

CITY OF TWO HARBORS

REVISED COMMITTEE OF THE WHOLE/AGENDA MEETING

May 13, 2019

5:00 p.m. Call to order.

Appearances:

1. Joe Rhein, Bolton & Menk,
Re: 2019 Street & Alley Improvement
Project.

Administrator issues.

Attorney issues.

City Clerk issues.

Finance Director issues.

Other agenda questions or additions.

TWO HARBORS CITY COUNCIL

AGENDA

May 13, 2019

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:

Administrative Reports:

Committee Reports: Airport Commission
Charter Commission
Public Arts & Beautification Commission
Trees & Trails Commission
Finance Committee
Utilities Committee
Library Board
Planning Commission
Recreation Board

[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 April 22, 2019 City Council meeting.
2. Allowing claims against the City of Two Harbors to be paid on May 14, 2019.
3. Approving payroll for the second half of April, 2019.
4. Accepting the notice of retirement of Gary Fabini, effective May 31, 2019, with regret, and authorizing a letter of appreciation for his service.

5. Accepting a notice of resignation of Amy Fabini, effective May 20, 2019, with regret, and authorizing a letter of appreciation for her service.
6. Accepting a notice of resignation from Anthony Christensen, effective May 16, 2019, with regret and authorizing a letter of appreciation for his service.
7. Library Report dated May 8, 2019.
8. A letter from Barbara Hayden, Director of St. Louis County Planning and Community Development Department, Re: continuation of the Northeast MN HOME Consortium Joint Powers Agreement.
9. Authorizing changes to the City's Application for Utility Services and Utility Deposit Policy.
10. Approving the request of Amy Carlson, Lounge Manager for the American Legion, for permission to be open on Sunday, September 15, 2019.
11. An invitation from Susie Rosette, Chair of Beacons of Hope, to attend their Semi-Annual Community Meeting at 6:30 p.m. on May 21, 2019, at the Law Enforcement Center.
12. Approving a request from Sterling Dance Studio for a street closure on Waterfront Drive between Second and Third Avenues on Saturday, June 28 from 4 – 8 p.m. (or Sunday, June 30 in the event of rain).
13. Approving a request from Jody Zastera for a street closure on Third Avenue in the 500 block between 12:30 and 2 p.m. on Saturday, June 15, 2019, for the unveiling of a celebration stained glass window at United Church.
14. Approving an amendment to the 2018 Governmental Fund Budget.
15. Authorizing an addendum to the Architect/Engineer Agreement Between the City of Two Harbors and S.E.H. to provide professional engineering services for the site preparation and design of the T-Hangar Project at the Airport.
16. Accepting the proposal of UHL to provide labor and materials to replace the condensing unit and coil for the air conditioning system at the Library for an amount of \$15,382.
17. Accepting the proposal of Ziegler for the purchase of a stand-by generator and automatic transfer switch for the North Campus and Fire Hall for an amount of \$54,829, through the NJPA.
18. Accepting the proposal of Anderson's Greenhouse & Florist to provide hanging flower baskets and flowers for large planters throughout the City for an amount of \$6,925.
19. Authorizing the purchase of a vibratory rammer for the Water Distribution Department from ACME Tools for an amount of \$2,748.90.
20. Authorizing the purchase of an equipment trailer from Tow Master Trailers in the amount of \$23,287.40 for the Public Works Department through Sourcewell Pricing.

21. Authorizing the purchase of four sets of turnout and wildland gear for the Fire Department from Alex Air Apparatus for an amount of \$10,710.
22. Authorizing the purchase of office furniture and cabinets for the Police Department from Northern Business Products through the State Cooperative Purchasing Pool for an amount of \$22,808.40.
23. Accepting a proposal to provide firewood for the Campground.
24. Accepting a quote from MTI for the purchase of an AERA-Vator seeder for the Golf Course for an amount of \$10,402 plus trade-in of a rough mower.
25. Authorizing payment to Shank Constructors in the amount of \$25,008 for the Main Lift Station Project.
26. Authorizing payment to Bolton & Menk in the amount of \$415,575 for professional services for the design of the Wastewater Treatment Facility.
27. Authorizing payment to Bolton & Menk in the amount of \$13,010 for professional services for Water Distribution modeling.
28. Authorizing the Mayor and City Clerk to execute and deliver the MNDOT Airport Maintenance and Operations Grant Contract for July 1, 2019 – June 30, 2021.
29. Declaring the official intent to reimburse certain expenditures for the 2019 Street Improvement Project from the purchase of bonds to be issued by the City.
30. Declaring the official intent to reimburse certain expenditures for the 2019 Capital Equipment Fund from the purchase of bonds to be issued by the City.
31. Authorizing an amendment to the Agreement between the City and Community Partners for lease of the Community Center to extend the length of the lease for a period of two years.
32. Authorizing the City Administrator to execute and deliver a Federal Airport Repayment Agreement between the City of Two Harbors and the City of Glencoe for the transfer of \$150,000 in entitlement funds.
33. Authorizing the City Administrator to execute and deliver a Federal Airport Repayment Agreement between the City of Two Harbors and the City of Cook for the transfer of \$300,000 in entitlement funds.
34. Designating certain library materials as discarded equipment and authorizing their disposal.
35. Authorizing a grant agreement between the City and the Two Harbors Area Fund for \$20,000 for the Two Harbors Trail Project.
36. Authorizing a grant agreement between the City and the Two Harbors Area Fund for \$2,000 for Heritage Days.

37. Adopting the MMUA Interconnect Policy.
38. Authorizing and directing the Mayor and City Clerk to execute and deliver a separation Agreement and Release of Claims and Re-Affirmation Agreement on behalf of the City.
39. Accepting the recommendation of the Personnel Committee to adopt the revised Gas, Water & Sewer Maintenance Worker and Gas, Water & Sewer Maintenance Worker/Assistant Superintendent position descriptions.
40. Accepting the recommendation of the Personnel Committee to Authorize internal and external postings for the position of Gas, Water & Sewer Maintenance Worker.
41. Ratifying the Library Board's adoption of a hiring list for the position of Library Assistant – Adult Services and hiring of Emily Thompson for the position of Library Assistant – Adult Services.
42. Authorizing conditional offers of employment for two new Water/Wastewater Operations Specialists.

Other.

Unfinished Business:

1. [R] Consider receiving bids and approving Award of Contract for the 2019 Street & Alley Improvement Project.
2. [R] Consider approving plans and specifications and authorizing an advertisement for bids for the 2019 T-Hangar Construction Project at the Airport.

Other.

New Business:

Other.

Announcements:

Adjourn: