CITY OF TWO HARBORS

COMMITTEE OF THE WHOLE/AGENDA MEETING

May 8, 2023

1.

5:00 p.m.

Call to order.

Appearances:

Dante Tomassoni, P&R Companies Re: Proposed Multi-Family Development

Administrator updates.

Attorney updates.

Finance Director updates.

City Planner updates.

City Engineer updates.

Other agenda questions or additions.

TWO HARBORS CITY COUNCIL

AGENDA

May 8, 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.

- [M] Closing the meeting for the purpose of discussing a proposed real-estate transaction in accordance with Minnesota Statutes 13D.05.
- [M] Opening the meeting.

Appearances:

Administrative Reports:

<u>Committee Reports:</u> Liquor Store Advisory Group Planning Commission

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, March 13 and 27 and April 10, 2023, Regular City Council meetings.
- 2. Allowing claims against the City of Two Harbors to be paid on May 9, 2023.
- 3. Approving payroll for the second half of April, 2023.

- 4. Authorizing payment to WSB for materials testing for the Wastewater Treatment Plant Project in the amount of \$880.00.
- 5. Authorizing payment to Bolton & Menk in the amount of \$965.00 for professional services for the GIS online migration.
- 6. Authorizing payment to Bolton & Menk in the amount of \$1,981 for general engineering services from February 4 through March 3, 2023.
- 7. Authorizing payment to Bolton & Menk in the amount of \$966 for professional services for the 2018 Street Improvement project.
- 7A. Authorizing payment to Bolton & Menk in the amount of \$804 for professional services for the 2021 – 2022 Street Improvement Project.
- 8. Authorizing payment to Bolton & Menk in the amount of \$51,224.50 for professional services for the 2023-2024 Street Improvement Project.
- 9. Authorizing payment to Bolton & Menk in the amount of \$5,564 for professional services for the Liquor Store Project.
- 10. Authorizing payment to Bolton & Menk in the amount of \$449.50 for professional services for the MnDOT Reconstruction project.
- 11. Authorizing payment to Lakehead Construction in the amount of \$874,375.32 for the Wastewater Treatment Plant Project.
- 12. Authorizing payment to Lake County Highway Department for tree removal for the 2023 2024 Street Improvement Project in the amount of \$408.33.
- 13. Accepting the proposal from Anderson's Greenhouse to provide 47 hanging baskets for an amount of \$8,595, with an option to provide watering and fertilizing services at a cost of \$200 each time.
- 14. Authorizing the purchase of an exhaust filter for the Case backhoe for the Public Works Department, for an amount of \$2,300.
- 15. Authorizing the purchase of 3000' of 4" SDR 13.5 pipe from Gulbranson Excavating for an amount of \$13,800 for the Wastewater Treatment Plant project and to bring power to Van Hoven Park.
- 16. Authorizing the purchase of four 40' light poles from Millerbernd to replaced damaged poles on Highway 61 at a cost of \$8,636.
- 17. Accepting the resignation of Jadell Cavallin from the position of Custodian in the Public Works Department, effective June 1, 2023, with regret, and authorizing a letter of appreciation for her service.
- 18. Authorizing internal and external postings for the position of Custodian in the Public Works Department.

- 19. Accepting the resignation of Evan Sandretsky, from his position as Journey Lineworker, effective May 22, 2023, with regret, and authorizing a letter of appreciation for his service.
- 20. Authorizing internal and external postings for the position of Lineworker in the Electrical Department.
- 21. Memorializing the short-term rental baseline established by the Planning Commission on June 6, 2022.
- 22. Authorizing the Mayor and Administrator to execute and deliver the Grant Contract Agreement between the City of Two Harbors and the State of Minnesota through its Commissioner of the Department of Iron Range Resources and Rehabilitation for a Residential Redevelopment Grant for a project by Donna Heil located at 506 Eighth Avenue in the amount of \$4,032 for a residential demolition.

Communications:

- 1. A memo from Jennifer Selchow, P.E., Bolton & Menk, Inc. regarding the Wastewater Treatment Plant Project.
- 2. A memo from Joe Rhein, Bolton & Menk, providing an update on City engineering projects.
- 3. A memo from Joe Rhein, Bolton & Menk, providing an update on the Odegard Park Trail Project.
- 4. An email from Josie Olson, MnDOT, providing options for the accesses and pedestrian crossings in the area between Fourth Street and Park Road, and requesting to know which has City support.

Unfinished Business:

Other.

New Business:

- 1. [R] Consider updating signing and key executive authority for the City of Two Harbors Petty Cash Account with Park State Bank.
- 2. [M] Consider referring to _____ a proposed housing development by P & R Companies.
- 3. [M] Consider the recommendations of the Planning Commission, Administration and Chief of Police regarding the lifting of the current moratorium on hemp-based THC products.

- 4. [M] Consider the recommendations of the Planning Commission and staff regarding the proposed transfer of certain parcels located in Segog Park to the HRA for a project with THHS to construct affordable housing units.
- 5. [M] Consider the recommendation of the Trees & Trails Commission to direct that Odegard Trail plans be updated as outlined in Option B1.
- 6. [M] Consider accepting the recommendation of the Trees & Trails Commission to offer replacement trees to all households impacted by street or sidewalk improvement projects from 2018 2022.
- 7. [M] Consider the recommendation of the Planning Commission to pursue consideration for establishment of a social district in downtown Two Harbors.

<u>Adjourn:</u>



CITY OF TWO HARBORS

AGENDA ITEM **COVER SHEET**

CITY COUNCIL

Originating Staff:	Department:	Date:
P. Nordean	Administration	5/3/23
Agenda Item Subject:	Fiscal Impact:	
Proposed Housing Development	Undetermined	
BACKGROUND : P & R Companies have approached th 50-unit apartment building on a parc Golf Course (in the area of the existin City provide at no-cost, 10-12 acres of he is requesting incentives amountin could be along the lines of TIFF, ARP/ proposed is considered market-rate the building and separate garage spa	el of property located a ng driving range). The d of property for the prop og to 15-20% of the cost A funds, IRRRB funds or housing which would al	long the east side of the City's eveloper has requested that the osed development. In addition, of the project. The incentives abatements. The housing so include amenity space within
indicated that he intends to construct	t a second one on the s	ame site.
indicated that he internas to construct		
COUNCIL ACTION REQUESTED: Consider referring the proposal to th RECOMMENDATION:	ne Committee,	
I have attached some information pr which will assist in the decision proc		nies as well as other information

Dante Toma ssoni

COTW APP.] Agenda Item # _____ Meeting Date ____

5/8/23

Administrator Notes

Re: Proposed P & R Companies Development Project Dated: 5/1/23

An exact site has not been determined. A survey and appraisal would need to be conducted for the parcel.

City utilities including natural gas, water, sewer and electric are all located on the south (east) side of Highway 61 in that area. An extension would need to be done by directional bore under the roadway.

The property is currently zoned Parks & Rec. The City would need to consider re-zoning to B-1 or R-3.

The project is in line with the City's Comprehensive Plan.

The Golf Association has not been made aware of this proposal, we wanted to share it with the Council first. We would need to determine a new location for the driving range and what the cost would be to do that.

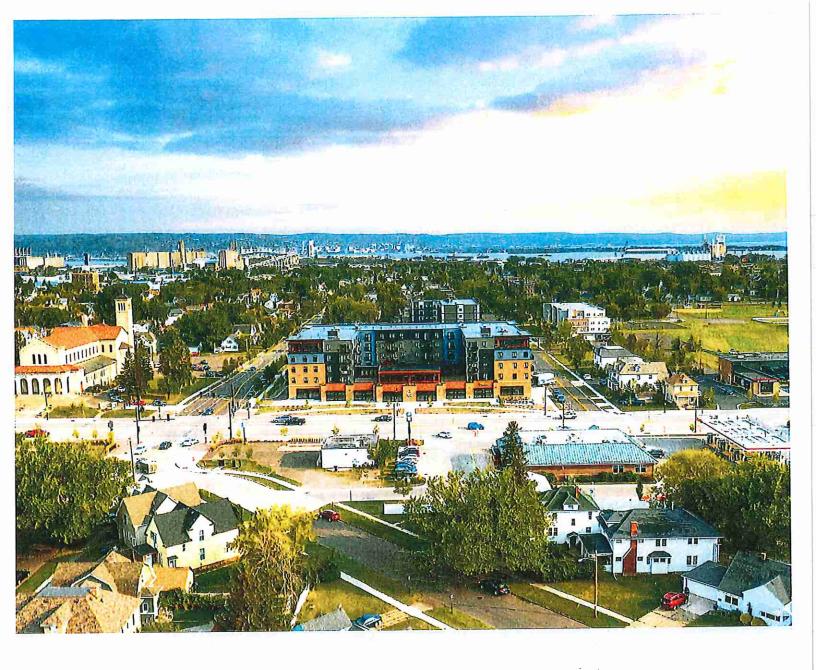
The developer hopes to construct a three-story building, which is more cost-effective than twostory. The property is within the shoreland overlay district, so there is a height restriction which would require a conditional use permit.

The developer reports that they have completed several other projects which amount to 700 units. They currently manage their own properties. Visit their website for photos of their recent projects in the Cities of Superior and Duluth. They also have a project set for construction in Grand Marais in 2023.

The developer would prefer direct access from Highway 61.

If the Council finds the project to be desirable, the administration would ask that they be authorized to work with the City Attorney on a development agreement for the project.

Construction would likely not take place until 2024, however, it's possible that site and concrete work could begin as early as the fall of this year.





P&R COMPANIES

TWO HARBORS Multi-Family Development Site

P&R Companies | 2306 West Superior Street | PO Box 16958 | Duluth MN 55816

Submission of P&R Companies Response to Request for Qualifications **TWO HARBORS DEVELOPMENT**

Dear Two Harbors,

P&R Companies hereby submits its plan to develop multifamily housing in Two Harbors. Headquartered in Duluth, P&R Companies is a General Contractor and Builder of high quality, energy efficient multi-family and commercial buildings, focusing on value-driven quality and innovation. In the last six years, P&R has designed, built and managed over seven hundred units in Duluth, Superior, and Hermantown, using a team of over one-hundred women and men all residing in the Twin Ports and surrounding areas. Attached and included in this proposal are the following:

- II. Developer Team
- III. List of Similar Projects and Experience
- IV. Approach to Development
- V. Description of how the Developer Team will work with Two Harbors to achieve the envisioned development objectives, including our vision, all agreements, and foresight of the construction process.
- VI. Financial Ability and intentions to access funding from multiple sources.

As you will see in the following information, P&R's vision for the property includes all of Two Harbors' priorities, creatively designed to maximize green space, access and efficiency. In concert with P&R's proprietary energy saving HVAC system the development will be crafted to minimize the environmental impact and welcome North Shore residents and tourists to the area. The building design, and P&R's values, will create units at the most efficient means possible, thus allowing P&R to provide the residents the ability to live on site at the most affordable rate economically possible. P&R Looks forward to working with the public in creation of this site.

Sincerely,

P&R COMPANIES

2306 West Superior Street PO Box 16958 Duluth, MN 55816

Dante E. Tomassoni Vice President of Development



Founded in the trades and now in multifamily development, our team offers professional and high-quality work for each and every project. Since 2010, we've built a team of professionals able to handle even the most complex multifamily housing projects.

P&R COMPANIES OVERVIEW

[<u>m]</u>[

P&R PROPERTIES

- > 7 Twin Ports Properties
 - 640 units
 - · Studio, 1-, 2-, 3-bedroom layouts
 - Interior, Heated Parking
 - Entertaining Areas
 - Fitness Facilities
- > 17 Design/Build Plumbing & HVAC Projects
 - 1,583 units
 - Studio, 1-, 2-, 3-bedroom layouts
 - Interior, Heated Parking
 - Mixed-use Complexes
 - Commercial Projects
- > 2 Eau Claire, WI Future Properties
 - 260 units
 - Studio, 1-, 2-, 3-bedroom layouts
 - Interior, Heated Parking
 - Entertaining Areas
 - Fitness Facilities
 - Mixed-use Complex

WHY P&R?

CONTRACTING

Working with P&R, you get the benefit of a seasoned team with decades of combined experience delivering buildings on time and within budget

PLUMBING & HVAC

With roots in the trade, P&R provides complete HVAC services for commercial and residential buildings

SUSTAINABILITY

P&R builds for tomorrow with best practices in energy efficiency and carbon footprint reduction

PROPERTY MANAGEMENT

P&R is committed to providing exceptional services and superior value to our partners, tenants and the communities we serve.

CONSULTING

Leveraging the full breadth of our expertise and experience, P&R will recommend the best strategy for your development goals.

P&R DEVELOPMENT TEAM

From idea creation to architectural review, to construction all the way to tenant move-in, P&R Companies is the only Developer in the Twin Ports that executes the life-cycle of its buildings from cradle to grave. We design them, we build them, and we manage them. We employ over 100 union women and men to construct the buildings as we self-perform about 85% of the entire process. The team we have put together for this project are local and their experience with the City of Duluth speaks for themselves.

The in-house team at P&R Companies leading the construction, and development of the area include Ryan Nelson and Pete Pavlovich, Principals and CEO of P&R Companies, Megan Holsclaw, Vice President of Operations, Cindy Johnson, Director of Project Management, Dante Tomassoni, COO of Development and Erin Makela, Director of Marketing at PR Companies.

Ryan Nelson and **Pete Pavlovich** are Co-CEO's and founders of P&R Companies. Together they bring a combined level of experience of over forty years as part of the Multi Family Construction industry. Initially starting as Plumbing and HVAC, they installed Plumbing and HVAC for every single new multifamily building in the Twin Ports in their first decade of operation.

In the last six years, Pete and Ryan have constructed over 600 units in the Twin Ports. During the evolution of their business from a small plumbing and heating company to the Twin Ports leading developer, builder, and manager, Pete and Ryan developed a proprietary heating and cooling system that creates a 300% efficiency rating and one of the most environmentally sound buildings in the Northland.

Megan Holsclaw is the Vice President of Operations. With over seven years of experience, she manages over 600 units in the Twin Ports. P&R doesn't just build, but we manage or buildings through their life. Megan ensures that all tenant transitions are treated with the same care we treat family. Residents will be assured that their experience living at a P&R property will be second to none.

Cindy Johnson brings project management experience of over 20 years working nationwide for Maurice's, Kaizen Companies and PMR Construction. She will lend her experience to the project to make sure construction is on schedule and running according to plan. She coordinates and manages all aspects of the permitting, sub-contractor coordination, and quality control.

Dante Tomassoni is the COO of Development and Chief Legal Officer at P&R. He has 15 years of experience with land use and regulatory law, government relations and development. He leads P&R regulatory and development efforts. He drive any efforts for local and statewide funding and the partnership with the public to ensure the needs of the public and private sector meet at the most mutually beneficial intersection to maximize viability and profitability of the project.

Erin Makela is the Director of Marketing and Public Relations. She lends her experience and expertise telling the company story, promoting the properties and aids in researching and planning future developments. Her career was rooted in the traditional print mediums, before transitioning to strategic marketing and digital channels.



BUILT TO PERFECTION

Multifamily buildings are one of the most in-demand and continuously changing commercial markets, and we know that development is about much more than buildings. It's about creating conditions where people to live better, work smarter, while connecting to and engaging with their community. Our over 20-years' experience has taught us that true value and quality comes from not cutting corners, but instead finding efficiencies.



BUILDING FOR THE FUTURE

We hold ourselves to a high standard when it comes to the people and communities we serve. That starts with accountability and commitment to the highest building and construction standards, including energy efficiency and reducing the carbon footprint of our buildings. This dedication gives our tenants a warm, quiet and enjoyable place to live.

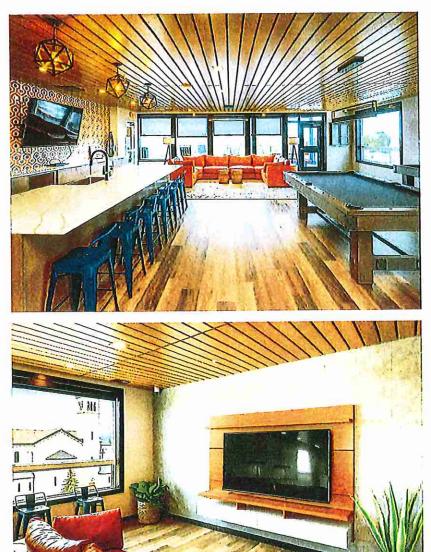
> ENERGY EFFICIENT SYSTEMS: ECONOMICAL HEATING & COOLING

• P&R designs a complete plumbing and HVAC system that provides very quiet and energy efficient VRF heating and cooling system for maximum comfort.

> INNOVATING WITH SOLAR: SUN POWERED SYSTEMS

• The flat roof tops of P&R complexes are perfect locations to collect and store the power of the sun to off-set power usage on the local grids. P&R is researching the implementation of solar power at the properties.

BEST IN MULTIFAMILY CONSTRUCTION





Multifamily construction demands careful attention to architectural detailing, as well as materials specifications and management to deliver quality amenities and living spaces. Our 85% self-performing company can drive a project from design to delivery with aggressive schedules and strict quality control.

Built or provided design-assist on plumbing & HVAC for all multifamily housing in the Twin Ports from 2010-2020.

Between the combined strength of our tradesmen and management staff, we professionally deliver project expectations. From bid spec to design-build and consulting, we have the expertise to assist on any project.

It is our mission to Build Community.

SIMILAR PROJECTS & EXPERIENCE

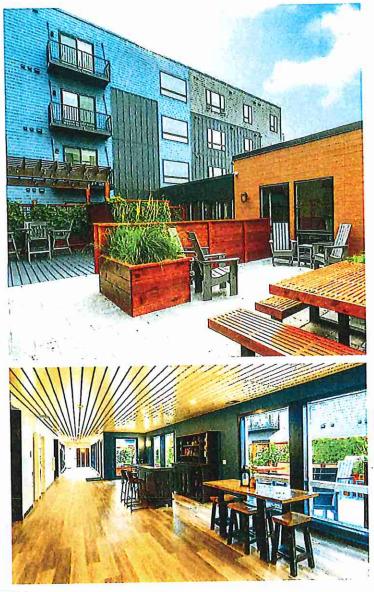
Central Flats is a unique property in that it has residential units that attract a variety of tenants, from the college student to the retiree. This specialized location is home to P&R Properties' largest age-range in all of our properties. From 19 to 96, this property needs to cater to tenants of all ages.

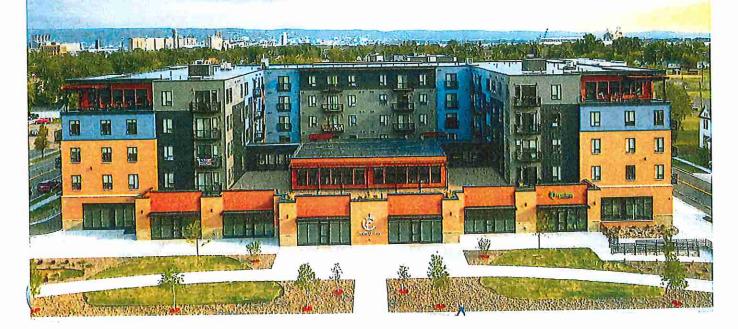
Central Flats is a 5 story, multi-family mixed use building. It features 134-units of residential apartments, ground level parking and commercial retail space. P&R is providing design-build services to oversee the plumbing and VRF heating and cooling systems. Additionally, we are performing the building envelope for future retail build outs. Central Flats was completed in late 2020.

> CENTRAL FLATS: Superior, WI

- 134 units
- Studio, 1-, 2-, 3-bedroom layouts
- Interior, Heated Parking
 - Multiple Entertaining Areas
 - Fitness Facilities
 - Outdoor Decks & Patios
 - Mixed-use Complex

CENTRAL FLATS 2020





SIMILAR PROJECTS & EXPERIENCE

As a design/build general contractor, P&R Contracting is uniquely capable of determining site specific costs prior to construction. In challenging land development scenarios, this proves especially valuable to our customers. In 2020, P&R Companies addressed the site challenges at their site in Hermantown, MN with expert skill and value engineered solutions.

As the former site of a restaurant and resort with small cabins, the Aery acreage was a unique building site requiring site cleanup and ledge rock blasting prior to construction. Located on the corner of Highway 53 and Ugstad Road, the site was also within a half mile of the Duluth International Airport approach, which presented unique challenges with height restrictions for building equipment.

> AERY: Hermantown, MN

- 147 units
- · Studio, 1-, 2-, 3-bedroom layouts
- Interior, Heated Parking and Storage
- Multiple Entertaining Areas
- Fitness Facilities
- · Outdoor Decks & Patio









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SIMILAR PROJECTS & EXPERIENCE



LINCOLN PARK

> Duluth, MN

- ・74 units
- Completed 2022

This multifamily development in Duluth's emerging Craft District is a 4-story, multifamily building. Several urban-appropriate amenities include a fitness center, bicycle storage and Club Room with community space, variety of games and multi-media televisions. The building features 74-units of multifamily housing and indoor, heated ground level parking.

BOUTIQUE MULTIFAMILY



- > Superior, WI
 - 54 units
 - · Completed 2018

Onyx is a multifamily development near the University of Wisconsin-Superior's campus. This 5-story, multifamily building offers residents a Community Room for entertaining and onsite resident storage. The building features 54-units of multifamily housing and indoor, heated ground level parking.



GRAND MARAIS 2024

SIMILAR PROJECTS & EXPERIENCE

P&R Contracting is uniquely capable of identifying site specific challenges prior to construction. In Grand Marais, the severe grade of the building site at the base of the Sawtooth Mountains provides a unique challenge to development scenarios.

The unique site called for a smaller building design and footprint, which lends itself well to the steep slope and addresses the site challenges. P&R's expert skill and value engineered solutions paired with quality construction maximizes the site's outdoor space and ensures that the building fits in with it's natural surroundings.

> Switchback Village:

Grand Marais, MN

- 51 units
- · Studio, 1-, 2-bedroom layouts
- Interior Parking
- Entertaining Area
- Fitness Facility
- Outdoor Decks







APPROACH TO DEVELOPMENT

P&R's approach to developing this site is specifically intended to aid in providing a solution to Two Harbor's housing needs. P&R's proposal brings a broadening of housing and convenience to special community by giving residents and visitors pride in their surroundings coupled with a high quality of life. Open green spaces, access to outdoor recreation and relaxation will give residents a place to enjoy. Plenty of flexible amenity space included in the design will support year-round activity; a luxury feel with quality construction at a value designed to maximizes occupancy and ROI.

Multifamily building(s) will be constructed near the golf course property in a design suitable for it's surroundings. The design is purposefully created to maximize view-sheds. P&R has intentionally laid the building design to better maximize views. Two, narrower buildings, despite being taller, create a much larger view-shed than originally contemplated. The layout provides a wider corridor and increases the available space for the public and neighboring town homes to enjoy. Essentially, leaving most of the site to open-air and green space.

The initial designs being contemplated imagines two potential design styles. The first consideration mimics a modern Aspen Chalet in design with prominent stone surroundings. Another potential design style will incorporate something closer to modern Scandinavian architecture.

The architecture and location of the buildings will yield a unique brand to the skyline of Two Harbors that will be enjoyed for generations. The unique design of the buildings, including P&R's proprietary energy efficiency designs will boast one of, if not the most, carbon neutral multi-family projects in the Northland.

