain to be addressed, including 5th Avenue turf.*
- *Final inspections will be performed spring 2023.*

3. Lake County – 5th Street and 4th Avenue Reconstruction

- County Board authorized design activities on April 26th.
- *Plans are complete and have been submitted to MnDOT for review.*
- *Contract for tree removal awarded to Wright Tree Service – February 28th.*
 - *Tree removals scheduled to begin March 20th.*

Comm.#2 03/3.23

- *Anticipated schedule:*

- *County Board approve plans – March 14th.*
- *MnDOT plan approval – March 2023.*
- *Bid opening – April 18, 2023 (tentative).*
- *Award contract – April 25, 2023 (tentative).*

4. 2023-2024 Street Project

- City Council authorized preliminary engineering activities on April 25th.
- City Council authorized inclusion of 300 and 400 blocks of 4th Avenue on August 22nd.
- Public Hearing held October 10th; City Council approved Report and ordered project.
- City Council approved Design Agreement with Lake County on October 24th.
- *Plans are 99% complete.*
- *Tree removal authorized by City Council on February 27th.*
 - *Notice mailed to properties on March 1st; Information posted on City website.*
- *Anticipated schedule:*
 - *City Council approve plans – March 13th.*
 - *Bid opening – April 18, 2023 (tentative).*
 - *Council recommendation on contract award – April 25, 2023 (tentative).*
 - *Neighborhood Meeting – May 2023.*
 - *Start work – late May/early June.*

5. 2018 Street Project

- Final pay request has been prepared and submitted to contractor for review.
- *Contractor signed final pay request February 7th.*
- *Item will be brought to Council once contractor submits final supporting paperwork.*

6. Wastewater Treatment Facility Improvements

- *Contractor commissioned pretreatment screen, grit, and raw water pump systems.*
- *Contractor installed new raw water pumps and piping.*
- *Contractor continued pouring concrete for the aeration basin walls and rapid mix basin.*
- *Contractor continued CMU block walls for the operations building.*
- *Contractor removed the sludge thickener and associated piping from the filter building.*
- *Contractor installed piping in the biosolids storage tank.*
- *See separate project update for additional information and current pay request.*

7. Castle Danger Brewery Significant Industrial User (SIU) Agreement (No Update)

- Final rates were sent to Castle Danger.
- Meeting was held with the City and Castle Danger regarding billings.
 - Initial payments will be a flat rate per month until sufficient flow data has been established and confirmed. At that time billing will be switched to a flow basis.

8. Chlorine Contact Tank/PRV Station Replacement

- Bid opening was held February 21, 2023 at 2:00 pm.
- Bid configuration included the following alternatives to allow City to customize the project:
 - Bid Alternate #1: PRV #1 Piping Modifications
 - Bid Alternate #2: PRV #2 Building
 - Bid Alternate #3: PRV #3 Building
 - Bid Alternate #4: Parking Lot
 - Bid Item #5: Rock Excavation
 - Bid Item #6: All remaining items in the project.
- Bid results were presented to the Public Utilities Committee on February 22, 2023 and the funding package is under review with the PFA loan officer. Once that is sorted, we will bring the results to council for review and award.
- Total estimated project cost was \$6.5-\$8.7 million; the bids received were within that range.

9. Water Distribution System Improvements (No update)

- Project includes the following:
 - Watermain replacement on 4th Street between 10th and 12th Avenue
 - Watermain looping in the vicinity of 4th Street and 7th Avenue.
 - Watermain replacement along 7th Avenue between 11th and 15th Street
 - Watermain replacement and realignment in the Old Rail Yard
- Two potential grants being pursued:
 - WIF through PFA; SCDP through DEED.
- WIF Grant:
 - WIF results were posted in September. This project was not funded this cycle.
 - Can re-submit for next WIF funding cycle, or individual segments could be broken off for development as separate projects.
- SCDP Grant:
 - Notice of \$600,000 award was received by City May 24th. Maximum award.
 - Grant does not apply to Old Rail Yard segment.
 - SCDP funding is good for 3-years.
- Potential project schedule:
 - Project not likely to move forward for 2022 construction due to funding.
 - If receive WIF in fall 2022: finalize plans, bid in winter 2022, construct in 2023.
- Results of funding anticipated to be known fall 2023.

10. MnDOT TH61 (7th Avenue) Improvements

- MnDOT project for reconstruction of TH61 from Scenic Drive to Park Road.
- Project links: website: <https://www.dot.state.mn.us/d1/projects/two-harbors/index.html>
- Project overview video: <https://www.youtube.com/watch?v=2tt2Y1LcKKw>
- Public input meeting: <https://www.youtube.com/watch?v=kYT1DXLv5dA>

- City Council authorized preliminary layout of underpasses on June 27th.
 - Underpass preliminary layouts & estimates reviewed with Council on Sept 26th.
- MnDOT open house was held September 27th.
- MnDOT presented project information to City Council on October 10th.
- MnDOT has identified the programmed amount is insufficient to fund the entire project. They are reviewing options for project phasing/staging.
 - MnDOT met with City and County staff on December 7th to discuss phasing.
 - MnDOT reviewed the issue with City Council on January 23rd.
- *City Council identified preferred Phase 1 from options presented:*
 - *Limits approximately from railroad bridge to Park Road.*
- *City Staff met with MnDOT on February 22nd to discuss initial elements of Phase 1.*
- *MnDOT intends to proceed with the project in 2025.*

11. Odegard Trail

- Project will be done in conjunction with Lake County 2023 project on 8th Street.
- Project has \$100,000 DSACF grant for the trail that needs to be spent in 2023.
- Lake County has submitted an application for a \$300,000 Active Transportation grant.
 - *Results are scheduled to be announced March 24th.*
- City Council authorized final design activities on September 26th.
- Design is 90% complete. Plans were reviewed with Trees & Trails on January 19th.
- *Tree removal was authorized by the City and has been completed.*
- *County is working on their portion of the trail along 8th Street.*
- *Draft plans will be brought for Council review & approval at an upcoming meeting.*

12. Parcel 23-7600-06600 (No Update)

- City Council authorized preliminary research/data collection activities on August 26th.
- Wetland Delineations – field work and report complete; submitted to Lake County.
 - Notice of delineation approval was received December 5th.
- Topographic survey field work is complete.
- Phase I Environmental Assessment is complete.
 - Based on findings, work on parcel has been suspended.
- Braun Intertec submitted an application for voluntary enrollment in the Brownfield Program with the MPCA.
- No other activities are currently being performed.
- Consideration is being given for potential next steps and funding availability.

13. Municipal Liquor Store

- Design team is DSGW Architects; Bolton & Menk civil engineer.
- Kickoff meeting was held October 12th.
- Building schematic design is complete and preferred floor plan is identified.
- Site plan options were prepared and reviewed with the Ad-Hoc Committee.

- Presentation of the preliminary design was made at January 23rd Council meeting.
- *Tree removal on the site was authorized by the City and has been completed.*
 - *Clearance was obtained from Lake County for removal of trees within wetlands.*
- *Staff met with Lake County TEP to discuss site plan and wetland impacts.*
 - *TEP requested additional options be investigated to minimize wetland impacts.*
 - *Meeting will be scheduled with City Committee to review options.*

Hopefully, this information provides an adequate summary of the current engineering projects Bolton & Menk is working on with the City. We value our relationship with Two Harbors and look forward to it continuing through the completion of these projects and beyond. If you have questions regarding this update or need further information on any of the projects listed, we would be happy to discuss. Please feel free to contact either Brian or Joe at your convenience.



March 3, 2023

IN THE MATTER OF:

Teamsters, Local 346, Duluth, Minnesota
- and -
City of Two Harbors, Two Harbors, Minnesota

BMS CASE NO: 23PN1468 (Marshall Thompson, Mediator)

RE: Contract Mediation

**RECEIPT OF MEDIATION PETITION
AND MEETING NOTICE**

A petition for mediation in the above-named matter has been received by the Bureau of Mediation Services. In accordance with the laws of Minnesota, you are hereby notified of the following mediation meeting to be held for purposes of resolving this matter.

DATE: April 25, 2023

TIME: 09:00 AM

LOCATION: City of Two Harbors
522 1st Ave.
Two Harbors, MN 55802

Both parties have a legal obligation to be present at this meeting and to make good faith efforts to resolve the dispute. Accordingly, each party must vest its representative to mediation meetings with the authority to negotiate in good faith, the ability to identify unresolved issues, and to set forth the positions of that party with respect to each issue in dispute. It is the policy of the Bureau that all mediation conferences be closed to the public and the press.

BUREAU OF MEDIATION SERVICES
STATE OF MINNESOTA

cc: Jeff Oveson
Brandon M. Fitzsimmons

Comm. #3 03.13.23

1380 Energy Lane, Suite 2, St. Paul, Minnesota 55108-5253
651-649-5421 | FAX: 651-643-3013 | TTD: 1-800-627-3529 | mn.gov/bms

An Equal Opportunity Employer



March 5, 2023

Greetings to you all, I hope the beginning of March has found you all well!

I want to start out by saying thank you and expressing my appreciation to everyone who came to the Capitol in February, I feel our lobbying efforts have been well received and I am hopeful we will all see successes from our efforts.

Also, I want you to know I am happy to be at your disposal anytime you may be able to put me to work in St Paul or anywhere for you that you may need a chamber perspective or voice. Any time I can be of assistance to the administration, or the council please don't hesitate to reach out, that is what I am here for and happy to try and help. I also have some software that has valuable information that you may find helpful in many circumstances. Our other municipalities in Lake County have found it very helpful. If you want to learn more, please let me know!

Recently Senator Hauschild contacted me and requested I put a small group of Chamber Members together to discuss the new FMLA bill. I have been in St Paul the past 3 weeks working with him on this and feel things have been going as well as expected. Our meeting in Two Harbors on 2/24 was very productive with a very short list of business owners. Senator Hauschild has been wonderful to work with on not only this issue, but issues I am helping the school with and the Cliffs UI bill we worked hard on. I am encouraged by his dedication to his constituents and willingness to take on our projects.

Would you mind please sharing with me your preferred protocol for reaching out to all of you. Past practices I have always reached out to the mayors of both communities and let them deliver the messages as they see fit. It is a new day in the city, and I am asking how you all would like correspondence to happen. Do you want invites, issues, etc. to be sent to everyone, administration, or the mayor? There is no wrong answer I just wish to know what you all are most comfortable with.

Again, thank you for joining me in St Paul, and I look forward to many more productive conversations & projects with all of you!

Respectfully.

Janelle Jones
President/CEO
Lake County Chamber of Commerce

Save the Dates:

*April 20 - Lake County Chamber Gala May
2 - Breakfast for Hero's*

Comm. #4 03.13.23



CITY OF TWO HARBORS CITY COUNCIL

AGENDA ITEM COVER SHEET

Originating Staff: Joel Dhein, Interim Administrator	Department: Administration	Date: February 8, 2023
Agenda Item Subject: Ordinance Amendment re: HRA	Fiscal Impact: none	
<p>BACKGROUND: The Two Harbors Housing and Redevelopment Authority (HRA) has requested to be released from the provisions of Sections 2.51 and 2.40 of the City Code (attached, relevant portions highlighted and underlined) as they relate to legal counsel. These provisions require the HRA to use the city attorney for its legal services. As an independent board of the city Minnesota Statutes (attached, relevant portions highlighted and underlined) on the matter allow HRA's to use any attorney they deem advisable. A draft ordinance amending the City Code is attached.</p> <p>Since the enabling resolution establishing the HRA covers much of what is in the ordinance and having two sources of governance can be confusing I suggest removing Section 2.51 from the City Code altogether. A draft ordinance eliminating HRA provisions from the City Code is attached.</p>		
<p>COUNCIL ACTION REQUESTED:</p> <ul style="list-style-type: none">• Option 1. Amend the City Code to change the legal services provision allowing the HRA to hire any legal counsel they deem advisable.• Option 2. Amend the City Code to eliminate HRA provisions.		
<p>RECOMMENDATION: Option 2.</p>		
<p>ATTACHMENTS:</p> <ul style="list-style-type: none">• Sections 2.40 and 2.51 of the City Code.• Section 469.012, b, 1b of Minnesota Statutes.• Proposed ordinance deleting HRA legal services requirement from the city code.• Proposed ordinance deleting HRA matters from the city code.		

Agenda Item #

UF #1

Meeting Date _____

TWO HARBORS CITY CODE

SEC. 2.51. TWO HARBORS HOUSING AND REDEVELOPMENT AUTHORITY.

Subd. 1. Membership. The provisions of Section [2.40](#) shall apply to membership of the Two Harbors Housing and Redevelopment Authority, provided, however, that the Mayor of the City of Two Harbors may in his/her sole discretion at anytime appoint up to five (5) City Councilors to serve as the members of the Two Harbors Housing and Redevelopment Authority. Any City Councilor appointed shall serve a two (2) year term or until his/her term as Councilor expires, whichever is shorter.

Subd. 2. Terms. See Section [2.40](#) and Subdivision 7 of this Section.

Subd. 3. Compensation. See Section [2.40](#) and Subdivision 7 of this Section.

Subd. 4. Legal Counsel. See Section [2.40](#) and Subdivision 7 of this Section.

Subd. 5. Meetings. See Section [2.40](#) and Subdivision 7 of this Section.

Subd. 6. Quorum. See Section [2.40](#) and Subdivision 7 of this Section.

Subd. 7. Rules and Procedures. The Two Harbors Housing and Redevelopment Authority shall act pursuant to its Articles of Incorporation and By-Laws and all other applicable laws, rules, codes and regulations.

Subd. 8. Jurisdiction and Duties. The Two Harbors Housing and Redevelopment Authority shall perform the functions described in the Articles of Incorporation and By-Laws.

SEC. 2.40. BOARDS, COMMISSIONS, AND COMMITTEES.

Unless otherwise stated herein, all Boards, Commissions, and Committees of Two Harbors must meet the following requirements.

Subd. 1. Membership. The Board, Commission, or Committee (hereinafter collectively referred to as "Commission") shall consist of seven (7) members, except as provided herein. The members must live within the 55616 zip code area. Members shall be appointed by the Council following nomination by the Mayor, provided that at least one (1) City Councilor shall be a member of each Commission and provided further that additional City Councilors may be members of a Commission but no more than the total membership amount allowed under this Section. All City Councilor members of a Commission shall have the right to vote. The City Councilor members shall be appointed by the President of the City Council at the City Council meeting held on the second Monday of January of each year.

The Chairperson and the Secretary shall be chosen from and by the Board, Commission, or Committee membership annually to serve for one year. Provided, however, that no Chairperson shall be elected who has not completed at least one year as a member of the Board, Commission, or Committee.

Members, other than City Council members, may be removed by a majority vote of the Council. The Council may remove any member, other than City Council members, for good cause. For purposes of this section, "good cause" shall include failure to regularly attend meetings of the Commission or the failure to live in the 55616 zip code area.

Subd. 2. Terms. Members of all Commissions, except City Council members, shall be appointed in accordance with the terms of this Ordinance. Terms will expire at 11:59 p.m. on the

second Monday of March of each year. The terms of the members as established by Ordinance No. 24, Second Series, adopted May 23, 2005, shall continue. Upon the expiration of the present terms, all members other than the City Councilor member shall be appointed for a three (3) year term.

When a member serves two (2) consecutive three (3) year terms, notice of the availability of the position held by such member shall be publicly advertised. If a suitable replacement member applies for such position, then the serving member shall not be re-appointed. If no suitable replacement member applies for such position then the serving member may be re-appointed.

Any vacancy occurring in the membership of any Commission, other than a City Council member, shall be filled, for the unexpired term only, by the City Council upon the nomination of the Mayor. The terms of the City Councilor shall be until his/her successor is appointed or his/her term as City Councilor expires, whichever is shorter. Every member shall, before assuming office, take an oath that he/she will faithfully discharge the duties of his/her office.

Subd. 3. Compensation. Except as specifically provided herein, members of Commissions shall serve without pay. City Councilor members of a Commission shall receive compensation for attending meetings in accordance with and subject to the provisions of Section 2.13, subd. 4 of the Two Harbors City Code. Mileage and expenses shall be reimbursed according to existing city policy.

Subd. 4. Legal Counsel. The City Attorney shall act as the legal adviser to each Commission.

Subd. 5. Meetings. All meetings of any Commission shall be open to the public, unless any meeting or portion thereof may be closed pursuant to the Minnesota Open Meeting Law, as it may be amended from time to time. The Commission shall make available to the public attending the meeting any materials required by law.

The Commission shall make and keep minutes of its meetings identifying the time, location, and members present. The Commission shall make and keep records of any votes or decisions or any other official actions.

Subd. 6. Quorum. No action of the Commission shall be taken without a quorum. For purposes of this section, "quorum" shall mean a majority of the members of the Commission.

Subd. 7. Rules and Procedures. The Commission shall adopt rules and procedures for the conduct of business, and amend such rules and procedures, as it becomes necessary.

Subd. 8. Jurisdiction and Duties. The Commission shall be limited to its stated purpose. The Commission shall submit an annual report to the City Council in December, detailing the Commission's performance. In exercising its authority, the Commission shall proceed in accordance with any other Two Harbors Ordinance, State or Federal Law.

Subd. 9. Application. This section applies to all of the Commissions except as modified by the Section of this Code applicable to such Commission.

MINNESOTA STATUTES

469.012 PUBLIC BODY; POWERS, DUTIES, PROGRAMS; TAXES LIMITED.

Subdivision 1. **All-purpose, other powers here.**

(a) An authority shall be a public body corporate and politic and shall have all the powers necessary or convenient to carry out the purposes of sections [469.001](#) to [469.047](#), except that the power to levy and collect taxes or special assessments is limited to the power provided in sections [469.027](#) to [469.033](#).

(b) Its powers include the powers in subdivisions 1a through 2j, in addition to others granted in sections [469.001](#) to [469.047](#).

Subd. 1a. **Lawsuits, seal, perpetual succession, rules.**

An authority may:

- (1) sue and be sued;
- (2) have a seal, which shall be judicially noticed, and may alter it;
- (3) have perpetual succession; and
- (4) make, amend, and repeal rules consistent with sections [469.001](#) to [469.047](#).

Subd. 1b. **Director, other staff; legal services; available public services.**

An authority may employ an executive director, technical experts, and officers, agents, and employees, permanent and temporary, that it requires, and determine their qualifications, duties, and compensation; for legal services it requires, call upon the chief law officer of the city or employ its own counsel and legal staff; and, so far as practicable, use the services of local public bodies in its area of operation, provided that those local public bodies, if requested, shall make the services available.

**PROPOSED ORDINANCE DELETING HRA LEGAL SERVICES REQUIREMENT FROM
THE CITY CODE**

[changes highlighted and underlined]

Section 1. That Section 2.51 of the City Code is Hereby repealed in its entirety.

Section 2. That Section 2.51 of the City Code is hereby adopted as follows:

SEC. 2.51. TWO HARBORS HOUSING AND REDEVELOPMENT AUTHORITY.

Subd. 1. Membership. The provisions of Section [2.40](#) shall apply to membership of the Two Harbors Housing and Redevelopment Authority, provided, however, that the Mayor of the City of Two Harbors may in his/her sole discretion at anytime appoint up to five (5) City Councilors to serve as the members of the Two Harbors Housing and Redevelopment Authority. Any City Councilor appointed shall serve a two (2) year term or until his/her term as Councilor expires, whichever is shorter.

Subd. 2. Terms. See Section [2.40](#) and Subdivision 7 of this Section.

Subd. 3. Compensation. See Section [2.40](#) and Subdivision 7 of this Section.

Subd. 4. Legal Counsel. The Two Harbors Housing and Redevelopment Authority may utilize the services of the City Attorney or employ its own counsel and legal staff.

Subd. 5. Meetings. See Section [2.40](#) and Subdivision 7 of this Section.

Subd. 6. Quorum. See Section [2.40](#) and Subdivision 7 of this Section.

Subd. 7. Rules and Procedures. The Two Harbors Housing and Redevelopment Authority shall act pursuant to its Articles of Incorporation and By-Laws and all other applicable laws, rules, codes and regulations.

Subd. 8. Jurisdiction and Duties. The Two Harbors Housing and Redevelopment Authority shall perform the functions described in the Articles of Incorporation and By-Laws.

OR

PROPOSED ORDINANCE DELETING HRA MATTERS FROM THE CITY CODE

Section 1. That Section 2.51 of the City Code is Hereby repealed in its entirety.



**CITY OF TWO HARBORS
CITY COUNCIL**

**AGENDA ITEM
COVER SHEET**

Originating Staff: Miranda Pietila	Department: Street Improvement Fund	Date: 01/23/2023
Agenda Item Subject: Consider approving plans and specifications and ordering advertisement for bids for the 2023-2024 Street Improvement Project	Fiscal Impact: Funds are budgeted for Street Improvement Project	
BACKGROUND: See attached memo from Joe Rhein, City Engineer		
COUNCIL ACTION REQUESTED: Approve plans and specifications and ordering advertisement for bids for the 2023-2024 Street Improvement Project		
RECOMMENDATION: Approve plans and specifications and ordering advertisement for bids for the 2023-2024 Street Improvement Project		
ATTACHMENTS: Memo from City Engineer and plans and specifications.		



Real People. Real Solutions.

4960 Miller Trunk Highway
Suite 550
Duluth, MN 55811

Ph: (218) 729-5939
Bolton-Menk.com

MEMORANDUM

Date: March 13, 2023
To: Two Harbors City Council
City Administrator Patricia Nordean
From: City Engineer Joe Rhein
Subject: 2023-2024 Street Improvement Project
Consideration of Plan Approval

Background

At their meeting of October 10, 2022, the Two Harbors City Council held a public hearing on the proposed improvements for the 2023-2024 Street Improvement Project. The proposed improvements were described in the Feasibility Report for the project, dated September 12, 2022. Following the public hearing, the City Council approved the Feasibility Report and passed a resolution to officially order the project on October 24, 2022.

The project is a joint undertaking between the City of Two Harbors and Lake County. The project includes segments of both County roads and City avenues, as listed in the following table.

2023-2024 Street Improvement Project			
Project Segments			
Name	From	To	Notes
5 th Street (CSAH 36)	7 th Ave	4 th Ave	Lake County State Aid Highway.
4 th Avenue (CSAH 35)	6 th St	4 th St	Lake County State Aid Highway.
4 th Avenue (CR 105)	4 th St	3 rd St	Lake County Road.
5 th Avenue	6 th St	5 th St	Local City Avenue.
6 th Avenue	7 th St	4 th St	Local City Avenue.

Based on direction of the City Council, work has proceeded on the project bidding documents. The documents are now ready to be presented to the City Council for consideration of approval.

Transmitted with this memo are the following materials associated with the bidding documents:

- Draft Plan Set (partial – 30 sheets of 126 total sheets).
- Engineer's Estimate for the City Portion of the project.
- Draft Advertisement for Bids.

Draft Plan Set

The Feasibility Report identified base utility and street improvements for each segment included in the 2023-2024 Street Improvement Project. It also identified optional improvements regarding the width of 6th Avenue, extending watermain on 4th Street (North of 6th Avenue), and an optional sidewalk along 4th Street (North of 6th Avenue). As part of the bidding documents, the City directed to design 6th Avenue at a width of 28-feet from face-to-face of curb, and include the optional sidewalk along 4th Street (North of 6th Avenue) as a part of the Project. (Note: costs for these optional items from the Report are included in the Base Bid amounts shown in Table 1.) The water main extension on 4th Street (North of 6th Avenue) was not selected to be a part of the Project.

Detailed plans for the 2023-2024 Street Improvement Project have been prepared in accordance with direction of the City. One alternate is proposed as part of the bidding documents. Alternate 1 was included by Lake County and provides for optional storm sewer treatment structures on CSAH 36 (5th Street) and 6th Avenue. Lake County SWCD is pursuing grant funds for these structures.

The entire plan set prepared for the 2023-2024 Street Improvement Project is 126 sheets. For the sake of brevity, a partial set of 30 representative sheets is provided with this memo to the City Council. The provided sheets show the proposed typical sections, utility improvements, and street and sidewalk layout and profile for the project segments. A copy of the entire plan set has been provided to the City Administrator and is available for review at City Hall.

Modifications from Feasibility Report

The plans contain no major modifications from the proposed improvements shown in the Feasibility Report. Minor design modifications made from the Report to the plans include but are not limited to: revisions to typical section crown/slopes due to curb changes and site grading, storm sewer changes on 6th Avenue, gate valve & hydrant locations, sanitary manhole locations, and Skunk Creek slope restoration along the south side of 6th Avenue. The Report had proposed a Turf Reinforcement Mat for the Skunk Creek slopes; however, based on coordination with Lake County SWCD, the restoration approach for these slopes was changed to a weed suppressant mat with native plantings in the draft plans.

During development of the detailed plans the City identified the need to replace the existing 6-inch gas main on 5th Street from 4th Avenue to 5th Avenue, and on 5th Avenue from 5th Street to 6th Street. Given the location of the gas main within the project limits, and the need for appropriate timing of the work to avoid project delays, the most effective approach was determined to be having the project contractor install the gas main, using materials furnished by the City. This work has been incorporated into the draft plans, and the portion of the cost for this gas main replacement that will be included in the construction contract for the project is reflected in Table 1.

Engineer's Estimate

An Engineer's Estimate for the full project has been prepared based on the plan set and is included as Exhibit B with this memo. The City portion of the Engineer's Estimate has been shown on a separate document and is also provided with this memo for convenience. A summary of the current Engineer's Estimate for the City portion of the project by type of work is provided in the following Table 1, compared to the estimated construction costs from the Feasibility Report.

Table 1 2023-2024 Street Improvement Project City of Two Harbors Estimated Construction Cost – By Type				
Item	Report Estimate	Plan Estimate	Plan vs. Report	
			Amount	Percent
Sanitary Sewer	\$719,528	\$560,920	(\$158,608)	(28.3%)
Sewer Services	\$397,370	\$353,090	(\$44,280)	(12.5%)
Water System	\$984,426	\$958,516	(\$25,910)	(2.7%)
Water Services	\$554,262	\$385,461	(\$168,801)	(43.8%)
Storm Sewer*	\$350,619	\$283,938	(\$66,681)	(23.5%)
Street & Sidewalk	\$2,206,418	\$1,580,575	(\$625,843)	(39.6%)
Gas Main	\$0	\$43,120	\$43,120	100%
Totals - City Portion – Base Bid	\$5,212,623	\$4,165,620	(\$1,047,003)	(25.1%)

Notes:

-Amounts in Table 1 are rounded to the nearest dollar.

-Storm Sewer cost includes anticipated City portion of storm sewer on County segments.*

From Table 1, it is seen the current estimated base bid total construction cost for the City portion of the project is approximately 25.1% lower than the total estimated in the Feasibility Report. All types of work are lower than the corresponding estimate in the Feasibility Report.

The largest differences from the Report estimate to the plan estimate by type of work are in the Water Services and Street & Sidewalk. The main reasons for these decreases are:

- **Water Services:** This difference is less copper water service pipe is being proposed than anticipated in the Feasibility Report. Also removing the existing water services and curb stops are incidental to the proposed water service pipe in the draft plans.
- **Street & Sidewalk:** No major design changes resulted in the projected lower costs as compared to the Feasibility Report. The reductions in costs are due to overall refinement of estimated quantities and anticipated unit prices. Notable pay items in the current Engineer's Estimate that reflect these adjustments include: Mobilization, Aggregate Base, Concrete Curb & Gutter, Concrete Steps, and Bituminous Mixture.

It is noted the estimated costs shown in Table 1 include no contingency. That is standard for cost estimating on a City project once the plans are complete. However, Lake County has maintained a 10% contingency on estimated construction costs, and included that contingency in the project cost estimates provided to MnDOT. Therefore, for purposes of comparison, the following Table 2 shows the effect of including a 10% contingency on the City portion of estimated construction costs.

Table 2 2023-2024 Street Improvement Project City of Two Harbors Portion Total Estimated Construction Cost – Contingency Comparison			
Total City Portion of Project Estimated Construction Cost	Amount	Plan vs. Report	
		Difference	Percent
Feasibility Report	\$5,212,623		
Plan Estimate – NO Contingency	\$4,165,620	(\$1,047,003)	(25.1%)
Plan Estimate – 10% Contingency	\$4,582,182	(\$630,441)	(13.7%)

From this table it is seen that even with a 10% contingency included in the estimated City portion of the project costs, the total amount of the current plan estimate would still be 13.7% lower than the estimate in the Feasibility Report.

Assessment Impacts

Given the current estimated costs based on the plan are lower than the estimates in the Feasibility Report, calculations have not been performed at this time to update estimated assessments based on the plan costs. From the information in this memo, it is anticipated assessments would be equal to or lower than the amounts shown in the Feasibility Report.

As a reminder it is noted the assessment approach being used on this project is the area method. Under this method, assessment rates will be calculated based on the overall square footage of the project area. Separate assessment rates will not be determined for each project segment.

Plan Approval Process

Lake County is utilizing State Aid funds from the Minnesota Department of Transportation on this project. As a result, the plan approval process for this project is different than a typical stand-alone City project. The project plans must be reviewed and approved by MnDOT before bids are received.

The project plans were submitted to MnDOT in February 2023. As of March 13, 2023, MnDOT has not yet completed their final review of the plans. Once the plans have been approved by MnDOT and both the City Council and Lake County Board, MnDOT will complete the signatures on the title sheet of the plan.

Advertisement for Bids

A draft Advertisement for Bids has been prepared by Lake County based on the plans. A copy of the advertisement is provided with this memo. Lake County is the lead agency for the project and will manage the bidding process. Based on discussions with Lake County, the planned date for the bid opening is April 18th; however, the date is conditional upon receiving plan approval from MnDOT.

Minnesota Statute Section 429 requires the advertisement be published at least once each in the official City newspaper (the Lake County Press) and an industry trade journal, at least 21 days prior to opening of the bids. The proposed publication schedule is shown later in this memo. In addition to publication, the advertisement would also be placed electronically on the Minnesota Builders exchange and the MnDOT advertising website.

Construction Agreement Exhibits

An Agreement between the City and Lake County for project design was approved by the City Council on October 24, 2022. The Design Agreement indicated a second Agreement would be prepared for construction. The Construction Agreement for the 2023-2024 Street Improvement Project will be the same format as the Agreement used in the 2021-2022 Street Improvement Project, and will include Exhibits indicating the breakdown of construction costs by agency.

The Construction Agreement will be brought to the City Council at a future meeting prior to the receipt of bids for approval and execution. However, draft versions of Exhibit A and B have been prepared based on the current Engineer's Estimate and are included with this memo. Exhibit A provides a summary of cost by agency, while Exhibit B provides a detailed line-item breakdown. Copies of these Exhibits are also being provided to Lake County.

As noted previously, Lake County has carried a 10% cost contingency on project estimates through final design. The contingency applies to both County and City costs shown on Exhibits A and B. The summary total of estimated City construction costs shown on Exhibit A is \$4,582,181.90, matching the amount shown in Table 2 of this memo with the 10% contingency included. It also matches the total shown on the detailed Engineer's Estimate for the City portion of the project, with 10% contingency included.

Tree Removal

The issue of tree removal for the 2023-2024 Street Improvement Project has been previously discussed with the City Council. In summary, the Northern Long Eared Bat is being reclassified as an endangered species as of April 1, 2023. Therefore, trees should be removed prior to that date if possible to avoid any potential impacts.

Lake County solicited quotes for tree removals on both the County and City segments of the 2023-2024 Street Improvement Project. The City Council reviewed the quotes on February 27th and recommended award of a contract; the County Board reviewed the quotes and awarded a contract to Wright Tree Service on February 28th. The contractor has indicated they plan to begin work March 20th and be complete by March 31st. The cost for the City portion of the work is anticipated to be between \$6,500 and \$8,500. Note, this cost is not included in Table 1.

It should be noted, not all tree removal for the project will be performed in March. Trees along the south side of 6th Avenue from 4th Street to 6th Street are not proposed to be removed at that time. This is due to easements needed to perform work in some areas, as well as to the sensitive nature of Skunk Creek. Those tree removals along 6th Avenue are intended to be part of the main construction contract, and would be performed between November 1, 2023 and March 31, 2024.

Schedule

Following is a summary of the upcoming milestones on the proposed project schedule. (*Note the date for opening of bids is conditional upon plan approval from MnDOT.)

- March 13, 2023 City Resolution to Approve Plans and Authorize Advertisement.
- March 14, 2023 County Resolution to Approve Plans and Authorize Advertisement.
- March 20th – 31st Early Tree Removal.
- March 25, 2023 Advertisement published in official City newspaper.
- April 18, 2023* Open Bids (24 days after first publication of advertisement).
- April 24, 2023 City Council Consider Award of Contract.
- April 25, 2023 County Board Consider Award of Contract.
- May 2023 Neighborhood meeting to review proposed construction.
- late May/early June Start Construction.
- Nov 2023-Mar 2024 Tree Removal Along Skunk Creek.
- September 1, 2024 Construction Substantially Complete.
- Fall 2024 Hold Public Assessment Hearing.

Construction Phasing

No official construction phasing is stated in the plans and specifications. However, due to the tree removals, lead time on box culvert materials, and acquisition of proposed easements, construction on 6th Avenue is anticipated to be performed in 2024. A final detailed construction schedule will be determined with the contractor once a contract has been awarded for the project.

Action

If the City of Two Harbors concurs with the information in this memo, finds the plan design for the 2023-2024 Street Improvement Project acceptable, and wishes to proceed with the project, the appropriate action by the City Council would be:

- Adopt the attached Resolution Approving the Plans and Specifications and Ordering the Advertisement for Bids on the 2023-2024 Street Improvement Project.

We will be present at the City Council meeting on March 13th to review this matter. Please let us know if you have questions or need further information in advance of the meeting. I can be reached at 651-968-7384 or via e-mail at joseph.rhein@bolton-menk.com.

Attachments:

- Resolution Approving Plans and Specifications
- Draft Advertisement for Bids
- Engineer's Estimate – City Portion of Project
- Exhibits A and B for Construction Agreement
- Plan Set – Excerpt (30 sheets)

RESOLUTION NO. _____

**APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS
FOR THE 2023-2024 STREET IMPROVEMENTS PROJECT**

WHEREAS, pursuant to a resolution passed by the council October 24, 2022, the plans and specifications ("Plans and Specifications") have been prepared for the 2023-2024 Street Improvement Project, consisting of the improvement of 5th Street (County State Aid Highway 36) from 4th Avenue to 7th Avenue (S.A.P. 038-636-001), including replacement of existing Bridge L8088 with new Bridge 38J42; 4th Avenue (County State Aid Highway 35) from 6th Street to 4th Street (S.A.P. 038-635-002); 4th Avenue (County Road 105) from 4th Street to 3rd Street (CP 105-023-001); 5th Avenue from 6th Street to 5th Street; and 6th Avenue from 7th Street to 4th Street, all in Two Harbors, Minnesota; and

WHEREAS, the City Council and City Administrator have reviewed the Plans and Specifications and believe that they are acceptable to the City.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF TWO HARBORS, MINNESOTA:

1. The Plans and Specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.

2. The City Engineer shall cause Lake County to prepare and cause to be inserted in the official paper, the Minnesota Builders Exchange, Finance & Commerce, and Bid Express an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published at least three weeks before the last day for submission of bids, shall specify the work to be done, shall state that bids will be received by Lake County until 10:00 a.m. on April 18, 2023, at which time they will be publicly opened and tabulated in the Lake County Service Center by the County Engineer and City Engineer and then be considered by the City Council at 6:00 p.m. on April 24, 2023 and then considered by Lake County Board of Commissioners at 2:00 p.m. on April 25, 2023. No bids will be considered unless sealed and filed electronically with the County Engineer and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to Lake County for five percent (5%) of the amount of such bid.

3. The City reasonably expects to finance its portion of the Project from an issue of tax-exempt bonds. In advance of issuance of the bonds, it will be necessary for the City to temporarily finance certain costs of the Project by using either working capital or cash reserves, which are needed for other purposes. The City reasonably expects to reimburse itself from the proceeds of the bonds within eighteen (18) months after the date the Project is paid from such working capital or cash reserves.

ADOPTED, this ____ day of _____ A.D., 2023.

President, City Council

ATTEST: _____
Administrator

APPROVED, by the Mayor of the City of Two Harbors this ____ day of _____, 2023.

Mayor

ADVERTISEMENT FOR BIDS
LAKE COUNTY HIGHWAY DEPARTMENT
LAKE COUNTY, MINNESOTA

DRAFT

Electronic Bidding Closes: Click or tap to enter a date. **at 10:00 AM**

NOTICE TO CONTRACTORS - Electronic Bids will be received until 10:00 AM on Click or tap to enter a date., through Bid Express® <https://www.bidexpress.com> for the construction of the Lake County project listed below. Proposals will be opened and read publicly at approximately 10:01 AM on the aforementioned date by the Clerk of the County Board at the Lake County Service Center, 616 3rd Avenue, Two Harbors, Minnesota. Videoconference access links to the bid opening will be provided to all plan holders.

Project/Bid Number: SAP 038-636-001

Location: On CSAH 36 (5th Street) from 4th Avenue to 7th Avenue
 On CSAH 35 (4th Avenue) from Waterfront Drive to 4th Street
 On CR 105 (4th Avenue) from 4th Street to 3rd Street
 On 5th Avenue from Waterfront Drive to 5th Street
 On 6th Avenue from 7th Street to 4th Street

Work Type: Removals, Watermain & services, Sanitary sewer & services, Storm sewer, Grading, Base aggregate, Curb & gutter, Concrete walk, Bituminous Pavement, Turf Establishment, Signing, Marking, and Bridge 38J42

Anticipated Construction Start Date: June 5, 2023

Final Completion Date: August 30, 2024

Proposal/Plan Specifications may be downloaded through Bid Express service® at <https://bidexpress.com> or by navigating to Lake County, MN's public home page. There will be no cost for plan/proposals, but bidders must register through Bid Express® prior to bidding and submit their bids electronically through Bid Express®. Bid Express® does charge for bidding (see Fee Schedule at www.infotechinc.com/bid-express-fee-schedule), and bidders are encouraged to register well in advance of the bid closing date if they have not previously done so. Questions must be asked via the Bid Express® service. Questions asked via e-mail, by phone, or otherwise will not be answered.

Electronic bids must be accompanied by a corporate surety bond in an amount which is at least equal to 5% of the total amount and may be submitted electronically through Bid Express® using Surety 2000 or SuretyWave or by uploading a copy of a paper bid bond, certified check, or cashier's check. Hard copies of the proposal guaranty must be received at the Lake County Highway Department, 1513 Hwy 2, Two Harbors, Minnesota in a sealed envelope marked clearly with the name of the bidder, type of work, and project number by 3:00 p.m. the day prior to the specified date of opening.

Lake County hereby notifies all bidders:

in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

The Lake County Board of Commissioners reserves the right to reject any, any part of, or all bids

and to waive defects and technicalities as it may deem best for the interest of Lake County.
The major quantities of work are:

Estimated Quantities

INSERT TABLE

From Final Estimate – Reduce to items that meet or exceed 5% of the total contract estimate. Include like items that combine into greater than 5% (i.e. various storm sewer pipe sizes or multiple milling depth bid items). Total of items shown should exceed 80% of the Engineer's Estimate.

Dated at Two Harbors, Minnesota this Click or tap here to enter text. day of Click or tap here to enter text..

Jason DiPiazza
Lake County Highway Engineer

ENGINEER'S ESTIMATE: CITY PORTION ONLY
Based on March 8, 2023 Total Project Engineer's Estimate

(No Contingency)	\$4,165,619.92
(10% Contingency)	\$4,582,181.90

ENGINEER'S ESTIMATE: CITY PORTION ONLY

S.A.P. 038-636-001 (CSAH 36) & 038-635-002 (CSAH 35) & CP 105-023-001 & BRIDGE L8088
2023 STREET & UTILITY IMPROVEMENTS

LAKE COUNTY, MINNESOTA

BMI PROJECT NO. 0U1.127370

BIDDER agrees to perform all of the work described in the CONTRACT DOCUMENTS for the following unit prices:

NOTE: BIDS shall include sales tax and all applicable taxes and fees.

BIDDER must fill in unit prices in numerals, make extension for each item, and total.

CY (LV) = Cubic Yards, Loose Volume

CY (CV) = Cubic Yards, Compacted Volume (Measured In Place)

CY (EV) = Cubic Yards, Excavated Volume (Measured In Place)

(P)=Planned Quantity Basis of Measurement

ITEM NO.	SPEC. ITEM NUMBER	ITEM DESCRIPTION	APPROX. QUANT.	UNIT	ENGINEER'S ESTIMATE	
					UNIT PRICE	AMOUNT
1	2021.501	MOBILIZATION	0.50	LUMP SUM	\$504,796.49	\$252,398.25
2	2101.502	CLEARING	26	EACH	\$300.00	\$7,800.00
3	2101.502	GRUBBING	26	EACH	\$250.00	\$6,500.00
4	2101.618	REMOVE BRUSH	13,000	SQ FT	\$2.00	\$26,000.00
5	2104.502	SALVAGE SIGN	12	EACH	\$90.00	\$1,080.00
6	2104.502	REMOVE MANHOLE OR CATCH BASIN	5	EACH	\$450.00	\$2,250.00
7	2104.502	REMOVE GATE VALVE & BOX	6	EACH	\$400.00	\$2,400.00
8	2104.502	SALVAGE HYDRANT	4	EACH	\$1,150.00	\$4,600.00
9	2104.502	REMOVE MANHOLE	8	EACH	\$450.00	\$3,600.00
10	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	371	LIN FT	\$4.00	\$1,484.00
11	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	213	LIN FT	\$6.00	\$1,278.00
12	2104.503	REMOVE CURB & GUTTER	1,990	LIN FT	\$5.50	\$10,945.00
13	2104.503	REMOVE SEWER PIPE (STORM)	238	LIN FT	\$20.00	\$4,760.00
14	2104.503	REMOVE SEWER PIPE (SANITARY)	3,542	LIN FT	\$12.00	\$42,504.00
15	2104.503	REMOVE WATERMAIN	5,480	LIN FT	\$11.00	\$60,280.00
16	2104.503	REMOVE GUARDRAIL - PLATE BEAM	66	LIN FT	\$15.00	\$990.00
17	2104.503	REMOVE FENCE	0	LIN FT	\$10.00	\$0.00
18	2104.503	REMOVE RETAINING WALL	97	LIN FT	\$20.00	\$1,940.00
19	2104.504	REMOVE BITUMINOUS PAVEMENT	5,918	SQ YD	\$10.00	\$59,180.00
20	2104.504	REMOVE CONCRETE WALK	2,144	SQ YD	\$20.00	\$42,882.22
21	2104.518	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	942	SQ FT	\$2.00	\$1,884.00
22	2104.618	REMOVE GRAVEL DRIVEWAY	906	SQ FT	\$1.00	\$906.00
23	2104.618	REMOVE CONCRETE STEPS	605	SQ FT	\$30.00	\$18,150.00
24	2105.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	42	SQ YD	\$20.00	\$840.00
25	2105.602	POTHOLE GAS UTILITY MAIN/SERVICE	2	EACH	\$2,200.00	\$4,400.00
26	2105.607	ROCK EXCAVATION	300	CU YD	\$190.00	\$57,000.00
27	2105.609	HAUL & DISPOSE OF CONTAMINATED SOIL	0	TON	\$200.00	\$0.00
28	2106.504	REMOVE CONCRETE PAVEMENT	0	SQ YD	\$20.00	\$0.00
29	2106.507	SELECT GRANULAR EMBANKMENT (CV)	2,364	CU YD	\$36.00	\$85,110.67
30	2106.507	COMMON EXCAVATION (EV) (P)	7,988	CU YD	\$27.00	\$215,673.30
31	2106.507	COMMON EMBANKMENT (CV) (P)	492	CU YD	\$8.00	\$3,936.00
32	2106.507	SUBGRADE EXCAVATION (EV)	355	CU YD	\$27.00	\$9,585.00
33	2106.601	DEWATERING (BRIDGE)	0	LUMP SUM	\$65,000.00	\$0.00
34	2106.601	DEWATERING	1	LUMP SUM	\$20,000.00	\$20,000.00

ENGINEER'S ESTIMATE: CITY PORTION ONLY
Based on March 8, 2023 Total Project Engineer's Estimate

(No Contingency)	\$4,165,619.92
(10% Contingency)	\$4,582,181.90

ENGINEER'S ESTIMATE: CITY PORTION ONLY

S.A.P. 038-636-001 (CSAH 36) & 038-635-002 (CSAH 35) & CP 105-023-001 & BRIDGE L8088

2023 STREET & UTILITY IMPROVEMENTS

LAKE COUNTY, MINNESOTA

BMI PROJECT NO. 0U1.127370

BIDDER agrees to perform all of the work described in the CONTRACT DOCUMENTS for the following unit prices:

NOTE: BIDS shall include sales tax and all applicable taxes and fees.

BIDDER must fill in unit prices in numerals, make extension for each item, and total.

CY (LV) = Cubic Yards, Loose Volume

CY (CV) = Cubic Yards, Compacted Volume (Measured in Place)

CY (EV) = Cubic Yards, Excavated Volume (Measured in Place)

(P)=Planned Quantity Basis of Measurement

ITEM NO.	SPEC. ITEM NUMBER	ITEM DESCRIPTION	APPROX. QUANT.	UNIT	ENGINEER'S ESTIMATE	
					UNIT PRICE	AMOUNT
35	2108.504	GEOTEXTILE FABRIC TYPE 9	7,093	SQ YD	\$3.00	\$21,277.67
36	2118.507	AGGREGATE SURFACING (CV) CLASS 5	40	CU YD	\$15.00	\$596.11
37	2123.61	STREET SWEEPER (WITH PICKUP BROOM)	15	HOURL	\$200.00	\$3,000.00
38	2123.61	SKID LOADER	15	HOURL	\$200.00	\$3,000.00
39	2211.507	AGGREGATE BASE (CV) CLASS 5	2,166	CU YD	\$50.00	\$108,308.33
40	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	396	GALLON	\$3.00	\$1,187.88
41	2360.509	TYPE SP 9.5 WEARING COURSE MIX (3,C)	537	TON	\$95.00	\$50,983.14
42	2360.509	TYPE SP 12.5 NON WEARING COURSE MIX (3,C)	716	TON	\$90.00	\$64,399.75
43	2360.604	TYPE SP 9.5 WEARING COURSE MIX (3,C) (DRIVEWAY)	105	SQ YD	\$100.00	\$10,533.33
44	2411.601	STRUCTURE EXCAVATION	1	LUMP SUM	\$40,000.00	\$40,000.00
45	2411.618	MODULAR BLOCK RETAINING WALL	518	SQ FT	\$100.00	\$51,800.00
46	2411.618	CONCRETE STEP DESIGN SPECIAL	353	SQ FT	\$100.00	\$35,300.00
47	2412.502	14X7 PRECAST CONCRETE BOX CULVERT END SECTION	0	EACH	\$30,000.00	\$0.00
48	2412.503	14X7 PRECAST CONCRETE BOX CULVERT	0	LIN FT	\$3,500.00	\$0.00
49	2442.501	REMOVE EXISTING BRIDGE	0	LUMP SUM	\$17,500.00	\$0.00
50	2451.507	COARSE AGGREGATE BEDDING (CV)	0	CU YD	\$70.00	\$0.00
51	2475.503	PIPE RAILING	90	LIN FT	\$140.00	\$12,600.00
52	2501.502	15" RC PIPE APRON	1	EACH	\$1,500.00	\$1,500.00
53	2501.502	18" RC PIPE APRON	0	EACH	\$1,750.00	\$0.00
54	2501.502	36" RC PIPE APRON	1	EACH	\$2,500.00	\$2,500.00
55	2502.503	6" PERF PVC PIPE DRAIN	1,920	LIN FT	\$18.00	\$34,560.00
56	2502.602	6" DRAINTILE CLEANOUT	8	EACH	\$200.00	\$1,600.00
57	2503.503	12" RC PIPE SEWER CLASS V	146	LIN FT	\$70.00	\$10,220.00
58	2503.503	15" RC PIPE SEWER CLASS V	102	LIN FT	\$75.00	\$7,650.00
59	2503.503	18" RC PIPE SEWER CLASS III	0	LIN FT	\$80.00	\$0.00
60	2503.503	36" RC PIPE SEWER CLASS III	201	LIN FT	\$150.00	\$30,150.00
61	2503.503	8" PVC PIPE SEWER	2,366	LIN FT	\$75.00	\$177,450.00
62	2503.503	24" PVC PIPE SEWER	298	LIN FT	\$125.00	\$37,250.00
63	2503.602	PUMPING (SANITARY BYPASS)	7	EACH	\$4,500.00	\$31,500.00
64	2503.602	CONNECT TO EXISTING SANITARY SEWER MANHOLE	1	EACH	\$1,200.00	\$1,200.00
65	2503.602	CONNECT TO EXISTING SANITARY SEWER PIPE	8	EACH	\$1,200.00	\$9,600.00
66	2503.602	48" SANITARY SEWER MH, INCL CSTG & ADJ RINGS	11	EACH	\$4,250.00	\$46,750.00
67	2503.602	60" SANITARY SEWER MH, INCL CSTG & ADJ RINGS	3	EACH	\$5,200.00	\$15,600.00
68	2503.602	72" SANITARY SEWER MH, INCL CSTG & ADJ RINGS	1	EACH	\$5,200.00	\$5,200.00
69	2503.602	8"X6" PVC WYE	86	EACH	\$425.00	\$36,550.00

ENGINEER'S ESTIMATE: CITY PORTION ONLY

Based on March 8, 2023 Total Project Engineer's Estimate

(No Contingency)

\$4,165,619.92

(10% Contingency)

\$4,582,181.90

ENGINEER'S ESTIMATE: CITY PORTION ONLY

S.A.P. 038-636-001 (CSAH 36) & 038-635-002 (CSAH 35) & CP 105-023-001 & BRIDGE L8088

2023 STREET & UTILITY IMPROVEMENTS

LAKE COUNTY, MINNESOTA

BMI PROJECT NO. 0U1.127370

BIDDER agrees to perform all of the work described in the CONTRACT DOCUMENTS for the following unit prices:

NOTE: BIDS shall include sales tax and all applicable taxes and fees.

BIDDER must fill in unit prices in numerals, make extension for each item, and total.

CY (LV) = Cubic Yards, Loose Volume

CY (CV) = Cubic Yards, Compacted Volume (Measured in Place)

CY (EV) = Cubic Yards, Excavated Volume (Measured in Place)

(P)=Planned Quantity Basis of Measurement

ITEM NO.	SPEC. ITEM NUMBER	ITEM DESCRIPTION	APPROX. QUANT.	UNIT	ENGINEER'S ESTIMATE	
					UNIT PRICE	AMOUNT
70	2503.602	24"X6" PVC WYE	12	EACH	\$600.00	\$7,200.00
71	2503.602	CONNECT SERVICE TO EXISTING 24" CONCRETE PIPE	20	EACH	\$800.00	\$16,000.00
72	2503.602	CONNECT TO EXISTING SANITARY SEWER SERVICE	96	EACH	\$425.00	\$40,800.00
73	2503.602	CONNECT TO EXISTING DRAINAGE STRUCTURE	2	EACH	\$1,200.00	\$2,400.00
74	2503.602	CONNECT TO EXISTING STORM SEWER	2	EACH	\$800.00	\$1,600.00
75	2503.602	TRENCH EXCAVATION (RESTRICTIVE)	5	EACH	\$1,500.00	\$7,500.00
76	2503.603	LINING SEWER PIPE 24"	570	LIN FT	\$165.00	\$94,050.00
77	2503.603	FILL AND ABANDON PIPE	992	LIN FT	\$15.00	\$14,880.00
78	2503.603	48" SANITARY SEWER MH OVERDEPTH	38	LIN FT	\$400.00	\$15,120.00
79	2503.603	60" SANITARY SEWER MH OVERDEPTH	14	LIN FT	\$420.00	\$5,754.00
80	2503.603	72" SANITARY SEWER MH OVERDEPTH	8	LIN FT	\$420.00	\$3,192.00
81	2503.603	VIDEO TAPE PIPE SEWER	3,234	LIN FT	\$5.00	\$16,170.00
82	2503.603	6" PVC SANITARY SERVICE PIPE	4,209	LIN FT	\$60.00	\$252,540.00
83	2504.601	TEMPORARY WATER SERVICE	1	LUMP SUM	\$120,000.00	\$120,000.00
84	2504.602	CONNECT TO EXISTING WATERMAIN	10	EACH	\$2,500.00	\$25,000.00
85	2504.602	WATERMAIN OFFSET	1	EACH	\$10,000.00	\$10,000.00
86	2504.602	6" GATE VALVE AND BOX	21	EACH	\$3,000.00	\$63,000.00
87	2504.602	12" GATE VALVE AND BOX	2	EACH	\$4,500.00	\$9,000.00
88	2504.602	16" BUTTERFLY VALVE AND BOX	2	EACH	\$5,500.00	\$11,000.00
89	2504.602	HYDRANT	9	EACH	\$7,000.00	\$63,000.00
90	2504.602	ADJUST GATE VALVE AND BOX	2	EACH	\$450.00	\$900.00
91	2504.602	0.75" CURB STOP & BOX	117	EACH	\$650.00	\$76,050.00
92	2504.602	0.75" CORPORATION STOP	117	EACH	\$400.00	\$46,800.00
93	2504.602	1" CURB STOP AND BOX	1	EACH	\$660.00	\$660.00
94	2504.602	1" CORPORATION STOP	1	EACH	\$435.00	\$435.00
95	2504.602	1.25" CURB STOP AND BOX	1	EACH	\$670.00	\$670.00
96	2504.602	1.25" CORPORATION STOP	1	EACH	\$445.00	\$445.00
97	2504.602	2" CURB STOP AND BOX	1	EACH	\$690.00	\$690.00
98	2504.602	2" CORPORATION STOP	1	EACH	\$455.00	\$455.00
99	2504.602	CONNECT TO EXISTING WATER SERVICE	107	EACH	\$450.00	\$48,150.00
100	2504.603	3/4" TYPE K COPPER PIPE	3,748	LIN FT	\$55.00	\$206,140.00
101	2504.603	1" TYPE K COPPER PIPE	26	LIN FT	\$63.00	\$1,638.00
102	2504.603	1.25" TYPE K COPPER PIPE	24	LIN FT	\$65.00	\$1,560.00
103	2504.603	2" TYPE K COPPER PIPE	26	LIN FT	\$68.00	\$1,768.00
104	2504.603	6" WATERMAIN DUCTILE IRON CL 52	3,446	LIN FT	\$80.00	\$275,680.00
105	2504.603	12" WATERMAIN DUCTILE IRON CL 52	57	LIN FT	\$140.00	\$7,980.00

Engineer's Estimate

Page 3 of 5

ENGINEER'S ESTIMATE: CITY PORTION ONLY
<i>Based on March 8, 2023 Total Project Engineer's Estimate</i>

<i>(No Contingency)</i>	\$4,165,619.92
<i>(10% Contingency)</i>	\$4,582,181.90

ENGINEER'S ESTIMATE: CITY PORTION ONLY

S.A.P. 038-636-001 (CSAH 36) & 038-635-002 (CSAH 35) & CP 105-023-001 & BRIDGE L8088
2023 STREET & UTILITY IMPROVEMENTS

LAKE COUNTY, MINNESOTA

BMI PROJECT NO. 0U1.127370

BIDDER agrees to perform all of the work described in the CONTRACT DOCUMENTS for the following unit prices:

NOTE: BIDS shall include sales tax and all applicable taxes and fees.

BIDDER must fill in unit prices in numerals, make extension for each item, and total.

CY (LV) = Cubic Yards, Loose Volume

CY (CV) = Cubic Yards, Compacted Volume (Measured in Place)

CY (EV) = Cubic Yards, Excavated Volume (Measured in Place)

(P)=Planned Quantity Basis of Measurement

ITEM NO.	SPEC. ITEM NUMBER	ITEM DESCRIPTION	APPROX. QUANT.	UNIT	ENGINEER'S ESTIMATE	
					UNIT PRICE	AMOUNT
106	2504.603	16" WATERMAIN HDPE	1,007	LIN FT	\$150.00	\$151,050.00
107	2504.604	4" INSULATION	106	SQ YD	\$8.00	\$844.44
108	2504.608	DUCTILE IRON FITTINGS	2,581	POUND	\$22.00	\$56,782.00
109	2505.603	INSTALL GAS MAIN	770	LIN FT	\$56.00	\$43,120.00
110	2506.602	INSTALL CASTING - STORM	12	EACH	\$950.00	\$11,400.00
111	2506.602	ADJUST EXISTING MH W/NEW CSTG & ADJ RINGS	5	EACH	\$595.00	\$2,975.00
112	2506.602	ADJUST EXISTING CB W/NEW CSTG & ADJ RINGS	6	EACH	\$1,500.00	\$9,000.00
113	2506.602	ADJUST FRAME & RING CASTING	12	EACH	\$300.00	\$3,600.00
114	2506.602	CONCRETE COLLAR (VALVE BOX)	13	EACH	\$1,200.00	\$15,600.00
115	2506.602	CONCRETE COLLAR (MANHOLE)	28	EACH	\$1,200.00	\$33,600.00
116	2506.603	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL (R-1)	26.0	V LIN FT	\$660.00	\$17,186.40
117	2506.603	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	10.6	V LIN FT	\$875.00	\$9,231.25
118	2506.603	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	14.5	V LIN FT	\$1,000.00	\$14,500.00
119	2506.603	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4020	0.0	V LIN FT	\$1,100.00	\$0.00
120	2506.603	CONSTRUCT DRAINAGE STRUCTURE DESIGN 84-4020	8.4	V LIN FT	\$1,200.00	\$10,116.00
121	2511.507	RANDOM RIP RAP CLASS III	21	CU YD	\$160.00	\$3,296.00
122	2521.518	4" CONCRETE WALK	12,829	SQ FT	\$7.00	\$89,803.00
123	2521.518	6" CONCRETE WALK	545	SQ FT	\$10.00	\$5,450.00
124	2521.603	CONCRETE SILL DOWELED (ALTERNATE)	620	LIN FT	\$25.00	\$15,500.00
125	2521.618	6" CONCRETE PEDESTRIAN RAMP	1,739	SQ FT	\$13.00	\$22,607.00
126	2531.503	CONCRETE CURB & GUTTER DESIGN B424	197	LIN FT	\$24.00	\$4,728.00
127	2531.503	CONCRETE CURB & GUTTER DESIGN B624	3,535	LIN FT	\$27.00	\$95,445.00
128	2531.504	7" CONCRETE DRIVEWAY PAVEMENT	132	SQ YD	\$15.00	\$1,981.67
129	2531.504	8" CONCRETE DRIVEWAY PAVEMENT	0	SQ YD	\$20.00	\$0.00
130	2531.603	CONCRETE CURB DESIGN RIBBON	33	LIN FT	\$20.00	\$666.67
131	2531.618	TRUNCATED DOMES	259	SQ FT	\$55.00	\$14,245.00
132	2557.603	WIRE FENCE DESIGN SPECIAL VINYL COATED	0	LIN FT	\$170.00	\$0.00
133	2563.601	TRAFFIC CONTROL	0.5	LUMP SUM	\$75,000.00	\$37,500.00
134	2564.518	SIGN PANELS TYPE C	123	SQ FT	\$100.00	\$12,300.00
135	2564.602	INSTALL SIGN	18	EACH	\$125.00	\$2,250.00
136	2573.501	STABILIZED CONSTRUCTION EXIT	0.50	LUMP SUM	\$15,000.00	\$7,500.00
137	2573.501	EROSION CONTROL SUPERVISOR	0.20	LUMP SUM	\$22,000.00	\$4,400.00
138	2573.502	STORM DRAIN INLET PROTECTION	19	EACH	\$200.00	\$3,800.00
139	2573.503	SEDIMENT CONTROL LOG TYPE WOOD CHIP	785	LIN FT	\$15.00	\$11,775.00
140	2573.503	SEDIMENT CONTROL LOG TYPE ROCK	40	LIN FT	\$17.00	\$680.00
141	2573.503	SILT FENCE, TYPE MS	845	LIN FT	\$7.00	\$5,915.00

Engineer's Estimate

Page 4 of 5

ENGINEER'S ESTIMATE: CITY PORTION ONLY
Based on March 8, 2023 Total Project Engineer's Estimate

(No Contingency)	\$4,165,619.92
(10% Contingency)	\$4,582,181.90

ENGINEER'S ESTIMATE: CITY PORTION ONLY

S.A.P. 038-636-001 (CSAH 36) & 038-635-002 (CSAH 35) & CP 105-023-001 & BRIDGE L8088

2023 STREET & UTILITY IMPROVEMENTS

LAKE COUNTY, MINNESOTA

BMI PROJECT NO. 0U1.127370

BIDDER agrees to perform all of the work described in the CONTRACT DOCUMENTS for the following unit prices:

NOTE: BIDS shall include sales tax and all applicable taxes and fees.

BIDDER must fill in unit prices in numerals, make extension for each item, and total.

CY (LV) = Cubic Yards, Loose Volume

CY (CV) = Cubic Yards, Compacted Volume (Measured in Place)

CY (EV) = Cubic Yards, Excavated Volume (Measured in Place)

(P)=Planned Quantity Basis of Measurement

ITEM NO.	SPEC. ITEM NUMBER	ITEM DESCRIPTION	APPROX. QUANT.	UNIT	ENGINEER'S ESTIMATE	
					UNIT PRICE	AMOUNT
142	2573.603	TOE ROCK AND TREE ANCHORED TO SIDE SLOPE	493	LF	\$15.00	\$7,395.00
143	2575.504	ROLLED EROSION PREVENTION CATEGORY 20	3,465	SQ YD	\$3.75	\$12,994.58
144	2575.523	RAPID STABILIZATION METHOD 3	4.50	MGAL	\$1,650.00	\$7,425.00
145	2575.605	TURF ESTABLISHMENT(SEED,FERT.,MULCH,TOPSOIL,COMPOST)	0.74	ACRE	\$45,000.00	\$33,419.19
146	2575.618	WEED SUPPRESSANT MAT W/ NATIVE PLANTING LIVE STAKING	1,163	SQ YD	\$50.00	\$58,138.89
147	2575.623	WATER (IRRIGATION TURF ESTABLISHMENT)	50.0	MGAL	\$200.00	\$10,000.00
148	2582.503	6" SOLID LINE PAINT GROUND IN	20	LIN FT	\$4.75	\$95.00
149	2582.503	4" DOUBLE SOLID LINE PAINT GROUND IN	20	LIN FT	\$5.50	\$110.00
150	2582.603	CROSSWALK PAINT GROUND IN -6" SOLID PAINT	611	LIN FT	\$4.75	\$2,902.25

TOTAL BASE BID: \$ **\$4,102,176.98**

ADD ALTERNATE 1: LAKE COUNTY SWCD STORMWATER TREATMENT

151	2506.603	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 1	0.0	LIN FT	\$2,500.00	\$0.00
152	2506.603	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 2	0.0	LIN FT	\$2,800.00	\$0.00
153	2506.603	CONSTRUCT DRAINAGE STRUCTURE DESIGN DSBB 1	0	EACH	\$170,000.00	\$0.00
154	2506.603	CONSTRUCT DRAINAGE STRUCTURE DESIGN DSBB 2	0	EACH	\$170,000.00	\$0.00
155	2506.603	CONSTRUCT DRAINAGE STRUCTURE DESIGN SCICLONE	0	EACH	\$19,000.00	\$0.00

TOTAL BID ALTERNATE 1: \$ **\$0.00**

CITY OF TWO HARBORS PORTION OF STORM SEWER

LOCATED ON LAKE COUNTY SEGMENTS: \$ **\$63,442.94**

CITY OF TWO HARBORS PORTION OF PROJECT COST

TOTAL BASE BID + BID ALTERNATE 1 + STORM SEWER (NO CONTINGENCY): \$ **\$4,165,619.92**

10% CONTINGENCY: \$ **\$416,561.99**

CITY OF TWO HARBORS PORTION OF PROJECT COST

TOTAL BASE BID + BID ALTERNATE 1 + STORM SEWER (10% CONTINGENCY): \$ **\$4,582,181.90**

**EXHIBIT A - BASED ON APPROVED PLANS
CONSTRUCTION COST SUMMARY**

**COOPERATIVE CONSTRUCTION AGREEMENT
Lake County, Minnesota and City of Two Harbors, Minnesota**

Basis of Cost Engineer's Estimate dated March 8, 2023

DRAFT

LAKE COUNTY CONSTRUCTION COST PARTICIPATION SUMMARY

Segment				Amount
5TH STREET	CSAH 36	S.A.P.	038-636-001	\$ 1,551,292.93
4TH AVENUE	CSAH 35	S.A.P.	038-635-002	\$ 870,515.81
4TH AVENUE	CR 105	CP	105-023-001	\$ 492,237.26
City Avenues				\$ -
Subtotal - Base Bid				\$ 2,914,046.00
Add Alternate 1 - LAKE COUNTY SWCD STORMWATER TREATMENT				\$ 432,025.00
TOTAL - ESTIMATED LAKE COUNTY CONSTRUCTION COST PARTICIPATION				\$ 3,346,071.00

CITY OF TWO HARBORS CONSTRUCTION COST PARTICIPATION SUMMARY

Segment				Amount
5TH STREET	CSAH 36	S.A.P.	038-636-001	\$ 64,883.89
4TH AVENUE	CSAH 35	S.A.P.	038-635-002	\$ 4,903.34
4TH AVENUE	CR 105	CP	105-023-001	\$ -
City Avenues				\$ 4,512,394.67
Subtotal - Base Bid				\$ 4,582,181.90
Add Alternate 1 - LAKE COUNTY SWCD STORMWATER TREATMENT				\$ -
TOTAL - ESTIMATED CITY OF TWO HARBORS CONSTRUCTION COST PARTICIPATION				\$ 4,582,181.90

TOTAL ESTIMATED PROJECT CONSTRUCTION COST	\$ 7,928,252.91
--	------------------------

EXHIBIT B - BASED ON APPROVED PLANS
CONSTRUCTION LINE ITEMS

COOPERATIVE CONSTRUCTION AGREEMENT
Lake County, Minnesota and City of Two Harbors, Minnesota

ENGINEER'S ESTIMATE

S.A.P. 038-435-001 (CSAH 36) & 038-435-002 (CSAH 35) & CP 105-023-001 & BRIDGE L8018
2021 STREET & UTILITY IMPROVEMENTS
LAKE COUNTY, MINNESOTA
RMI PROJECT NO. 001.173730

99% ESTIMATE

DATE NOW 3/5/2023

NO ITEM NUMBER	SPEC. ITEM NUMBER	ITEM DESCRIPTION	QTY	UNIT	ENGINEER'S ESTIMATE				S.A.P. PARTICIPATING COSTS				S.A.P. PARTICIPATING COSTS				S.A.P. PARTICIPATING COSTS				TWO HARBORS 001.173730				
					ENGINEER'S ESTIMATE		S.A.P. PARTICIPATING COSTS		S.A.P. PARTICIPATING COSTS		S.A.P. PARTICIPATING COSTS		S.A.P. PARTICIPATING COSTS		S.A.P. PARTICIPATING COSTS		S.A.P. PARTICIPATING COSTS		S.A.P. PARTICIPATING COSTS		S.A.P. PARTICIPATING COSTS				
					UNIT PRICE	TOTAL	STREET	COST	STORM	COST	STREET	COST	STORM	COST	STREET	COST	STORM	COST	STREET	COST	STORM	COST	STREET	COST	STORM
BASE BID																									
1	2021-001	MOBILIZATION	1	LUMP SUM	\$504,725.44		0.21	\$106,097.28	0	\$2.00	8.18	\$20,363.27	0	\$2.00	6.11	\$15,527.61	0	\$2.00	6.59	\$22,238.25	0	\$2.00			
2	2015-002	CLEARING	37	EACH	\$203.00	\$7,511.00	8.00	\$2,408.00	0	\$2.00	13.00	\$3,900.00	0	\$2.00	10.00	\$3,000.00	0	\$2.00	26.00	\$7,800.00	0	\$2.00			
3	2015-002	GRUBBING	37	EACH	\$239.00	\$8,843.00	8.00	\$2,008.00	0	\$3.00	13.00	\$3,310.00	0	\$3.00	10.00	\$2,500.00	0	\$3.00	24.00	\$6,500.00	0	\$3.00			
4	2015-002	REMOVE BRUSH	13,000	BO FT	\$2.00	\$26,000.00	6.00	\$12,000.00	0	\$2.00	0.00	\$0.00	0	\$2.00	0.00	\$0.00	0	\$2.00	12,000.00	\$24,000.00	0	\$2.00			
5	2015-002	SALVAGE SOIL	37	EACH	\$39.00	\$1,453.00	6.00	\$234.00	0	\$2.00	6.00	\$12.00	0	\$2.00	3.00	\$75.00	0	\$2.00	12.00	\$480.00	0	\$2.00			
6	2015-002	REMOVE MANHOLE OR CATCH BASIN	7	EACH	\$400.00	\$2,800.00	2.00	\$800.00	0	\$6.00	0.00	\$0.00	0	\$6.00	0.00	\$0.00	0	\$6.00	0.00	\$0.00	5	\$2,000.00			
7	2015-002	REMOVE GATE VALVE & BOX	4	EACH	\$400.00	\$1,600.00	0.00	\$0.00	0	\$6.00	0.00	\$0.00	0	\$6.00	0.00	\$0.00	0	\$6.00	0.00	\$0.00	0	\$0.00			
8	2015-002	SALVAGE HYDRANT	4	EACH	\$1,150.00	\$4,600.00	0.00	\$0.00	0	\$6.00	0.00	\$0.00	0	\$6.00	0.00	\$0.00	0	\$6.00	0.00	\$0.00	0	\$0.00			
9	2015-002	REMOVE MANHOLE	14	EACH	\$150.00	\$2,100.00	0.00	\$0.00	0	\$6.00	4.00	\$24.00	0	\$6.00	3.00	\$18.00	0	\$6.00	8.00	\$480.00	0	\$6.00			
10	2015-002	SAVING BITUMINOUS PAVEMENT (FULL DEPTH)	631	LN FT	\$4.00	\$2,524.00	202.00	\$808.00	0	\$6.00	133.00	\$538.00	0	\$6.00	135.00	\$540.00	0	\$6.00	371.00	\$1,484.00	0	\$6.00			
11	2015-002	SAVING CONCRETE PAVEMENT (FULL DEPTH)	550	LN FT	\$6.00	\$3,300.00	33.00	\$198.00	0	\$6.00	163.00	\$978.00	0	\$6.00	121.00	\$726.00	0	\$6.00	213.00	\$1,278.00	0	\$6.00			
12	2015-002	REMOVE CURB & GUTTER	6,740	LN FT	\$1.50	\$10,110.00	1,814.00	\$2,721.00	0	\$2.00	144.00	\$288.00	0	\$2.00	103.00	\$206.00	0	\$2.00	1,990.00	\$2,985.00	0	\$2.00			
13	2015-002	REMOVE SEWER PIPE (STORM)	475	LN FT	\$38.00	\$18,130.00	237.00	\$9,066.00	0	\$3.00	0.00	\$0.00	0	\$3.00	0.00	\$0.00	0	\$3.00	0.00	\$0.00	236	\$8,988.00			
14	2015-002	REMOVE SEWER PIPE (SANITARY)	3,512	LN FT	\$12.00	\$42,144.00	0.00	\$0.00	0	\$3.00	0.00	\$0.00	0	\$3.00	0.00	\$0.00	0	\$3.00	3,512.00	\$42,144.00	0	\$3.00			
15	2015-002	REMOVE WATERMAIN	5,168	LN FT	\$11.00	\$56,848.00	0.00	\$0.00	0	\$4.00	0.00	\$0.00	0	\$4.00	0.00	\$0.00	0	\$4.00	5,168.00	\$56,848.00	0	\$4.00			
16	2015-002	REMOVE GUARDRAIL - PLATE BEAM	66	LN FT	\$15.00	\$990.00	0.00	\$0.00	0	\$2.00	0.00	\$0.00	0	\$2.00	0.00	\$0.00	0	\$2.00	66.00	\$990.00	0	\$2.00			
17	2015-002	REMOVE FENCE	72	LN FT	\$10.00	\$720.00	0.00	\$0.00	0	\$2.00	0.00	\$0.00	0	\$2.00	72.00	\$720.00	0	\$2.00	0.00	\$0.00	0	\$2.00			
18	2015-002	REMOVE RETAINING WALL	140	LN FT	\$20.00	\$2,800.00	31.00	\$620.00	0	\$2.00	0.00	\$0.00	0	\$2.00	0.00	\$0.00	0	\$2.00	97.00	\$1,940.00	0	\$2.00			
19	2015-002	REMOVE BITUMINOUS PAVEMENT	13,820	SQ YD	\$16.00	\$221,120.00	3,164.00	\$50,624.00	0	\$5.00	287.33	\$4,615.33	0	\$5.00	194.22	\$3,118.22	0	\$5.00	5,518.00	\$88,288.00	0	\$5.00			
20	2015-002	REMOVE CONCRETE WALK	5,379	SQ YD	\$19.00	\$102,201.00	1,320.00	\$25,080.00	0	\$6.00	141.44	\$848.64	0	\$6.00	78.83	\$1,516.78	0	\$6.00	2,144.11	\$40,738.22	0	\$6.00			
21	2015-002	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	3,410	GO FT	\$3.00	\$10,230.00	219.00	\$657.00	0	\$5.00	0.00	\$0.00	0	\$5.00	348.00	\$1,044.00	0	\$5.00	912.00	\$2,736.00	0	\$5.00			
22	2015-002	REMOVE GRAVEL DRIVEWAY	800	GO FT	\$1.00	\$800.00	0.00	\$0.00	0	\$5.00	0.00	\$0.00	0	\$5.00	0.00	\$0.00	0	\$5.00	800.00	\$800.00	0	\$5.00			
23	2015-002	REMOVE CONCRETE STOPS	481	GO FT	\$35.00	\$16,835.00	55.00	\$1,925.00	0	\$2.00	29.00	\$58.00	0	\$2.00	0.00	\$0.00	0	\$2.00	256.00	\$8,960.00	0	\$2.00			
24	2015-002	REMOVE CONCRETE DRIVEWAY PAVEMENT	163	GO YD	\$38.00	\$6,194.00	31.00	\$1,198.00	0	\$5.00	0.00	\$0.00	0	\$5.00	0.00	\$0.00	0	\$5.00	42.00	\$1,596.00	0	\$5.00			
25	2015-002	POT HOLE GAS UTILITY MANDREL	2	EACH	\$1,200.00	\$2,400.00	0.00	\$0.00	0	\$3.00	0.00	\$0.00	0	\$3.00	0.00	\$0.00	0	\$3.00	0.00	\$0.00	0	\$3.00			
26	2015-002	ROCK EXCAVATION	300	CU YD	\$19.00	\$5,700.00	0.00	\$0.00	0	\$2.00	0.00	\$0.00	0	\$2.00	0.00	\$0.00	0	\$2.00	0.00	\$0.00	0	\$2.00			
27	2015-002	HAIL & EXPOSE OF CONTAMINATED SOIL	270	TON	\$200.00	\$54,000.00	270.00	\$54,000.00	0	\$2.00	0.00	\$0.00	0	\$2.00	0.00	\$0.00	0	\$2.00	0.00	\$0.00	0	\$2.00			
28	2015-002	REMOVE CONCRETE PAVEMENT	714	GO YD	\$30.00	\$21,420.00	0.00	\$0.00	0	\$6.00	528.00	\$15,840.00	0	\$6.00	115.00	\$3,450.00	0	\$6.00	0.00	\$0.00	0	\$6.00			
29	2015-002	SELECT GRANULAR EMBANKMENT (CV)	5,800	CU YD	\$16.00	\$92,800.00	1,514.37	\$24,230.32	0	\$5.00	117.56	\$1,868.40	0	\$5.00	74.67	\$1,190.40	0	\$5.00	2,654.19	\$42,466.72	0	\$5.00			
30	2015-002	COMMON EXCAVATION (CV) (P)	18,851	CU YD	\$27.00	\$509,273.00	4,684.00	\$126,228.00	0	\$5.00	451.60	\$12,591.00	0	\$5.00	254.00	\$6,860.00	0	\$5.00	7,937.00	\$213,739.00	0	\$5.00			
31	2015-002	COMMON EXCAVATION (CV) (P)	450	CU YD	\$4.00	\$1,800.00	130.00	\$520.00	0	\$2.00	50.00	\$100.00	0	\$2.00	20.00	\$40.00	0	\$2.00	492.00	\$1,968.00	0	\$2.00			
32	2015-002	SUBGRADE EXCAVATION (CV)	871	CU YD	\$17.00	\$14,807.00	220.00	\$3,740.00	0	\$5.00	171.60	\$858.00	0	\$5.00	118.00	\$590.00	0	\$5.00	3,550.00	\$59,900.00	0	\$5.00			
33	2015-002	DEWATERING (BARGE)	1	LUMP SUM	\$15,000.00	\$15,000.00	0.00	\$0.00	0	\$5.00	1.00	\$5.00	0	\$5.00	0.00	\$0.00	0	\$5.00	0.00	\$0.00	0	\$5.00			
34	2015-002	DEWATERING	1	LUMP SUM	\$20,000.00	\$20,000.00	0.00	\$0.00	0	\$5.00	0.00	\$0.00	0	\$5.00	0.00	\$0.00	0	\$5.00	0.00	\$0.00	0	\$5.00			
35	2015-002	GEOTEKX FIBER TYPE B	17,400	GO YD	\$3.00	\$52,200.00	4,543.11	\$13,629.33	0	\$5.00	342.87	\$1,714.35	0	\$5.00	237.22	\$1,186.10	0	\$5.00	7,092.56	\$21,277.67	0	\$5.00			
36	2015-002	AGGREGATE SURFACING (CV) CLASS 5	43	CU YD	\$15.00	\$645.00	0.00	\$0.00	0	\$5.00	0.00	\$0.00	0	\$5.00	0.00	\$0.00	0	\$5.00	23.74	\$356.10	0	\$5.00			
37	2015-002	STREET SWEEPER (WITH PICKUP BROOM)	30	HOUR	\$200.00	\$6,000.00	3.00	\$600.00	0	\$5.00	10.00	\$50.00	0	\$5.00	5.00	\$25.00	0	\$5.00	15.00	\$750.00	0	\$5.00			
38	2015-002	ROAD CLOSURE	21	HOUR	\$200.00	\$4,200.00	3.00	\$600.00	0	\$5.00	10.00	\$50.00	0	\$5.00	5.00	\$25.00	0	\$5.00	15.00	\$750.00	0	\$5.00			
39	2015-002	AGGREGATE BASE (CV) CLASS 5	5,817	CU YD	\$15.00	\$87,255.00	1,642.33	\$24,634.95	0	\$5.00	122.56	\$612.80	0	\$5.00	63.72	\$318.60	0	\$5.00	2,168.17	\$32,522.53	0	\$5.00			
40	2015-002	BITUMINOUS MATERIAL FOR TACK COAT	570	GALLON	\$3.00	\$1,710.00	213.42	\$640.26	0	\$5.00	18.35	\$91.75	0	\$5.00	13.15	\$65.75	0	\$5.00	355.18	\$1,065.54	0	\$5.00			
41	2015-002	TYPE SP 8.5 WEARING COURSE MK (S) (C)	2,100	TON	\$18.00	\$37,800.00	709.29	\$12,767.22	0	\$5.00	51.11	\$920.28	0	\$5.00	30.67	\$552.06	0	\$5.00	1,188.34	\$21,388.14	0	\$5.00			
42	2015-002	TYPE SP 12.5 NON WEARING COURSE MK (S) (C)	1,314	TON	\$30.00	\$39,420.00	418.80	\$12,564.00	0	\$5.00	341.48	\$10,244.40	0	\$5.00	237.81	\$7,134.30	0	\$5.00	715.53	\$21,465.90	0	\$5.00			
43	2015-002	TYPE SP 8.5 WEARING COURSE MK (S) (C) (DRIVEWAY)	335	GO YD	\$10.00	\$3,350.00	219.11	\$2,191.10	0	\$2.00	24.44	\$48.88	0	\$2.00	26.11	\$52.22	0	\$2.00	105.33	\$1,053.33	0	\$2.00			
44	2015-002	STRUCTURE EXCAVATION	1	LUMP SUM	\$10,000.00	\$10,000.00	0.00	\$0.00	0	\$5.00	0.00	\$0.00	0	\$5.00	0.00	\$0.00	0	\$5.00	0.00	\$0.00	0	\$5.00			
45	2015-002	MODULAR BLOCK RETAINING WALL	31	GO FT	\$100.00	\$3,100.00	6.00	\$600.00	0	\$2.00	0.00	\$0.00	0	\$2.00	0.00	\$0.00	0	\$2.00	518.00	\$51,800.00	0	\$2.00			
46	2015-002	CONCRETE STEP DESIGN SPECIAL	432	GO FT	\$10.00	\$4,320.00	0.00	\$0.00	0	\$5.00	20.00	\$100.00	0	\$5.00	0.00	\$0.00	0	\$5.00	333.00	\$3,330.00	0	\$5.00			
47	2015-002	14X7 PRECAST CONCRETE BOX CULVERT END SECTION	1	EACH	\$30,000.00	\$30,000.00	1.00	\$30,000.00	0	\$5.00	0.00	\$0.00	0	\$5.00	0.00	\$0.00	0	\$5.00	0.00	\$0.00	0	\$5.00			
48	2015-002	14X7 PRECAST CONCRETE BOX CULVERT	76	LN FT	\$4,500.00	\$342,000.00	76.00	\$342,000.00	0	\$5.00	0.00	\$0.00	0	\$5.00	0.00	\$0.00	0	\$5.00	0.00	\$0.00	0	\$5.00			
49	2015-002	REMOVE EXISTING BRIDGE	1	LUMP SUM	\$17,500.00	\$17,500.00	1.00	\$17,500.00	0	\$5.00	0.00	\$0.00	0	\$5.00	0.00	\$0.00	0	\$5.00	0.00	\$0.00	0	\$5.00			
50	2015-002	CORNER AGGREGATE BEDDING (CV)	130	CU YD	\$																				
51	2015-002	PIPE RAILING	130	LN FT	\$19.00	\$2,470.00	130.00	\$																	

Lake County, Minnesota and City of Two Harbors, Minnesota

DATE NOW 3/5/2023

Page 2 of 3

Lake County, Minnesota and City of Two Harbors, Minnesota

DATE NOW 3/5/2023

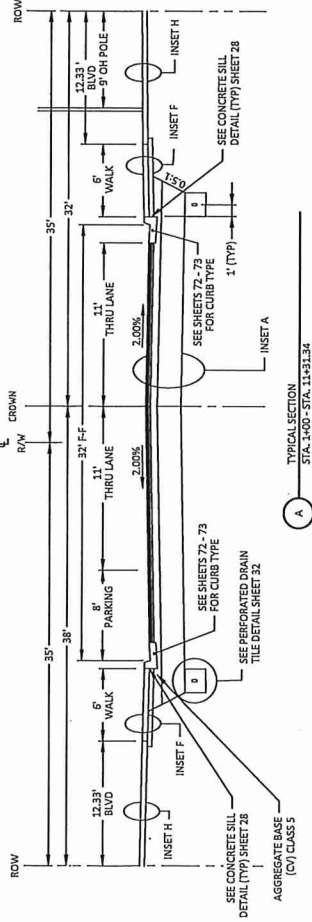
ENGINEER'S ESTIMATE

ENGINEERING ESTIMATE
S.A.P. 038-436-001 (CSAH 36) & 038-435-002 (CSAH 35) & CP 105-023-001 & BRIDGE LEON
2023 STREET & UTILITY IMPROVEMENTS
LAKE COUNTY, MINNESOTA
BIM PROJECT NO. 0U1.127370

99% ESTIMATE

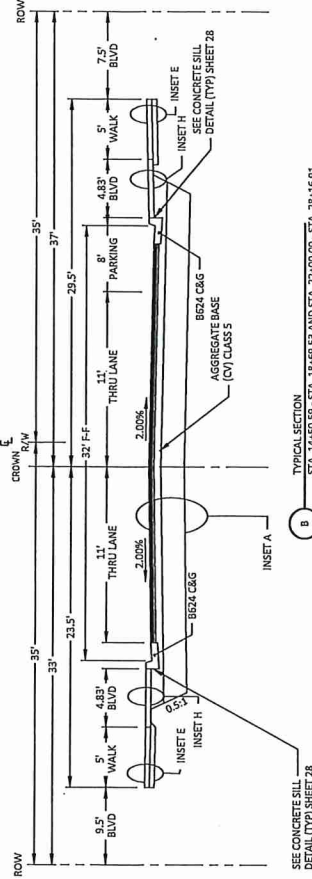
[illegible]

CSAH 36 (5TH STREET)
4TH AVENUE TO 7TH AVENUE



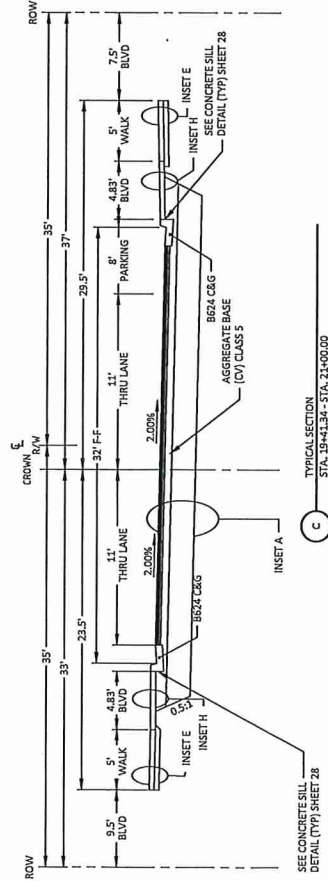
TYPICAL SECTION
STA. 1+40.00 - STA. 11+31.34

CSAH 35/CR 105 (4TH AVENUE)



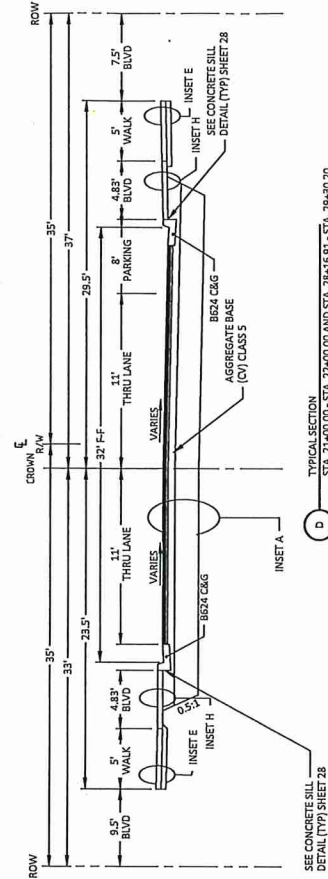
TYPICAL SECTION
STA. 14+50.39 - STA. 18+49.53 AND STA. 22+00.00 - STA. 28+16.91

CSAH 35 (4TH AVENUE)



TYPICAL SECTION
STA. 19+41.34 - STA. 21+00.00

CSAH 35/CR 105 (4TH AVENUE)



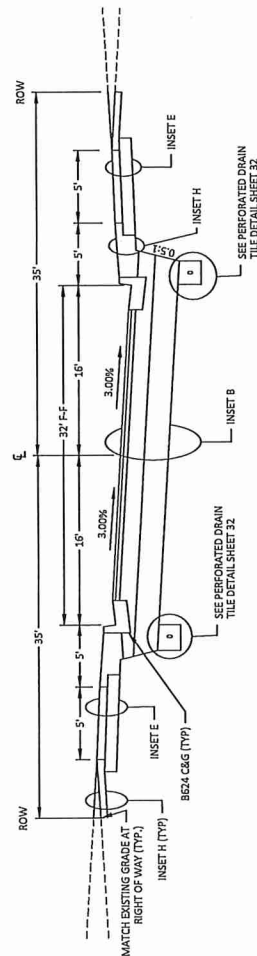
TYPICAL SECTION
STA. 21+00.00 - STA. 22+00.00 AND STA. 28+16.91 - STA. 29+30.20

NOTE:
1. SEE SHEET 27 FOR INSETS
2. SECTIONS NOT TO SCALE

<p>BOLTON & MENK</p> <p>4980 MILLER TRUNK HIGHWAY, SUITE 350 MINNETONKA, MN 55345 Phone: (763) 729-5939 Email: info@boltonmenk.com www.boltonmenk.com</p>			
<p>LAKE COUNTY</p> <p>2023 STREET & UTILITY IMPROVEMENTS SAP 038-655-001 & SAP 038-655-002 & CP 105-023-001</p>			
DATE	02/07/2023	SHEET	24
BY	ALN	OF	126
CHECKED	ALN		
APPROVED	ALN		
TYPICAL SECTIONS			

5TH AVENUE

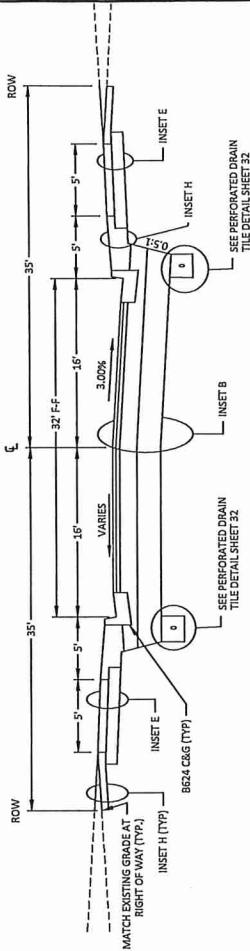
WATERFRONT DRIVE TO 5TH STREET



TYPICAL SECTION
STA. 21+15.44 - STA. 21+59.77
(SEE SHEET 77)

5TH AVENUE

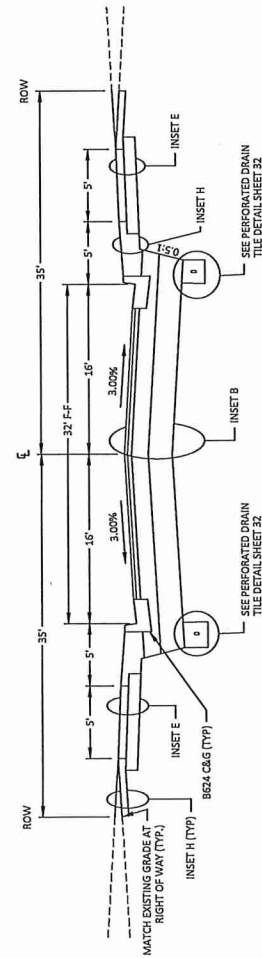
WATERFRONT DRIVE TO 5TH STREET



TYPICAL SECTION
STA. 21+59.77 - STA. 22+69.77
(SEE SHEET 77)

5TH AVENUE

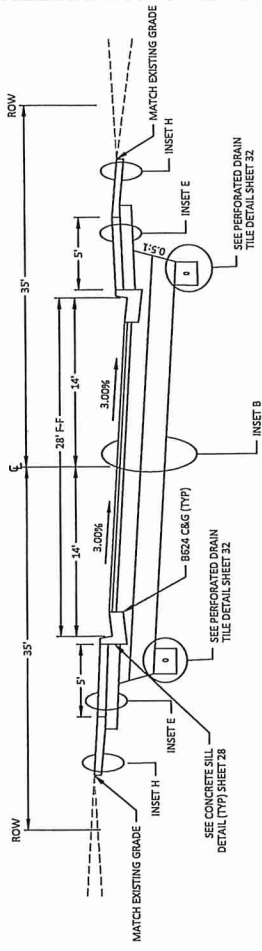
WATERFRONT DRIVE TO 5TH STREET



TYPICAL SECTION
STA. 22+59.77 - STA. 25+55.85
(SEE SHEET 77)

6TH AVENUE

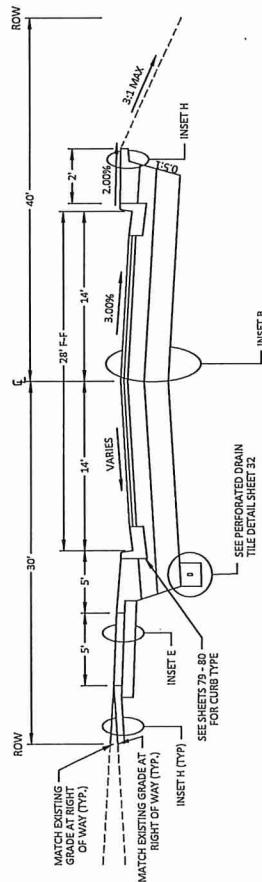
7TH STREET TO WATERFRONT DRIVE



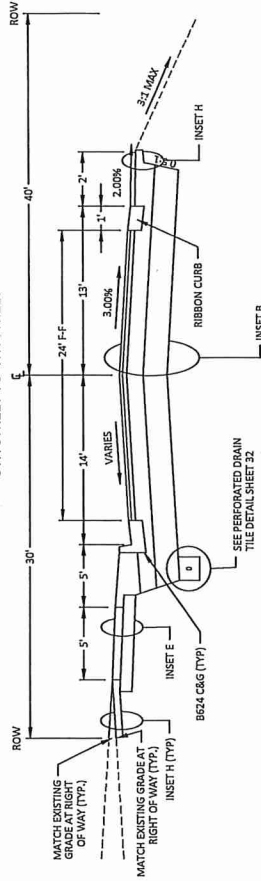
TYPICAL SECTION
STA. 31+28.72 - STA. 31+52.83, STA. 32+22.85 - STA. 36+49.56
(SEE SHEET 78)

NOTE:
1. SEE SHEET 27 FOR INSETS
2. SECTIONS NOT TO SCALE

BOLTON & MENK 4908 MILLER TRAIL, SUITE 200 DULUTH, MINNESOTA 55811 Phone: (218) 729-5939 Fax: (218) 729-5938 Email: info@bolton-menk.com www.bolton-menk.com		DATE: 02/03/2023 DRAWN BY: JMK CHECKED BY: JMK SCALE: AS SHOWN	PROJECT: 2023 STREET & UTILITY IMPROVEMENTS SAP 038-635-001 & SAP 038-635-002 & CP 105-029-001	SHEET 25 OF 126
LAKE COUNTY, MINNESOTA TYPICAL SECTIONS		031.172.970		





1
TYPICAL SECTION
STA. 36+90.19 - STA. 40+90.09, STA. 44+60.00 - STA. 45+61.88
(SEE SHEET 79)



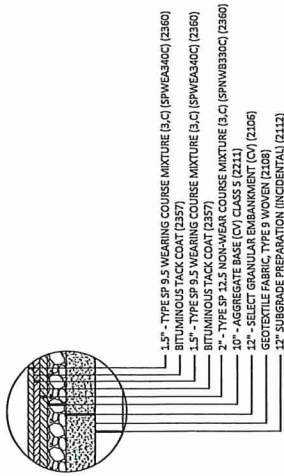
TYPICAL SECTION
STA. 41+60.09 - STA. 44+60.00
(SEE SHEET 80)

NOTE:

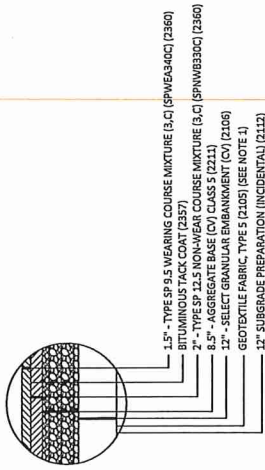
1. SEE SHEET 27 FOR INSETS
2. SECTIONS NOT TO SCALE

I HEREBY CERTIFY THAT THE PLAN, SPECIFICATIONS AND NOTES HAVE BEEN PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND TO THE BEST OF MY KNOWLEDGE AND BELIEF THEY COMPLY WITH ALL CITY ORDINANCES AND REQUIREMENTS FOR PROFESSIONAL ENGINEERING UNDER THE LAWS OF THE STATE OF MINNESOTA.											
<i>[Signature]</i>						02/02/2023					
JASON L. WAX Professional Engineer No. 58712											
<div style="text-align: center;">  <h1>BOLTON & MENK</h1> <p>4950 MILLER TRUNK HIGHWAY, SUITE 350 DULUTH, MINNESOTA 55811 Phone: (218) 729-5939 Email: DMB@boltonmenk.com www.boltonmenk.com</p> </div> <div style="text-align: right;">  LAKE COUNTY MINNESOTA </div>											
DATE		BY		CHECKED BY		DATE		BY		CHECKED BY	
				CS/JAN		02/02/23		BID		02/02/23	
				JANUARY							
				DESIGN							
				CALCULATE							
				SCALE							
				DRAWN BY							
				DATE							
				PROJECT NO.							
				SHEET NO.							
				TYPICAL SECTIONS							
				LAKE COUNTY, MINNESOTA							
				2023 STREET & UTILITY IMPROVEMENTS							
				SAP 039-636-001 & CP 105-023-001							
				126							

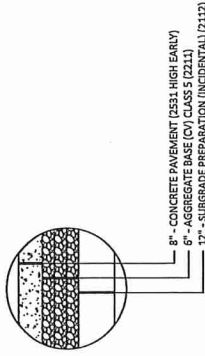
INSET A - BITUMINOUS PAVEMENT (COUNTY ROAD)



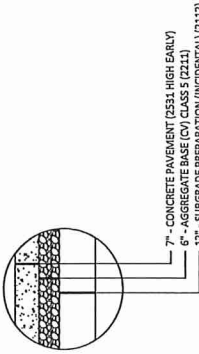
INSET B - BITUMINOUS PAVEMENT (CITY STREETS)



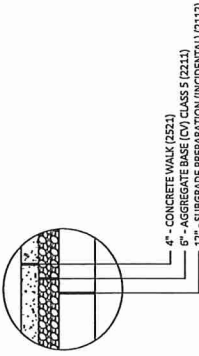
INSET C - CONCRETE PAVEMENT (ALLEYS/COMMERCIAL DRIVEWAYS)



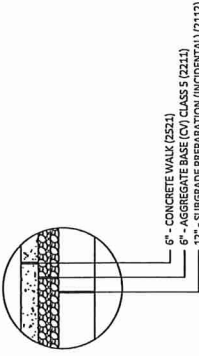
INSET D - CONCRETE PAVEMENT (RESIDENTIAL DRIVEWAYS)