Two Harbors Development

- · Create a sense of place
- Enhance golf course and local recreation
- Support year-round activity and accessibility
- · Create view sheds



APPROACH TO DEVELOPMENT

The multifamily building(s) by design will offer spacious studio, 1 and 2-bedroom floor plans. Each unit will include modern kitchens with energy efficient stainless-steel appliances, quartz/granite counter-tops, ample storage space, luxury vinyl tile flooring, modern fixtures, in-unit washer and dryer, high speed internet access, and private outdoor balconies.

The complexes will also offer several amenities, such as a state-of-the-art fitness center, virtual fitness room, pet spa, conference room, and multiple community areas for residents to enjoy. The outdoor amenity areas may include fire pits, gourmet grilling stations and plenty of seating on balconies overlooking the Lake Superior and golf course.

The buildings will also include garage and outdoor parking.

In sum, P&R's vision is to create living, recreation and opportunity for Two Harbors residents and visitors in a unique design. Tenants will enjoy a high quality of life at value driven prices. Two Harbors residents and tourists alike will enjoy green space, outdoor art, and walkable views of the lake, all being a short walk to the clubhouse and golf course.



FINANCIAL ABILITY

P&R's vision for successful development of the site includes flexibility and collaboration, with an emphasis of due diligence up front. P&R will seek to keep Two Harbors' input in mind while developing the site, while adding the creativity and expertise of its team to make sure the project provides the maximum benefits to the public and private while doing so economically and environmentally.

To do this P&R envisions the following:

- 1. Partnership in efforts to secure appropriate grants, or other incentives to ensure long-term viability of the project.
- 2. Appropriate Development Agreements.
- 3. Robust and complete plan review up front to maximize efficiency of construction process.
- 4. Phasing of the development beginning with building, then moving to green space delineation. Further scheduled phases subject to further discussion with Two Harbors.
- 5. The estimated land value per unit is subject to further discussion and negotiation with Two Harbors.
- 6. Preferred return on investment annually (ROI) and over a 10-year period (IRR) is 12 to 18%
- 7. The anticipated construction schedule is estimated at 1 year for first building, potentially 10-months per building after that.
- 8. The financial model for the project is subject to further discussion and negotiation with Two Harbors.
- 9. Anticipation that open communication and collaboration will yield transparency and partnership to the project.

Currently, the potential constraints P&R sees to construction is simply making the project economically viable. Additional costs that can affect the viability include: utilities cost, environmental considerations, and management of escalating inflationary costs. At this stage, the pure economics of the development are difficult to pinpoint, but upon award of the project, P&R's estimation team will immediately go to work to provide more concise descriptions.



FINANCIAL ABILITY

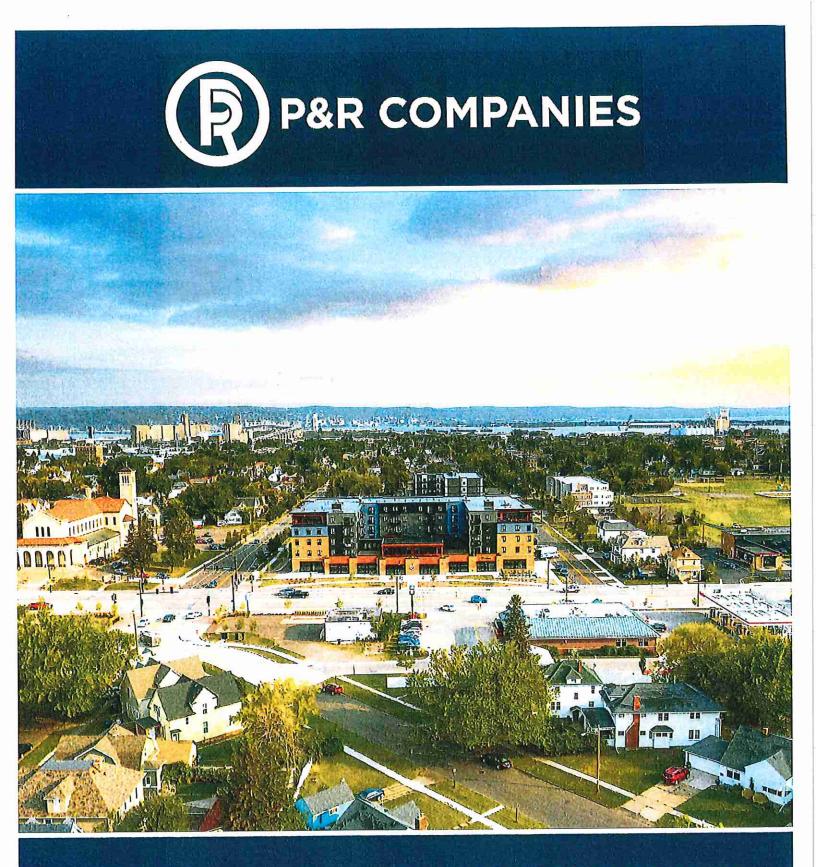
The project is planned to utilize a variety of sources for funding. P&R anticipates and will consider all options available to it including tax financing state funds, grants, forgivable loans, debt financing, equity partners and any potential federal resources in the process.

P&R has now six years of experience with tax incentive and grant funding for its property and intends to utilize that experience. Along with that experience, P&R utilizes consulting firms to provide expertise in justifying and working through calculations of the needed numbers.

Overall, we believe we believe our local portfolio of properties and 0% vacancy rate speaks for itself.

Please contact Dante Tomassoni (701) 516-6957 with any questions regarding the project. P&R is looking forward to working with Two Harbors to create a unique living and enjoyable experience for all members and visitors to enjoy.





BUILDING COMMUNITY IN THE TWIN PORTS AND ACROSS NORTHERN MINNESOTA & WISCONSIN

prcompanies.com | prproperties.org

******* February 27, 2023

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, February 27, 2023, at 6:00 p.m.

The meeting was called to order by President Redden.

 Members present, Councilors: Hefter, Glaser, Kasell, Passe, Erickson, Redden. 6.
 Others present: Interim Administrator, Dhein Finance Director, Pietila City Clerk, Nordean City Attorney, Costley.

Clerk Nordean requested the addition of Consent Agenda 11, Appointing Steve Hedin to the position of Assistant Public Works Director and New Business 5, authorizing a letter of support for Lake County Historical Society's IRRRB Grant to help the Society restore the beacon on the Lighthouse and New Business 6, a resolution authorizing Lake County to award the bid for tree removal services for the 23-24 Street Improvement Project with the City's responsibility between \$6,532.50 and \$8,274.50.

Motion by Hefter and Glaser approving the agenda with the changes proposed. Carried by a unanimous yea vote of members present on roll call.

Motion by Glaser and Erickson Adjourning regular meeting and calling to order public hearing for the purpose of receiving public input regarding a Concept Plan for a Planned Unit Development on behalf of the property owner at XX Lighthouse Point Road (Parcel ID: 23-7600-06612) in the City of Two Harbors. The concept plan contains 26 townhome units in 13 buildings, one commercial lot with space for coffee/bar/restaurant use, along with shared gathering space for resident's and public use in the City of Two Harbors. Carried.

Clerk Nordean disclosed the fact that her son is employed by JBL Trucking, which is owned by Jack Lax, who is one of the developers on the proposed project.

Appearances:

Attorney Costely, was present and addressed the Council providing an outline of the process for approval of a Planned Unit Development Project. He pointed out that this project is currently at the conceptual stage of the process. He explained that a PUD is what's called an overlay, and you apply a PUD over an existing zoning, in this case the existing zoning is Mixed Use Waterfront. He went on to state that PUD's are intended to allow the developer to cluster things together to allow for more green space by allowing up to 30% of bonus density. He noted that there is a list

CA. | 5/8/23

of items that the Council could consider as the public benefit which is required to allow the bonus density.

Justin Otsea, City Planner, was present and addressed the Council reporting that they are at the concept plan, part of the process. Thirteen, two-unit buildings, with 26 units overall are now proposed, noting that there have been some changes since the project was originally presented. The standard density would be up to 21 units using the underlying zoning, it could go up to 28 with a PUD, the developer is currently requesting 26 in addition to a commercial space. Otsea reported that the Planning Commission has approved it, but with some considerations, which he outlined for the Council, also explainingthe ways that the developer has made adjustments to the original plan to address the Planning Commission's considerations.

The following individuals were present and addressed the Council in opposition to the proposed development:

Tom Koehler, 814 Fifth Avenue, Luann Undenberg, 410 Fourth Avenue, Todd Ronning, 130 South Avenue, Glenn Johnson, 1706 Marie Avenue; Jose Leon, 419 Third Avenue, Judy Sausen,712 Third Avenue #203; Fran Kaliher, 3454 Drummond Grade; Paul Iversen, 809 Third Avenue; Jean Sewell, 302 South Avenue, Karin Smith, 122 South Avenue, Jill Paron, 421 Second avenue; Terry Gydesen, 2792 Drummond Grade and Elliott Crompton, 212 Third Avenue.

The following individuals were present and addressed the Council in favor of the proposed development:

Jay Cole, 716 Sixth Avenue and Marty Kettle, 1525 White Pine Trail, Cloquet, MN.

Communications:

- 1. A letter from Tami & Pete Kotila, 2047 Highway 12, expressing opposition to the proposed plan or any type of development on Lighthouse Point.
- 2. A letter from the following residents of Harbor Point: Beth Smith, Skip Spratley, Dee Rupert, and Lisa Zadroski, expessing opposition to the plan for any development on Lighthouse Point.

Motion by Erickson and Passe adjourning public hearing and reconvening regular City Council meeting. Carried.

Appearances:

Brandon Graden, 405 Second Avenue, was present and addressed the Council expressing concerns with the City's plan to construct a new liquor store.

Jody Zastera, 722 Laura Lane Circle, was present and was interviewed for a position on the Library Board. Motion by Erickson and Glaser that **RESOLUTION NO. 3-71-23 APPOINTING JODY ZASTERA AS A MEMBER OF THE LIBRARY BOARD OF DIRECTORS, FOR A TERM** WHICH WILL EXPIRE IN MARCH OF 2025 be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Jay Cole, 716 Sixth Avenue, was present regarding his petition that the City purchase the abandoned John A. Johnson School, requesting that the Councilors sign his petition and asking that if the building is not purchased, that the City construct a 30-40' screen around the building.

Public Affairs Committee:

Councilor Glaser was present and addressed the Council providing a review of the meeting held on February 16, where they discussed the neighborhood revitalization Program.

Trees & Trails Commission:

Councilor Passe was present and addressed the Council reviewing the items discussed at their February 16 meeting which included a proposal by Todd Ronning for a tree planting project in Lakeview Park proper, tree removal plans for upcoming projects, Water Treatment Plant trail alignment and tree planting following recent street improvement projects.

Utilities Committee:

Council President Redden, reported that at their last meeting, they discussed the bids for the proposed Water Treatment Plant Improvement Project and the purchase of a GIS system for utility departments.

Personnel Committee:

Councilor Glaser reported on the February 22 meeting of the Personnel Committee where the group discussed the replacement of the Water and Wastewater Treatment Plant Superintendent and the Parks, Grounds & Building Maintenance Position.

Public Arts & Beautification Commission:

Kathy Glenn, 520 Laura Lane, Public Arts & Beautification Commission member, was present and addressed the Council reporting that the group discussed goals for 2023.

Library Board:

Councilor Hefter reported that the Library Board at their last meeting discussed the ongoing project to improve the restrooms and also a proposal to improve the desk section of the Library. He noted that they have received a contribution from Friends of the Public Library in the amount of \$5,000.

North Shore Management Board:

Councilor Passe Reported on his February 15 meeting of the North Shore Management Board where they discussed ARDC's erosion hazard zone project and short term rentals.

Motion by Hefter and Glaser that the following consent agenda items:

Approving minutes from the January 23 and February 13, 2023 Regular City Council 1. meetings.

- 2. RESOLUTION NO. 3-72-23 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS, IN THE AMOUNT OF \$1,031,252,43.
- 3. Approving payroll for the first half of February, 2023, in the amount of \$233,081.20.
- 4. RESOLUTION NO. 3-73-23 AUTHORIZING PAYMENT TO JIM PERRAULT CONSTRUCTION IN THE AMOUNT OF \$20,306.25 FOR ORIGINAL CONTRACT PRICE FOR COMMUNITY BUILDING WINDOW REPLACEMENT PROJECT.
- 5. Accepting, with regret, a letter of resignation from John Weidner, from his position on the Library Board of Trustees and authorizing a letter of appreciation for his service.
- 6. Accepting, with regret, a letter of resignation from Krista Busse, from her position on the City HRA, and authorizing a letter of appreciation for her service.
- 7. RESOLUTION NO. 3-74-23 APPROVING THE RECOMMENDATION OF THE PERSONNEL COMMITTEE TO INCREASE THE BASE RATE OF PAY FOR TEMPORARY EMPLOYEES TO \$15.00 AND \$15.50 FOR THOSE INDIVIDUALS HIRED FOR THE PUBLIC WORKS DEPARTMENT WHO ARE OVER THE AGE OF 18 WITH A VALID MN DRIVER'S LICENSE.
- 8. RESOLUTION NO. 3-75-23 AUTHORIZING A HIRING INCENTIVE PROGRAM FOR TEMPORARY EMPLOYEES WHO REFER NEW TEMPORARY EMPLOYEES AND WHO MEET CERTAIN REQUIREMENTS.
- 9. Approving the recommendation of the Personnel Committee to authorize internal and external postings for the position of Journey or Apprentice Lineworker.
- 10. RESOLUTION NO. 3-76-23 REMOVING MICHAEL CAVALLIN FROM THE CITY CHARTER COMMISSION DUE TO RESIDENCY REQUIREMENTS.

11. RESOLUTION NO. 3-77-23 APPOINTING STEVE HEDIN TO THE POSITION OF ASSISTANT PUBLIC WORKS DIRECTOR.

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

Communications:

- 1. A petition requesting that the Two Harbors City Council purchase the abandoned John A. Johnson school.
- 2. A letter from Paula Gaboury, Pastor and Bill Hermanson, Trustee of United Church of Two Harbors, 531 Third Avenue, expressing thanks to Paul Johnson and his crew for quick repair of their leaking water line and declaring that it was very reassuring to see that the City has such competent and capable workers.
- 3. A memorandum from Luke Heikkila, Water and Wastewater Treatment Plant Superintendent, providing an update on his activities regarding to the Wastewater Treatment plant.
- 4. A memorandum from Joe Rhein, Bolton & Menk, providing an update on tree removal and and City projects.

5. A memorandum from Joe Rhein, Bolton & Menk, regarding the 2023 – 2024 Street Improvement Project and Tree Removal.

New Business:

Motion by Glaser and Erickson that **RESOLUTION NO. 3-78-23 CONSIDER APPROVING THE CITY OF TWO HARBORS EMPLOYMENT AGREEMENT WITH PATRICIA NORDEAN AND AUTHORIZING THE MAYOR AND INTERIM CITY ADMINISTRATOR TO EXECUTE THE AGREEMENT ON BEHALF OF THE CITY** be adopted as read. Carried by the following vote: Yeas: Glaser, Erickson, Redden. 3; Nays: Hefter and Pass. 2; Abstain: Kasell. 1.

Councilor Passe left the meeting and did not return.

Motion by Glaser and Erickson closing the meeting for the purpose of discussing pending litigation strategy regarding special assessments as allowed under MN Statute Section 13D.05, Subd. 3(b). Carried.

Motion by Glaser and Erickson that the meeting reconvene. Carried.

Motion by Glaser and Hefter that **RESOLUTION NO. 3-79-23 APPROVING THE STATE OF MN JOINT POWERS AGREEMENTS WITH THE CITY OF TWO HARBORS ON BEHALF OF ITS CITY ATTORNEY AND POLICE DEPARTMENT** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Erickson and Hefter that **RESOLUTION NO. 3-80-23 AUTHORIZING LAKE COUNTY TO AWARD THE BID FOR TREE REMOVAL SERVICES FOR THE 23-24 STREET IMPROVEMENT PROJECT WITH THE CITY'S RESPONSIBILITY BETWEEN \$6,532.50 AND \$8,274.50** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

The council requested that a special meeting of the Committee of the Whole be called for the purpose of discussing issues regarding the proposed project on Lighthouse Point and asked the clerk to conduct a Doodle Poll to establish meeting date and time.

Motion by Erickson and Kasell that the meeting adjourn. Carried.

Ben Redden, President, City Council

Patricia D. Nordean, City Clerk

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:

Deputy Administrator, Pietila requested the addition of Consent Agenda Item 22, adopting the 2023 Solar Rebate Rates.

Motion by Glaser and Passe approving the agenda with the changes requested by the deputy administrator. Carried.

Appearances:

Joe Rhein, Bolton & Menk, was present and addressed the Council regarding the 2023 - 2024Street Improvement Project noting that there are five special stormwater treatment features that are alternates to the project bid. These features would only be installed if we were successful in receiving grant funding through Lake County Soil & Water Conservation District.

Public Works Committee:

Councilor Glaser reported on the last meeting of the Public Works Committee where they discussed the 23-24 Street Improvement Project, the stormwater plan, the Liquor Store Project, Odegard Trail, Airport projects and the water puddle in front of City Hall.

Planning Commission:

Councilor Glaser reported that at their last meeting, the Planning Commission conducted a public hearing on the definition of hotels and motels, they discussed the concept of a social district in the City's downtown and a proposal to charge a fee for vacant buildings, in addition they talked about the Short Term Rental Ordinance.

Safety Committee:

Councilor Passe reported that the Safety Committee, at their last regular meeting, discussed and recommended the parking options associated with the 2023 - 2024 Street Improvement Project; they discussed preparedness planning for the Thomas the Train event.

Motion by Glaser and Hefter that the following consent agenda items:

- 1. Approving minutes from the February 27, 2023 Regular City Council meeting.
- 2. RESOLUTION NO. 3-71-23 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS TO BE PAID ON MARCH 14, 2023 IN THE AMOUNT OF \$2,119,824.93.

- 3. Approving payroll for the second half of February, 2023 in the amount of \$233,081.20.
- 4. RESOLUTION NO. 3-72-23 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. RESOLUTION NO. 3-73-23 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. RESOLUTION NO. 3-74-23 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. RESOLUTION NO. 3-75-23 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. RESOLUTION NO. 3-76-23 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. RESOLUTION NO. 3-77-23 ACCEPTING 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. RESOLUTION NO. 3-78-23 ACCEPTING 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. RESOLUTION NO. 3-79-23 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. RESOLUTION NO. 3-80-23 ACCEPTING A PROPOSAL FROM VAN IWAARDEN ASSOCIATES FOR GASB 67/68 ACTUARIAL VALUATION FOR FY 2023 AND FY 2024.
- 13. RESOLUTION NO. 3-81-23 AMENDING THE FEE SCHEDULE FOR ANIMAL CONTROL ORDINANCE VIOLATIONS.
- 14. RESOLUTION NO. 3-82-23 DESIGNATING NO PARKING ZONES ON PORTIONS OF 5th STREET AND 4th AVE FOR THE 2023-2024 STREET IMPROVEMENT PROJECT.

- 15. RESOLUTION NO. 3-83-23 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. RESOLUTION NO. 3-84-23 APPROVING THE ENGAGEMENT LETTER FOR SERVICES PROVIDED BY BERGAN KDV FOR THE 2022 AUDIT.
- 19. RESOLUTION NO. 3-85-23 APPROVING PROPOSAL FROM BERGAN KDV FOR GASB 87 IMPLEMENTATION ASSISTANCE RELATED TO LEASES.
- 20. RESOLUTION NO. 3-86-23 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. RESOLUTION NO. 3-87-23 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:

Motion by Glaser and Hefter that **RESOLUTION NO. 3-88-23 DECLARING 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** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

<u>New Business:</u>

Motion by Glaser and Hefter that **RESOLUTION NO. 3-89-23 APPROVING PLANS AND** SPECIFICATIONS AND ORDERING ADVERTISEMENT OR BIDS FOR THE 2023-2024 **STREET IMPROVEMENT PROJECT** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Erickson and Passe that **RESOLUTION NO. 3-90-23 CALLING FOR A FEASIBILITY REPORT FOR THE 2023 SIDEWALK IMPROVEMENT PROJECT** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Glaser and Passe that **RESOLUTION NO. 3-91-23 ACCEPTING THE QUOTE FROM BARK'S TREE SERVICE FOR TREE REMOVAL OF 20 TREES IN WARD 3** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Erickson and Hefter that the meeting adjourn. Carried.

Ben Redden, President, City Council

Patricia D. Nordean, Administrator

******* March 27, 2023

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, March 27, 2023, at 6:00 p.m.

The meeting was called to order by President Redden.

Members present, Councilors:	Hefter, Glaser, Kasell, Erickson, Redden. 6.
Others present:	Deputy Administrator/Finance Director, Pietila City Attorney, Costley.

Deputy Administrator, Pietila, requested that items 8, 9 and 10 be removed from the Consent Agenda.

Motion by Erickson and Hefter approving the agenda with the changes requested by the Deputy Administrator. Carried.

Appearances:

Jouh Luepke, President, Serene Quarters, 80 South Eighth Street, Minneapolis, MN, and Joe Pelawa, JPJ Engineering, were present and addressed the Council describing their proposal to extend natural gas, water and sanitary sewer utilities from the existing Culver's property along Highway 61 to a residential development located on East Stanley Road.

Brian Guldan, Bolton & Menk, was in attendance virtually and addressed the Council regarding bids received for the Water Treatment Plant Project and funding options for the project. He explained that the City does not have to award the bid until their next regular meeting.

Joe Rhein, Bolton & Menk, was present and addressed the Council regarding funding for the Odegard Trail Project. He explained that Lake County had made application to provide funding for a portion of the Odegard Trail, however, the grant application was not successful, so the Council needs to determine what portion of the trail will be completed this year, or if there is an alternate funding source that could be secured to complete the project. The City is required to spend \$100,000 on trails in the calendar year due to grant funding requirements. Rhein explained that the Trees & Trails Commission is scheduled to meet April 20th and they may have a recommendation following that meeting.

Glenn Johnson, 1706 Marie Avenue, was present and addressed the Council regarding tax increment financing and the Lighthouse Point development which has been proposed. He

indicated his opinion that there would be no advantage to the residents as a result of the development and that he feels the best outcome would be for the City to purchase the property.

Todd Ronning, 130 South Avenue, was present and addressed the Council regarding zoning standards, requesting the Council reject the proposed plan for development on Lighthouse Point. He indicated that in the past there have been projects that did not comply with requirements which resulted in erosion issues and property damage.

Judy Olson, 836 Seventh Avenue, was present and addressed the Council regarding "paying attention". She asked the Council if they want involved citizens. She inquired if they have seen the newspaper articles regarding Ted Stocke, referring to "inconsistencies in his claims". She asked councilors to envision the shoreline of Lake Superior and how many spots can compare with Lighthouse Point in Two Harbors.

Tom Koehler, 814 Fifth Avenue, was present and addressed the Council expressing opposition to the proposed development on Lighthouse Point, referencing significant contamination of a thin layer of soil on top of fractured bedrock. He suggested sampling and bedrock testing to a minimum of 6 feet.

Donna Heil, 602 First Avenue, was present and addressed the Council requesting that they consider allowing the sale of consumable THC products as allowed by law in the State of Minnesota, within the City of Two Harbors, as soon as possible. She reported that there are no recorded side effects and the products are a highly popular alternative to alcohol. She indicated that there are local establishments outside of the City who are selling these products which is putting her business at a disadvantage due to the current moratorium within the City.

Library Board:

Councilor Hefter reported that at their most recent meeting, where they had a present by Administrator Nordean regarding policies and procedures for City boards and commissions. They also discussed funding and a donation received which will be used for easy reader books. They learned that the restroom renovation project is on track and there is a potential for some remaining funding available for a staff breakroom.

Public Affairs Committee:

Councilor Glaser reported that at their regular meeting of the Public Affairs Committee, they discussed a parcel of property located on the Highway 61 Corridor, a policy regarding utility extensions outside of the City limits; and recommend no changes to the existing practice of not reading aloud consent agenda items during the Regular City Council meetings.

Utilities Committee:

Councilor Hefter reported that at their meeting of March 21, the Utilities Committee discussed funding for the water plant project, and the proposed extension of utilities beyond the City limits.

Personnel Committee:

Councilor Glaser reported that at their last regular meeting, they discussed options for the water and wastewater treatment plant superintendent, elements for the parks, grounds and building maintenance positions and the re-advertisement of a Public Works Specialist 1 position. They also discussed the proposed Deputy Clerk/Administrative Assistant position and Human Resources duties.

Motion by Hefter and Glaser that the following consent agenda items:

- 1. RESOLUTION NO. 3-92-23 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS, IN THE AMOUNT OF \$4,233,593.39.
- 2. Approving payroll for the first half of March, 2023, in the amount of \$235,164.50.
- 3. RESOLUTION NO. 3-93-23 AUTHORIZING A 2023 CITY DEER HUNT WITH RESTRICTIONS ON THE NUMBER OF PERMITS AS RECOMMENDED BY THE DNR AND AUTHORIZING NO MORE THAN 10 PERMITS ON PUBLIC PROPERTY, AND ANY AMOUNT OVER 10 TO BE ISSUED FOR PRIVATE PROPERTY ONLY.
- 4. RESOLUTION NO. 3-94-23 CANCELLING THE ON-SALE AND SUNDAY ON-SALE LIQUOR LICENSE FOR THE TWO HARBORS CURLING CLUB EFFECTIVE APRIL 15, 2023.
- 5. RESOLUTION NO. 3-95-23 APPROVING THE ON-SALE AND SUNDAY ON-SALE LIQUOR LICENSE FOR THE TWO HARBORS GOLF ASSOCIATION FOR THE PERIOD BEGINNING APRIL 16, 2023 – SEPTEMBER 30, 2023, PENDING THE APPROVAL OF THE CHIEF OF POLICE AND THE RECEIPT OF APPROPRIATE DOCUMENTATION.
- 6. Accepting the recommendation of the Public Affairs Committee to schedule appearances during the Regular City Council meetings, where possible.
- 7. Accepting the recommendation of the Personnel Committee to authorize a second posting for the position of Public Works Specialist 1, due to a lack of qualified applicants.
- 11. Accepting the recommendation of the Personnel Committee to hire a consultant to meet the Class A license requirements for the Wastewater Treatment Facility and directing the City Attorney to draft an agreement between the City of Two Harbors and Northern Wastewater Operations for a period beginning May 1 through November 30, 2023 following the MPCA Wastewater Treatment Facility Contract Operator Guidelines.

- 12. RESOLUTION NO. 3-96-23 APPOINTING RANDY HEDIN TO THE POSITION OF INTERIM SUPERINTENDENT OF THE WATER AND WASTEWATER TREATMENT FACILITIES UNDER THE DIRECTION OF NORTHERN WASTEWATER OPERATIONS FOR WASTEWATER TREATMENT OPERATIONS EFFECTIVE MARCH 28, 2023.
- Referring to the Utilities Committee, a request by John Leupke, President, Serene Quarters, 80 South 8th St, Minneapolis, MN, re: a request to extend gas, water and sanitary sewer services to a development on East Stanley Road.
- 14. RESOLUTION NO. 3-97-23 CERTIFYING ASSESSMENTS TO THE LAKE COUNTY AUDITOR AGAINST CERTAIN PROPERTY WITHIN THE CITY FOR UNPAID UTILITY CHARGES.
- 15. RESOLUTION NO. 3-98-23 APPROVING AN AMENDMENT TO THE AGREEMENT BETWEEN THE CITY OF TWO HARBORS AND THE TWO HARBORS GOLF ASSOCIATION TO INCREASE THEIR ANNUAL PAY FOR 2023 FROM \$330,000 TO \$397,000 AND AUTHORIZING THE MAYOR AND ADMINISTRATOR TO EXECUTE SAID AMENDMENT ON BEHALF OF THE CITY.
- 16. RESOLUTION NO. 3-99-23 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$390 FOR PROJECT MANAGEMENT AND COORDINATION OF THE 2021-2022 STREET IMPROVEMENT PROJECT.
- 17. RESOLUTION NO. 3-100-23 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$3,278.00 FOR PROFESSIONAL SERVICES FOR THE LIQUOR STORE PROJECT.
- 18. RESOLUTION NO. 3-101-23 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$49,371.50 FOR PROFESSIONAL SERVICES FOR THE 2023-2024 STREET IMPROVEMENT PROJECT.
- 19. RESOLUTION NO. 3-102-23 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$3.025, FOR PROFESSIONAL SERVICES FOR THE ODEGARD TRAIL PROJECT.
- 20. RESOLUTION NO. 3-103-23 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$600 FOR GENERAL ENGINEERING SERVICES.
- 21. RESOLUTION NO. 3-104-23 AUTHORIZING THE PURCHASE OF 5000' OF UNDERGROUND WIRE FOR THE CAMPGROUND ELECTRICAL UPGRADE FROM BORDER STATES ELECTRIC FOR AN AMOUNT OF \$25,428.35.

- 22. RESOLUTION NO. 3-105-23 ACCEPTING, WITH REGRET, THE RESIGNATION OF JEFF NIELSON, FROM HIS POSITION ON THE PLANNING COMMISSION, AND EXPRESSING APPRECIATION FOR HIS SERVICE.
- 23. RESOLUTION NO. 3-106-23 ACCEPTING THE PROPOSAL OF HOLDEN ELECTRIC FOR MATERIALS (EXCEPT PEDS AND WIRE) AND LABOR TO INSTALL 66 NEW ELECTRICAL PEDS AT THE CAMPGROUND FOR AN AMOUNT OF \$84,867.00.

Carried by a unanimous yea vote of all members present on roll call.

Communications:

- 1. A letter from Donna Heil, Harbor Rail Pub & Events, Mike Kasell, The Tipsy Mosquito and Kristina Grann, Landing 61, requesting that the Council take up the discussion of allowing the sale of consumable THC products as allowed by law in the State of MN, within the City of Two Harbors, as soon as possible.
- 2. An email from Doris Davidson, 212 Second Avenue, expressing her opposition to the proposed development on Lighthouse Point.

New Business:

Motion by Erickson and Glaser that **RESOLUTION NO. 3-107-23 RECEIVING A FEASIBILITY REPORT AND CALLING FOR A PUBLIC HEARING FOR 6 PM, OR AS SOON THEREAFTER AS POSSIBLE, ON MONDAY, APRIL 24, 2023, ON THE PROPOSED 2023 SIDEWALK IMPROVEMENT PROJECT** be adopted as read. Carried by a unanimous roll call vote of all members present on roll call.

Motion by Glaser and Hefter Approving the Concept Plan for the proposed Planned Unit Development on Lighthouse Point. The motion failed by the following vote: Yeas: Redden. 1. Nays: Hefter, Glaser, Kasell, Erickson. 4.

Motion by Hefter and Glaser that **RESOLUTION NO. 3-108-23 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR THE 2023-2024 STREET IMPROVEMENTS PROJECT** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Glaesr and Hefter that **RESOLUTION NO. 3-109-23 APPOINTING AND REAPPOINTING CITY BOARD AND COMMISSION MEMBERS** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Hefter and Glaser Authorizing a letter of support for Lake County Soil & Water Conservation District's application for funding to remove invasive species and install a native planting along Agate Bay and the application for funding assistance to install a twostage ditch with native vegetation and hydrodynamic separator/baffle box near Agate Bay and a biochar filtration basin next to the Sonju Trail. Carried. Motion by Erickson and Hefter that the meeting adjourn. Carried by a unanimous yea vote of all members present on roll call.

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Ben Redden, President, City Council

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Patricia D. Nordean, Administrator

******** April 10, 2023

Regular meeting of the City Council of the City of Two Harbors, Minnesota, held on Monday, April 10, 2023, at 6:00 p.m.

The meeting was called to order by President Redden.

Members present, Councilors:	Hefter, Glaser, Kasell, Passe, Erickson, Redden. 6.
Others present:	Administrator, Nordean Finance Director, Pietila City Attorney, Costley.

Administrator Nordean requested that Consent agenda item 14 be amended to scheduling a special meeting of the City Council to serve as the City Canvassing Board for 5 PM on Monday, April 17, 2023; Adding Consent Agenda item 16, Scheduling a special meeting at 5:30 pm or as soon there after as possible on Monday, April 17, 2023, for the purpose of serving as the City's Cable TV Commission and for a discussion regarding the proposed options for the Highway 61 project near the east end of the City; adding New Business 4, Approving the Purchase Agreement between the City of Two Harbors and Acre Development for parcels identified as 23-7600-02047 and 25-5211-02145 conditioned upon review by the Planning Commission; and New Business 5, Authorizing the City Attorney to secure an appraisal of the Melvin Gangestad property as part of the civil assessment lawsuit.

Motion by Erickson and Hefter approving the agenda with the changes proposed by the City Administrator. Carried.

Administrator Report:

Administrator Nordean provided a verbal report of activities of the administrative offices since March 1, including election preparation, several meetings, hiring processes for several open positions, airport hangar building issues, self-proclaimed first amendment auditors, and participation in the Career Expo at THHS. She expressed appreciation to Joni Brandt, Meg Lubovich and Rachel Williams for working extra hours for absentee voting; to Joni Brandt, Jim Gilbert, Blake Prince, Ken Anderson, Sean Jones and Greg Moe for their work on the Career Expo; to Joe Cavallin, Steve Kosmo, Brad Jones, Dave Klinker and Paul Johnson, for their work on a recent water main repair.

Recreation Board:

Vice President, Erickson, reported on a recent meeting of the Recreation Board where they accepted a proposal for the resurfacing of skatepark equipment.

Motion by Glaser and Hefter that the following consent agenda items:

- 1. Approving minutes from the March 13 and 27, 2023 Regular City Council meeting.
- 2. RESOLUTION NO. 4-110-23 ALLOWING CLAIMS AGAINST THE CITY OF TWO HARBORS, IN THE AMOUNT OF \$1,426,656.45.
- 3. Approving payroll for the second half of March, 2023, in the amount of \$242,638.60.
- 4. RESOLUTION NO. 4-111-23 ACCEPTING THE BID FROM AMERICAN ENGINEERING TESTING IN THE AMOUNT OF \$14,800 FOR GEOTECHNICAL SOIL BORINGS FOR THE LIQUOR STORE PROJECT AND AUTHORIZING THE ACTING MAYOR AND ADMINISTRATOR TO EXECUTE THE CONTRACT WITH AMERICAN ENGINEERING TESTING FOR SAID SERVICES.
- 5. RESOLUTION NO. 4-112-23 AUTHORIZING PAYMENT TO WSB TO PROVIDE MATERIALS TESTING SERVICES FOR THE WASTEWATER TREATMENT PLANT PROJECT IN THE AMOUNT OF \$335.
- 6. RESOLUTION NO. 4-113-23 AUTHORIZING PAYMENT TO LAKEHEAD CONSTRUCTORS IN THE AMOUNT OF \$721,541.40 FOR PAY APPLICATION #17 FOR THE WASTEWATER TREATMENT PLANT PROJECT.
- 7. RESOLUTION NO. 4-114-23 AUTHORIZING PAYMENT TO BOLTON & MENK IN THE AMOUNT OF \$40,953.35 FOR PROFESSIONAL SERVICES FOR THE WASTEWATER TREATMENT PLANT PROJECT.
- 8. RESOLUTION NO. 4-115-23 ACCEPTING THE PROPOSAL FROM J& M DISPLAYS TO PROVIDE FIREWORKS MATERIALS AND DISPLAY SERVICES FOR TUESDAY JULY 4, 2023 FOR AN AMOUNT OF \$13,000.
- 9. RESOLUTION NO. 4-116-23 AUTHORIZING THE FIRE DEPARTMENT TO SUBMIT A GRANT APPLICATION TO THE MN DEPARTMENT OF NATURAL RESOURCES FOR A VOLUNTEER RURAL FIRE DEPARTMENT GRANT IN THE AMOUNT OF \$2,500 FOR PERSONAL PROTECTIVE EQUIPMENT FOR WILDLAND FIREFIGHTING.
- 10. RESOLUTION NO. 4-117-23 AUTHORIZING THE FIRE DEPARTMENT TO SUBMIT A GRANT APPLICATION TO THE TWO HARBORS AREA FUND IN THE AMOUNT OF \$2,500 FOR PERSONAL PROTECTIVE EQUIPMENT FOR WILDLAND FIREFIGHTING.
- 11. Approving the request of the Fire Chief to allow Casey Fitzpatrick and Ethan Casady to attend the FDIC Conference in Indianapolis.
- 12. Approving the request of the American Legion to be open on the following Sundays in 2023: July 2, 9, 16, 23 and 30, August 6, 13, 20 and 27 and September 3.

- 13. Accepting the resignation of Lee Senst from his position on THEDA, with regret, and authorizing a letter of appreciation for his service.
- 14. Scheduling a special meeting for 5 PM on Monday, April 17, 2023, for the purpose of acting as the City Canvassing Board.
- 15. RESOLUTION NO. 4-118-23 DECLARING THIRD AND FINAL READING OF ORDINANCE NO. XXX, SECOND SERIES, 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.
- 16. Scheduling a special meeting at 5:30 pm or as soon thereafter as possible on Monday, April 17, 2023, for the purpose of serving as the City's Cable TV Commission and for a discussion regarding the proposed options for the Highway 61 project near the east end of the City.

Carried by a unanimous yea vote of all members present on roll call.

Communications:

1. A memorandum from Jennifer Selchow, Bolton & Menk, regarding Wastewater Treatment Plant Improvements.

Unfinished Business:

Other.

New Business:

Motion by Glaser and Passe accepting the recommendation of the Planning Commission to declare first reading of an ordinance amending the City Code to replace existing definitions for Hotel and Motel with revised definitions requiring a minimum of three units. Carried.

Motion by Hefter and Erickson that **RESOLUTION NO. 4-119-23 AWARDING THE BID** FOR THE WATER TREATMENT FACILITY IMPROVEMENTS TO LAKEHEAD CONSTRUCTORS, INC. FOR AN AMOUNT OF \$7,340,209.12 AND AUTHORIZING NOTICE OF AWARD be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Erickson and Glaser that **RESOLUTION NO. 4-120-23 APPROVING THE SETTLEMENT AGREEMENT AND MUTUAL RELEASE OF ALL CLAIMS BETWEEN THE CITY OF TWO HARBORS AND TIMOTHY J. HEDIN AND AUTHORIZING THE ACTING MAYOR AND CITY ADMINISTRATOR TO EXECUTE SAID SETTLEMENT AGREEMENT ON BEHALF OF THE CITY** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Erickson and Kassel that **RESOLUTION NO. 4-121-23 APPROVING THE PURCHASE AGREEMENT BETWEEN THE CITY AND ACRE DEVELOPMENT FOR** PARCELS 23-7600-02047 AND 25-5211-02145, PENDING REVIEW BY THE PLANNING COMMISSION, AND AUTHORIZING THE ACTING MAYOR AND ADMINISTRATOR TO EXECUTE DOCUMENTS NECESSARY FOR SAID PURCHASE AGREEMENT be adopted as read. Carried by the following vote: Yeas: Hefter, Glaser, Kasell, Erickson, Redden. 5. Abstain: Passe. 1. Passe indicated that the reason for his abstention was due to not being present for discussion held at the last meeting.

Motion by Erickson and Glaser that **RESOLUTION NO. 4-122-23 AUTHORIZING THE CITY ATTORNEY TO SECURE AN APPRAISAL OF THE MELVIN GANGESTAD PROPERTY AS PART OF THE CIVIL ASSESSMENT LAWSUIT** be adopted as read. Carried by a unanimous yea vote of all members present on roll call.

Motion by Erickson and Kasell that the meeting adjourn. Carried.

Ben Redden, President, City Council

Patricia D. Nordean, Administrator

ACKET: 02719 MAY 9, 2023 ENDOR SET: 01 CITY OF TWO HARBORS

EQUENCE : ALPHABETIC

UE TO/FROM ACCOUNTS SUPPRESSED

P.O. # GROSS -----ID---------- ACCOUNT NAME----- DISTRIBUTION POST DATE BANK CODE -----DESCRIPTION-----DISCOUNT G/L ACCOUNT _____ A PLUS PEST MANAGEMENT MN 1-4838 50.00 CITY HALL 1-25713 5/01/2023 DUE: 5/01/2023 DISC: 5/01/2023 1099: N APBNK 50.00 OPERATING SUPPLIES 101 41400-210 CITY HALL 50.00 I-25714 LIBRARY 1099: N DUE: 5/01/2023 DISC: 5/01/2023 5/01/2023 APBNK 50.00 . 211 45500-210 OPERATING SUPPLIES LIBRARY A PLUS PEST MANAGEMENT MN 50.00 I-25715 DUE: 5/01/2023 DISC: 5/01/2023 1099: N 5/01/2023 APBNK 50.00 OPERATING SUPPLIES 101 42200-210 FIREHALL 50.00 1-25716 GAS 1099: N DUE: 5/01/2023 DISC: 5/01/2023 5/01/2023 APBNK 50.00 605 49610-210 OPERATING SUPPLIES GAS 50.00 I-25717 PUBLIC WORKS 1099: N DUE: 5/01/2023 DISC: 5/01/2023 5/01/2023 APBNK OPERATING SUPPLIES 50.00 101 43100-210 PUBLIC WORKS === VENDOR TOTALS ==== 250,00 _____ _____ _____ 1-3402 ACME TOOLS ~ DULUTH 1-11225986 ACME TOOLS - DULUTH 1,627.99 DUE: 4/28/2023 DISC: 4/28/2023 1099: N 4/28/2023 APBNK 1,627,99 604 49570-210 OPERATING SUPPLIES MILWAUKEE M18FORCE LOGIC 6T 1,627.99 === VENDOR TOTALS === AIRPORT WINDSOCK CORPORATION 1-3973 160.41 1-81432 AIRPORT WINDSOCK CORPORATION APBNK DUE: 4/07/2023 DISC: 4/07/2023 1099: N 3/08/2023 160.41 101 42200-210 OPERATING SUPPLIES AIRPORT WINDSOCK CORPORATION 160.41 ______ 1-3679 AMERICAN BOTTLING COMPANY 204.98 AMERICAN BOTTLING COMPANY I-3313622716 DUE: 6/01/2023 DISC: 6/01/2023 1099: N 5/02/2023 APBNK 204.98 PURCHASES - MIX 609 49750-264 AMERICAN BOTTLING COMPANY === VENDOR TOTALS === 204.98

CA.2 5/8/23

S/05/2023 12:22 PM		A/P Regui	lar Open Ite	m Register		PAGE: 2
ACKET: 02719 MAY 9, 20						
VENDOR SET: 01 CITY OF	IWO HARBORS					
EQUENCE : ALPHABETIC						
DUE TO/FROM ACCOUNTS SUP	PRESSED					
ID			GROSS	P.O. #		
	DESCRIPTION		DISCOUNT	G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
)1-4226 ARTISAN BEER	COMPANY					
I-3599914	BEER		830.85			
4/27/2023 APBNK	DUE: 5/27/2023 DISC:	5/27/2023		1099: N		
	BEER			609 49750-262	PURCHASES - BEER	830.85
1-3601275	ARTISAN BEER COMPANY		414.78			
5/04/2023 Арвык	DUE: 6/03/2023 DISC:	6/03/2023		1099: N		47.4 70
	ARTISAN BEER COMPANY			609 49750-262	PURCHASES - BEER	414.78
	VENDOR TOTALS	,	1,245.63			
)1-0841 AUTO VALUE						
1-202305025443	AUTO VALUE		1,228.48			
4/30/2023 APBNK	DUE: 5/30/2023 DISC:	5/30/2023		1099: N		133,47
	FIRE			101 42200-222	VEHICLES - SUPPLIES & MA	342.78
	STREET			101 43100-210	OPERATING SUPPLIES	670.99
	EQUIP MAINT			101 43126-221	MAINT. AND REPAIR SUPPLI	60.66
	WATER			601 49420-210	OPERATING SUPPLIES	20.58
	GAS			605 49610-210	OPERATING SUPPLIES	20.30
	VENDOR TOTALS		1,228.48			
)1-0532 BATTERIES PLU	JS BULBS			******		
I-P61907206	MIN10069		5.04			
4/27/2023 APBNK			0.01			
	DUG+ 5/27/2023 DISC+	5/27/2023		1099: N		
-72172025 A Dak	DUE: 5/27/2023 DISC: MIN10069	5/27/2023		1099: N 601 49420-223	BUILDINGS MAINT. SUPPLIE	5.04
	DUE: 5/27/2023 DISC: MIN10069	5/27/2023		1099: N 601 49420-223	BUILDINGS MAINT, SUPPLIE	5.04
			5.04	601 49420-223	BUILDINGS MAINT. SUPPLIE	
	MIN10069 VENDOR TOTALS					
)1-0348 BELLBOY CORP	MIN10069 VENDOR TOTALS DRATION			601 49420-223		
)1-0348 BELLBOY CORP 1-106732100	MIN10069 VENDOR TOTALS DRATION BELLBOY CORPORATION		 	601 49420-223		
)1-0348 BELLBOY CORP	MIN10069 VENDOR TOTALS DRATION BELLBOY CORPORATION DUE: 5/28/2023 DISC:		 	601 49420-223		
)1-0348 BELLBOY CORP 1-106732100	MIN10069 === VENDOR TOTALS === DRATION BELLBOY CORPORATION DUE: 5/28/2023 DISC: BELLBOY CORPORATION		 	601 49420-223		
)1-0348 BELLBOY CORP 1-106732100	MIN10069 VENDOR TOTALS DRATION BELLBOY CORPORATION DUE: 5/28/2023 DISC:		 	601 49420-223 1099: N 609 49750-264	PURCHASES - MIX	75.70
)1-0348 BELLBOY CORP 1-106732100 4/28/2023 APBNK	MIN10069 === VENDOR TOTALS === DRATION BELLBOY CORPORATION DUE: 5/28/2023 DISC: BELLBOY CORPORATION BELLBOY CORPORATION BELLBOY CORPORATION		 	601 49420-223 1099: N 609 49750-264 609 49750-269	PURCHASES - MIX PURCHASES - MERCHANDISE	75.70 42.00
)1-0348 BELLBOY CORP 	MIN10069 === VENDOR TOTALS === DRATION BELLBOY CORPORATION DUE: 5/28/2023 DISC: BELLBOY CORPORATION BELLBOY CORPORATION BELLBOY CORPORATION BELLBOY CORPORATION	5/28/2023	122.70	601 49420-223 1099: N 609 49750-264 609 49750-269	PURCHASES - MIX PURCHASES - MERCHANDISE	75.70 42.00
)1-0348 BELLBOY CORP I-106732100 4/28/2023 APBNK	MIN10069 === VENDOR TOTALS === DRATION BELLBOY CORPORATION DUE: 5/28/2023 DISC: BELLBOY CORPORATION BELLBOY CORPORATION BELLBOY CORPORATION DUE: 5/27/2023 DISC:	5/28/2023	122.70	601 49420-223 1099: N 609 49750-264 609 49750-269 609 49750-333	PURCHASES - MIX PURCHASES - MERCHANDISE	75.70 42.00
1-0348 BELLBOY CORP I-106732100 4/28/2023 APBNK I-99236000	MIN10069 === VENDOR TOTALS === DRATION BELLBOY CORPORATION DUE: 5/28/2023 DISC: BELLBOY CORPORATION BELLBOY CORPORATION BELLBOY CORPORATION BELLBOY CORPORATION	5/28/2023	122.70	601 49420-223 1099: N 609 49750-264 609 49750-269 609 49750-333 1099: N	PURCHASES - MIX PURCHASES - MERCHANDISE FREIGHT	75.70 42.00 5.00