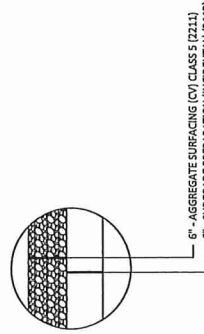
INSET E - 4" CONCRETE WALK



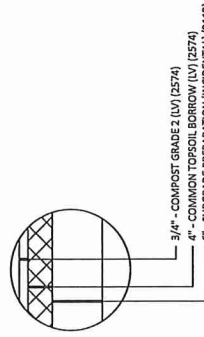
INSET F - 6" CONCRETE WALK

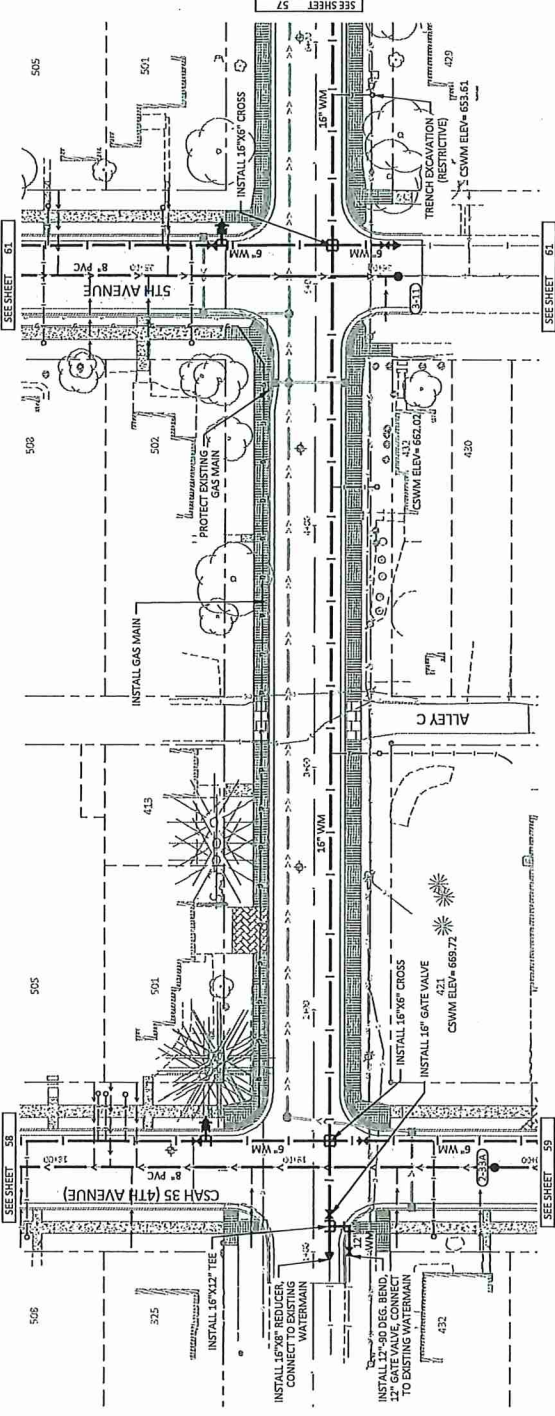


INSET G - GRAVEL DRIVEWAY



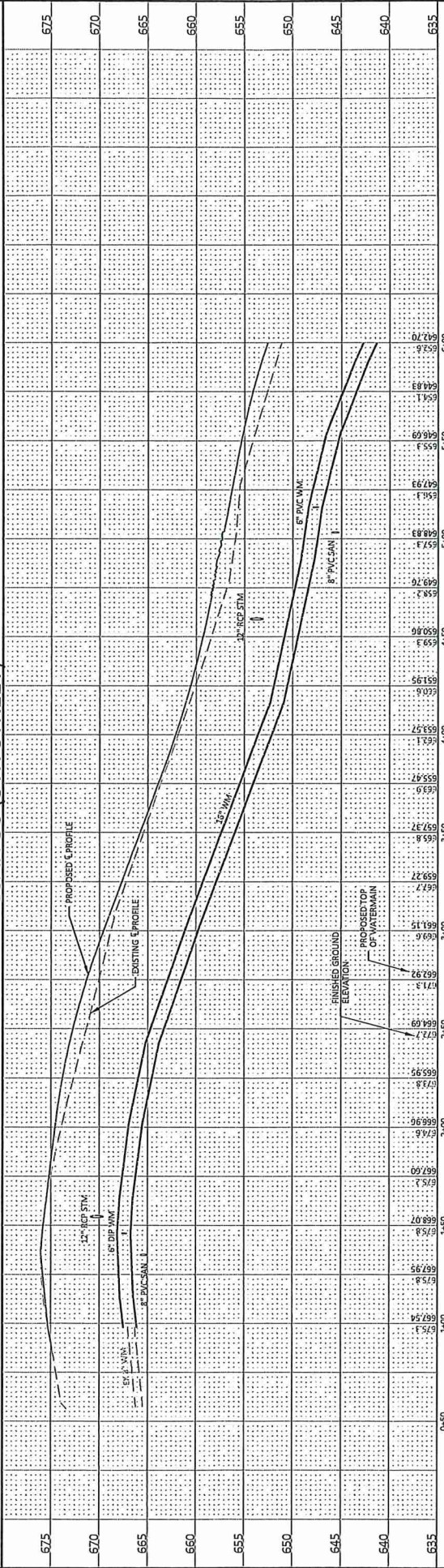
INSET H - TURF RESTORATION AREAS





- NOTE:
- SEE SHEET 60 FOR THE EXISTING CITY WATERMAIN NETWORK. CONTRACTOR MAY USE FOR CREATING TEMPORARY WATER PLAN.
 - SEE SHEET 9 FOR THE EXISTING CITY SANITARY SEWER NETWORK. CONTRACTOR MAY USE FOR CREATING 6TH AVENUE BYPASS PUMPING PLAN.
 - WATERMAIN SHALL HAVE 7.5' MIN COVER UNLESS OTHERWISE NOTED.
 - ALL WATER SERVICES ARE 3" COPPER PIPE UNLESS OTHERWISE NOTED.
 - ALL SANITARY SERVICES ARE 8" PVC PIPE UNLESS OTHERWISE NOTED.
 - FIELD VERIFY SANITARY AND WATER SERVICE LOCATIONS.
 - CONTRACTOR SHALL SALVAGE AND DELIVER EXISTING HYDRANTS TO THE CITY OF TWO HARBORS PUBLIC WORKS.
 - CONTRACTOR TO EXCAVATE A DEEP TRENCH FOR GAS MAIN INSTALLATION. CITY TO FURNISH GAS MAIN PIPE & MATERIALS. CONTRACTOR TO INSTALL GAS MAIN AS DIRECTED BY THE ENGINEER.

CSAH 36 (5TH STREET)



4950 MILLER TRUNK HIGHWAY, SUITE 300
DUBLIN, OHIO 43017
Phone: (614) 724-3399
Email: BMM@bolton-menk.com
www.bolton-menk.com

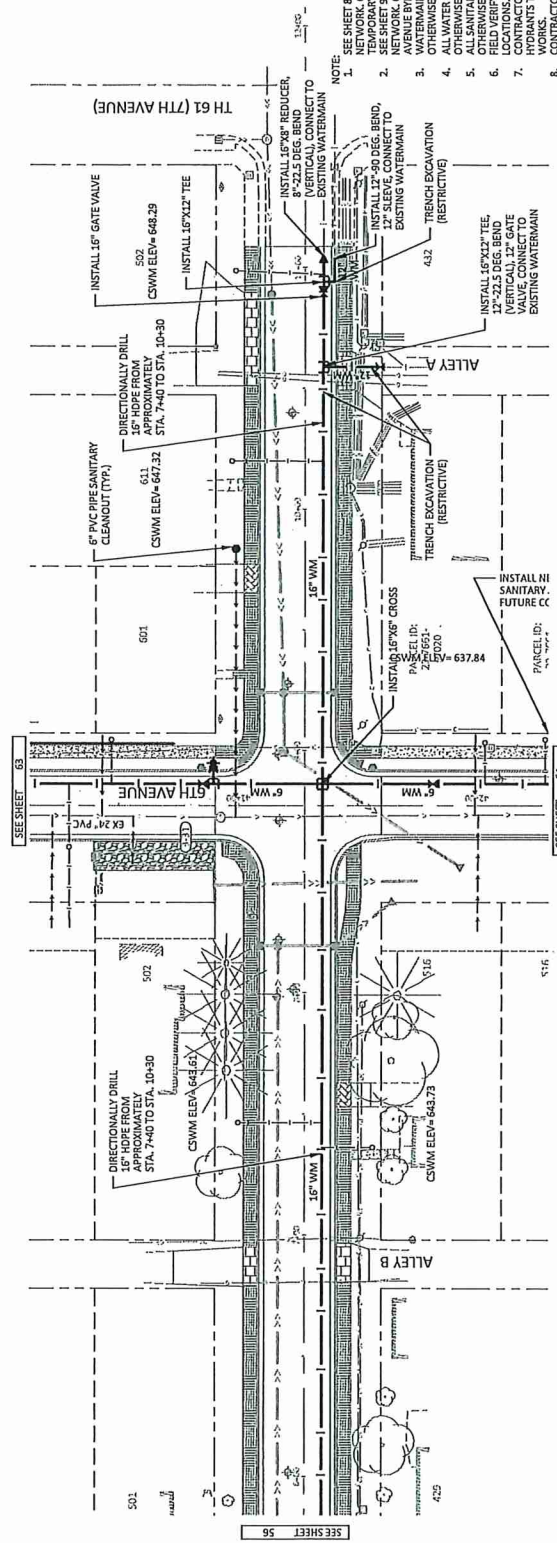
LAKE COUNTY, MINNESOTA
2023 STREET & UTILITY IMPROVEMENTS
SAP 038-635-001 & SAP 038-635-002 & CP 005-029-001
SANITARY & WATER PLAN & PROFILE - CSAH 36 (5TH STREET)

DATE: 02/03/2023

BY: *[Signature]*

SCALE: 1" = 10' HORIZ. 1" = 5' VERT.

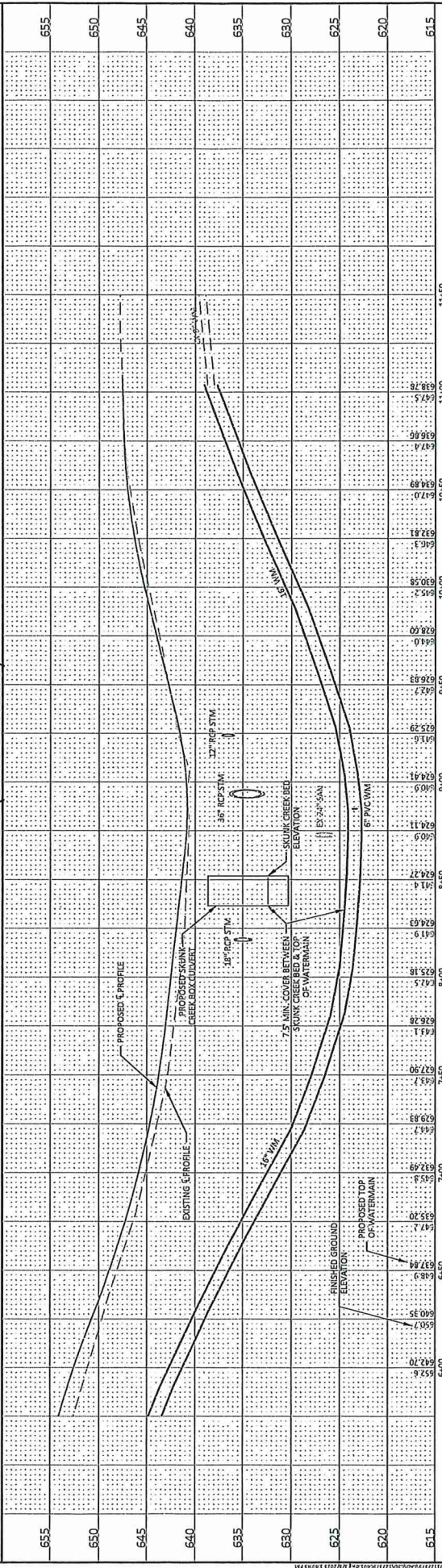
SHEET 56 OF 126

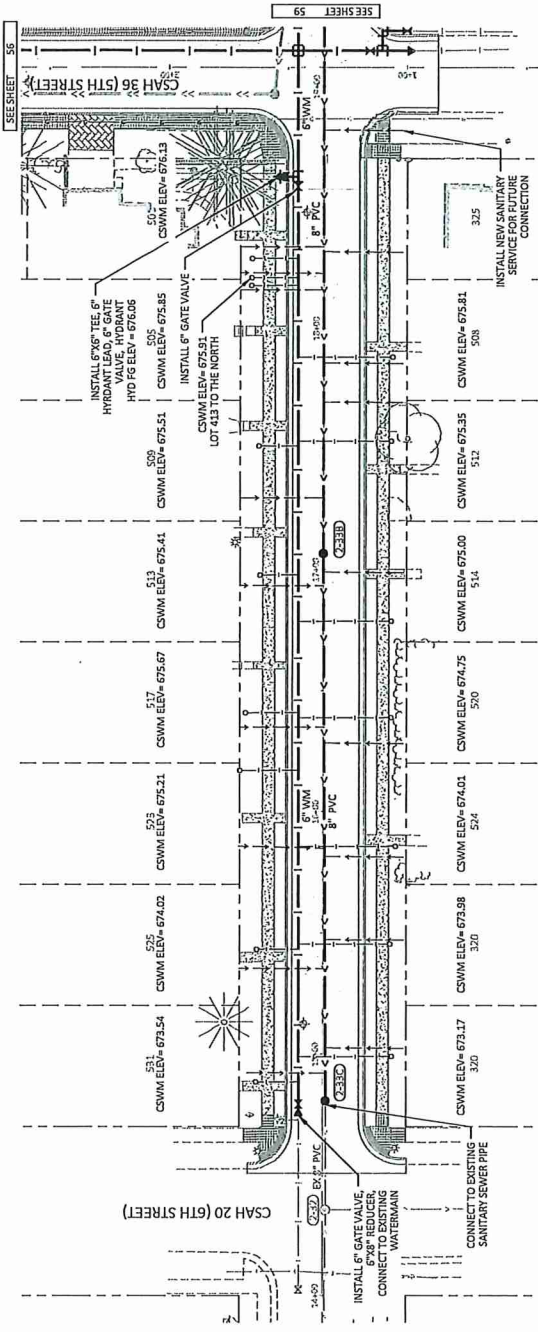


NOTE:

1. SEE SHEET 8 FOR THE EXISTING CITY WATERMAIN NETWORK. CONTRACTOR MAY USE FOR CREATING NEW SERVICE LINES.
2. SEE SHEET 9 FOR THE EXISTING CITY SANITARY SEWER NETWORK. CONTRACTOR MAY USE FOR CREATING 6TH AVENUE BRP&S PUMPING PLANT.
3. WATERMAIN SHALL HAVE 7.5" MINOR COVER UNLESS ALL WATER SERVICES ARE 2" COPPER PIPE OR LESS OTHERWISE NOTED.
4. ALL SANITARY SERVICES ARE 6" PVC PIPE UNLESS OTHERWISE NOTED.
5. ALL DRAINAGE SERVICES ARE 12" VENTILATED CAST-IRON PIPE UNLESS OTHERWISE NOTED.
6. CONTRACTOR SHALL SALVAGE AND DELIVER EXISTING HYDRAULICALLY SOUND 10" AND 12" DIAMETER HYDRANTS TO THE CITY OF TWO HARBOUR PUBLIC WORKS.
7. CONTRACTOR TO DIG UP & DEEP THOUGH FOR GAS MAINS, WATER MAINS, FURNACE GAS MAINS & PE MATERIALS. CONTRACTOR TO INSTALL GAS MAIN AS DIRECTED BY THE ENGINEER.

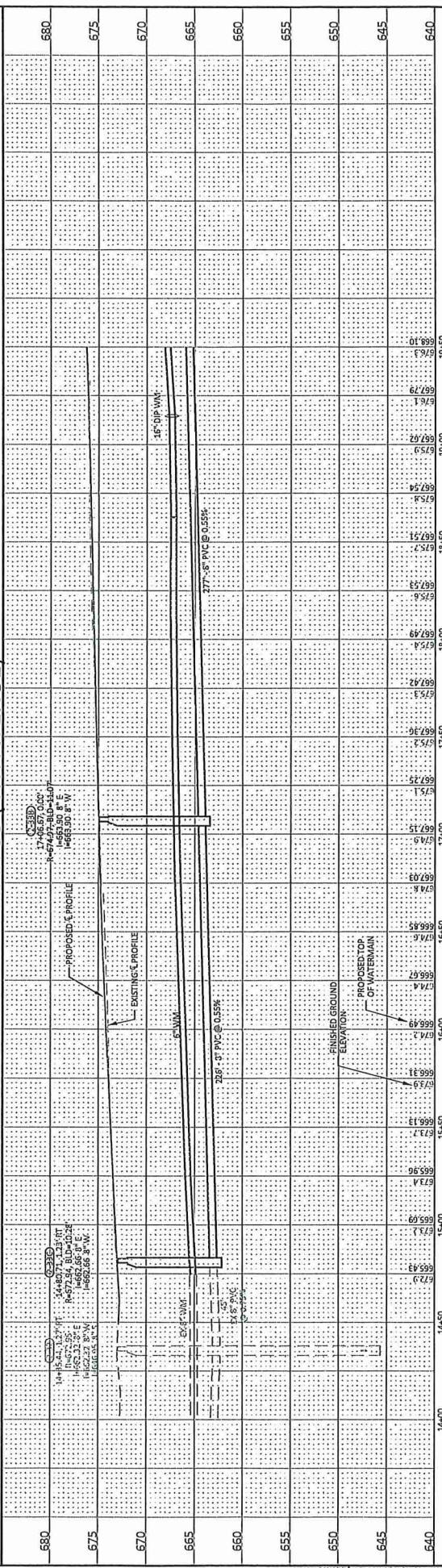
CSAH 36 (5TH STREET)

[illegible]

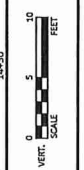


- NOTE:
- SEE SHEET 8 FOR THE EXISTING CITY WATERMAIN AND SANITARY MAIN USE FOR CREATING TEMPORARY WATER PLAN.
 - SEE SHEET 9 FOR THE EXISTING CITY SANITARY SEWER NETWORK. CONTRACTOR MAY USE FOR CREATING 6TH AVENUE SANITARY MAIN AND WATERMAIN.
 - WATERMAIN SHALL HAVE 1.5' MIN COVER UNLESS OTHERWISE NOTED.
 - ALL WATER SERVICES ARE 3" COPPER PIPE UNLESS OTHERWISE NOTED.
 - OTHERWISE NOTED.
 - FIELD VERIFY SANITARY AND WATER SERVICE LOCATIONS.
 - CONTRACTOR SHALL SALVAGE AND DELIVER EXISTING HYDRANTS TO THE CITY OF TWO HARBORS PUBLIC WORKS.
 - CONTRACTOR TO EXCAVATE 4' DEEP TRENCH FOR GAS MAIN AND 6" GAS MAIN. CONTRACTOR TO INSTALL GAS MAIN AS DIRECTED BY THE ENGINEER.

CSAH 35 (4TH AVENUE)



STATION	680	675	670	665	660	655	650	645	640
14+00	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
14+10	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
14+20	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
14+30	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
14+40	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
14+50	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
14+60	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
14+70	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
14+80	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
14+90	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
15+00	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
15+10	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
15+20	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
15+30	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
15+40	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
15+50	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
15+60	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
15+70	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
15+80	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
15+90	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
16+00	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
16+10	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
16+20	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
16+30	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
16+40	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
16+50	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
16+60	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
16+70	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
16+80	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
16+90	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
17+00	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
17+10	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
17+20	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
17+30	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
17+40	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
17+50	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
17+60	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
17+70	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
17+80	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
17+90	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
18+00	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
18+10	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
18+20	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
18+30	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
18+40	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
18+50	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
18+60	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
18+70	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
18+80	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
18+90	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
19+00	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
19+10	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
19+20	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
19+30	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
19+40	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54
19+50	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54	673.54

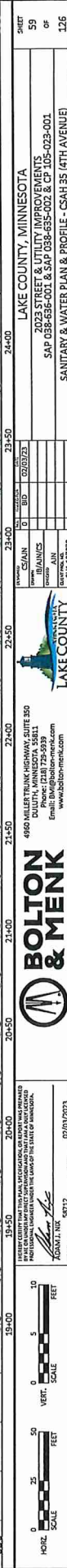


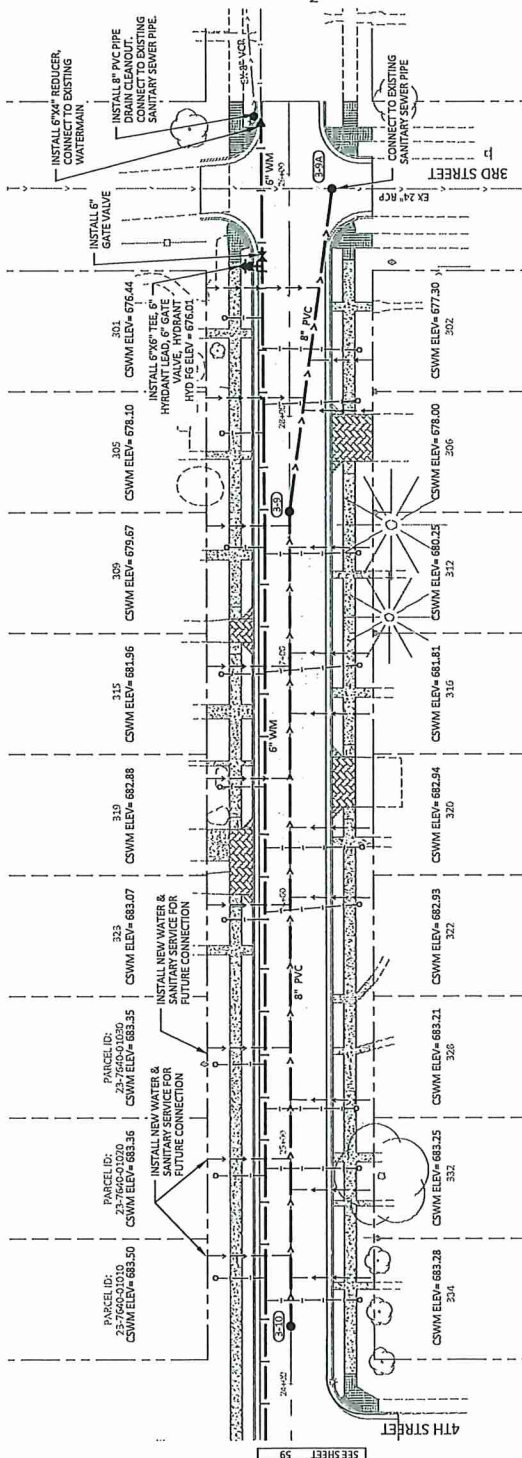
DATE: 03/07/2023
 DRAWN BY: [Signature]
 CHECKED BY: [Signature]
 PROJECT: 2023 STREET & UTILITY IMPROVEMENTS
 SHEET 58 OF 126

LAKE COUNTY, MINNESOTA
 2023 STREET & UTILITY IMPROVEMENTS
 SAP 036-636-002 & SAP 036-636-002 & CP 105-023-001
 SANITARY & WATER PLAN & PROFILE - CSAH 35 (4TH AVENUE)



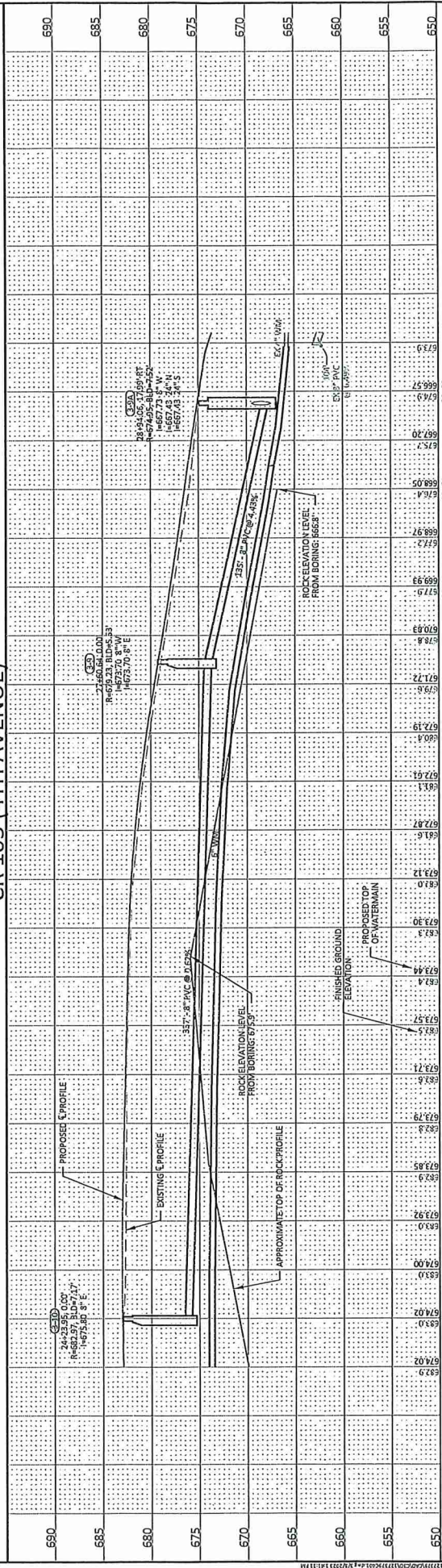
1. SEE SHEET # FOR THE EXISTING CITY WATERMAIN NETWORK. CONTRACTOR MAY USE FOR CREATING TEMPORARY WATER PLAN.
2. ALL NEW 12" AND 18" DIAMETER CITY SANITARY SERVICES SHALL BE INSTALLED USING CITY FOR CREATING 6TH AVE. BYPASS PUMPING PLAN.
3. WATERMAIN SHALL HAVE 7.5' MIN COVER UNLESS OTHERWISE NOTED.
4. ALL 12" AND 18" DIAMETER CITY SANITARY SERVICES SHALL BE 8" COPPER PIPE UNLESS OTHERWISE NOTED.
5. ALL SANITARY SERVICES ARE 6" PVC PIPE UNLESS OTHERWISE NOTED.
6. FIELD VERIFY SANITARY AND WATER SERVICE LOCATIONS.
7. CONTRACTOR SHALL SALVAGE AND DELIVER EXISTING EXPOSURE TO THE CITY OF TWO HARDSHIP PUBLIC WORKS.
8. CONTRACTOR TO EXCAVATE 4' DEEP TRENCH FOR GAS MAIN INSTALLATION. CITY TO FURNISH GAS MAIN PIPE AND GAS VALVE. CONTRACTOR TO INSTALL GAS MAIN AS DIRECTED BY THE ENGINEER.