=== VENDOR TOTALS ===

983.70

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ACKET: 02719 MAY 9, 2023 'ENDOR SET: 01 CITY OF TWO HARBORS

QUENCE : ALF		PRESSED					
ID		DESCRIPTION		GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
L-2672 BER	NICK'S						
1-30030405 4/25/2023	APBNK	BERNICK'S DUE: 5/25/2023 DISC: 5/ BERNICK'S	/25/2023	8,616.45	1099: N 609 49750-262	PURCHASES - BEER	8,616.45
1-30030406 4/25/2023	APBNK	BERNICK'S DUE: 5/25/2023 DISC: 5, BERNICK'S	/25/2023	45.00	1099: N 609 49750-264	PURCHASES - MIX	45.00
I-30031441 5/02/2023	APBNK	BERNICK'S DUE: 6/01/2023 DISC: 6 BERNICK'S	/01/2023	10,618.05	1099: N 609 49750-262	PURCHASES – BEER	10,618.05
I-30031442 5/02/2023		BERNICK'S DUE: 6/01/2023 DISC: 6 BERNICK'S	5/01/2023	66.80	1099: N 609 49750-264	PURCHASES - MIX	. 66.80
		=== VENDOR TOTALS ===		19,346.30			
)1-2004 BE	ST OIL COM	PANY	, ,				
1-77026 4/20/2023	3 APBNK	BEST OIL COMPANY DUE: 5/20/2023 DISC: 9 av gas	5/20/2023	15,597.60	1099: N 231 49810-259	AVA GAS FOR RESALE	15,597.60
		VENDOR TOTALS		15,597.60			
)1-1933 вс	DBCAT OF DU	JLUTH, INC.	<u></u>				
4/24/2023 APBNK D	BOBCAT OF DULUTH, INC. DUE: 5/24/2023 DISC: SPINDLE, ROD, FREIGHT	5/24/2023	469.20	1099: N 101 43126-221	MAINT, AND REPAIR SUPPL	c 469.20	
				469.20			
<u></u>)1-4128 в	OLTON & ME						
1-0309517	,	2018 STREET & ALLEY		966.00			

1-0309517 3/31/2023	APBNK	2018 STREET & ALLEY DUE: 4/30/2023 DISC: 4/30/2023 2018 STREET & ALLEY	966.00	1099: N 402 49200-530	IMPROVEMENTS	966.00
I-0309519 3/31/2023	APBNK	2021-2022 STREET IMPROVEMENT DUE: 4/30/2023 DISC: 4/30/2023 2021-2022 STREET IMPROVEMENT	804.00	1099: N 402 49200-530	IMPROVEMENTS	804.00
I-0309521 3/31/2023	. APBNK	2023-2024 STREET PROJECT DUE: 4/30/2023 DISC: 4/30/2023 2023-2024 STREET PROJECT	51,224.50	1099: N 402 49200-530	IMPROVEMENTS	51,224.50

'ACKET: 02719 MAY 9, 2023 'ENDOR SET: 01 CITY OF TWO HARBORS

EQUENCE : ALPHABETIC

POST DATE BA		DESCRIPTION		GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
-4128 BOLTON	& MENK,		NTINUED **)				
1-0309522 3/31/2023	APBNK	BOLTON & MENK, INC DUE: 4/30/2023 DISC: PROFESSIONAL SERVICES	4/30/2023	1,981.00	1099: N 101 49100-300	PROFESSIONAL SERVICES	1,981.00
1-0309523 3/31/2023	APBNK	LIQUOR STORE DUE: 4/30/2023 DISC: LIQUOR STORE	4/30/2023	5,564.00	1099: N 609 49750-520	CAPITAL OUTLAY - BUILDIN	5,564.00
1-0309524 3/31/2023	APBNK	MNDOT RECONSTRUCTION DUE: 4/30/2023 DISC: MNDOT RECONSTRUCTION	4/30/2023	449.50	1099: N 402 49200-530	IMPROVEMENTS	449.50
		=== VENDOR TOTALS ===		60,989.00			
1-4409 BOURG	ET IMPOR	TS LLC					
1-196038 5/02/2023	APBNK	BOURGET IMPORTS LLC DUE: 6/01/2023 DISC: BOURGET IMPORTS LLC BOURGET IMPORTS LLC	6/01/2023	710.00	1099: N 609 49750-263 609 49750-333	PURCHASES - WINE FREIGHT	680.00 30.00
		VENDOR TOTALS		710.00			
		VERAGE MN					
1-348844847 4/26/2023	APBNK	BREAKTHRU BEVERAGE MN DUE: 5/26/2023 DISC: BREAKTHRU BEVERAGE MN BREAKTHRU BEVERAGE MN BREAKTHRU BEVERAGE MN	5/26/2023	5,461.15	1099: N 609 49750-261 609 49750-263 609 49750-333	PURCHASES - LIQUOR PURCHASES - WINE FREIGHT	4,864.21 490.40 106.54
		=== VENDOR TOTALS ===		5,461.15			
)1-4837 CHER	RYROAD M	IEDIA					
I-0000999900 4/26/2023	APBNK	ELECTION DUE: 4/26/2023 DISC: PUBLIC ACCURACY TEST	4/26/2023	130.00	1099: N 101 41450-210	OPERATING SUPPLIES	130.0
1-86134 4/29/2023	APBNK	CHERRYROAD MEDIA DUE: 4/29/2023 DISC: ELECTIONS PUBLIC WORKS JOB AD SIDEWALKS	4/29/2023	1,475.50	1099: N 101 41450-210 101 43100-210 402 49200-530	OPERATING SUPPLIES OPERATING SUPPLIES IMPROVEMENTS	751.0 467.0 257.5
		=== VENDOR TOTALS ===	a	1,605.50			

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ACKET: 02719 MAY 9, 2023 ENDOR SET: 01 CITY OF TWO HARBORS

EQUENCE : ALPHABETIC UE TO/FROM ACCOUNTS SUPPRESSED

POST DATE BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT .	ACCOUNT NAME D	ISTRIBUTION
-1502 CINTAS CORPOR	ATION				
1-4153620764	CINTAS CORPORATION	218.77			
4/26/2023 APBNK	DUE: 5/06/2023 DISC: 5/06/2023		1099: N		
·,,	blue mat MECH UNIFORMS		101 43100-210	OPERATING SUPPLIES	157.85
	blue mat MECH UNIFORMS		604 49570-210	OPERATING SUPPLIES	30.46
	blue mat MECH UNIFORMS		605 49610-210	OPERATING SUPPLIES	30.46
1-4153620769	CINTAS CORPORATION	19.25			
4/26/2023 APBNK	DUE: 5/06/2023 DISC: 5/06/2023		1099: N		
	SCRAPERS, MAT		609 49750-210	OPERATING SUPPLIES	19.25
	=== VENDOR TOTALS ====	238.02			
L-4680 738800 CIRCLE	: К, MS #1				
I-I-202304105352	738800 CIRCLE K, MS #1	842.61		· · · · · · · · · · · · · · · · · · ·	
3/31/2023 APBNK	DRAFT 4/10/2023		1099: N		
<i>c, c_, _c_c</i>	738800 CIRCLE K, MS #1		101 43100-212	GASOLINE AND DIESEL FUEL	326.17
	738800 CIRCLE K, MS #1		231 49810-212	GASOLINE & DIESEL FUEL	85.72
	738800 CIRCLE K, MS #1		601 49420-212	GASOLINE & DIESEL FUEL	122,55
	738800 CIRCLE K, MS #1		602 49450-212	GASOLINE & DIESEL FUEL	141.25
	738800 CIRCLE K, MS #1		604 49570-212	GASOLINE & DIESEL FUEL	166.92
	=== VENDOR TOTALS ===	842.61			
1-0651 COCA COLA BE	=== VENDOR TOTALS === VERAGES OF DULUTH	842.61			
	VERAGES OF DULUTH	842.61			
I-3173272	VERAGES OF DULUTH COCA COLA BEVERAGES OF DULUTH		1099: N		
	VERAGES OF DULUTH		1099: N 609 49750-264	PURCHASES ~ MIX	178.90
I-3173272	VERAGES OF DULUTH COCA COLA BEVERAGES OF DULUTH DUE: 5/21/2023 DISC: 5/21/2023			PURCHASES - MIX	178.90
I-3173272 4/21/2023 АРВNК	VERAGES OF DULUTH COCA COLA BEVERAGES OF DULUTH DUE: 5/21/2023 DISC: 5/21/2023 COCA COLA BEVERAGES OF DULUTH === VENDOR TOTALS ===	178.90			
I-3173272 4/21/2023 APBNK 1-4755 COSTIN GROUP	VERAGES OF DULUTH COCA COLA BEVERAGES OF DULUTH DUE: 5/21/2023 DISC: 5/21/2023 COCA COLA BEVERAGES OF DULUTH === VENDOR TOTALS === INC	178.90 178.90	609 49750-264		
I-3173272 4/21/2023 APBNK 1-4755 COSTIN GROUP I-1786	VERAGES OF DULUTH COCA COLA BEVERAGES OF DULUTH DUE: 5/21/2023 DISC: 5/21/2023 COCA COLA BEVERAGES OF DULUTH === VENDOR TOTALS === INC PUBLIC RELATIONS	178.90	609 49750-264		
I-3173272 4/21/2023 APBNK 1-4755 COSTIN GROUP	VERAGES OF DULUTH COCA COLA BEVERAGES OF DULUTH DUE: 5/21/2023 DISC: 5/21/2023 COCA COLA BEVERAGES OF DULUTH === VENDOR TOTALS === INC PUBLIC RELATIONS DUE: 4/30/2023 DISC: 4/30/2023	178.90 178.90	609 49750-264 1099: N		
I-3173272 4/21/2023 APBNK 1-4755 COSTIN GROUP I-1786	VERAGES OF DULUTH COCA COLA BEVERAGES OF DULUTH DUE: 5/21/2023 DISC: 5/21/2023 COCA COLA BEVERAGES OF DULUTH === VENDOR TOTALS === INC PUBLIC RELATIONS	178.90 178.90	609 49750-264		
I-3173272 4/21/2023 APBNK 1-4755 COSTIN GROUP I-1786 4/30/2023 APBNK	VERAGES OF DULUTH COCA COLA BEVERAGES OF DULUTH DUE: 5/21/2023 DISC: 5/21/2023 COCA COLA BEVERAGES OF DULUTH === VENDOR TOTALS === INC PUBLIC RELATIONS DUE: 4/30/2023 DISC: 4/30/2023	178.90 178.90	609 49750-264 1099: N 101 49100-300		1,500.00
I-3173272 4/21/2023 APBNK 1-4755 COSTIN GROUP I-1786 4/30/2023 APBNK	VERAGES OF DULUTH COCA COLA BEVERAGES OF DULUTH DUE: 5/21/2023 DISC: 5/21/2023 COCA COLA BEVERAGES OF DULUTH === VENDOR TOTALS === INC PUBLIC RELATIONS DUE: 4/30/2023 DISC: 4/30/2023 PUBLIC RELATIONS === VENDOR TOTALS ===	178.90 178.90 1,500.00	609 49750-264 1099: N 101 49100-300	PROFESSIONAL SERVICES	1,500.00
I-3173272 4/21/2023 APBNK 1-4755 COSTIN GROUP I-1786 4/30/2023 APBNK	VERAGES OF DULUTH COCA COLA BEVERAGES OF DULUTH DUE: 5/21/2023 DISC: 5/21/2023 COCA COLA BEVERAGES OF DULUTH === VENDOR TOTALS === INC PUBLIC RELATIONS DUE: 4/30/2023 DISC: 4/30/2023 PUBLIC RELATIONS === VENDOR TOTALS ===	178.90 178.90 1,500.00	609 49750-264 1099: N 101 49100-300	PROFESSIONAL SERVICES	1,500.00
I-3173272 4/21/2023 APBNK 1-4755 COSTIN GROUP I-1786 4/30/2023 APBNK 1-0758 CRAMER MARKE	VERAGES OF DULUTH COCA COLA BEVERAGES OF DULUTH DUE: 5/21/2023 DISC: 5/21/2023 COCA COLA BEVERAGES OF DULUTH === VENDOR TOTALS === INC PUBLIC RELATIONS DUE: 4/30/2023 DISC: 4/30/2023 PUBLIC RELATIONS === VENDOR TOTALS === TING	178.90 178.90 1,500.00	609 49750-264 1099: N 101 49100-300	PROFESSIONAL SERVICES	1,500.00
I-3173272 4/21/2023 APBNK 1-4755 COSTIN GROUP I-1786 4/30/2023 APBNK 1-0758 CRAMER MARKE I-107529 4/26/2023 APBNK	VERAGES OF DULUTH COCA COLA BEVERAGES OF DULUTH DUE: 5/21/2023 DISC: 5/21/2023 COCA COLA BEVERAGES OF DULUTH === VENDOR TOTALS === INC PUBLIC RELATIONS DUE: 4/30/2023 DISC: 4/30/2023 PUBLIC RELATIONS === VENDOR TOTALS === TING LETTER HEAD	178.90 178.90 1,500.00	609 49750-264 1099: N 101 49100-300 1099: N 101 41400-201	PROFESSIONAL SERVICES	1,500.00
I-3173272 4/21/2023 APBNK 1-4755 COSTIN GROUP I-1786 4/30/2023 APBNK 1-0758 CRAMER MARKE I-107529	VERAGES OF DULUTH COCA COLA BEVERAGES OF DULUTH DUE: 5/21/2023 DISC: 5/21/2023 COCA COLA BEVERAGES OF DULUTH === VENDOR TOTALS === INC PUBLIC RELATIONS DUE: 4/30/2023 DISC: 4/30/2023 PUBLIC RELATIONS === VENDOR TOTALS === TING LETTER HEAD DUE: 5/26/2023 DISC: 5/26/2023	178.90 178.90 1,500.00	609 49750-264 1099: N 101 49100-300 1099: N 101 41400-201 601 49440-201	PROFESSIONAL SERVICES OFFICE SUPPLIES AND EXPE OFFICE SUPPLIES AND EXPE	1,500.04 40.1 3.1
I-3173272 4/21/2023 APBNK 1-4755 COSTIN GROUP I-1786 4/30/2023 APBNK 1-0758 CRAMER MARKE I-107529 4/26/2023 APBNK	VERAGES OF DULUTH COCA COLA BEVERAGES OF DULUTH DUE: 5/21/2023 DISC: 5/21/2023 COCA COLA BEVERAGES OF DULUTH === VENDOR TOTALS === INC PUBLIC RELATIONS DUE: 4/30/2023 DISC: 4/30/2023 PUBLIC RELATIONS === VENDOR TOTALS === TING LETTER HEAD DUE: 5/26/2023 DISC: 5/26/2023 CRAMER MARKETING	178.90 178.90 1,500.00	609 49750-264 1099: N 101 49100-300 1099: N 101 41400-201 601 49440-201 602 49490-201	PROFESSIONAL SERVICES OFFICE SUPPLIES AND EXPE OFFICE SUPPLIES AND EXPE OFFICE SUPPLIES AND EXPE	1,500.00 40.1 3.1 60.6
I-3173272 4/21/2023 APBNK 1-4755 COSTIN GROUP I-1786 4/30/2023 APBNK 01-0758 CRAMER MARKE I-107529 4/26/2023 APBNK	VERAGES OF DULUTH COCA COLA BEVERAGES OF DULUTH DUE: 5/21/2023 DISC: 5/21/2023 COCA COLA BEVERAGES OF DULUTH === VENDOR TOTALS === INC PUBLIC RELATIONS DUE: 4/30/2023 DISC: 4/30/2023 PUBLIC RELATIONS === VENDOR TOTALS === TING LETTER HEAD DUE: 5/26/2023 DISC: 5/26/2023 CRAMER MARKETING CRAMER MARKETING	178.90 178.90 1,500.00	609 49750-264 1099: N 101 49100-300 1099: N 101 41400-201 601 49440-201	PROFESSIONAL SERVICES OFFICE SUPPLIES AND EXPE OFFICE SUPPLIES AND EXPE OFFICE SUPPLIES AND EXPE OFFICE SUPPLIES AND EXPE	1,500.00 40.1 3.1 60.60 140.00
I-3173272 4/21/2023 APBNK 1-4755 COSTIN GROUP I-1786 4/30/2023 APBNK 01-0758 CRAMER MARKE I-107529 4/26/2023 APBNK	VERAGES OF DULUTH COCA COLA BEVERAGES OF DULUTH DUE: 5/21/2023 DISC: 5/21/2023 COCA COLA BEVERAGES OF DULUTH === VENDOR TOTALS === INC PUBLIC RELATIONS DUE: 4/30/2023 DISC: 4/30/2023 PUBLIC RELATIONS === VENDOR TOTALS === TING LETTER HEAD DUE: 5/26/2023 DISC: 5/26/2023 CRAMER MARKETING CRAMER MARKETING CRAMER MARKETING	178.90 178.90 1,500.00	609 49750-264 1099: N 101 49100-300 1099: N 101 41400-201 601 49440-201 602 49490-201	PROFESSIONAL SERVICES OFFICE SUPPLIES AND EXPE OFFICE SUPPLIES AND EXPE OFFICE SUPPLIES AND EXPE	1,500.00

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ACKET: 02719 MAY 9, 2023

'ENDOR SET: 01 CITY OF TWO HARBORS

EQUENCE : ALPHABETIC

ID			GROSS	P.O. #		
		DESCRIPTION		G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
	IER MARKET			651 49520-201	OFFICE SUPPLIES AND EXPE	6.95
			312.00			
L-2568 DEL1	TA DENTAL					
I-1240432		DELTA DENTAL	2,135.62		·····	
4/22/2023	APBNK	DRAFT 5/02/2	2023	1099: N		
		POLICE		101 42100-132	DENTAL INSURANCE	597.02
		STREET		101 43100-132	DENTAL INSURANCE	1,192.00
		CEMETERY		101 49001-132	DENTAL INSURANCE	159.450
		WATER		601 49440-132	DENTAL INSURANCE	506.05
	VENDOR TOTALS	2,135.62				
	TA DENTAL					
1-1243632		DELTA DENTAL	1,788.67			
4/29/2023	APBNK	DRAFT 5/08/	2023	1099; N		
		ADMIN		101 41400-132	DENTAL INSURANCE	156.94
		POLICE		101 42100-132	DENTAL INSURANCE	206.26
		STREET		101 43100-132	DENTAL INSURANCE	222.09
		SEWER		602 49490-132	DENTAL INSURANCE	400.42
		ELECTRIC		604 49590-132	DENTAL INSURANCE	` 643.50
		GAS		605 49620-132	DENTAL INSURANCE	159.46
		VENDOR TOTALS	1,788.67			
)1-4904 DEP	т сн					
I-764606241	.0	DEPT CH	174.00			
4/19/2023	APBNK	DUE: 4/19/2023 DISC: 4/19)/2023	1099: N		
., ,				101 43100-210	OPERATING SUPPLIES	174.00
		=== VENDOR TOTALS ===	174.00			
)1-3882 CRY	STAL EMER		<u> </u>			
I-202305035	5455	P & Z MEETING	25.00			
5/02/2023	APBNK	DUE: 6/01/2023 DISC: 6/01	L/2023 ·	1099: N		
		P & Z MEETING		101 41550-302	COMMITTEE MEETING SALARI	. 25.00
		=== VENDOR TOTALS ===	25.00			
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ACKET: 02719 MAY 9, 2023

/ENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

POST DATE BAN		DESCRIPTION		P.O. # G/L ACCOUNT	ACCOUNT NAME	
-3329 FASTEN/	4L					·····
1-млтwн35872 4/18/2023 /	APBNK	RUBBER STRAPS DUE: 5/18/2023 DISC: 5/18/2023 RUBBER STRAPS	29.93	1099: N 101 43100-210	OPERATING SUPPLIES	29.93
I-MNTWH35885 4/20/2023	APBNK	GLASSES DUE: 5/20/2023 DISC: 5/20/2023 GLASSES	31.58	1099: N 101 41940-223	BUILDINGS MAINT. SUPPLIE	31.58
I-MNTWH35906 4/27/2023	APBNK	EYEWEAR, VESTS DUE: 5/27/2023 DISC: 5/27/2023 EYEWEAR, VESTS	448.23	1099: N 101 43100-210	OPERATING SUPPLIES	448.23
		VENDOR TOTALS	509.74			
L-0897 FRONTI	ER			<u></u>		
I-191672 3/31/2023	APBNK	MARCH 1-31, 2023 DUE: 4/30/2023 DISC: 4/30/2023 MARCH 1-31, 2023 PROF SVS	1,101.21	1099: N 604 49590-446	CONSERVATION IMPROVEMENT	1,101.21
1202305025440 4/26/2023) APBNK	APRIL 2023 DUE: 5/26/2023 DISC: 5/26/2023 FRONTIER FRONTIER	153.78	1099: N 601 49440-321 602 49490-321	TELEPHONE	76.89 76.89
		=== VENDOR TOTALS ===	1,254.99			
1-0382 GOODIN	N COMPAN					
1-03858384-00 4/21/2023	APBNK	GOODIN COMPANY DUE: 5/21/2023 DISC: 5/21/2023 GOODIN COMPANY	247.34	1099: N 660 45183-210	OPERATING SUPPLIES	247.34
I-03859318-00 4/26/2023	APBNK	BACK FLOW PREVENTER DUE: 5/26/2023 DISC: 5/26/2023 BACK FLOW PREVENTER	384.48	1099: N 660 45183-223	BUILDING MAINT. SUPPLIES	384.4
		=== VENDOR TOTALS ===	631.82			
		ONE- CALL				
1-3040798 4/30/2023	APBNK	TICKETS APRIL 2023 DUE: 5/30/2023 DISC: 5/30/2023 TICKETS APRIL 2023 TICKETS APRIL 2023	39.15	1099: N 604 49570-210 605 49610-210	OPERATING SUPPLIES OPERATING SUPPLIES	19.5 19.5

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PACKET: 02719 MAY 9, 2023

/ENDOR SET: 01 CITY OF TWO HARBORS

SEQUENCE : ALPHABETIC

I-23073 GRAT LAKES PIPE SERVICE, INC. 1,463.00 4/25/2023 APBIN DUE: 4/25/2023 DISC: 4/25/2023 1099: N GOZ 49450-210 OPERATING SUPPLIES 1,463.00		BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	
A/25/2023 APBAK DUE: 4/25/2023 DISC: 4/25/2023 1099: N G02 49450-210 OPERATING SUPPLIES 1,463.00							
1-1955 HEALTH CONSULTANTS INCORPORATE X-1123036 ODORATOR, TUBLING, FILITER 491.40 4/19/2023 APBINK DUE: 5/19/2023 DISC: 5/19/2023 1099: N 0DORATOR, TUBLING, FILITER 491.40		APBNK	DUE: 4/25/2023 DISC: 4/25/2023	1,463.00		OPERATING SUPPLIES	1,463.00
1-1353 HEALTH CONSULTANTS INCORPORATE 1-1123036 4/19/2023 ODDRATOR, TUETING, FLITER DUE: 5/19/2023 DISC: 5/19/2023 ODDRATOR, TUETING, FLITER 							
4/19/2023 APBINE DUE: 5/19/2023 DISC: 5/11/2023 DISC: 5/11/2023<							
1-0783 INGRAM LIBRARY SERVICES 1-75509382 BOOKS 4/14/2023 APBNK DUE: \$/14/2023 BOOKS 211 1-75509382 BOOKS 4/14/2023 APBNK DUE: \$/14/2023 BOOKS 211 1-75527302 INGRAM LIBRARY SERVICES 4/17/2023 APBNK DUE: \$/17/2023 BOOKS 211 4/17/2023 APBNK DUE: \$/17/2023 BOOKS 211 4/17/2023 APBNK DUE: \$/17/2023 BOOKS 211 BOOKS 211 ASSO-435 BOOKS AND PERIODICALS JOHNSON BROS LIQUOR CO 4,411.19 1-0399 JOHNSON BROS LIQUOR CO 4,411.19 4/27/2023 APBNK DUE: S/27/2023 DISC: \$/27/2023 LIQUOR GO9 49750-261 PURCHASES - LIQUOR 2,287.6 VINE FREIGHT 609 49750-261 PURCHASES - WINE 5/04		APBNK	DUE: 5/19/2023 DISC: 5/19/2023	491.40		MAINT. AND REPAIR SUPPLI	491.40
1-0733 INGRAM LIBRARY SERVICES 395.22 1-75509382 BOOKS 395.22 1/14/2023 APBINK DUE: \$/14/2023 DISC: 5/14/2023 1-75527302 INGRAM LIBRARY SERVICES 368.29 1099: N 211 45500-435 BOOKS AND PERIODICALS 368.29 1-75527302 INGRAM LIBRARY SERVICES 368.29 1099: N 211 45500-435 BOOKS AND PERIODICALS 368.29 1-0399 JOHNSON BROS LIQUOR TOTALS == 763.51 763.51 763.51 763.51 11-2286010 JOHNSON BROS LIQUOR CO 4,411.19 1099: N 2,287.6 609 49750-261 PURCHASES - LIQUOR 2,287.6 4/27/2023 APBINK JOHNSON BROS LIQUOR CO 5,685.69 90 49750-261 PURCHASES - LIQUOR 2,287.6 5/04/2023 APBINK JOHNSON BROS LIQUOR CO 5,685.69 1099: N							
4/14/2023 APBNK DUE: S/14/2023 DISC: S/14/2023 1099: N 175527302 INGRAM LIBRARY SERVICES 368.29 4/17/2023 APBNK DUE: S/17/2023 DISC: S/17/2023 1099: N 175527302 INGRAM LIBRARY SERVICES 368.29 1099: N 211 45500-435 BOOKS AND PERIODICALS 368.29 4/17/2023 APBNK DUE: S/17/2023 DISC: S/17/2023 1099: N 211 45500-435 BOOKS AND PERIODICALS 368.29							
175527302 INGRAM LIBRARY SERVICES 368.29 4/17/2023 APBIK DUE: 5/17/2023 DISC: 5/17/2023 1099: N BOOKS 211 45500-435 BOOKS AND PERIODICALS 368.29 4/17/2023 APBIK DUE: 5/17/2023 DISC: 5/17/2023 1099: N BOOKS 211 45500-435 BOOKS AND PERIODICALS 368.29				395.22	1099: N		-
1/7327302 APBNK DUE: 5/17/2023 DISC: 5/17/2023 1099: N 211 45500-435 BOOKS AND PERIODICALS 368.23 — VENDOR TOTALS == 763.51 763.51 DI-0399 JOHNSON BROS LIQUOR CO I-2286010 JOHNSON BROS LIQUOR CO 4,411.19 4/27/2023 APBNK DUE: S/27/2023 DISC: 5/27/2023 1099: N LIQUOR G09 49750-261 PURCHASES - LIQUOR 2,287.6 WINE G09 49750-261 PURCHASES - LIQUOR 2,287.6 JOHNSON BROS LIQUOR CO 5,685.69 S/04/2023 APBNK DUE: 6/03/2023 DISC: 6/03/2023 1099: N L-2230934 JOHNSON BROS LIQUOR CO 5,685.69 JOHNSON BROS LIQUOR CO 5,685.69 JOHNSON BROS LIQUOR CO 609 49750-261 PURCHASES - LIQUOR 4,700.7 JOHNSON BROS LIQUOR CO 609 49750-261 PURCHASES - LIQUOR 4,700.7 JOHNSON BROS LIQUOR CO <td< td=""><td>4/14/2023</td><td>APBNK</td><td></td><td></td><td></td><td>BOOKS AND PERIODICALS</td><td>395.22</td></td<>	4/14/2023	APBNK				BOOKS AND PERIODICALS	395.22
II-0399 JOHNSON BROS LIQUOR CO I-2286010 JOHNSON BROS LIQUOR CO 4,411.19 4/27/2023 APBNK DUE: \$/27/2023 DISC: \$/27/2023 1099: N LIQUOR 609 49750-261 PURCHASES - LIQUOR 2,287.6 WINE 609 49750-263 PURCHASES - WINE 1,992.7 FREIGHT 609 49750-333 FREIGHT 130.7 I-2290934 JOHNSON BROS LIQUOR CO 5,685.69 5/04/2023 APBNK DUE: 6/03/2023 DISC: 6/03/2023 1099: N JOHNSON BROS LIQUOR CO 509 49750-261 PURCHASES - LIQUOR 4,700.7 JOHNSON BROS LIQUOR CO 609 49750-261 PURCHASES - LIQUOR 4,700.7 JOHNSON BROS LIQUOR CO 609 49750-263 PURCHASES - LIQUOR 4,700.7 JOHNSON BROS LIQUOR CO 609 49750-263 PURCHASES - WINE 748.0 JOHNSON BROS LIQUOR CO 609 49750-264 PURCHASES - MIX 74.0 JOHNSON BROS LIQUOR CO 609 49750-333 FREIGHT 162.9		APBNK	DUE: 5/17/2023 DISC: 5/17/2023	368.29		BOOKS AND PERIODICALS	368.29
D1-0399 JOHNSON BROS LIQUOR CO 4,411.19 4/27/2023 APBNK DUE: \$/27/2023 DISC: \$/27/2023 1099: N LIQUOR 609 49750-261 PURCHASES - LIQUOR 2,287.6 WINE 609 49750-263 PURCHASES - WINE 1,992.7 FREIGHT 609 49750-263 PURCHASES - WINE 1,992.7 JOHNSON BROS LIQUOR CO 5,685.69 5/04/2023 APBNK DUE: 6/03/2023 DISC: 6/03/2023 1099: N JOHNSON BROS LIQUOR CO 5,685.69 JOHNSON BROS LIQUOR CO 609 49750-261 PURCHASES - LIQUOR 4,700.7 JOHNSON BROS LIQUOR CO 609 49750-263 PURCHASES - LIQUOR 4,700.7 JOHNSON BROS LIQUOR CO 609 49750-261 PURCHASES - MINE 748.0 JOHNSON BROS LIQUOR CO 609 49750-263 PURCHASES - MINE 748.0 JOHNSON BROS LIQUOR CO 609 49750-264 PURCHASES - MINE 748.0 JOHNSON BROS LIQUOR CO 609 49750-264 PURCHASES - MINE 74.0 JOHNSON BROS LIQUOR CO 609 49750-233 FREIGHT 162.9							•
4/27/2023 APBNK DUE: 5/27/2023 DISC: 5/27/2023 1099: N 2,287.6 4/27/2023 APBNK DUE: 5/27/2023 DISC: 5/27/2023 609 49750-261 PURCHASES - LIQUOR 2,287.6 WINE 609 49750-263 PURCHASES - WINE 1,992.7 FREIGHT 609 49750-263 PURCHASES - WINE 1,992.7 I-2290934 JOHNSON BROS LIQUOR CO 5,685.69 5/04/2023 APBNK DUE: 6/03/2023 DISC: 6/03/2023 1099: N JOHNSON BROS LIQUOR CO 5009 49750-261 PURCHASES - LIQUOR 4,700.7 JOHNSON BROS LIQUOR CO 609 49750-263 PURCHASES - LIQUOR 4,700.7 JOHNSON BROS LIQUOR CO 609 49750-264 PURCHASES - MIX 748.0 JOHNSON BROS LIQUOR CO 609 49750-264 PURCHASES - MIX 74.0 JOHNSON BROS LIQUOR CO 609 49750-264 PURCHASES - MIX 74.0 JOHNSON BROS LIQUOR CO 609 49750-333 FREIGHT 162.9)1-0399 ЈОНИ						
4/27/2023 AFANK BOL: SJET/2023 SJET/2023 GOP 49750-261 PURCHASES - LIQUOR 2,287.6 LIQUOR 609 49750-263 PURCHASES - WINE 1,992.7 FREIGHT 609 49750-333 FREIGHT 130.7 I-2290934 JOHNSON BROS LIQUOR CO 5,685.69 5/04/2023 APBNK DUE: 6/03/2023 DISC: 6/03/2023 1099: N JOHNSON BROS LIQUOR CO 609 49750-261 PURCHASES - LIQUOR 4,700.7 JOHNSON BROS LIQUOR CO 609 49750-261 PURCHASES - LIQUOR 4,700.7 JOHNSON BROS LIQUOR CO 609 49750-261 PURCHASES - MINE 748.0 JOHNSON BROS LIQUOR CO 609 49750-264 PURCHASES - MIX 74.0 JOHNSON BROS LIQUOR CO 609 49750-333 FREIGHT 162.9	I-2286010			4,411.19	1000		
I-2290934 JOHNSON BROS LIQUOR CO 5,685.69 5/04/2023 APBNK DUE: 6/03/2023 1099: N JOHNSON BROS LIQUOR CO 609 49750-261 PURCHASES - LIQUOR 4,700.7 JOHNSON BROS LIQUOR CO 609 49750-263 PURCHASES - WINE 748.0 JOHNSON BROS LIQUOR CO 609 49750-264 PURCHASES - MIX 74.0 JOHNSON BROS LIQUOR CO 609 49750-333 FREIGHT 162.9	4/27/2023	APBNK	LIQUOR		609 49750-261		2,287.69 1,992.77
5/04/2023 APBNK DUE: 6/03/2023 DISC: 6/03/2023 1099: N 5/04/2023 APBNK DUE: 6/03/2023 DISC: 6/03/2023 1099: N JOHNSON BROS LIQUOR CO 609 49750-261 PURCHASES - LIQUOR 4,700.7 JOHNSON BROS LIQUOR CO 609 49750-263 PURCHASES - WINE 748.0 JOHNSON BROS LIQUOR CO 609 49750-264 PURCHASES - MIX 74.0 JOHNSON BROS LIQUOR CO 609 49750-333 FREIGHT 162.9						FREIGHT	130.73
JOHNSON BROS LIQUOR CO 609 49750-261 PURCHASES - LIQUOR 4,700.7 JOHNSON BROS LIQUOR CO 609 49750-263 PURCHASES - WINE 748.0 JOHNSON BROS LIQUOR CO 609 49750-264 PURCHASES - MIX 74.0 JOHNSON BROS LIQUOR CO 609 49750-264 PURCHASES - MIX 74.0 JOHNSON BROS LIQUOR CO 609 49750-333 FREIGHT 162.9				5,685.69	1000		
JOHNSON BROS LIQUOR CO603 49750-263PURCHASES - WINE748.0JOHNSON BROS LIQUOR CO609 49750-264PURCHASES - MIX74.0JOHNSON BROS LIQUOR CO609 49750-333FREIGHT162.9	5/04/2023	APBNK				PURCHASES ~ I TOUOR	4,700.70
JOHNSON BROS LIQUOR CO603 49750-264PURCHASES - MIX74.0JOHNSON BROS LIQUOR CO609 49750-333FREIGHT162.9							748.00
JOHNSON BROS LIQUOR CO 609 49750-333 FREIGHT 162.9							74.00
=== VENDOR TOTALS === 10,096.88							162.99
			=== VENDOR TOTALS ===	10,096.88			

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ACKET: 02719 MAY 9, 2023

'ENDÓR SET: 01 CITY OF TWO HARBORS

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EQUENCE : ALPHABETIC

POST DATE BA		DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
-1186 KINEC	T ENERGY					
1-359177 5/01/2023	APBNK	KINECT ENERGY GROUP DRAFT 5/09/2023 KINECT ENERGY GROUP KINECT ENERGY GROUP	2,650.00	1099: N 604 49590-300 605 49620-300	PROFESSIONAL SERVICES PROFESSIONAL SERVICES	1,800.00 850.00
		VENDOR TOTALS	2,650.00			
L-1187 KINEC	T ENERGY	GROUP-ACH				
I-359796 4/28/2023	АРВИК	APRIL 23 RESERVATION DRAFT 5/10/2023 APRIL 23 RESERVATION	27,078.58	1099: N 605 49600-251	PURCHASE GAS FOR RESALE	27,078.58
I-I-358480 3/31/2023	APBNK	KINECT ENERGY GROUP-ACH DRAFT 4/13/2023 KINECT ENERGY GROUP-ACH	98,896.52	1099: N 605 49600-251	PURCHASE GAS FOR RESALE	98,896.52
1-1-358610 3/31/2023	APBNK	KINECT ENERGY GROUP-ACH DRAFT 4/21/2023 KINECT ENERGY GROUP-ACH	134,048.01	1099: N 605 49600-251	PURCHASE GAS FOR RESALE	134,048.01
		VENDOR TOTALS	260,023.11			
1-3374 THOMA	S KOEHLE	R				
1-20230503545 5/02/2023	7 Apbnk	PZ MEETING DUE: 5/02/2023 DISC: 5/02/2023 PZ MEETING	25.00	1099: N 101 41550-302	COMMITTEE MEETING SALARI	25.00
		=== VENDOR TOTALS ===	25.00			
1-4172 ктwн	RADIO					
1-20230503545 5/01/2023	9 APBNK	5/1/23-5/31/23 DUE: 5/01/2023 DISC: 5/01/2023 5/1/23-5/31/23	200.00	1099: Y 101 49100-433	DUES AND SUBSCRIPTIONS	200.00
		=== VENDOR TOTALS ===	200.00			
01-0259 KWIK	TRIP EX1	TENDED NETWORK				
I-NP64299622 4/30/2023 APBNK	АРВNК	APRIL 2023 FUEL DRAFT 5/10/2023 POLICE	6,703.56	1099: N 101.42100-212	GASOLINE AND DIESEL FUEL	266.87
		FIRE STREET WATER SEWER/DRAIN		101 42200-212 101 43100-212 601 49420-212 602 49450-212	GASOLINE & DIESEL FUEL GASOLINE AND DIESEL FUEL GASOLINE & DIESEL FUEL GASOLINE & DIESEL FUEL	432.20 4,927.20 93.60 387.68
		SEITEN DIVISIO		604 49570-212	GASOLINE & DIESEL FUEL	325.44

A/P Regular Open Item Register 5/05/2023 12:22 PM ACKET: 02719 MAY 9, 2023 ENDOR SET: 01 CITY OF TWO HARBORS EQUENCE : ALPHABETIC UE TO/FROM ACCOUNTS SUPPRESSED P.O. # GROSS ----- DISTRIBUTION ----ID-----DISCOUNT G/L ACCOUNT POST DATE BANK CODE -----DESCRIPTION-----#1-0259 KWIK TRIP EXTENDED NETWORK (** CONTINUED **) 6,703.56 === VENDOR TOTALS ==== _____ ويتحققني ويتقري ويتعاقبني ويتقا النبوي والقائب والقائب والمتقاب والمتقاب والمتقار _____ LAKE CO. HWY DEPT 11-0403 408.33 TREE REMOVAL 1-2230-042303 1099: N APBNK DUE: 5/28/2023 DISC: 5/28/2023 4/28/2023 408.33 IMPROVEMENTS 402 49200-530 TREE REMOVAL 408,33 ----- VENDOR TOTALS -----بجوالي والبوالي والبوالي ولي والبوالي والمربوات والمربوات والموالي والموالي والبوالي والبوالي والموالي لاست والمراجع المراجع ومراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع والمراجع 11-0751 LAKE COUNTY CHAMBER OF COMMERC 1,259.34 LAKE COUNTY CHAMBER OF COMMER I-24447 1099: N APBNK DUE: 5/24/2023 DISC: 5/24/2023 4/24/2023 1,259.34 TRAVEL & TRAINING 101 41400-331 LAKE COUNTY CHAMBER OF COMMERC . 440.30 ROBIN GLASER CAP DAYS 1-24448 1099: N DUE: 5/24/2023 DISC: 5/24/2023 4/24/2023 440.30 APBNK TRAVEL & TRAINING 101 41110-331 ROBIN GLASER CAP DAYS 509.34 CATHY ERICKSON CAP DAYS I-24450 1099: N DUE: 5/24/2023 DISC: 5/24/2023 509.34 APBNK 4/24/2023 TRAVEL & TRAINING 101 41110-331 CATHY ERICKSON CAP DAYS 2,208.98 === VENDOR TOTALS === _____ 11-3796 LAKEHEAD CONSTRUCTORS, INC. 874,375.32 PAY APP 18 I-PAYAPP18 APBNK DUE: 4/25/2023 DISC: 4/25/2023 1099: N 4/25/2023 874,375.32 CAPITAL OUTLAY - IMPROVE 602 49480-530 PAY APP 18 874,375.32 ---- VENDOR TOTALS ----_____ LEAGUE OF MN CITIES TRUST WC)1-0693 1,000.00 CLAIM LMC GL 000000269817 1-000000269817 1099: N APBNK DUE: 5/28/2023 DISC: 5/28/2023 4/28/2023 1,000.00 EXTRAORDINARY EXPENSES 101 43100-497 CLAIM LMC GL 000000269817 1,000.00 === VENDOR TOTALS ===

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	DESCRIPTION		P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
1-1037 LINDE GAS & E	QUIPMENT INC				
I-35496133 4/22/2023 APBNK	CYLINDER RENT DUE: 5/22/2023 DISC: 5/2 CYLINDER RENT	56.60 22/2023	1099: N 101 43100-210	OPERATING SUPPLIES	56.60
ب از به ما و و و و و و و و و و و و و و و و و و	VENDOR TOTALS	56.60			
01-0535 MAHER TRUCKIN	G				
i-202305025445 4/28/2023 apbnk	GARBAGE SERVICE DUE: 5/28/2023 DISC: 5/2 GARBAGE SERVICE	3,825.28 28/2023	1099: N 101 43230-384	REFUSE DISPOSAL	3,825.28
1-202305025446 4/28/2023 арвик	COMM CENTER DUE: 5/28/2023 DISC: 5/2 MAHER TRUCKING	139.23 28/2023	1099: N 101 45185-210	OPERATING SUPPLIES	139.23
1-202305025447 4/28/2023 APBNK	AIRPORT DUE: 5/28/2023 DISC: 5/2 AIRPORT	310.92 28/2023	1099: N 231 49810-210	OPERATING SUPPLIES	310.92
I-202305025448 4/28/2023 APBNK	WWTP DUE: 5/28/2023 DISC: 5/2 WWTP	95.36 28/2023	1099: N 602 49480-210	OPERATING SUPPLIES	95.36
	VENDOR TOTALS	4,370.79			
)1-0275 MARCO V CIGAR	s & CO				
i-8414 4/20/2023 apbnk	MARCO V CIGARS & CO DUE: 5/05/2023 DISC: 5/0 cigs	515.85 05/2023	1099: N 609 49750-269	PURCHASES - MERCHANDISE	515.85
	=== VENDOR TOTALS ===	515.85			
)1-4907 MARLY SCHROM					
1-202305025451 5/01/2023 APBNK	MARLY SCHROM DUE: 5/01/2023 DISC: 5/0 LIFEGUARD CERT	360.00 01/2023	1099: N 850 45122-210	OPERATING SUPPLIES	360.00
	VENDOR TOTALS	360.00			

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SEQUENCE : ALPHABETIC

'ENDOR SET: 01 CITY OF TWO HARBORS

WE TO/FROM ACCOUNTS SUPPRESSED GROSS P.O. # -----ID---------- ACCOUNT NAME----- DISTRIBUTION DISCOUNT G/L ACCOUNT POST DATE BANK CODE -----DESCRIPTION------)1-0682 MENARDS 26.98 BLIND TEE ELBOW 1-52252 1099: N DUE: 6/01/2023 DISC: 6/01/2023 5/02/2023 APBNK 26.98 BLIND TEE ELBOW 101 42200-210 OPERATING SUPPLIES 26.98 === VENDOR TOTALS ==== _____ METRO SALES INC.)1-3855 848.21 I-INV2273796 METRO SALES INC. DUE: 5/26/2023 DISC: 5/26/2023 1099: N 4/26/2023 APBNK 10.51 EQUIP. MAINTENANCE CONTR 601 49440-404 METRO SALES INC. 202.15 EQUIP. MAINTENANCE CONTR 602 49490-404 METRO SALES INC. 467.01 EQUIP. MAINTENANCE CONTR 604 49590-404 METRO SALES INC. 145.36 605 49620-404 EQUIP. MAINTENANCE CONTR METRO SALES INC. 23.18 EQUIP, MAINTENANCE CONTR 651 49520-404 METRO SALES INC. 848.21 === VENDOR TOTALS === -----)1-0697 MICHAUD DIST. CORP. 18.00 I-0393440 COOLER, RENTAL 1099: N DUE: 5/30/2023 DISC: 5/30/2023 4/30/2023 APBNK 18.00 OPERATING SUPPLIES 101 43100-210 COOLER, RENTAL MICHAUD DIST. CORP. 2,516.80 I-376328 1099: N DUE: 5/26/2023 DISC: 5/26/2023 4/26/2023 APBNK 2,477.80 PURCHASES - BEER 609 49750-262 BEER 36.00 PURCHASES - MIX 609 49750-264 МΙХ 3,00 609 49750-333 FREIGHT FREIGHT 2,534.80 ==== VENDOR TOTALS ==== NORTHEAST SERVICE COOPERATIVE)1~1756 5,304.17 NORTHEAST SERVICE COOPERATIVE 1-202305035454 1099: N 5/31/2023 5/08/2023 APBNK DRAFT 959.51 RETIREE HEALTH INSURANCE 101 43100-161 L FABINI 959.51 101 49001-161 RETIREE HEALTH INSURANCE A FABINI RETIREE HEALTH INSURANCE 959.51 601 49440-161 J TURNQUIST 2,425.64 604 49590-161 RETIREE HEALTH INSURANCE S ANDERSON === VENDOR TOTALS === 5,304.17