- NOTE:
- SEE SHEET 1 FOR THE EXISTING CITY WATERMAIN NETWORK. CONTRACTOR MAY USE FOR CREATING TEMPORARY WATER PLAN.
 - SEE SHEET 9 FOR THE EXISTING CITY SANITARY SEWER NETWORK. CONTRACTOR MAY USE FOR CREATING 6TH AVENUE BYPASS PUMPING PLAN.
 - WATERMAIN SHALL HAVE 7.5 MIN COVER UNLESS OTHERWISE NOTED.
 - ALL WATER SERVICES ARE 2" COPPER PIPE UNLESS OTHERWISE NOTED.
 - ALL SANITARY SERVICES ARE 6" PVC PIPE UNLESS OTHERWISE NOTED.
 - CONTRACTOR SHALL SALVAGE AND DELIVER EXISTING HYDRANTS TO THE CITY OF TWO HARBORS PUBLIC WORKS.
 - CONTRACTOR TO EXCAVATE A DEEP TRENCH FOR GAS MAIN INSTALLATION. CITY TO FURNISH GAS MAIN PIPE & MATERIALS. CONTRACTOR TO INSTALL GAS MAIN AS DIRECTED BY THE ENGINEER.

CR 105 (4TH AVENUE)



BOLTON & MENK

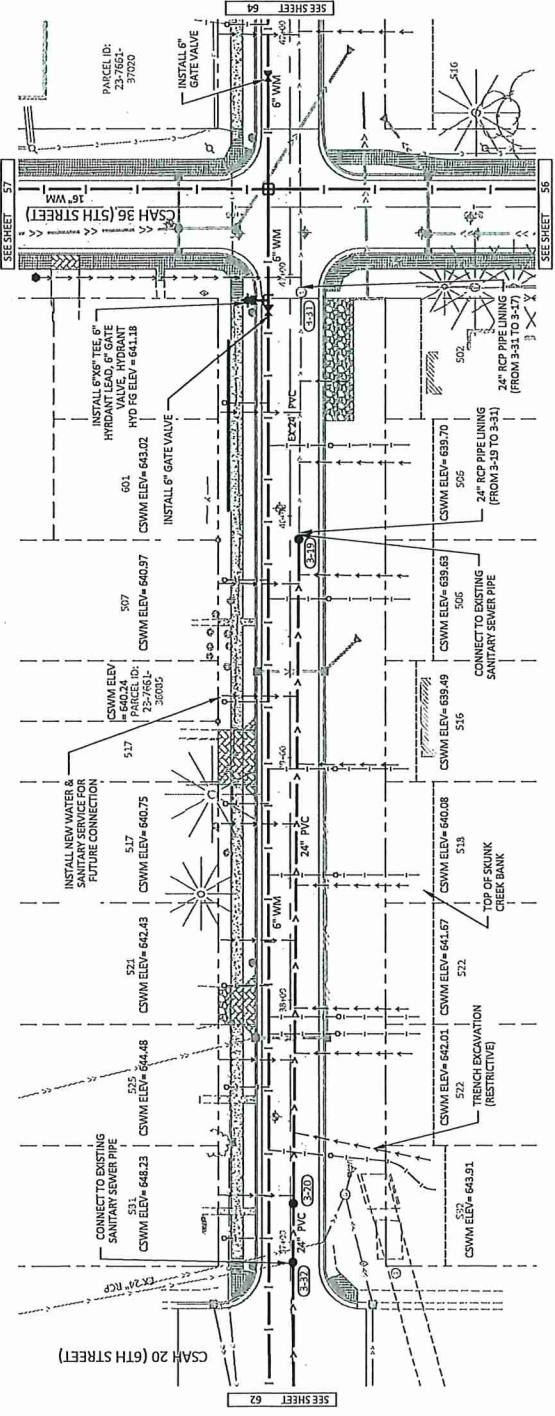
4800 MILLER TRUNK HIGHWAY, SUITE 300
DULUTH, MINNESOTA 55811
Email: B&M@bolton-menk.com
www.bolton-menk.com

DATE: 02/03/2023
DRAWN BY: [Signature]
CHECKED BY: [Signature]

LAKE COUNTY, MINNESOTA

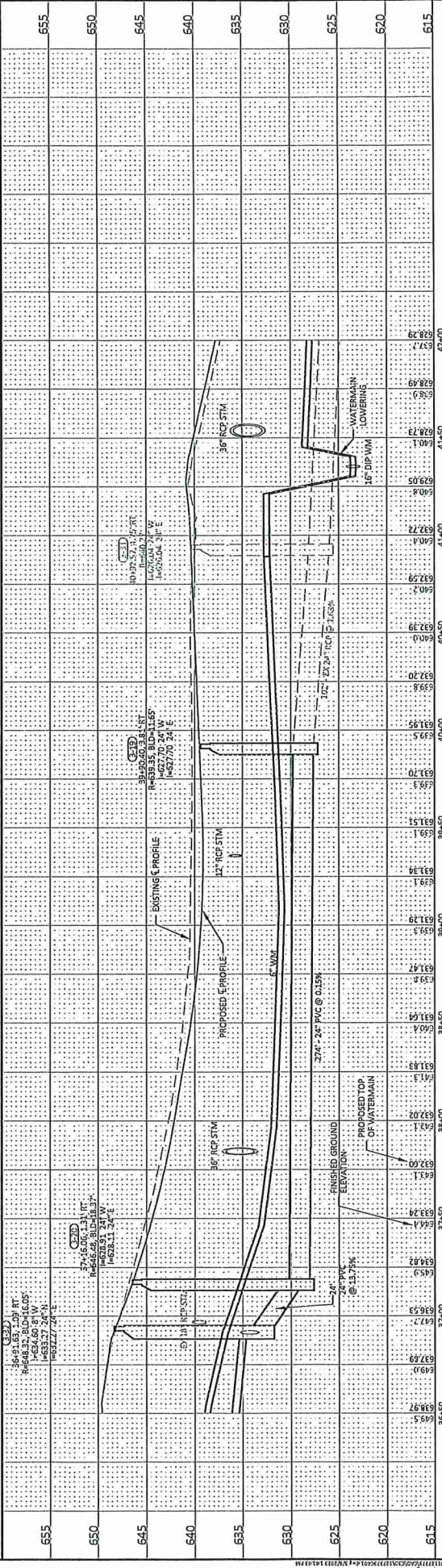
2023 STREET & UTILITY IMPROVEMENTS
SAP 038-635-001 & SAP 038-635-002 & CP 105-023-001
SANITARY & WATER PLAN & PROFILE - CR 105 (4TH AVENUE)

SHEET 60 OF 125



- NOTE:
- SEE SHEET 6 FOR THE EXISTING CITY WATERMAIN NETWORK. CONTRACTOR MAY USE FOR CREATING NEW NETWORK.
 - SEE SHEET 9 FOR THE EXISTING CITY SANITARY SEWER NETWORK. CONTRACTOR MAY USE FOR CREATING 6TH AVENUE BYPASS PUMPING PLAN.
 - ALL WATER MAINS SHALL HAVE 7.5 MIN. COVER UNLESS OTHERWISE NOTED.
 - ALL WATER SERVICES ARE 2\"/>

6TH AVENUE



BOLTON & MENK

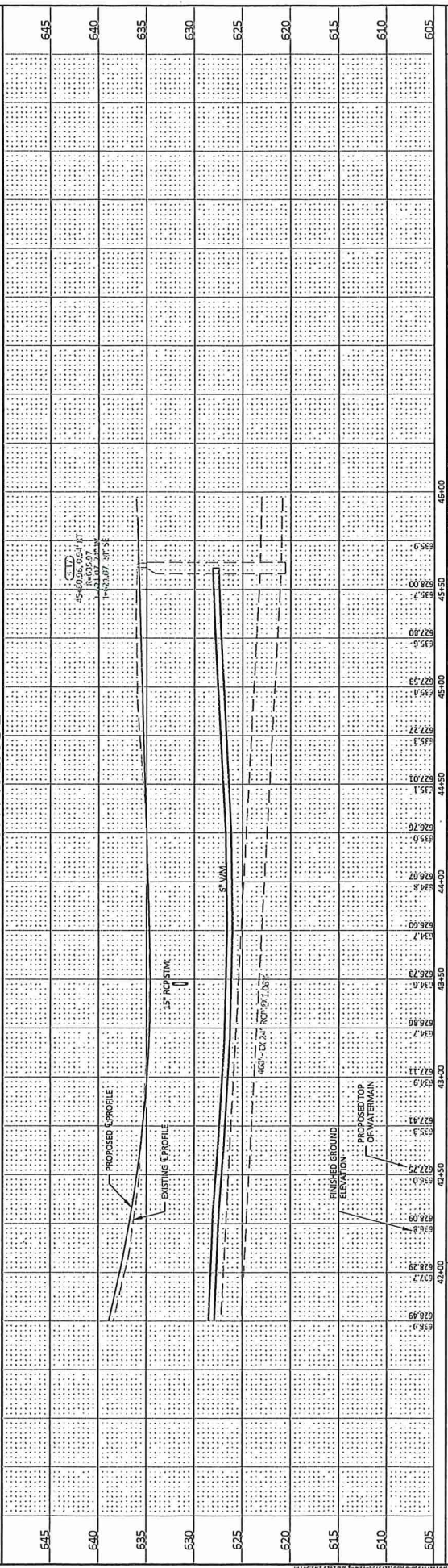
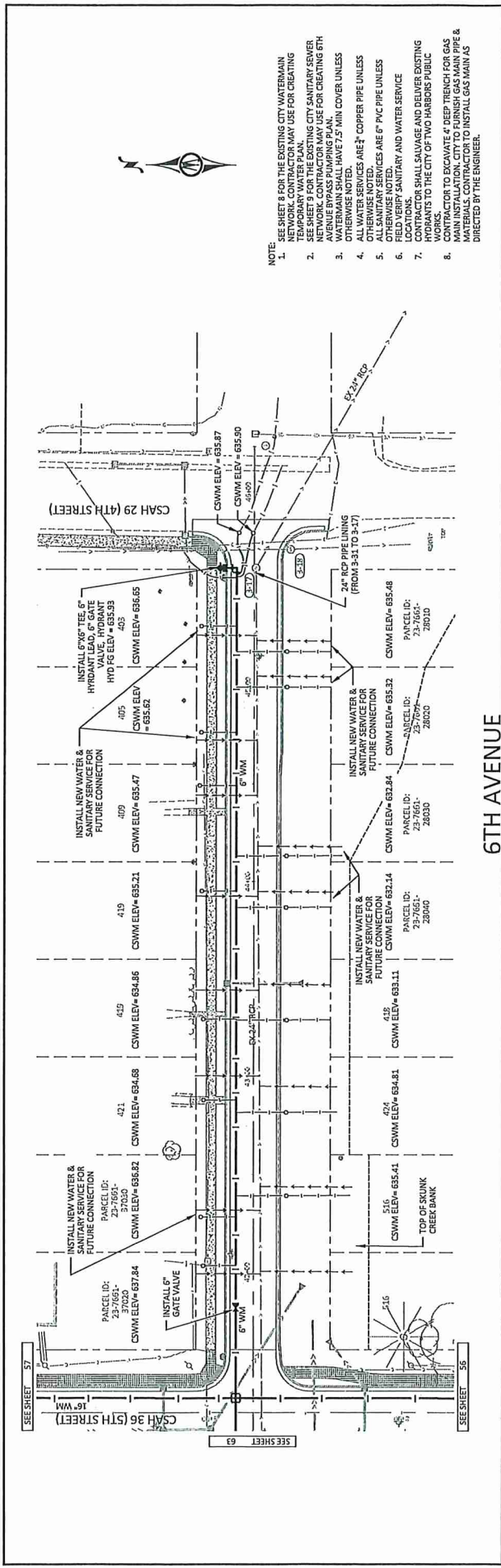
4860 MILLER TRUNK HIGHWAY, SUITE 300
DULUTH, MN 55812
Phone: (218) 729-9339
Email: BM@bolton-menk.com
www.bolton-menk.com

LAKE COUNTY, MINNESOTA

2023 STREET & UTILITY IMPROVEMENTS
SAP 035-635-002 & SAP 035-635-002 & CP 035-003-001
SANITARY & WATER PLAN & PROFILE - 6TH AVENUE

DATE: 02/03/2023
DRAWN BY: [Signature]
CHECKED BY: [Signature]
SCALE: 1\"/>

DATE: 02/03/23
DRAWN BY: [Signature]
CHECKED BY: [Signature]
SCALE: 1\"/>



BOLTON & MENK

4950 MILLER PARKWAY, SUITE 500
 WILSON, WISCONSIN 53091
 Phone: (262) 775-5339
 Email: B.M@boltonmenk.com
 www.boltonmenk.com

LAKE COUNTY, MINNESOTA

3223 STREET & UTILITY IMPROVEMENTS
 SAP 03P-03B-001 & SAP 03B-03B-002 & CP 03B-023-001
 SANITARY & WATER PLAN & PROFILE - 6TH AVENUE

DATE: 02/03/2023

BY: [Signature]

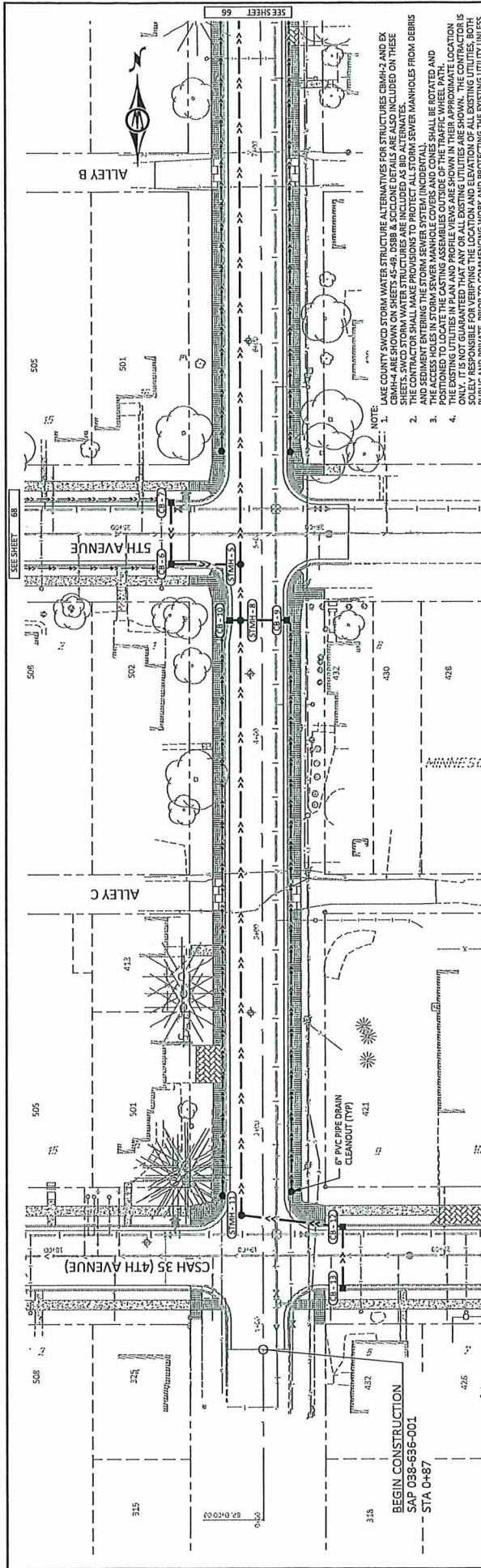
SCALE: 1"=40'

PROJECT: 03B-023-001

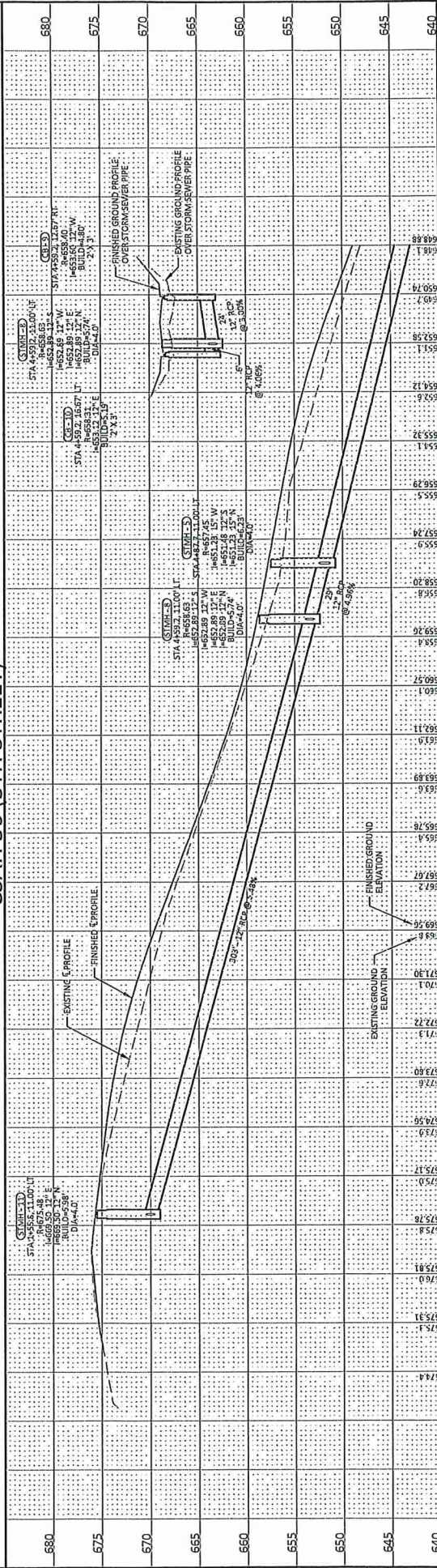
DATE: 02/03/23

BY: [Signature]

SCALE: 1"=40'



CSAH 36 (5TH STREET)



STATION	EXISTING GROUND ELEVATION	FINISHED GROUND ELEVATION	FINISHED GROUND PROFILE	OVER STORM SEWER PIPE	OVER STORM SEWER PIPE
680	680.00	680.00	680.00	680.00	680.00
675	675.00	675.00	675.00	675.00	675.00
670	670.00	670.00	670.00	670.00	670.00
665	665.00	665.00	665.00	665.00	665.00
660	660.00	660.00	660.00	660.00	660.00
655	655.00	655.00	655.00	655.00	655.00
650	650.00	650.00	650.00	650.00	650.00
645	645.00	645.00	645.00	645.00	645.00
640	640.00	640.00	640.00	640.00	640.00

BOLTON & MENK

4910 MILLER TRUNK HIGHWAY, SUITE 300
DULUTH, MINNESOTA 55811
Email: info@bolton-menk.com
www.bolton-menk.com

LAKE COUNTY, MINNESOTA

2023 STREET & UTILITY IMPROVEMENTS

SAP 038-636-001 & SAP 038-635-002 & CP 105-023-001

STORM SEWER PLAN & PROFILE - CSAH 36 (5TH STREET)

DATE: 02/03/2023

BY: [Signature]

CHECKED: [Signature]

SCALE: 1" = 10'

VERT. SCALE: 1" = 10'

HORIZ. SCALE: 1" = 10'

PROJECT NO: 2023-001

PROJECT NAME: 2023 STREET & UTILITY IMPROVEMENTS

PROJECT LOCATION: 4910 MILLER TRUNK HIGHWAY, SUITE 300, DULUTH, MINNESOTA 55811

PROJECT DESCRIPTION: STORM SEWER PLAN & PROFILE - CSAH 36 (5TH STREET)

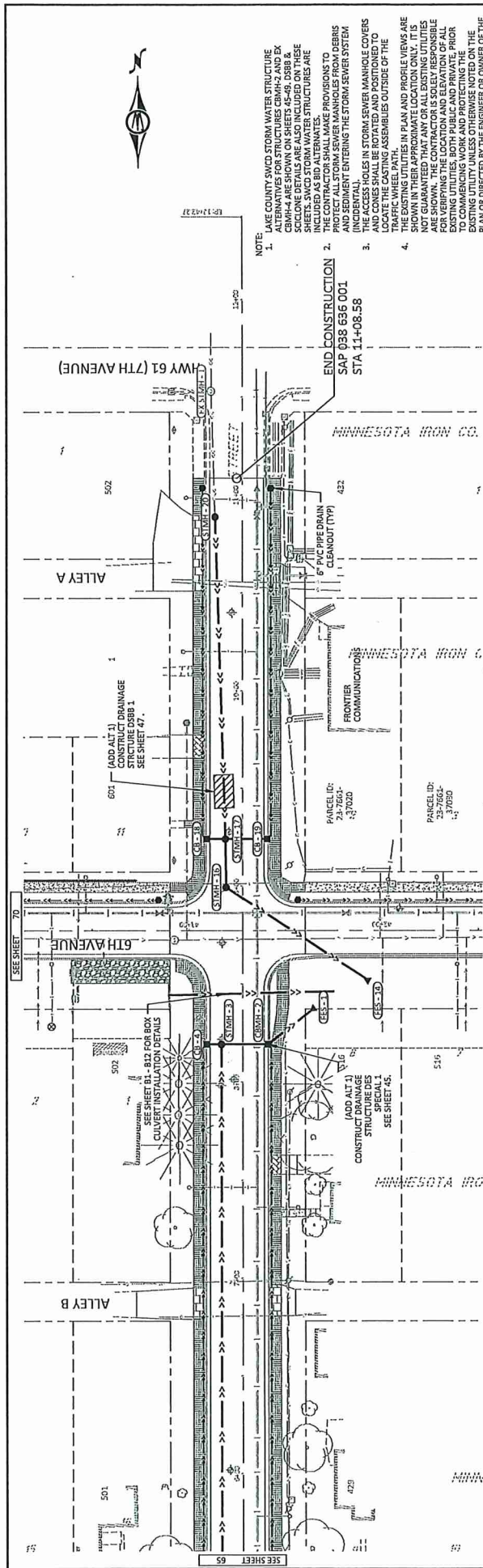
PROJECT STATUS: IN PROGRESS

PROJECT BUDGET: \$1,000,000

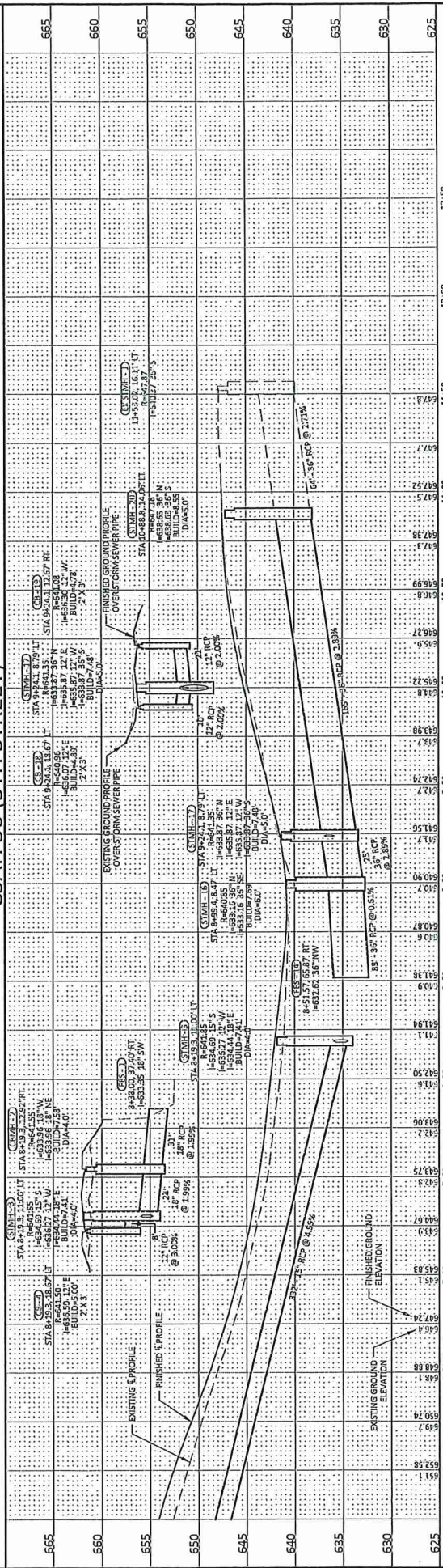
PROJECT FUNDING: LAKE COUNTY

PROJECT CONTACT: [Name], [Phone], [Email]