ACKET: 02719 MAY 9, 2023

ENDOR SET: 01 CITY OF TWO HARBORS

EQUENCE : ALPHABETIC

E TO/FROM ACCOUNTS SUPI	PRESSED				
ID POST DATE BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	
	TH & FITNESS PLUS				
I-202305045461 4/27/2023 Арвык	NORTHERN HEALTH & FITNESS PLU DUE: 4/27/2023 DISC: 4/27/2023 MED EVALS, FIT TESTING	330.00	1099: N 101 42200-210	OPERATING SUPPLIES	330.00
	=== VENDOR TOTALS ===	330.00			ور بر این ور اور اور اور اور اور اور اور اور اور
1-2012 NORTHSHORE JC	urnal.				
I-16846 3/10/2023 APBNK	NORTHSHORE JOURNAL DUE: 4/09/2023 DISC: 4/09/2023 BOX AD WINTER FROLIC	343.75	1099: N 101 49100-474	WINTER FROLIC	343.75
	VENDOR TOTALS	343,75			
)1-4566 O'REILLY AUT					
1-3972-395611 4/17/2023 APBNK	PUMPS DUE: 4/17/2023 DISC: 4/17/2023 PUMPS	95.04	1099: N 101 43126-221	MAINT. AND REPAIR SUPPLI	95.04
I-3972-395634 4/17/2023 APBNK	O'REILLY AUTO PARTS DUE: 4/17/2023 DISC: 4/17/2023 BATTERY	143.63	1099: N 101 43126-221	MAINT. AND REPAIR SUPPLI	143.63
I-3972-396299 4/27/2023 АРВNК	RACHET, BULB DUE: 4/27/2023 DISC: 4/27/2023 RACHET, BULB	22.97	1099: N 101 43126-221	MAINT. AND REPAIR SUPPLI	22.97
	=== VENDOR TOTALS ===	261.64			
	MATION SERVICES		<u> ,</u>		
I-1186154 4/30/2023 АРВNK	APRIL 2023 DRAFT 5/10/2023 APRIL 2023 APRIL 2023	40.32	1099: N 604 49590-439 605 49620-439	MISCELLANEOUS MISCELLANEOUS	20.16 20.16
	VENDOR TOTALS	40.32			
)1-0432 PHILLIPS WI	NE & SPIRITS ST.		<u></u>		
1-6581981 4/27/2023 APBNK	PHILLIPS WINE & SPIRITS ST. DUE: 5/27/2023 DISC: 5/27/2023 PHILLIPS WINE & SPIRITS ST. PHILLIPS WINE & SPIRITS ST. PHILLIPS WINE & SPIRITS ST.	1,817.07	1099: N 609 49750-261 609 49750-263 609 49750-333	PURCHASES - LIQUOR PURCHASES - WINE FREIGHT	1,435.0 333.0 49.0

A/P Regular Open Item Register

ACKET: 02719 MAY 9, 2023 ENDOR SET: 01 CITY OF TWO HARBORS EQUENCE : ALPHABETIC UE TO/FROM ACCOUNTS SUPPRESSED

P.O. # GROSS ----TD---------- ACCOUNT NAME----- DISTRIBUTION DISCOUNT G/L ACCOUNT POST DATE BANK CODE -----DESCRIPTION-----1-0432 PHILLIPS WINE & SPIRITS ST. (** CONTINUED **) 1-6585816 PHILLIPS WINE & SPIRITS ST. 4,684,30 1099: N APBNK DUE: 6/03/2023 DISC: 6/03/2023 5/04/2023 3,743.00 PURCHASES - LIQUOR 609 49750-261 PHILLIPS WINE & SPIRITS ST. 468.15 609 49750-263 PURCHASES - WINE PHILLIPS WINE & SPIRITS ST. PURCHASES - MIX 338.00 609 49750-264 PHILLIPS WINE & SPIRITS ST. 135.15 FREIGHT 609 49750-333 PHILLIPS WINE & SPIRITS ST. 6,501.37 === VENDOR TOTALS === _____ والمراجع والمحافظ والمحاد و 1-3200 PITNEY BOWES GLOBAL FINANCIAL 480.63 PITNEY BOWES GLOBAL FINANCIAL I-3106028435 1099: N 5/04/2023 5/04/2023 APBNK DRAFT 65.55 RENTALS ~ LEASES 101 49100-411 PITNEY BOWES GLOBAL FINANCIAL 5.14 601 49440-411 **RENTALS - LEASES** PITNEY BOWES GLOBAL FINANCIAL 98.92 RENTALS - LEASES 602 49490-411 PITNEY BOWES GLOBAL FINANCIAL 228.54 604 49590-411 RENTALS - LEASES PITNEY BOWES GLOBAL FINANCIAL 71.13 605 49620-411 RENTALS ~ LEASES PITNEY BOWES GLOBAL FINANCIAL RENTALS - LEASES 11.35 651 49520-411 PITNEY BOWES GLOBAL FINANCIAL 480.63 ----- VENDOR TOTALS -----_____ _____)1-1915 RANGE PAPER 151.88 1-53451 RANGE PAPER APBNK DUE: 5/28/2023 DISC: 5/28/2023 1099: N 4/28/2023 OPERATING SUPPLIES 151.88 609 49750-210 BAGS 151.88 === VENDOR TOTALS === _____ TODD REDMANN)1-6004 25.00 PZ MEETING 1-202305035456 1099: N 5/02/2023 APBNK DUE: 5/02/2023 DISC: 5/02/2023 25.00 101 41550-302 COMMITTEE MEETING SALARI PZ MEETING 25.00 01-3016 RMB ENVIRONMENTAL LABORATORIES I-H009893 CBOD 115.87 DUE: 5/26/2023 DISC: 5/26/2023 1099: N 4/26/2023 APBNK 115,87 SLUDGE ANALYSIS & DISPOS 602 49480-498 CBOD 180.34 I-H009901 CBOD 1099: N APBNK DUE: 5/26/2023 DISC: 5/26/2023 4/26/2023 180.34 602 49480-498 SLUDGE ANALYSIS & DISPOS CBOD

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EQUENCE : ALPHABETIC

POST DATE		DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
L-3016 RMB 1	ENVIRONMEN	ITAL LABORATORIES(** CONTINUED **				
I-H009940 4/26/2023	APBNK	CBOD DUE: 5/26/2023 DISC: 5/26/2023 CBOD	137.65	1099: N 602 49480-498	SLUDGE ANALYSIS & DISPOS	137.65
I-H009944 4/26/2023	APBNK	CBOD DUE: 5/26/2023 DISC: 5/26/2023 RMB ENVIRONMENTAL LABORATORIES	57.93	1099: N 602 49480-498	SLUDGE ANALYSIS & DISPOS	57.93
I-H009980 4/27/2023	APBNK	RMB ENVIRONMENTAL LABORATORIE DUE: 5/27/2023 DISC: 5/27/2023 RMB ENVIRONMENTAL LABORATORIES	57.93	1099: N 602 49480-498	SLUDGE ANALYSIS & DISPOS	57.93
I-H009981 4/27/2023	APBNK	CBOD DUE: 5/27/2023 DISC: 5/27/2023 CBOD	180.34	1099: N 602 49480-498	SLUDGE ANALYSIS & DISPOS	180.34
1-н009994 4/28/2023	APBNK	RMB ENVIRONMENTAL LABORATORIE DUE: 5/28/2023 DISC: 5/28/2023 RMB ENVIRONMENTAL LABORATORIES	145.05	1099: N 602 49480-498	SLUDGE ANALYSIS & DISPOS	145.05
I-H010019 5/02/2023	АРВИК	RMB ENVIRONMENTAL LABORATORIE DUE: 6/01/2023 DISC: 6/01/2023 RMB ENVIRONMENTAL LABORATORIES	137.65	1099: N 602 49480-498	SLUDGE ANALYSIS & DISPOS	137.65
		VENDOR TOTALS	1,012.76			
)1-4814 RUTH	H ANN PETE	RSON				
1-2023042854 4/28/2023	439 APBNK	LED FIXTURE DUE: 4/28/2023 DISC: 4/28/2023 LED FIXTURE	105.00	1099: N 604 49590-446	CONSERVATION IMPROVEMENT	105.00
		=== VENDOR TOTALS ===	105.00			
01-0606 SAN	DSTROM'S					
1-455108 5/02/2023	APBNK	SANDSTROM'S DUE: 6/10/2023 DISC: 6/10/2023 SANDSTROM'S	1,717.09	1099: N 609 49750-269 609 49750-333	PURCHASES - MERCHANDISE FREIGHT	1,707.1/ 9.9
		=== VENDOR TOTALS ===	1,717.09			

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UE TO/FROM ACCOUNTS SUPPRESSED

	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	
-2211 MARSHA SNOWDO					
I202305035458 5/02/2023 APBNK	PZ MEETING DUE: 6/01/2023 DISC: 6/01/2023 PZ MEETING	25.00	1099: N 101 41550-302	COMMITTEE MEETING SALARI	25.00
	VENDOR TOTALS	25.00			
-6088 TIM SONDAY					
1-202304285437	FRIDGE REBATE	50.00			
4/28/2023 APBNK	DUE: 5/28/2023 DISC: 5/28/2023 FRIDGE REBATE		1099: N 604 49590-446	CONSERVATION IMPROVEMENT	50.00
	VENDOR TOTALS	50.00			
-4463 SOUTHERN GLAZ	zer's wine & spiri		≝≈⊌⋤⋣≑≌⊐⋳⋤⋥⋺⋺⋍⋿⋍⋓⋥∊		
I-2338100	SOUTHERN GLAZER'S WINE & SPIR	4,743.55			
4/26/2023 APBNK	DUE: 5/26/2023 DISC: 5/26/2023		1099: N		4 206 26
	SOUTHERN GLAZER'S WINE & SPIRI		609 49750-261	PURCHASES ~ LIQUOR	4,396.30 228.00
	SOUTHERN GLAZER'S WINE & SPIRI		609 49750-263	PURCHASES - WINE	27.00
	SOUTHERN GLAZER'S WINE & SPIRI SOUTHERN GLAZER'S WINE & SPIRI		609 49750-264 609 49750-333	PURCHASES - MIX FREIGHT	92.25
1-2340608	SOUTHERN GLAZER'S WINE & SPIR	3,060.49			
5/03/2023 APBNK	DUE: 6/02/2023 DISC: 6/02/2023		1099: N		
5,03,2025	SOUTHERN GLAZER'S WINE & SPIRI		609 49750-261	PURCHASES - LIQUOR	2,811.70
	SOUTHERN GLAZER'S WINE & SPIRI		609 49750-263	PURCHASES - WINE	203.12
	SOUTHERN GLAZER'S WINE & SPIRI		609 49750-333	FREIGHT	45.61
	VENDOR TOTALS	7,804.04			
1-0914 STAPLES					
1-3536166363	STAPLES	10.99			
4/06/2023 APBNK	DUE: 5/06/2023 DISC: 5/06/2023		1099: N	APPENDIX CURPINED AUD EVAP	1.5
	STAPLES		101 41400-201	OFFICE SUPPLIES AND EXPE	0.13
	STAPLES		601 49440-201	OFFICE SUPPLIES AND EXPE OFFICE SUPPLIES AND EXPE	2.2
	STAPLES		602 49490-201	OFFICE SUPPLIES AND EXPE	5.2
	STAPLES		604 49590-201 605 49620-201	OFFICE SUPPLIES AND EXPE	1,6
	STAPLES STAPLES		651 49520-201	OFFICE SUPPLIES AND EXPE	0.2

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POST DATE BANK CODEDESCRIPTION		DI	GROSS SCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION	
-0423 STERLI	ING AUTO	PARTS			1204		
1~202305025452	2	STERLING AUTO PARTS		784.14			
	APBNK	DUE: 5/23/2023 DISC: 5/23	/2023		1099: N		
,, 20, 2020		STREET			101 43100-210	OPERATING SUPPLIES	360.66
		EQUIP MAINT			101 43126-221	MAINT AND REPAIR SUPPLI	291.08
		CEMETERY			101 49001-210	OPERATING SUPPLIES	129.99
		WATER PL			601 49420-210	OPERATING SUPPLIES	2.41
		=== VENDOR TOTALS ===		784.14			
1-0637 SUPERJ	IOR BEVE	RAGE	ىدىد بايا مى مەر				
c-1500252		SUPERIOR BEVERAGE		18.20CR			•
5/03/2023	APBNK	DUE: 5/03/2023 DISC: 5/03	3/2023		1099: N		
	•	SUPERIOR BEVERAGE			609 49750-262	PURCHASES - BEER	18.200
1-20039154		SUPERIOR BEVERAGE	3	,146.60			
4/26/2023	АРВЫК	DUE: 5/26/2023 DISC: 5/26	6/2023		1099: N		
		SUPERIOR BEVERAGE			609 49750-262	PURCHASES - BEER	3,316.75
		SUPERIOR BEVERAGE			609 49750-264	PURCHASES - MIX	26,85
		SUPERIOR BEVERAGE			609 49750-333	FREIGHT	197.00
r-20039517		SUPERIOR BEVERAGE	6	257.45			
5/03/2023	APBNK	DUE: 6/02/2023 DISC: 6/0	2/2023		1099: N		
		SUPERIOR BEVERAGE			609 49750-262	PURCHASES - BEER	6,254.45
		SUPERIOR BEVERAGE		,	609 49750-333	FREIGHT	3.00
1-20039518		SUPERIOR BEVERAGE		18.00			
5/03/2023	APBNK	DUE: 6/02/2023 DISC: 6/0	2/2023		1099: N		40.00
		SUPERIOR BEVERAGE			609 49750-264	PURCHASES - MIX	18.00
		VENDOR TOTALS	9	,403.85			
)1-2322 TWIN	PORTS P	APER & SUPPLY INC					
I-555758		LINERS		39.56			
4/26/2023	APBNK	DUE: 5/11/2023 DISC: 5/1	1/2023		1099: N		39.56
•		LINERS			605 49610-210	OPERATING SUPPLIES	00.50
		VENDOR TOTALS		39.56			
)1-0453 TWO H	ARBORS	CITY OF					
	50	TWO HARBORS CITY OF	24	,957.10			
5/01/2023	APBNK	DUE: 5/31/2023 DISC: 5/3	1/2023		1099: N		
-,,		TWO HARBORS CITY OF			101 41940-380	UTILITIES	285.42
		TWO HARBORS CITY OF			101 42200-380	UTILITIES	679.54
					101 40700 200	16771 TTTCC	208.30
		TWO HARBORS CITY OF			101 42700-380	UTILITIES	
		TWO HARBORS CITY OF TWO HARBORS CITY OF			101 42700-380 101 43100-380	UTILITIES	922.37
							922.37 18.24 407.33

EQUENCE : ALPHABETIC

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POST DATE BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	
0453 TWO HARBORS C	LTY OF (** CONTINUED **)				
	TWO HARBORS CITY OF		101 49001-380	UTILITIES	219.22
	TWO HARBORS CITY OF		211 45500-380	UTILITIES	1,003.42
	TWO HARBORS CITY OF		609 49750-380	UTILITIES	974.23
	TWO HARBORS CITY OF		609 49750-380	UTILITIES	115.2
	TWO HARBORS CITY OF		660 45183-380	UTILITIES	208.9
	TWO HARBORS CITY OF		660 45183-380	UTILITIES	579.4
	TWO HARBORS CITY OF		101 45123-380	UTILITIES	206.1
	TWO HARBORS CITY OF		101 45123-380	UTILITIES	47.4
	TWO HARBORS CITY OF		101 45123-380	UTILITIES	4.3
	TWO HARBORS CITY OF		101 45123-380	UTILITIES	13,9
	TWO HARBORS CITY OF		101 45123-380	UTILITIES	3.4
	TWO HARBORS CITY OF		101 45123-380	UTILITIES	38.0
	TWO HARBORS CITY OF		101 45123-380	UTILITIES	354.8
	TWO HARBORS CITY OF		101 45123-380	UTILITIES	4.0
	TWO HARBORS CITY OF		241 45125-380	UTILITIES	7.0
			241 45125-380	UTILITIES	269.4
	TWO HARBORS CITY OF		601 49420-380	UTILITIES	4,325.4
	TWO HARBORS CITY OF		601 49430-380	UTILITIES	40.1
	TWO HARBORS CITY OF		601 49430-380	UTILITIES	78.6
•	TWO HARBORS CITY OF		601 49430-380	UTILITIES	65.6
	TWO HARBORS CITY OF		601 49430-380	UTILITIES	53.7
	TWO HARBORS CITY OF		601 49430-380	UTILITIES	810.7
	TWO HARBORS CITY OF		601 49430-380	UTILITIES	63.2
	TWO HARBORS CITY OF		601 49430-380	UTILITIES	820.0
	TWO HARBORS CITY OF				. 28,4
	TWO HARBORS CITY OF		602 49470-380	UTILITIES	1,246.4
	TWO HARBORS CITY OF		602 49470-380	UTILITIES	9,373.7
	TWO HARBORS CITY OF		602 49480-380	UTILITIES	100.0
	TWO HARBORS CITY OF		604 49571-380	UTILITIES	35.1
	TWO HARBORS CITY OF		604 49571-381	UTILITIES - STOP LIGHTS	27.7
	TWO HARBORS CITY OF		604 49571-381	UTILITIES - STOP LIGHTS	46.2
	TWO HARBORS CITY OF		604 49571-381	UTILITIES - STOP LIGHTS	
	TWO HARBORS CITY OF		604 49571-381	UTILITIES - STOP LIGHTS	33.6
	TWO HARBORS CITY OF		604 49571-381	UTILITIES - STOP LIGHTS	32.8
	TWO HARBORS CITY OF		605 49620-380	UTILITIES	601.1
	TWO HARBORS CITY OF		605 49620-380	UTILITIES .	601.1
	TWO HARBORS CITY OF		605 49620-380	UTILITIES	2.6
	=== VENDOR TOTALS ===	24,957.10			
-0459 TWO HARBORS H	PETTY CASH				
I-202305025449	TWO HARBORS PETTY CASH	40.00			
4/27/2023 APBNK	DUE: 5/27/2023 DISC: 5/27/2023		1099: N		
	MCFOA		101 41400-331	TRAVEL & TRAINING	20.0
	MCFOA		605 49610-331	TRAVEL & TRAINING	20.
1~202305025450	RACHL WILLIAMS CLERK TRAINING	172.00			
4/28/2023 APBNK	DUE: 5/28/2023 DISC: 5/28/2023		1099: N		
	RACHL WILLIAMS CLERK TRAINING		101 41400-331	TRAVEL & TRAINING	172.0

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EQUENCE : ALPHABETIC

UE TO/FROM ACCOUNTS SUPPRESSED

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	EDESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	
-0459 Two harbors	· · · · · · · · · · · · · · · · · · ·				
I-202305045462 5/04/2023 APBNK	RANDY HEDIN CERTIFICATION EXA DUE: 6/03/2023 DISC: 6/03/2023 RANDY HEDIN CERTIFICATION EXAM	15.00	1099: N 602 49480-331	TRAVEL & TRAINING	15.00
	VENDOR TOTALS	227.00			
-0788 URSA MINOR I					
I-E-4078 4/26/2023 APBNK	URSA MINOR BREWING LLC DUE: 5/26/2023 DISC: 5/26/2023 URSA MINOR BREWING LLC URSA MINOR BREWING LLC	313.68	1099: N 609 49750-262 609 49750-264	PURCHASES - BEER PURCHASES - MIX	253.68 60.00
	=== VENDOR TOTALS ===	313.68			
1-0464 VIKING INDU	STRIAL CENTER	. <u></u>			
1-3264406 5/03/2023 APBNK	SURVEY MARKING PAINT, GLOVES DUE: 6/02/2023 DISC: 6/02/2023 SURVEY MARKING PAINT, GLOVES	316.65	1099: N 602 49450-210	OPERATING SUPPLIES	316.65
I-3264407 5/03/2023 APBNK	SURVEY MARKING PAINT DUE: 6/02/2023 DISC: 6/02/2023 SURVEY MARKING PAINT	263.76	1099: N 601 49420-210	OPERATING SUPPLIES	263.76
I-3264408 5/03/2023 APBNK	SURVEY MARKING PAINT DUE: 6/02/2023 DISC: 6/02/2023 SURVEY MARKING PAINT	373.05	1099: N 605 49610-210	OPERATING SUPPLIES	373.05
	VENDOR TOTALS	953.46			
1-3335 VINOCOPIA,					
I-328429-IN ' 5/01/2023 APBNH	VINOCOPIA, INC. DUE: 5/31/2023 DISC: 5/31/2023 VINOCOPIA, INC. VINOCOPIA, INC.	581.25	1099: N 609 49750-261 609 49750-333	PURCHASES ~ LIQUOR FREIGHT	573.7 7.5
I-328430-IN 5/01/2023 APBN	VINOCOPIA, INC. 5 DUE: 5/31/2023 DISC: 5/31/2023 VINOCOPIA, INC. VINOCOPIA, INC.	293.00	1099: N 609 49750-263 609 49750-333	PURCHASES - WINE FREIGHT	288.0 5.0
	=== VENDOR TOTALS ===	874.25			

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SEQUENCE : ALPHABETIC

	DESCRIPTION		GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
1-1892 ROSEMARY WALS						
1-202304285438 4/28/2023 APBNK	ROSEMARY WALSBERG DUE: 5/28/2023 DISC: FURNACE REBATE	5/28/2023	275.00	1099: N 604 49590-446	CONSERVATION IMPROVEMENT	275.00
	VENDOR TOTALS		275.00			
)1-0666 WINEBOW						
I-MN00129452 4/20/2023 APBNK	WINEBOW DUE: 5/20/2023 DISC: WINEBOW WINEBOW WINEBOW	5/20/2023	1,541.80	1099: N 609 49750-261 609 49750-263 609 49750-333	PURCHASES - LIQUOR PURCHASES - WINE FREIGHT	505.50 1,014.30 22.00
i-mn00129816 4/28/2023 apbnk	WINEBOW DUE: 5/28/2023 DISC: WINEBOW WINEBOW	5/28/2023	1,344.44	1099: N 609 49750-263 609 49750-333	PURCHASES - WINE FREIGHT	1,324.44 20.00
	=== VENDOR TOTALS ===		2,886.24			
)1-4734 WSB				<u>مہ منہ بنہ سے سے کا کا کر انہ انہ انہ ہے ہے ہی کا کا میں میں میں کا کر کا میں مع</u>		
I-R-019334-000-14 3/31/2023 APBNK	WWTF 3/1/23-3/31/2023 DUE: 3/31/2023 DISC: WWTF 3/1/23-3/31/2023	3/31/2023	880.00	1099: N 602 49480-530	CAPITAL OUTLAY - IMPROVE	880.0
	VENDOR TOTALS		880.00			
)1-0468 ZIEGLER INC.						
I-IN0000976168 4/28/2023 APBNK	ZIEGLER INC. DUE: 5/28/2023 DISC: END AND CUTTING EDGES	5/28/2023	956.38	1099: N 101 43126-221	MAINT. AND REPAIR SUPPLI	956.3
	VENDOR TOTALS		956.38			
01-0766 ZITO MEDIA				ب جند من هذ الذا كل الله اللي تين بين بين <u>الا الله هو الله من الله من من الله من من من الله من من من</u>		
I-202305025442 4/27/2023 Арвик	ZITO MEDIA DUE: 5/27/2023 DISC: ZITO MEDIA	5/27/2023	201.60	1099: N 660 45183-321	TELEPHONE	201.6
	VENDOR TOTALS		201.60			
	=== PACKET TOTALS ===	1	,355,553.72			