PROJECT WEBSITE: www.bolton-menk.com



CSAH 36 (5TH STREET)



STATION	6+00	6+50	7+00	7+50	8+00	8+50	9+00	9+50	10+00	10+50	11+00	11+50	12+00	12+50
EXISTING GROUND ELEVATION	115.5	115.5	115.5	115.5	115.5	115.5	115.5	115.5	115.5	115.5	115.5	115.5	115.5	115.5
FINISHED GROUND ELEVATION	115.5	115.5	115.5	115.5	115.5	115.5	115.5	115.5	115.5	115.5	115.5	115.5	115.5	115.5
STORM WATER STRUCTURE ELEVATION														

BOLTON & MENK

4860 MILLER TRUNK HIGHWAY, SUITE 330
DULUTH, MINNESOTA 55811
Email: info@bolton-menk.com
www.bolton-menk.com

LAKE COUNTY, MINNESOTA

2023 STREET & UTILITY IMPROVEMENTS

SAP 038-636-001 & SAP 038-635-002 & CP 105-023-001

STORM SEWER PLAN & PROFILE - CSAH 36 (5TH STREET)

DATE: 02/03/2023

PROJECT NO: 58712

SCALE: 1" = 10' HORIZ, 1" = 5' VERT

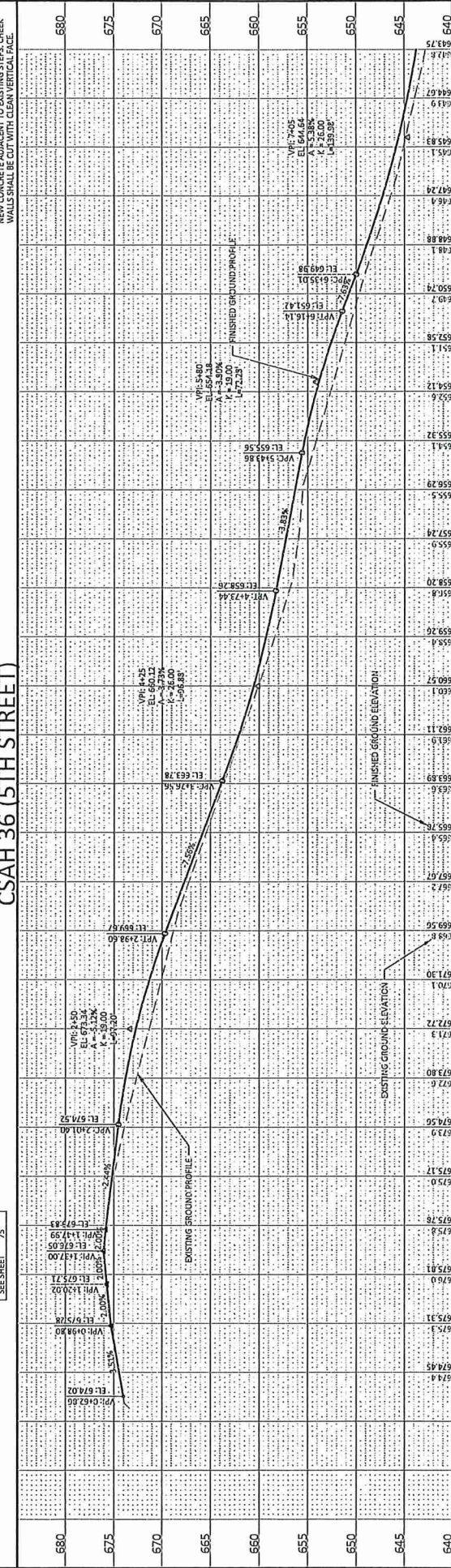
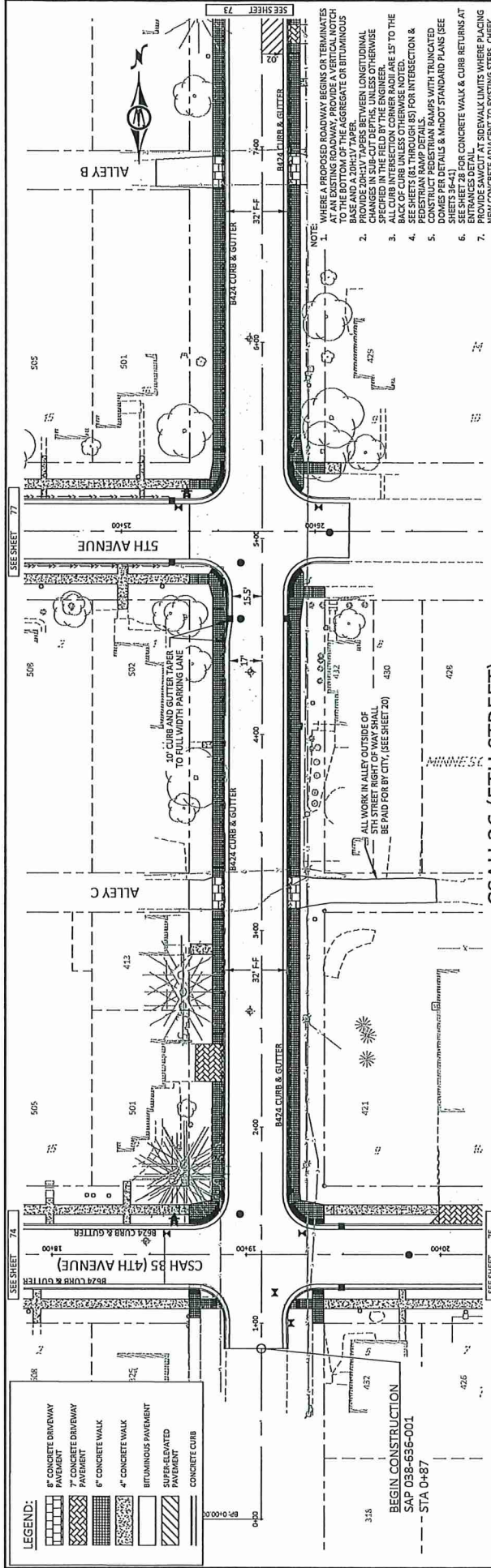
DESIGNED BY: [Signature]

CHECKED BY: [Signature]

APPROVED BY: [Signature]

NOTE:

- LAKE COUNTY SWD STORM WATER STRUCTURE ALTERNATIVES FOR STRUCTURES CBMH-2 AND EX CBMH-4 ARE SHOWN ON SHEETS 45-49, D88 & 49-53. SWD STORM WATER STRUCTURE ALTERNATIVES FOR STRUCTURES CBMH-2 AND EX CBMH-4 ARE INCLUDED AS BID ALTERNATES. THE CONTRACTOR SHALL MAKE PROVISIONS TO PROTECT EXISTING UTILITIES AND SERVICES AND SERVICANT ENTERING THE STORM SEWER SYSTEM (INCIDENTAL).
- THE ACCESS HOLES IN STORM SEWER MANHOLE COVERS ARE TO BE LOCATED OUTSIDE OF THE TRAFFIC WHEEL PATH.
- THE EXISTING UTILITIES IN PLAN AND PROFILE VIEWS ARE NOT TO BE MOVED OR ALTERED. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR VERIFYING THE LOCATION AND ELEVATION OF ALL EXISTING UTILITIES PRIOR TO COMMENCING WORK AND PROTECTING THE EXISTING UTILITY UNLESS OTHERWISE NOTED ON THE PLAN OR DIRECTED BY THE ENGINEER OR OWNER OF THE SUBJECT UTILITY.



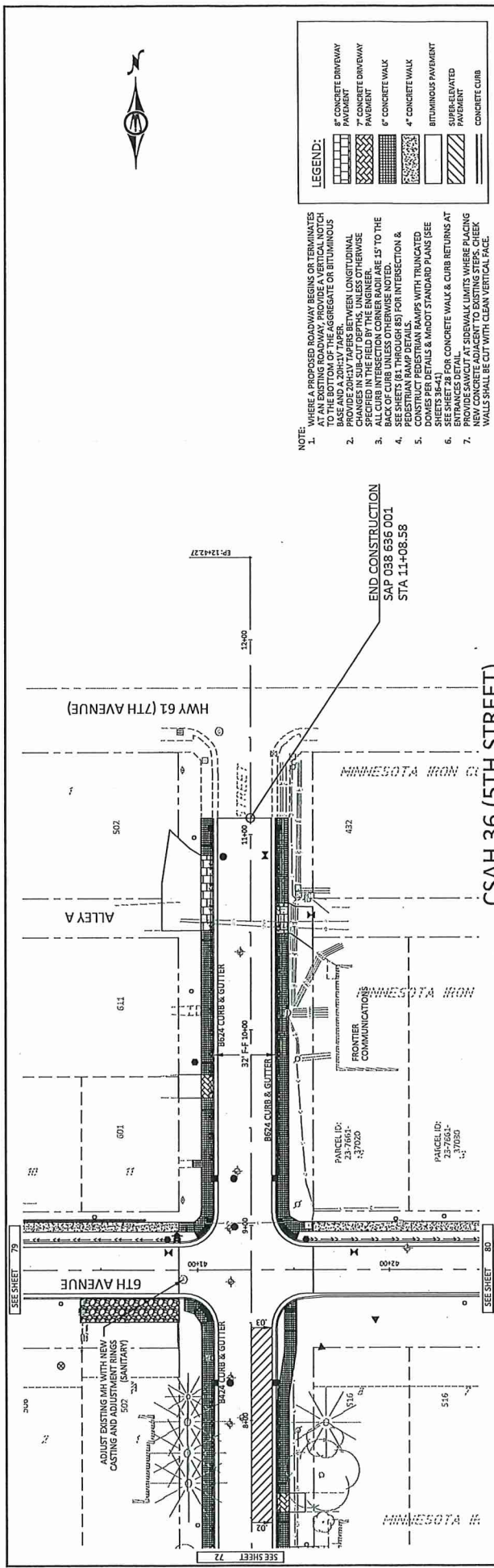
BOLTON & MENK

4950 MILLER TRUNK HIGHWAY, SUITE 330
DULUTH, MINNESOTA 55811
Email: B&M@bolton-menk.com
www.bolton-menk.com

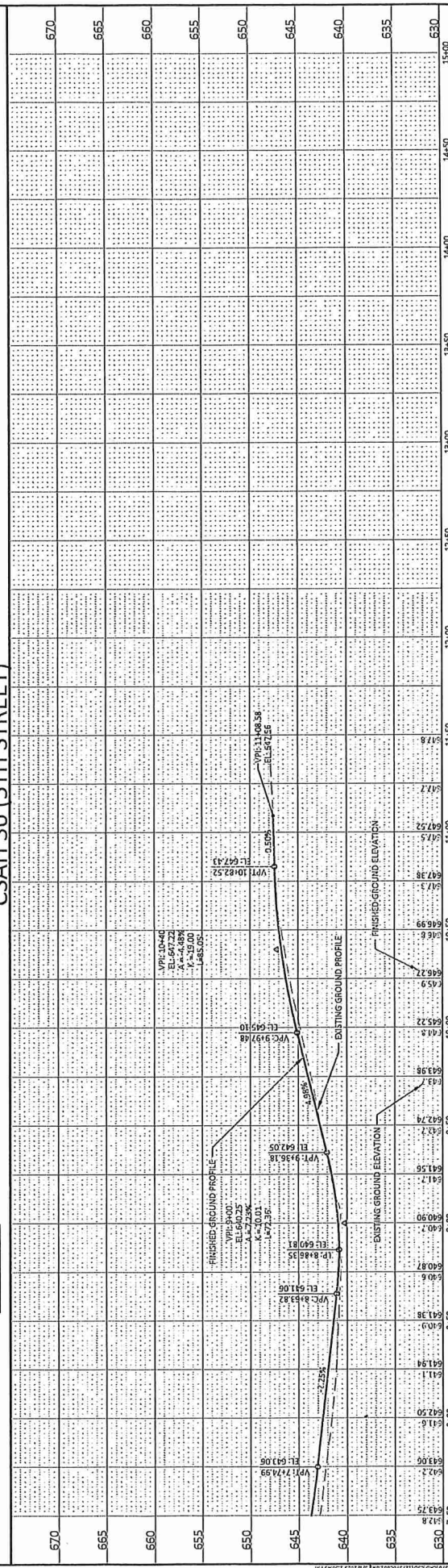
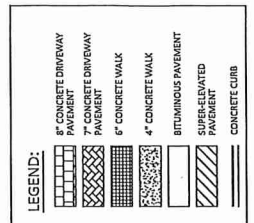
DATE: 02/03/2023
SHEET: 72 OF 126

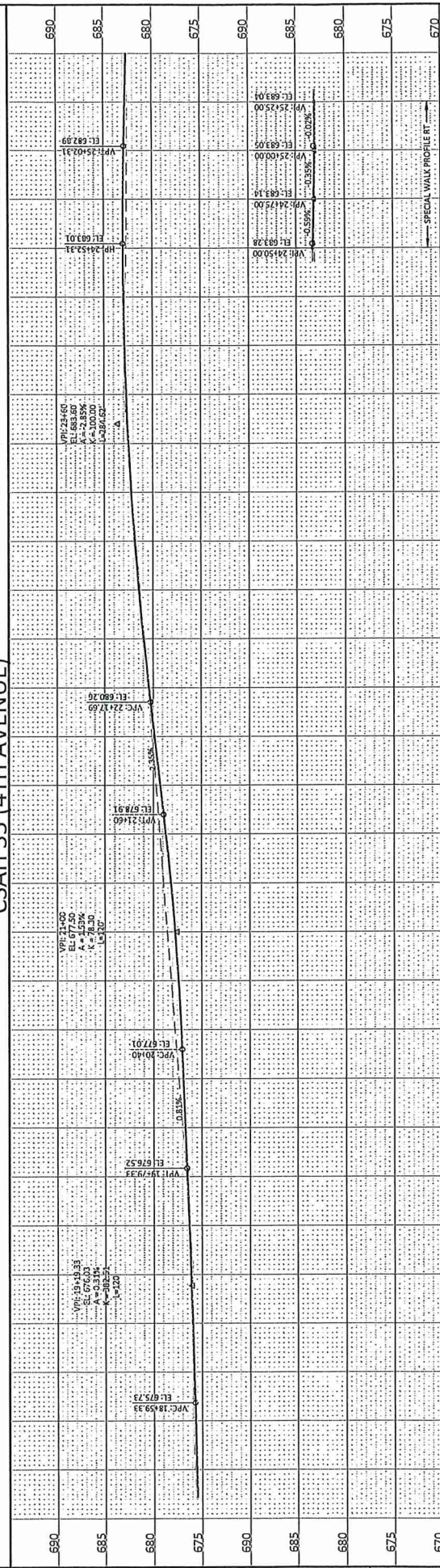
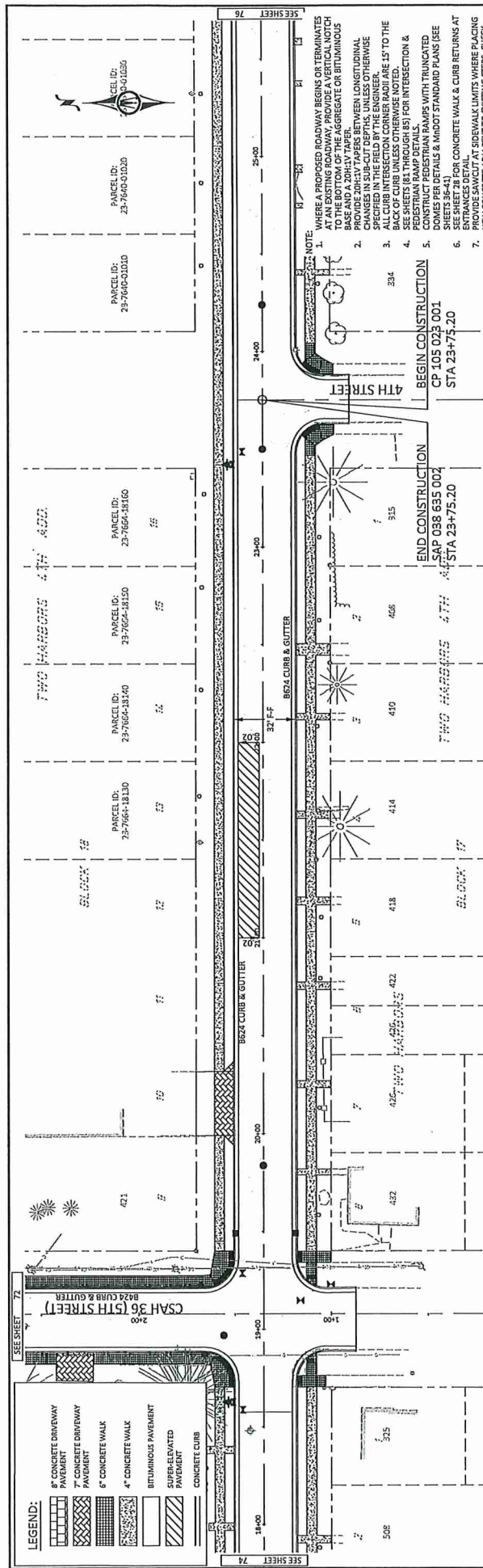
PROJECT: 2023 STREET & UTILITY IMPROVEMENTS
SAP 038-436-001 & SAP 038-436-002 & CP 05-023-001

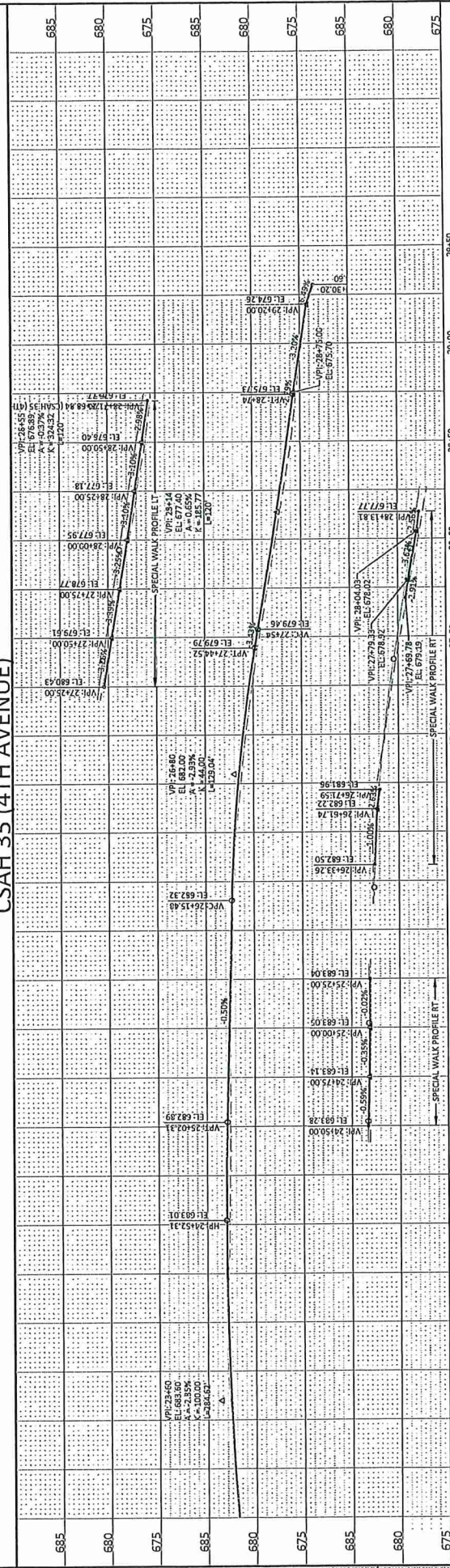
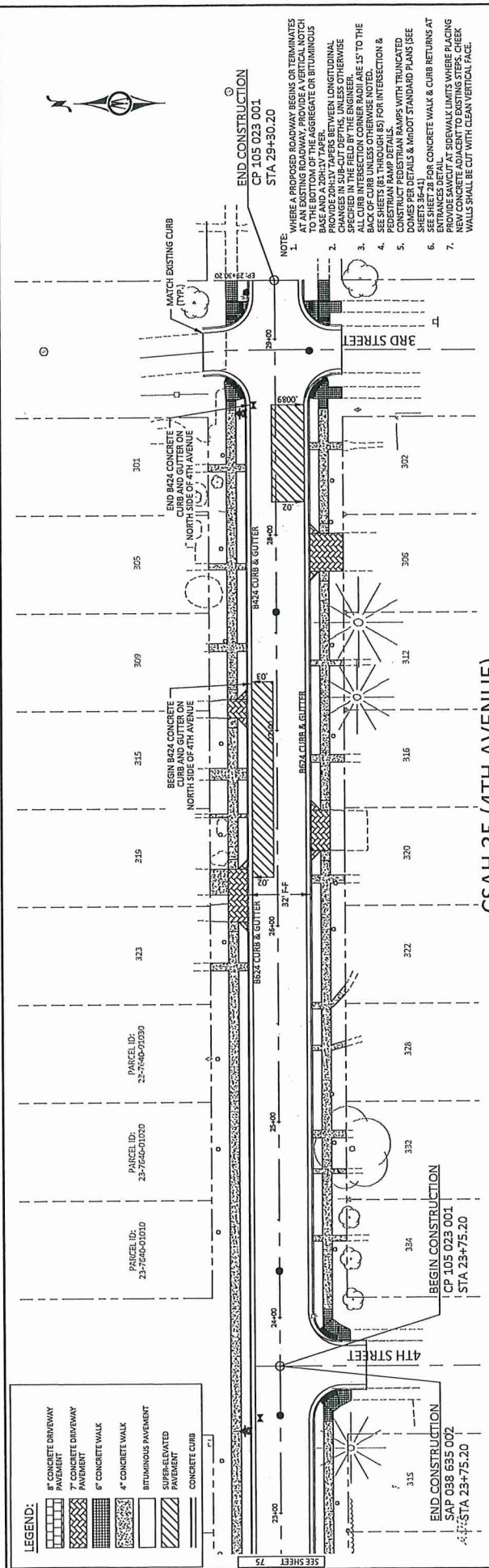
STREET PLAN & PROFILE - CSAH 36 (5TH STREET)



- NOTE: WHERE A PROPOSED ROADWAY BEGINS OR TERMINATES AT AN EXISTING ROADWAY, THE PROPOSED ROADWAY SHALL BE CUT TO THE BOTTOM OF THE AGGREGATE OR BITUMINOUS BASE AND A 20:1 V TAPER.
1. PROVIDE 20:1 V TAPER BETWEEN LONGITUDINAL SECTIONS IN THE FIELD BY THE ENGINEER.
 2. ALL CURB INTERSECTION CORNER RADI ARE 15' TO THE BACK OF CURB UNLESS OTHERWISE NOTED.
 3. PROVIDE 20:1 V TAPER FOR INTERSECTION & PEDESTRIAN RAMP DETAILS.
 4. CONSTRUCT PEDESTRIAN RAMP WITH TRUNCATED DOMES PER DETAILS & WOOD STANDARD PLANS (SEE SEE SHEET 28 FOR CONCRETE WALK & CURB RETURNS AT ENTRIES DETAIL.
 5. PROVIDE SAWCUT AT SIDEWALK LIMITS WHERE PLACING CURB MEETS EXISTING SIDEWALK OR CURB. CURB WALLS SHALL BE CUT WITH CLEAN VERTICAL FACE.







BOLTON & MENK

4860 MILLER TRUNK HIGHWAY, SUITE 350
DULUTH, MINNESOTA 55811
Email: info@bolton-menk.com
www.bolton-menk.com

LAKE COUNTY

2023 STREET & UTILITY IMPROVEMENTS
SAP 038-536-001 & SAP 038-635-002 & CP 105-023-001
STREET PLAN & PROFILE - CSAH 35 (4TH AVENUE)

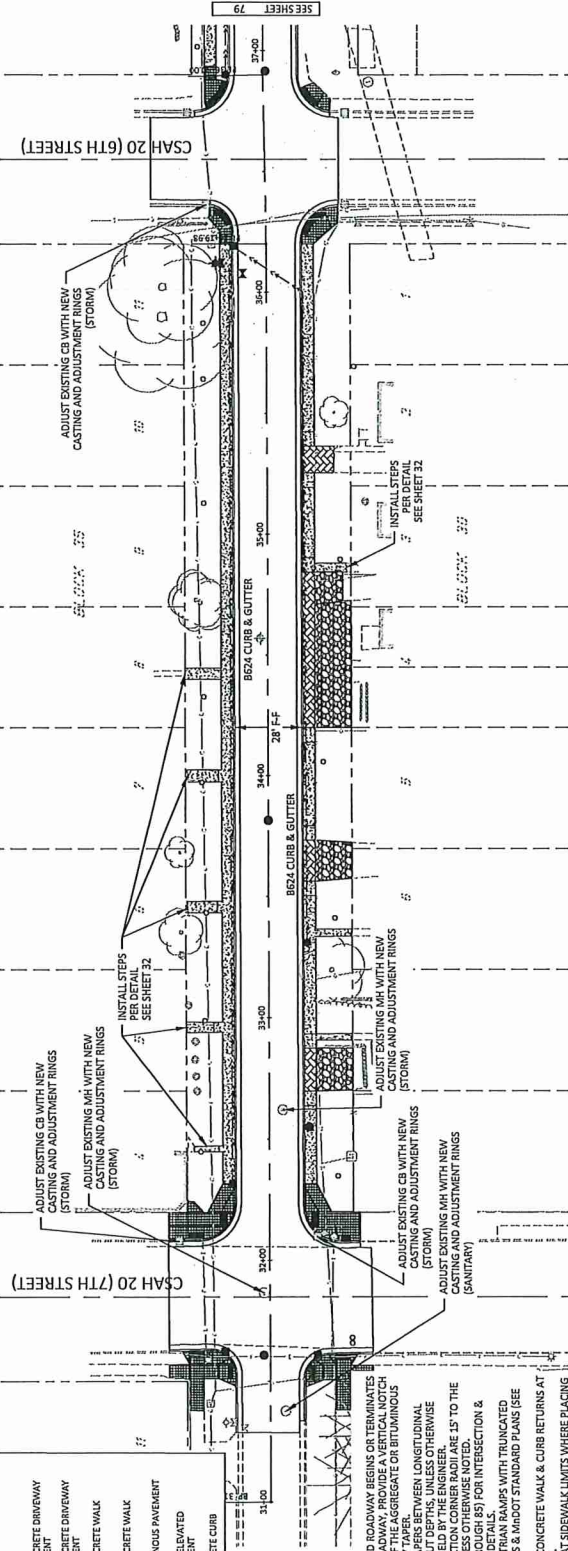
DATE	BY	CHKD	APP'D	DESCRIPTION
02/03/2023	ADAM J. NIELSEN	ADAM J. NIELSEN	ADAM J. NIELSEN	FINAL

SEE SHEET 75

SCALE: 1" = 40'

VERT. SCALE: 1" = 10'

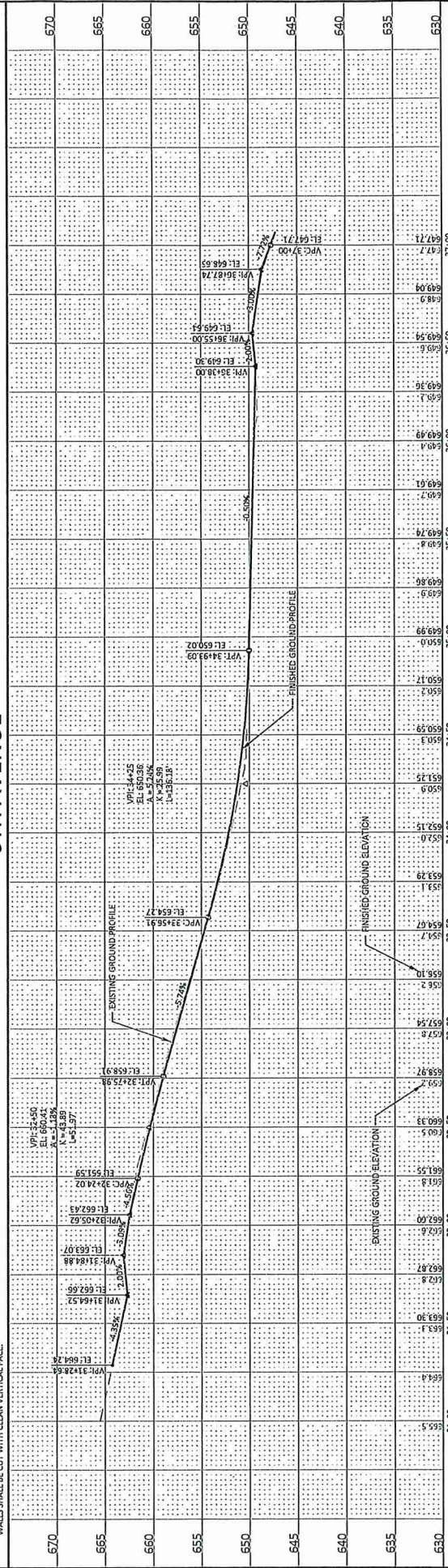
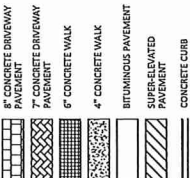
SHEET 75 OF 76

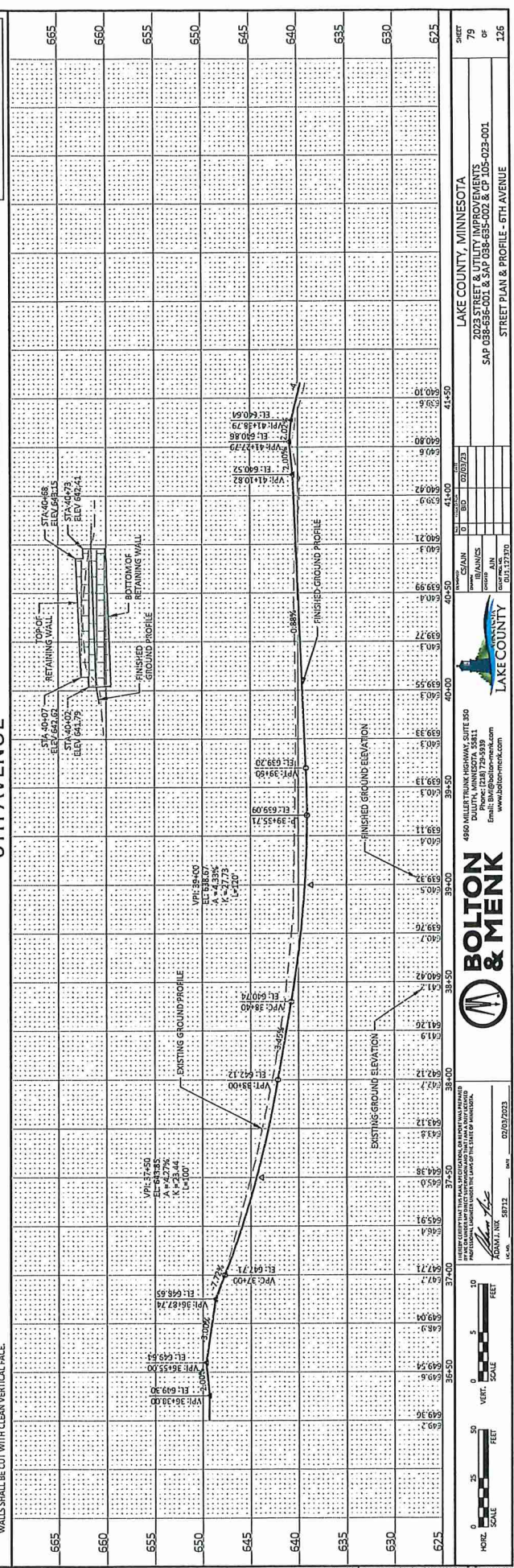
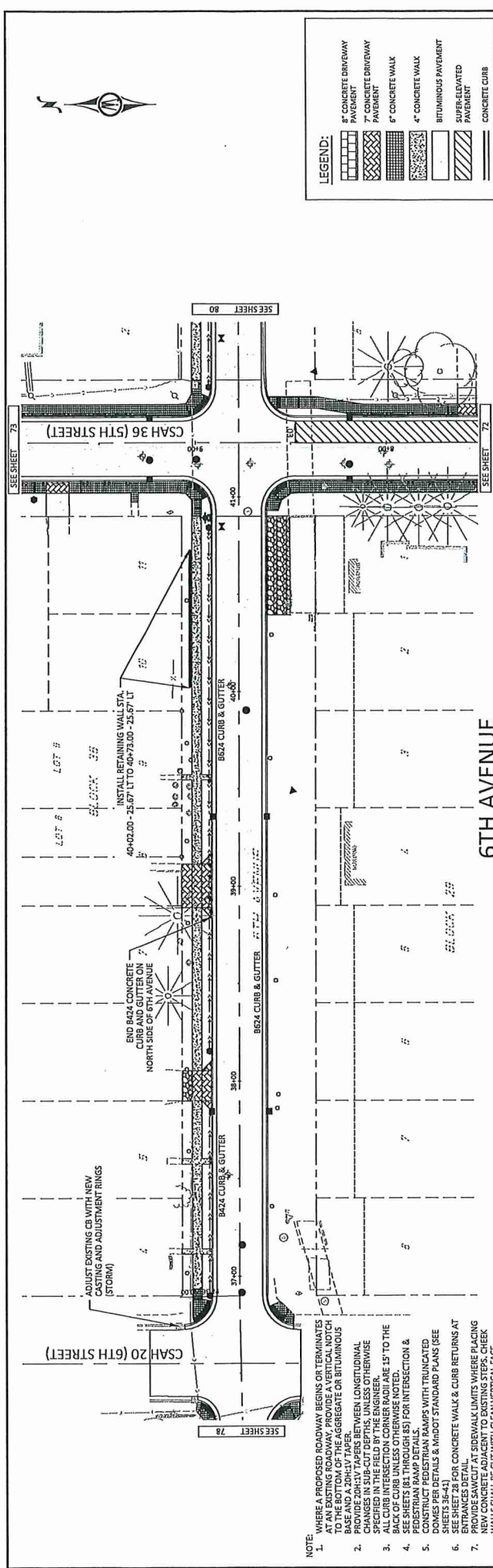


6TH AVENUE

- NOTE:
- WHERE A PROPOSED ROADWAY BEGINS OR TERMINATES AT AN EXISTING ROADWAY, PROVIDE A VERTICAL NOTCH TO THE BOTTOM OF THE AGGREGATE OR BITUMINOUS PAVEMENT.
 - PROVIDE 20:1 TAPERS BETWEEN LONGITUDINAL CHANGES IN SUB-CUT DEPTHS, UNLESS OTHERWISE SPECIFIED IN THE FIELD BY THE ENGINEER.
 - ALL CURB AND GUTTER DEPTHS SHALL BE 15" TO THE BACK OF CURB UNLESS OTHERWISE NOTED.
 - SEE SHEETS (81 THROUGH 85) FOR INTERSECTION & PEDESTRIAN RAMP DETAILS.
 - CONSTRUCT PEDESTRIAN RAMPS WITH TRUNCATED ENTRIES DETAIL 12.
 - SEE SHEET 28 FOR CONCRETE WALK & CURB RETURNS AT INTERSECTIONS.
 - NEW CONCRETE ADJACENT TO EXISTING STEPS, CHECK WALLS SHALL BE CUT WITH CLEAN VERTICAL FACE.

LEGEND:



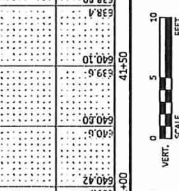
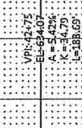




- LEGEND:**

LEGEND:

	8" CONCRETE DRIVEWAY PAVEMENT
	7" CONCRETE DRIVEWAY PAVEMENT
	6" CONCRETE WALK
	4" CONCRETE WALK
	BITUMINOUS PAVEMENT
	SUPER-ELEVATED PAVEMENT
	CONCRETE CURB



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

4960 MILLER TRUNK HIGHWAY, SUITE 350
DULUTH, MINNESOTA 55811
Phone: (718) 729-5939
Email: BMI@bolton-menk.com
www.bolton-menk.com



LAKE COUNTY, MINNESOTA
2023 STREET & UTILITY IMPROVEMENT
SAP 038-636-001 & SAP 038-635-002 & CP 1
STREET PLAN & PROFILE - 6TH AVENUE

SHEET
80
OF
126



**CITY OF TWO HARBORS
CITY COUNCIL**

**AGENDA ITEM
COVER SHEET**

Originating Staff: Miranda Pietila & Jim Gilbert	Department: Capital Equipment Fund	Date: 03/13/2023
Agenda Item Subject: Consider initiating and ordering the preparation of feasibility report for 2023 Sidewalk Improvement Project	Fiscal Impact: Funds are budgeted for Sidewalk Improvement Project	
BACKGROUND: We are in year 3 of the sidewalk improvement project, which in Ward 3 in 2023. As part of the 429 assessment process, it is necessary to take formal action to order the feasibility report for the 2023 Sidewalk Project. The proposed project is attached, which includes the 600 block of Eleventh Avenue, the south side only, 700 block of Eleventh Avenue, the south side only, 800 block of Tenth Avenue, both sides and 900 block of Tenth Avenue, both sides.		
COUNCIL ACTION REQUESTED: Initiate and order the preparation of feasibility report for 2023 Sidewalk Improvement Project		
RECOMMENDATION: Initiate and order the preparation of feasibility report for 2023 Sidewalk Improvement Project		
ATTACHMENTS: Map of proposed project area		

Agenda Item # NB2

Meeting Date 03.13.23



Legend



City Limits

Parcels (9/1/2022)

PWI Watercourse

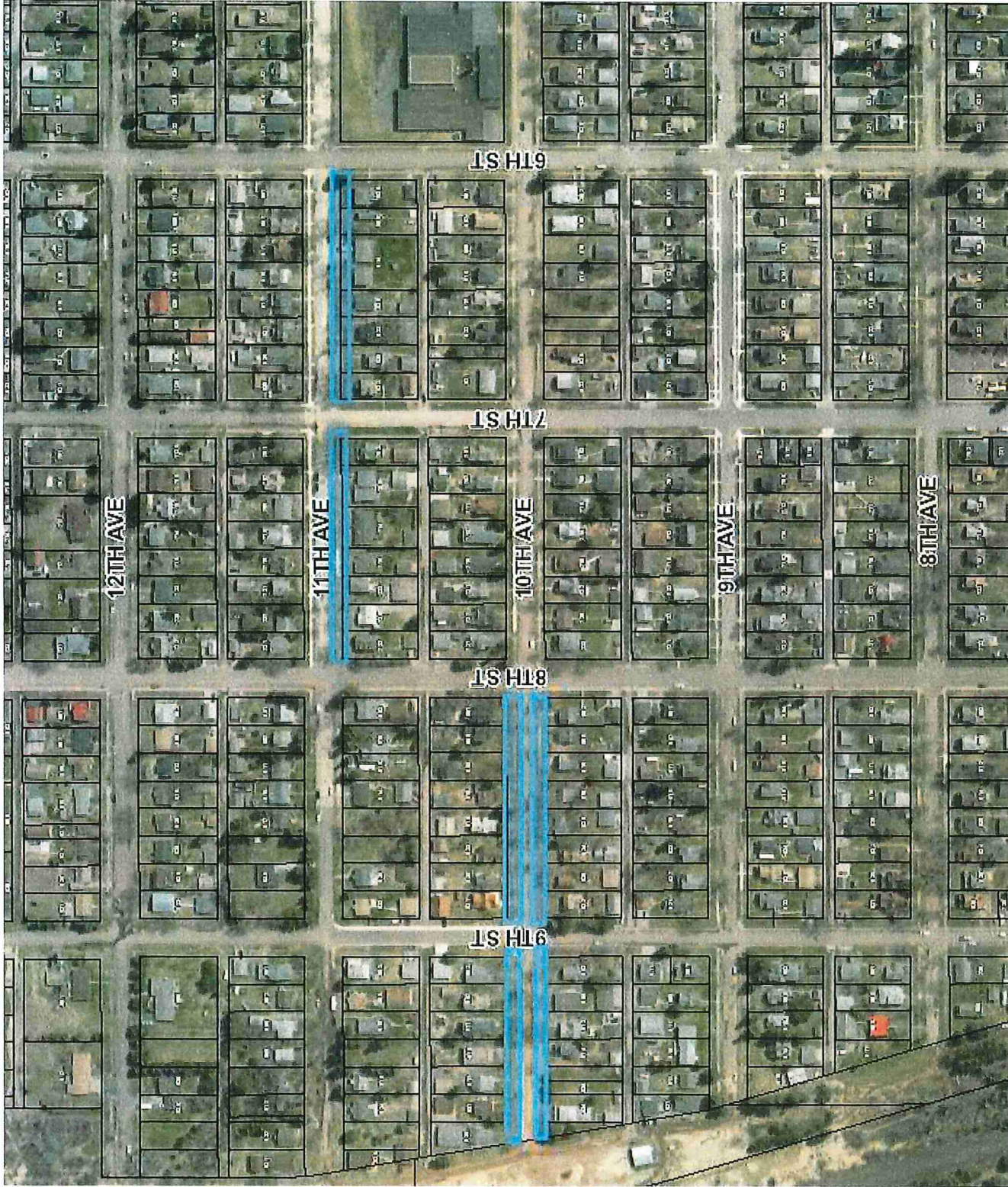
NWI



2023 SIDEWALK
IMPROVEMENT
TREE REMOVAL

Disclaimer:

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of Two Harbors is not responsible for any inaccuracies herein contained.



Real People. Real Solutions.

0 263 Feet

© Bolton & Menk, Inc. - Web GIS 3/10/2023 12:58 PM



**CITY OF TWO HARBORS
CITY COUNCIL**

**AGENDA ITEM
COVER SHEET**

Originating Staff: Miranda Pietila	Department: Capital Equipment Fund	Date: 03/13/2023
Agenda Item Subject: Consider approving quote from Bark's Tree Service for removal of 20 trees in Ward 3 for the Sidewalk Improvement Project	Fiscal Impact: Funds are budgeted for Capital Equipment Fund Project	
BACKGROUND: The 2023 Sidewalk Project has several trees that need to be removed prior to the start of the project. These trees are causing the sidewalks to heave. The project is along the 600 block of 11 th Ave, 700 block of 11 th Ave, 800 block of 10 th Ave and 900 block of 10 th Ave.		
COUNCIL ACTION REQUESTED: Approve quote from Bark's Tree Service for removal of 20 trees in Ward 3 for the Sidewalk Improvement Project		
RECOMMENDATION: Approve quote from Bark's Tree Service for removal of 20 trees in Ward 3 for the Sidewalk Improvement Project		
ATTACHMENTS: Quote from Bark's Tree Service		

Agenda Item # NB 3

Meeting Date 03.13.2023

Bark's Tree Service

PO Box 629

Two Harbors, MN 55616

(218) 349-1922

Proposal for:

City of Two Harbors

522 1st Ave

Two Harbors, MN 55616

Project

Proposal for removing the tree, grinding of stump
and leaving stump grindings on site

Description

10th Ave: 900 Block Removal of 6 trees: 3 upper side, 3 lower side

10th Ave: 800 Block Removal of 7 trees: 4 upper side, 3 lower side

11th Ave: 700 Block Removal of 2 trees: lower on corner

11th Ave: 600 Block Removal of 5 trees: lower side

Total of 20 trees and stump grinding

Notes: A lot of the expense is moving large
equipment around. You may want to
consider doing more blocks to save money.

Price is: **\$16,800.00**



2023 SIDEWALK IMPROVEMENT PROJECT

City of Two Harbors Tree Removals

The City of Two Harbors is planning for Ward 3 Sidewalk Improvement Project to occur in 2023 over a 4 block area, shown on the included map and listed below. The planned project is a full reconstruction of the street and underground utilities within the project area.

Construction is anticipated to begin in late May or June. This notice is regarding trees that need to be removed in advance of construction.

2023 Sidewalk Improvement Project

- 600 Block of 11th Ave
- 700 Block of 11th Ave
- 800 Block of 10th Ave
- 900 Block of 10th Ave

Tree Removals

The Northern Long-Eared Bat has officially been designated an endangered species. Bat roosting season is from April 1st to October 31st, during which restrictions are placed on tree removal. To avoid potential impacts to the endangered species, yet still allow construction to be done in 2023, trees need to be removed by March 31st.

A contractor will be on-site during March cutting and removing trees. Stumps will be left in place, and will be removed with the main construction.

Questions

If you have questions regarding this notice or the project in general, please contact Two Harbors City Hall at 218-834-5631.



Legend

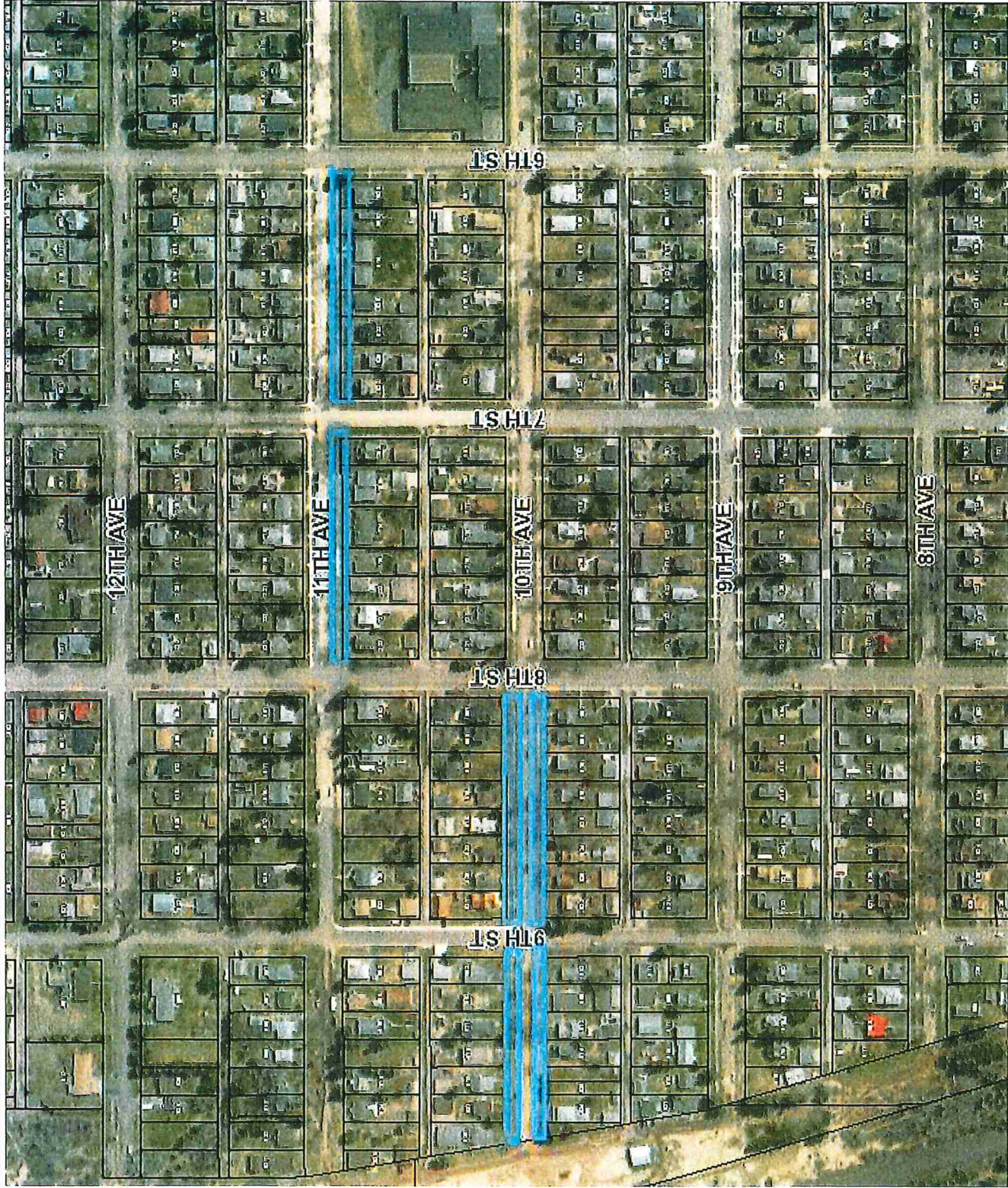
- City Limits
- Parcels (9/1/2022)
- PWI Watercourse
- NWI

2023 SIDEWALK IMPROVEMENT TREE REMOVAL



Disclaimer:

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of Two Harbors is not responsible for any inaccuracies herein contained.



Real People. Real Solutions.

0 263 Feet

© Bolton & Menk, Inc. - Web GIS 3/10/2023 12:58 PM