ACKET: 02719 MAY 9, 2023 'ENDOR SET: 01 CITY OF TWO HARBORS EQUENCE : ALPHABETIC

UE TO/FROM ACCOUNTS SUPPRESSED

** TOTALS **

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INVOICE TOTALS	1,355,571.92	
DEBIT MEMO TOTALS	0.00	,
CREDIT MEMO TOTALS	18,20CR	

BATCH TOTALS

1,355,553.72

** G/L ACCOUNT TOTALS **

				-	LI	VE ITEM====================================	GR	OUP BUDGET ≍====
					. ANNUAL	BUDGET OVER	ANNUAL	BUDGET OVER
3ANK	YEAR	ACCOUNT	NAME	AMOUNT	BUDGET	AVAILABLE BUDG	BUDGET	AVAILABLE BUDG
27 1111								
	2023	101-20200	ACCOUNTS PAYABLE	31,644.20 ⊸*				
		101-41110-331	TRAVEL & TRAINING	949.64	50	1,567.06- Y		
		101-41400-132	DENTAL INSURANCE	156.94	3,000	1,830.55		
		101-41400-201	OFFICE SUPPLIES AND EXPE	41.65	17,050	12,513.56		
		101-41400-210	OPERATING SUPPLIES	50.00	800	2,231.89- Y		
		101-41400-331	TRAVEL & TRAINING	1,451.34	4,100	575.54		
		101-41450-210	OPERATING SUPPLIES	881.00	1,000	319.30- Y		
		101-41550-302	COMMITTEE MEETING SALARI	100.00	2,700	2,100.00		
		101-41940-223	BUILDINGS MAINT. SUPPLIE	31.58	25,000	21,010.05		
		101-41940-380	UTILITIES	285.42	17,500	9,826.62		
		101-42100-132	DENTAL INSURANCE	803.28	10,000	5,974.00		
		101-42100-212	GASOLINE AND DIESEL FUEL	266.87	15,100	9,723.49		
		101-42200-210	OPERATING SUPPLIES	567.39	12,000	7,091.95		
		101-42200-212	GASOLINE & DIESEL FUEL	432.20	6,350	4,792.26		
		101-42200-222	VEHICLES - SUPPLIES & MA	133.47	14,000	11,706.34		
		101-42200-380	UTILITIES	679.54	9,450	4,528.17		
		101-42700-380	UTILITIES	208.30	3,350	1,852.94		
		101-43100-132	DENTAL INSURANCE	1,414.09	11,000	6,964.07		
		101-43100-161	RETIREE HEALTH INSURANCE	959.51	10,000	8,168.80		
		101-43100-210	OPERATING SUPPLIES	2,105.05	55,000	42,119.83		
		101-43100-212	GASOLINE AND DIESEL FUEL	5,253.43	36,750	6,502.55		
		101-43100-380	UTILITIES	922.37	11,850	5,708.96		
		101-43100-497	EXTRAORDINARY EXPENSES	1,000.00	0	1,000.00- Y		
		101-43126-221	MAINT. AND REPAIR SUPPLI	2,649.29	53,200	25,345.85		
		101-43230-384	REFUSE DISPOSAL	3,825.28	31,750	17,753.72		
		101-45123-380	UTILITIES	672.19	12,500	6,927.98		
		101-45127-380	UTILITIES	18.24	650	102.61		
		101-45185-210	OPERATING SUPPLIES	139,23	850	577.31		
		101-45185-380	UTILITIES	407.33	6,150	2,700.24		
		101-49001-132	DENTAL INSURANCE	159.45-	1,000	1,000.00		
		101-49001-161	RETIREE HEALTH INSURANCE	959.51	10,000	10,959.51		
		TOT-4200T-TOT	MELLINE HENEIN INDOMINES					

ACKET: 02719 MAY 9, 2023

'ENDOR SET: 01 CITY OF TWO HARBORS EQUENCE : ALPHABETIC UE TO/FROM ACCOUNTS SUPPRESSED

** G/L ACCOUNT TOTALS **

IANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET OVER	ANNUAL BUDGET	BUDGET OVER
		101-49001-210	OPERATING SUPPLIES	129.99	7,400	7,045.07		
		101-49001-380	UTILITIES	219.22	3,550	2,237.31		
		101-49100-300	PROFESSIONAL SERVICES	3,481.00	68,000	52,617.14		
		101-49100-411	RENTALS - LEASES	65.55	200	134.45		
		101-49100-433	DUES AND SUBSCRIPTIONS	200.00	10,350	3,041.56		
		101-49100-474	WINTER FROLIC	343.75	6,000	1,439.22- Y		
		211-20200	ACCOUNTS PAYABLE	1,816.98-*				
		211-45500-210	OPERATING SUPPLIES	50.00	4,500	3,223.88		
		211-45500-380	UTILITIES	1,003.47	14,000	7,580.18		
		211-45500-435	BOOKS AND PERIODICALS	763.51	20,000	13,309.67		
		231-20200	ACCOUNTS PAYABLE	15,994.24-*	-			
•		231-49810-210	OPERATING SUPPLIES	310.92	9,000	7,374.70		
		231-49810-212	GASOLINE & DIESEL FUEL	85.72	2,050	1,696.66		
		231-49810-259	AVA GAS FOR RESALE	15,597.60	49,650	34,052.40		
		241-20200	ACCOUNTS PAYABLE	276.45-*				
		241-45125-380	UTILITIES	276.45	90,650	88,892.46		
		402-20200	ACCOUNTS PAYABLE	54,109.83-*		00102110		
		402-49200-530	IMPROVEMENTS	54,109.83	1,000,600	912,832.24		
		601-20200	ACCOUNTS PAYABLE	8,366.97-*	-			
		601-49420-210	OPERATING SUPPLIES	326.83	15,500	12,477.88		
		601-49420-210	GASOLINE & DIESEL FUEL	216.15	2,000	1,512.21		
		601-49420-223	BUILDINGS MAINT. SUPPLIE	5.04	2,000	1,994.96		
		601-49420-223	UTILITIES	4,325.43	62,250	38,555,57		
		601-49430-380	UTILITIES	1,932.15	42,300	27,679.15		
		601-49440-132	DENTAL INSURANCE	506.05	6,500	5,063.99		
		601-49440-161	RETIREE HEALTH INSURANCE	959.51	0,200	4,797.55- Y		
		601-49440-201	OFFICE SUPPLIES AND EXPE	3.27	3,350	2,941.83		
		601-49440-321	TELEPHONE	76,89	2,400	1,687.59		
			EQUIP, MAINTENANCE CONTR	10.51	900	819.94		
		601-49440-404 601-49440-411	RENTALS - LEASES	5.14	250	244,86		
		602-20200	ACCOUNTS PAYABLE	890,176.91-*				
		602-49450-210	OPERATING SUPPLIES	1,779.65	6,950	2,884.90- Y		
		602-49450-212	GASOLINE & DIESEL FUEL	528.93	3,550	1,875.21		
		602-49470-380	UTILITIES	1,274.93	21,700	15,217.39		
		602-49480-210	OPERATING SUPPLIES	95.36	17,000	10,094.35		
		602-49480-331	TRAVEL & TRAINING	15.00	7,000	5,226.16		
		602-49480-331	UTILITIES	9,373.72	121,400	70,230.58		
			SLUDGE ANALYSIS & DISPOS	1,012.76	35,000	21,243.53		
		602-49480-498	CAPITAL OUTLAY - IMPROVE	875,255.32	11,333,350	7669,914.43		
		602-49480-530 602-49490-132	DENTAL INSURANCE	400.42	6,500	1,948.27		
		602-49490-132	OFFICE SUPPLIES AND EXPE	62.86	29,350	22,203,96		
		602-49490-201	TELEPHONE	76.89	5,350	3,672.41		
			EQUIP. MAINTENANCE CONTR	202.15	5,450	3,910.57		
		602-49490-404 602-49490-411	RENTALS ~ LEASES	98.92	900	801.08		
		602-49490-411 604-20200	ACCOUNTS PAYABLE	9,707.34-*				
		007-20200	ACCOUNTS LATROPE	5,				

A/P Regular Open Item Register

5/05/2023 12:22 PM ACKET: 02719 MAY 9, 2023 'ENDOR SET: 01 CITY OF TWO HARBORS

EQUENCE : ALPHABETIC

UE TO/FROM ACCOUNTS SUPPRESSED

** G/L ACCOUNT TOTALS **

					ANNUAL	BUDGET OVER	ANNUAL	BUDGET OVER
:ANK	YEAR	ACCOUNT	NAME	AMOUNT	BUDGET	AVAILABLE BUDG	BUDGET	AVAILABLE BUDG
(THUN	1 LAIX	Account						
		604-49570-210	OPERATING SUPPLIES	1,678.03	67,000	61,253.29		
		604-49570-212	GASOLINE & DIESEL FUEL	492.36	7,200	5,510,19		
		604-49571-380	UTILITIES	100.00	1,400	900.00		
		604-49571-381	UTILITIES - STOP LIGHTS	175.66	2,850	1,822.76	•	
		604-49590-132	DENTAL INSURANCE	643.50	7,000	3,413.82		
		604-49590-161	RETIREE HEALTH INSURANCE	2,425.64	0	10,351.80- Y		
		604-49590-201	OFFICE SUPPLIES AND EXPE	145.23	60,150	43,599.37		
		604-49590-300	PROFESSIONAL SERVICES	1,800.00	25,000	2,483.97- Y		
		604-49590-404	EQUIP. MAINTENANCE CONTR	467.01	14,750	11,193.55		
		604-49590-411	RENTALS - LEASES	228.54	3,400	1,843.84		
		604-49590-439	MISCELLANEOUS	20.16	35,950	23,005.78		
		604-49590-446	CONSERVATION IMPROVEMENT	1,531.21	67,100	52,672.30		
		605-20200	ACCOUNTS PAYABLE	263,834.42-*				
		605-49600-251	PURCHASE GAS FOR RESALE	260,023.11	2,023,350	1017,261.97		
		605-49610-210	OPERATING SUPPLIES	533.22	29,700	10,460.34		
		605-49610-212	GASOLINE & DIESEL FUEL	270,51	3,000	1,551.89		
		605-49610-221	MAINT. AND REPAIR SUPPLI	491.40	3,600	3,108.60		
		605-49610-331	TRAVEL & TRAINING	20.00	3,250	1,976.10		
		605-49620-132	DENTAL INSURANCE	159.46	4,000	1,205.09		
		605-49620-201	OFFICE SUPPLIES AND EXPE	45,20	21,200	16,110.15		
		605-49620-300	PROFESSIONAL SERVICES	850.00	12,200	2,196.95		
		605-49620-380	UTILITIES	1,204.87	17,950	12,327.72		
		605-49620-404	EQUIP. MAINTENANCE CONTR	145.36	6,350	5,243.07		
		605-49620-411	RENTALS - LEASES	71.13	700	628.87		
		605-49620-439	MISCELLANEOUS	20,16	17,400	11,391.53		
		609~20200	ACCOUNTS PAYABLE	77,602.89-*				
		609-49750-201	OFFICE SUPPLIES AND EXPE	17,58	7,000	6,905.22		
		609-49750-210	OPERATING SUPPLIES	171.13	10,250	6,024.34		
		609-49750-261	PURCHASES - LIQUOR	26,102.91	664,100	420,586.47		
		609-49750-262	PURCHASES - BEER	32,764.61	1,077,950	800,856.04		
		609-49750-263	PURCHASES - WINE	7,858.23	277,950	204,958.42		
		609-49750-264	PURCHASES - MIX	1,151.23	24,350	13,576.09		
		609-49750-269	PURCHASES - MERCHANDISE	2,264.99	34,300	20,100.44		
		609-49750-333	FREIGHT	618.74	23,500	16,129.73		
		609-49750-380	UTILITIES	1,089.47	15,150	8,910.86		
		609-49750-520	CAPITAL OUTLAY - BUILDIN	5,564.00	1,000,000	958,352.97		
		651-20200	ACCOUNTS PAYABLE	41.73-*				
		651-49520-201	OFFICE SUPPLIES AND EXPE	7.20	2,950	2,138.42		
		651-49520-404	EQUIP. MAINTENANCE CONTR	23.18	• 400	223.51		
		651-49520-411	RENTALS - LEASES	11.35	100	88.65		
		660-20200	ACCOUNTS PAYABLE	1,621.76-*		10 453 60		
		660-45183-210	OPERATING SUPPLIES	247.34	19,300	16,452.66		
		660-45183-223	BUILDING MAINT. SUPPLIES	384.48	15,000	14,615.52		
		660-45183-321	TELEPHONE	201.60	1,600	761.81		
		660-45183-380	UTILITIES	788.34	37,000	32,811.18		

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ACKET: 02719 MAY 9, 2023 'ENDOR SET: 01 CITY OF TWO HARBORS EQUENCE : ALPHABETIC UE TO/FROM ACCOUNTS SUPPRESSED

** G/L ACCOUNT TOTALS **

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				ANNUAL	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER
ANK YEAR	ACCOUNT	NAME	AMOUNT	BUDGET	AVAILABEL BODA	DODOLI	
	850-20200	ACCOUNTS PAYABLE	360.00-*				
	850-45122-210	OPERATING SUPPLIES	360.00	0	3,170.10- Y		
	999-13101	DUE FROM GENERAL FUND	31,644.20 *				
	999-13211	DUE FROM LIBRARY FUND	1,816.98 *				
	999-13231	DUE FROM AIRPORT FUND	15,994.24 *				
	999-13241	DUE FROM GOLF EUND	276.45 *				
	999-13402	DUE FROM STREET IMPROVEM	54,109.83 *				
	999-13601	DUE FROM WATER FUND	8,366.97 *				
	999-13602	DUE FROM SEWER FUND	890,176.91 *				
	999-13604	DUE FROM ELECTRIC FUND	9,707.34 *				
	999-13605	DUE FROM GAS FUND	263,834.42 *				
	999-13609	DUE FROM LIQUOR FUND	77,602.89 *				
	999-13651	DUE FROM STORMWATER UTIL	41.73 *				
	999-13660	DUE FROM CAMPGROUND FUND	1,621.76 *				
	999-13850	DUE FROM RECREATION	360.00 *				
		** 2023 YEAR TOTALS	1355,553.72				

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5/05/2023 12:22 PM 'ACKET: 02719 MAY 9, 2023 'ENDOR SET: 01 CITY OF TWO HARBORS EQUENCE : ALPHABETIC UE TO/FROM ACCOUNTS SUPPRESSED

** POSTING PERIOD RECAP **

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)	PERIOD	PERIOD	AMOUNT
3 2	3/2023	3/2023	2,811.33
	4/2023	•	22,958,71
	5/2023	•	5,874.16
	4/2023	•	763.51
	5/2023	•	1,053.47
	3/2023	•	85.72
	4/2023		15,908.52
	5/2023	5/2023	276.45
3 53	3/2023	3/2023	53,444.00
3	4/2023	4/2023	665.83
3	3/2023	3/2023	122.55
3	4/2023	4/2023	758.43
3 7	5/2023	5/2023	7,485.99
3 1	3/2023	3/2023	1,021.25
3 877	4/2023	4/2023	877,938.79
3 11	5/2023	5/2023	11,216.87
3 1	3/2023	3/2023	1,268.13
3 3	4/2023	4/2023	3,709.37
3 4	5/2023	5/2023	4,729.84
3 232	3/2023	3/2023	232,944.53
3 28	4/2023	4/2023	28,340.84
3 2	5/2023	5/2023	2,549.05
3 5	3/2023	3/2023	5,564.00
3 36	4/2023	4/2023	36,655.74
3 35	5/2023	5/2023	35,383.15
3	4/2023	4/2023	30.38
3	5/2023	5/2023	11.35
3	4/2023	4/2023	833.42
3	5/2023	5/2023	788.34
3	5/2023	5/2023	360.00

NO ERRORS

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NO WARNINGS

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** END OF REPORT **

TOTAL ERRORS: 0 TOTAL WARNINGS: 0



AGENDA ITEM COVER SHEET

Originating Staff:	Department:	Date:
Miranda Pietila	Wastewater Plant	05/08/2023
Agenda Item Subject: Consider approving invoice to WSB for the material testing for the WWTP in the amount of \$880.00, total contract is \$22,695.	Fiscal Impact: State Appropriations, PSIG Gran WIF Grant, Sewer & Electric Fund reserves wit the remaining balance to be covered from a lo interest rate PFA loan.	

BACKGROUND:

The City has a contract with WSB for the WWTP project, this is for services provided March 1st to March 30th 2023. Total contract is \$22,695, remaining contract is \$3,262.50.

COUNCIL ACTION REQUESTED: Approve invoice for \$880 to WSB.

RECOMMENDATION: Approve invoice for \$880 to WSB.

ATTACHMENTS: Invoice from WSB

.

Agenda Item # <u>CA.4</u> Meeting Date <u>5/8/23</u>

701 XENIA AVENUE S SUITE 300 MINNEAPOLIS, MN 55416



City of Two Harbors Attn: Miranda Pietila 522 First Avenue Two Harbors, MN 55616 April 28, 2023 Project/Invoice: R-Reviewed by: C Project Manager: T

R-019334-000 - 14 Chad DeMenge Terry Norlen

Two Harbors Wastewater Treatment Facility Upgrades <u>Professional Services from March 1, 2023 to March 31, 2023</u>

Phase	CMT	Construction Materials Tes	ting		
Concrete Fiel	d Testing	4			
Unit Billing					
CMT Enginee	ering Technician II				
3/3/2023	-		1.5 Hours @ 60.00	90.00	
3/7/2023		1	1.5 Hours @ 60.00	90.00	
3/10/2023		** 8	1.5 Hours @ 60.00	90.00	
3/17/2023		f	1.5 Hours @ 60.00	90.00	
3/22/2023			1.5 Hours @ 60.00	90.00	
3/23/2023		1	1.5 Hours @ 60.00	90.00	
3/24/2023		1	1.5 Hours @ 60.00	90.00	
3/31/2023		1	1.5 Hours @ 60.00	90.00	
	Total Units			720.00	720.00
			Total th	is Task	\$720.00
Materials Lab	Testing				
Unit Billing	redung				
	Strength - Cylinder				
3/3/2023	23-0166) Cylinders @ 5.00	20.00	
3/7/2023	23-0167		Cylinders @ 5.00	20.00	•
3/10/2023) Cylinders @ 5.00	20.00	
3/10/2023	23-0195) Cylinders @ 5.00	20.00	
3/17/2023	23-0209) Cylinders @ 5.00	20.00	
3/22/2023	23-0227) Cylinders @ 5.00	20.00	
3/23/2023	23-0228) Cylinders @ 5.00	20.00	
3/24/2023	23-0233) Cylinders @ 5.00	20.00	
0/2 //2020	Total Units		, oj	160.00	160.00
			Total th	is Task	\$160.00
			Total this	Phase	\$880.00
Billing Limits	3	Current	Prior	To-Date	
Total Billi	ngs	880.00	18,552.50	19,432.50	
Limit				22,695.00	
Rema	aining			3,262.50	

Project	R-019334-000	TWOH - Two Harbors Wastewater Treatmen	t Invoice	14
		Total this	Invoice	\$880.00
	·			
	-			
			·	
			,	



AGENDA ITEM COVER SHEET

Originating Staff:	Department:	Date:
Miranda Pietila	Gas, Electric, Water & Sewer	05/08/2023
Agenda Item Subject: Consider approving invoice to Bolton & Menk for professional services for the GIS Online Migration	Fiscal Impact: 2023 Budgete	d line item

BACKGROUND:

Submitting invoice for Bolton & Menk engineering services for \$965.00 from February 4th to March 3rd for professional services related to GIS Online Migration.

COUNCIL ACTION REQUESTED: Approve invoice for \$965.00 to Bolton & Menk.

RECOMMENDATION: Approve invoice for \$965.00 to Bolton & Menk.

ATTACHMENTS: Invoice from Bolton & Menk

Agenda Item # CA .5 Meeting Date 5/8/23

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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 Pletila, Finance Director 522 First Ave Two Harbors, MN 55616-1504	April 20, 2023 Project No: Invoice No: Client Account:	0X1.130393 0310708 TWOHARB_CI_MN

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Two Harbors/ArcGIS Online Migration

BOLTON & MENK

Real People, Real Solutions.

Professional Services

		Hours	Amount	
Principal		5.00	965.00	
Thiopa	Totals	5.00	965.00	
	Total Labor			965.00
		Tota	l this Invoice	\$965.00

Bolton & Menk, Inc. Is an equal opportunity employer and federal contractor or subcontractor. Consequently, the parties agree that, as applicable, they will abide by the requirements of 41 CFR 60-14(a), 41 CFR 60-300.5(a) and 41 CFR 60-741.5(a) and that these laws are incorporated herein by reference. These regulations prohibit discrimination against all individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, coor, religion, sex, sexual orientation, gender identity or national origin. These regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability. The parties also agree that, as applicable, they will abide by the requirements of Executive Order 13496 (29 CFR Part 471, Appendix A to Subpart A), relating to the notice of employee rights under federal labor laws.

Notice: A linance charge of 1.5% per month (annual percentage of 18%) is charged on balances 30 days or over.

.



Originating Staff:	Department:	Date:	
Miranda Pietila	General Fund	05/08/2023	
Agenda Item Subject: Consider	Fiscal Impact: General Services are budgeted for		
approving invoice to Bolton &	in 2023 in the General Fund		
Menk for general engineering			
services for \$1,981.00.			

BACKGROUND:

Submitting invoice for Bolton & Menk engineering services for \$1,981.00 from February 4th to March 3rd. This is for assistance with communication from resident regarding utility services, liquor store tree removal review, and Odegard trail.

COUNCIL ACTION REQUESTED: Approve invoice for \$1,981.00 to Bolton & Menk.

RECOMMENDATION: Approve invoice for \$1,981.00 to Bolton & Menk.

ATTACHMENTS: Invoice from Bolton & Menk

Agenda Item #CA.6

Meeting Date <u>5/8/23</u>



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		March 31, 2023 Project No: Invoice No:	0U1.12353 0309522	8
Two Harbors, MN 55616-1504		Client Account:	TWOHARE	3_CI_MN
Two Harbors/General Professional Service				
Professional Services from February 4, 2023 through 1 <u>\$ 112.50</u> - Serene Quarters: Communication Regardin \$ 112.50 - Task 001 Total	March 3, 2023: g Potential Utility Sen	vice		
Reduced Rate Services (001)				
Professional Services				
	Hours		Amount	
Principal	1.50		112.50	
Totals	1.50 `		112.50	440 50
Total Labor				112.50
		Total this Tas	k	\$112.50
No-Charge Meeting Attendance (003)				
Prepare For and Attend the Following Meetings: - City Council Regular Meeting - February 13th and 27 - Trees & Trails Commission Meeting - February 16th - Utilities Committee Meeting - February 22nd	th			
Professional Services				•
	Hours		Amount	
Principal	14.00		2,814.00	
Project Engineer	2.00		296.00	
Totals	16.00		3,110.00	0.440.00
Total Labor				3,110.00
Additional Fees				
Meetings - No Charge			3,110.00	
Total Additional Fees		-	3,110.00	-3,110.00
		Total this Tas	r.	0.00

Líquor Store (021)

Activities for Early Tree Removal, Including: Coordination with City Staff; Preparation of Materials for Solicitation of Quotes; Prepare Information for Review with Trees and Trails Commission and City Council; Coordination with Lake County Regarding Removals in Wetlands, Including Preparation for and Meeting on February 27th; On-Site Meeting with City Public Works Director and Contractor

Professional Services		
	Hours	Amount
Principal	7.50	562.50
Specialist	2.00	316.00

roject	0U1.123538	Two Harbors/General Professional Service	Invoice	0309522
Project	Engineer	6.50	990.00	
·	Totals Total Labor	16.00	1,868.50	1,868.50
		Total	his Task	\$1,868.50
		Total thi	s Invoice	\$1,981.00



Originating Staff:	Department:	Date:
Miranda Pietila	Street Improvement Fund	05/08/2023
	_	
Agenda Item Subject: Consider	Fiscal Impact: Funds are bud	geted for Street
approving invoice to Bolton &	Improvement Project	
Menk for professional services	- 1971 - 245 	
for the 2018 Street		
Improvement Project for \$966.		

BACKGROUND:

Submitting invoice for Bolton & Menk engineering services for \$966 from February 4th to March 3rd for project management and coordination of the 2018 Street Improvement Project.

COUNCIL ACTION REQUESTED: Approve invoice for \$966 to Bolton & Menk.

RECOMMENDATION: Approve invoice for \$966 to Bolton & Menk.

ATTACHMENTS: Invoice from Bolton & Menk

Agenda Item # <u>CA. 7</u>

Meeting Date <u>5/8/23</u>

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

BOLTON & MENK

Real People. Real Solutions.

March 31, 2023 Project No: Invoice No: Client Account:

N16.115004 0309517 TWOHARB_CI_MN

.

Two Harbors/2018 Street & Alley Improve

2018 Street and Alley Improvements

Professional Services from February 4, 2023 to March 3, 2023

Project Management (001)

Prepare Draft Final Request for Payment; Coordination with Contractor

Professional Services

		Hours	Amount	
Principal		4.00	804.00	
Administrative		1.50	162.00	
	Totals	5.50	966.00	
	Total Labor			966.00
			Total this Task	\$966.00

Total this Invoice \$966.00



AGENDA ITEM COVER SHEET

Originating Staff:	Department:	Date:
Miranda Pietila	Street Improvement Fund	05/08/2023
Agenda Item Subject: Consider	Fiscal Impact: Funds are buc	geted for Street
approving invoice to Bolton &	Improvement Project	
Menk for professional services for the 2021 & 2022 Street		
Improvement Project for \$804.		
÷		
		ă.
		.*

BACKGROUND:

Submitting invoice for Bolton & Menk engineering services for \$390 from February 4th to March 3rd for project management and coordination of the 2021 & 2022 Street Improvement Project. Total engineering contract for construction services in 2022 are \$175,000, remaining funds are \$62,043.45.

COUNCIL ACTION REQUESTED: Approve invoice for \$804 to Bolton & Menk.

RECOMMENDATION: Approve invoice for \$804 to Bolton & Menk.

ATTACHMENTS: Invoice from Bolton & Menk

Agenda Item # 7A Meeting Date 5/8/23



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

March 31, 2023 Project No: Invoice No: **Client Account:**

N16.121170 0309519 TWOHARB_CI_MN

.

Two Harbors/2021-2022 Street Improvement

Professional Services from February 4, 2023 to March 3, 2023

Project Management (001)

Project Management, Coordination and Correspondence; Prepare for and Meet with City Staff and City Attorney Regarding Property **Owner Assessments Objections**

Professional Services

Principal	Totals	Hours 4.00 4.00	Amount 804.00 804.00	804,00
	Total Labor	τα	otal this Task	\$804.00
		Tota	al this Invoice	\$804.00



CITY OF TWO HARBORS CITY COUNCIL

AGENDA ITEM COVER SHEET

Originating Staff:	Department:	Date:
Miranda Pietila	Street Improvement Fund	05/08/2023
Agenda Item Subject: Consider	Fiscal Impact: Funds are bud	dgeted for Street
approving invoice to Bolton & Menk for professional services for the 2023 & 2024 Street Improvement Project for \$51,224.50.	Improvement Project	-

BACKGROUND:

Submitting invoice for Bolton & Menk engineering services for \$51,224.50 from February 4th to March 3rd for preliminary design of the 2023 & 2024 Street Improvement Project. Total engineering contract for final design services are \$412,750, approved at the October 24th Council meeting, remaining funds are \$234,386.50.

COUNCIL ACTION REQUESTED: Approve invoice for \$51,224.50 to Bolton & Menk.

RECOMMENDATION: Approve invoice for \$51,224.50 to Bolton & Menk.

ATTACHMENTS: Invoice from Bolton & Menk





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Please Remit To: Bolton & Menk, Inc. 1960 Premler 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 Involce Numbers with Payment

City of Two Harbors Miranda Pietila, Finance Director 522 First Ave Two Harbors, MN 55616-1504	March 31, 2023 Project No: Invoice No: Client Account:	0U1.127379 0309521 TWOHARB_CI_MN	
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Two Harbors/2023-2024 Street Improvement

Project Management, Coordination and Correspondence

Professional Services from February 4, 2023 to March 3, 2023

Project Management (001)

Project Management, Coordination and Correspondence

Professional Services

Principal	Totals	Hours 6.00 6.00	Amount 1,206.00 1,206.00	4 000 00
	Total Labor			1,206.00
		-	Fotal this Task	\$1,206.00

Final Design - City (005)

Continue Preparation of Detailed Plans; Continue Determination of Cost Estimate Based on Final Design; Begin Work on Project Specifications; Activities for Early Tree Removal, Including: Coordination with City Staff; Preparation of Materials for Solicitation of Quotes; Prepare Information for Review with Trees and Trails Commission and City Council; Prepare Notice and Coordination for Mailing; Prepare Documents for City Website, On-Site Meetings with Residents to Respond to Questions

Professional Services

	Hours	Amount	
Principal	8.00	1,608.00	
Administrative	1.00	115.00	
Design Engineer	21.00	2,791.50	
Project Engineer	120.00	18,423.50	
Technician	62.50	7,550.50	
Totals	212.50	30,488.50	
Total Labor			30,488.50
		Total this Task	\$30,488.50

Permits and Easements (006)

Prepare Draft Documents for Proposed Easements Along 6th Avenue; Coordination with City Attorney

Professional Services

	Hours	Amount	
Principal	1.00	201.00	
Project Manager	4,50	720.00	
Totals	5.50	921.00	
Total Labor			921.00

Project	0U1,127379	Two Harbors/2023-2024 Street Improvement	Invoice	0309521
· · · - J · · · ·		Total this Task		\$921.00

Final Design Coordination - County (015)

Coordination with County Design Team; Design Meetings with Lake County on February 6th and 23rd; Continue Coordination for Incorporation of Potential Stormwater Treatment Structures in Project; Continue Preparation of Project Tabulations Required for State Aid Review; Coordination with County Highway Department Staff, Including Review of Comments on Draft Plans; Coordination with Lake County for Early Tree Removal, Including Review of Quotes and Preparation of Information for Consideration by City Council; Coordination for Required Parking Resolution for CSAH Project Segments, Including Preparation of Materials for Review with Two Harbors Public Safety Committee

Professional Services

		Hours	Amount	
Principal		14.00	2,862.00	
Design Engin	eer	33.50	4,631.00	
Project Engin		. 47.00	7,036.00	
Technician		40.00	4,080.00	
reonnoian	Totals	134.50	18,609.00	
	Total Labor			18,609.00
			Total this Task	\$18,609.00

Total this Invoice

\$51,224.50



Originating Staff:	Department:	Date:
Miranda Pietila	Liquor Store Fund	05/08/2023
Agenda Item Subject: Consider approving invoice to Bolton & Menk for professional services for the Liquor Store Project for \$5,564.00	Fiscal Impact: Liquor Store reapproximately \$1.6M are ass development of project, rem proposed to come from a low the Electrical Fund.	sisting with naining funds are

BACKGROUND:

Submitting invoice for Bolton & Menk engineering services for \$5,564 from February 4th to March 3rd for preliminary design, topographic surveys and field delineations for wetlands for the Liquor Store Project. Total engineering contract was \$42,250, remaining funds are \$11,842.50.

COUNCIL ACTION REQUESTED: Approve invoice for \$5,564.00 to Bolton & Menk.

RECOMMENDATION: Approve invoice for \$5,564.00 to Bolton & Menk

ATTACHMENTS: Invoice from Bolton & Menk

Agenda Item # CA .9

Meeting Date 5/8/23



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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	March 31, 2023 Project No: Invoice No: Client Account:	0U1.129441 0309523 TWOHARB_CI_MN	
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Two Harbors/Municipal Liquor Store

Professional Services from February 4, 2023 to March 3, 2023

Project Management (001)

Project Management, Coordination and Correspondence; Coordination for Soil Borings Solicitation

Professional Services

Principal	Totals Total Labor	Hours 1.00 1.00	Amount 201.00 201.00	201.00
	10147 24501	Το	otal this Task	\$201.00

Wetland Delineations (003)

Review Potential Wetland Impacts from Site Layout; Coordination with Lake County TEP

Professional Services

Specialist		Hours 1.50 1.50	Amount 237.00 237.00	
	Totals Total Labor	1.50		237.00
			Total this Task	\$237.00

Site Design (004)

Begin Development of Site Plan Options Based on Meeting with Lake County TEP; Design Meetings with Architect on March 1st and 3rd

Professional Services

•		Hours	Amount	
Duta almal		1.00	201.00	
Principal		32.00	4,925.00	
Project Engineer	eer Totals	33.00	5,126.00	
	Total Labor	••••		5,126.00
			Total this Task	\$5,126.00
			Total this invoice	\$5,564.00



Originating Staff:	Department:	Date:
Miranda Pietila	Street Improvement Fund	05/08/2023
Agenda Item Subject: Consider	Fiscal Impact: Funds are bud	geted for Street
approving invoice to Bolton &	Improvement Project	
Menk for professional services		
for the MNDOT Reconstruction		
Project for \$449.50.		
		30)
		×

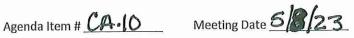
BACKGROUND:

Submitting invoice for Bolton & Menk engineering services for \$449.50 from February 4th to March 3rd for correspondence and meeting preparation for the MnDot reconstruction project. Total engineering contract was not to exceed \$50,000, remaining funds are \$6,612.00.

COUNCIL ACTION REQUESTED: Approve invoice for \$449.50 to Bolton & Menk.

RECOMMENDATION: Approve invoice for \$449.50 to Bolton & Menk.

ATTACHMENTS: Invoice from Bolton & Menk





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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

March 31, 2023 Project No: Invoice No: **Client Account:**

0U1.126067 0309524 TWOHARB_CI_MN

Two Harbors/TH 61 - MnDOT Reconstruction

This is a MnDOT Project Proposed for Construction on TH 61 through Two Harbors from Approximately Scenic Drive to Park Road. Construction Anticipated in 2025-2026

Professional Services from February 4, 2023 to March 3, 2023

Project Management and Meetings (001)

Project Management and Correspondence; Meetings with City Staff and MnDOT on February 22nd, Including Associated Preparation and Follow Up

Professional Services	rofessional Ser	vices	
-----------------------	-----------------	-------	--

Principal Project Engineer Totals	Hours 1.50 1.00 2.50	Amount 301.50 148.00 449.50	449.50
Total Labor	Το	otal this Task	\$449.50
	Tota	I this Invoice	\$449.50



Originating Staff:	Department:	Date:		
Miranda Pietila	Wastewater Plant	05/08/2023		
Agenda Item Subject: Consider approving Pay App #18 to Lakehead Constructors for the Wastewater Treatment Plant Project for \$874,375.32.	Fiscal Impact: State Appropr WIF Grant, Sewer & Electric the remaining balance to be interest rate PFA loan.	Fund reserves with		
BACKGROUND: See attached communication from Bolton & Menk.				

COUNCIL ACTION REQUESTED: Approve Pay App #18 874,375.32

RECOMMENDATION: Approve Pay App #18 874,375.32

ATTACHMENTS: Communication and Pay App

Agenda Item # CA-II Meeting Date 0 5/8/23



Real People, Real Solutions.

VIA EMAIL

May 3, 2023

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

RE: Two Harbors Wastewater Treatment Facility Improvements Pay Application No. 18 BMI Project Number: M24.117177

Dear Patty,

Enclosed is a copy of Pay Application No. 18 from Lakehead Constructors, Inc. for \$874,375.32. I have reviewed this request and recommend payment to the contractor. The work reflected on this application represents 52.5% 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.

gennifer Selchow

Jennifer Selchow, P.E. Environmental Próject Engineer

Enclosures

cc: Joe Rhein, Bolton and Menk, Inc. Brian Guldan, Bolton and Menk, Inc. Randy Hedin, City of Two Harbors Miranda Pietila, City of Two Harbors File 7533 Sunwood Drive NW Suite 206 Ramsey, MN 55303-5119

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

H:\TWOHARB_CI_MN\M24117177\7_Construction\E_Pay Applications\Pay App 18\2023-04_Pay App 18.docx

Bolton & Menk is an equal opportunity employer.

	Contractor's Application Period:	3/25/23 - 4/25/23	Application Date:	Invoice No.		
			4/25/2023			
To (Owner):	From (Contractor):		Via (Engineer):			
City of Two Harbors, MSI	Lakehead Constru	ectors, Inc.		Bolton & Meak		
Project: Westewater Treatment Facility Improvement		Contract: Wastewater Improvements				
Owner's Contract No .:	Contractor's Project No.:	Contractor's Project No.: 7834				
Application Fo Charge Order	•					
Approved Change Orders		1. ORIGINAL CON	TRACT PRICE	S 529,297,715.00		
Nember Additions	Deductions	Deductions 2. Net change by Change Orders				
		3. Current Contract Price (Line 1 ± 2)				

1					±2}		
		•	4. TOTAL COMPLE	ETED AND S	FORED TO DATE		
			(Column F on Prop	gress Estimat	()	S	\$16,158,280.78
			5. RETAINAGE:				
			n. 5%	x	14,735,211.75 Work Completed	\$	\$736,760.59
					\$1,463,069.03 Stored Material		
			c, Tol:	al Refainage (Line 5a + Line 5b)	5	\$509,914.04
			6. AMOUNT ELIGE	BLE TO DAT	(R (Line 4 - Line 5c)	S	\$15,358,366.74
TOTALS					(Line 6 from prior Application)		
NET CHANGE BY			8, AMOUNT DUE T	HIS APPLIC	ATION	S	\$974,375.32
CHANGE ORDERS			9. BALANCE TO FU	NISH, PLUS	RETAINAGE		
CUNTOR ORDER			(Column Gon Pro:	ress Estimat	e + Line 5 above)	S	\$13,\$09,348.26
The universion	Contractor certifies that to the best of i	is koowiedge: (1) all previou	Payment of: 15 progress	s	\$87 (Lize 8 or other - attach e	4,375.32 xplanation of t	he other amount)
The undersigned payments receive eccount to discha by prior Applicat	Contractor certifies that to the best of i al from Owner on necount of Work do rge Contractor's legitimate obligations ions for Payment (2) tile of all Work	ne under the Contract have by a incurred in connection with materials and equipment inc	is progress cen applied on Work edvered corporated by recommended by:	\$			be other amount) 05/03/23
The undersigned payments receive eccount to dische by prior Applicat said Work or oth time of payment or average hu at Bor	al from Owner on recount of Work do tree Contractor's kezitimate obligations tions for Payment, (2) Uide of all Work, erwise listed in or covered by this App free and clear of all Liens, security ink d accessible to Owner indemnitiving (ne unier the Controt have be sincurred in connection with , materials and equipment inc dication for Payment will pos errests and encoumbrances (exc Dwnor asainst any such Licos	is progress cen applied on Work edvered comported by recommended by: is to Owner at cept such as are s, security	\$	(Line 8 or other-stuch e Gillingen Sel ChOW (Ergineer)	xplanation of t	
The undersigned payments receive eccount to dische by prior Applicat said Work or oth time of payment covered by a Bor idtered or gasme	el from Owner on eccount of Work dou rge Contractor's legitimate obligations ions for Payment, (2) title of all Work, ernise listed in or covered by this App free and clear of all Liens, security into rd acceptable to Owner indemnifying (burneset) act(3) all Work covered by	ne under the Controt have by i incurred in connection with i, materials and equipment inc vication for Payment will pos- erests and encumbrances (exc Domer against any such Liens- this Application for Paymen	is progress cen applied on Work edvered comported by recommended by: is to Owner at cept such as are s, security	\$ \$	(Line 8 or other-situch e GsiVNYLY SELCHOW (Expireer) 58:	4,375.32	05/03/23 (Date)
payments receive account to discha by prior Applicat said Work or off- time of payment covered by a Bor interest or accoun-	al from Owner on recount of Work do tree Contractor's kezitimate obligations tions for Payment, (2) Uide of all Work, erwise listed in or covered by this App free and clear of all Liens, security ink d accessible to Owner indemnitiving (ne under the Controt have by i incurred in connection with i, materials and equipment inc vication for Payment will pos- erests and encumbrances (exc Domer against any such Liens- this Application for Paymen	is progress cen copied on Work covered corporated is recommended by: is to Owner at cept such as are s, security	\$ \$	(Line 8 or other-stuch e Gillingen Sel ChOW (Ergineer)	4,375.32	05/03/23 (Date)
The undersigned payments receive account to disclass by prior Applicat said Work or oth time of payment covered by a Bor felored or gamen	el from Owner on eccount of Work dou rge Contractor's legitimate obligations ions for Payment, (2) title of all Work, ernise listed in or covered by this App free and clear of all Liens, security into rd acceptable to Owner indemnifying (burneset) act(3) all Work covered by	ne under the Controt have by i incurred in connection with i, materials and equipment inc vication for Payment will pos- erests and encumbrances (exc Domer against any such Liens- this Application for Paymen	is progress cen copied on Work covered corporated is recommended by: is to Owner at cept such as are s, security	\$\$	(Lize & or other - situch e Gairth Sel CADW (Ergineer) (Lize & or other - elizach e	4,375.32	05/03/23 (Date) he other amount)
The undersigned payments receive eccount to dische by prior Applicat said Work or oth time of payment covered by a Bor intered or accur	el from Owner on eccount of Work dou rge Contractor's legitimate obligations ions for Payment, (2) title of all Work, ernise listed in or covered by this App free and clear of all Liens, security into rd acceptable to Owner indemnifying (burneset) act(3) all Work covered by	ne under the Controt have by i incurred in connection with i, materials and equipment inc vication for Payment will pos- erests and encumbrances (exc Domer against any such Liens- this Application for Paymen	as progress sea applied on Work cavered corporated is recommended by: is to Owner at the Owner a	\$ \$	(Line 8 or other-situch e GsiVNYLY SELCHOW (Expireer) 58:	4,375.32	05/03/23 (Date)

Endorsed by the Construction Specifications Institute.

Page i of 2

Progress Estimate

Contractor's Application

rian Period:	3/15/23 - 4/25/23		×	Application Date:	1			1
	λ	D	Wat Co	rupleted	E	F		G
Item		Scheduled Value	C From Provious Application	D This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date	% D	Balance to First (8 - F)
Sealing Section No.	Description	Stirezed vire	(C+D)			(C+D+E)	в	10.000
1000	General Conditions	\$2,603,945.00	\$1,895,000.00	\$140,000.00	1	\$3,633,600.60 \$390,000.60	76.2%	\$558,945.00
1001	Boods & Insurance	\$290,000.00 \$475,000.00	\$230,000.00 \$15,536.53	\$4,160.59		\$19,697.54	11.9%	\$315,302.45
1020	Central Construction Allemance Chemical Ford Pump & SLid Allemance	\$75,000.00		~				\$75,000.00 \$5,000.00
1020	Ram Water Wetwell Mitter Allewance	\$5,000.00	\$20,314.71			\$20,314.71	365%	\$34,6\$5.29
1030	Laboratory Equipment Allowanze Furnishings Allowance	\$35,000.00	- Augusta					\$35,000.00 \$30,000.00
1020	Computer Allowance	\$30,000.00						\$40,000.00
1020	Security System Allowance Utility Service Connection Allowance	\$40,000.00 \$35,000.00				\$219,500.00	100.916	\$35,000.00
	Earthanak General Conditions	\$219,500.00 \$43,310.00	\$219,500.00 \$43,310.00		1 1	\$13,313.69	10.015	
2103	Site Preparation Demolition	\$182,000.00	\$133,522.04			\$133,522.04	73.416	\$18,477.56 \$5,870.00
2102	Finish Grading	\$5,873.60 \$419,800.00	\$465,310.00			\$465,310.00	\$5.0%	\$24,490.00
2103 2104	Exervation & Backfill Remove Provenced & Mise, Structures	\$32,600.00	\$13,000.00			\$13,000.00	\$7.5%	\$9,603.00
2103	Rock Excevotion \$170CY	\$425,000.00 \$102,703.00	\$\$7,970.00 \$103,700.00			\$\$7,970.00 \$102,700.00	100.034	\$3\$7,030.00
2105	Exception & Embarkanent Erosion & Sediment Control	\$33,150.00	\$19,116.70			\$19,116.70 \$968,700.00	57,756	\$14,033.30
2108	She Uillifes	\$968,700.00 \$262,500.00	\$961,700.00					\$252,903.00
2109	Roada, Wallis & Curbs Terf Restancion & Flamings	\$50,150.00	1					\$50,150.00 \$370,000.0
2111	Earthwork for Decorative Wall	\$270,000.00			-			2110,0000
3300	Cast in Pince Constrate-below-includes rebor Clasifiers Constrate	\$1,245,000.00	\$1,245,000.00			\$1,245,000.00	108.4%	\$620,000.0
3300	Guage	\$520,000.00	\$2,140,000.00	\$117,503.00		\$2,257,500.00	55.1%	\$117,500.0
3300	Accilos Balins Operations	\$3,375,000.00	\$453,500.00	\$11,500.00		\$454,000.00	97.7%	\$11,000.00
3300	Biosofils	\$115,000.00	1	\$10,750.00		\$40,750.00	5.0%	\$774,250.0 \$475,000.0
3300	Chlorine Confact Concrete Decorative Walls	\$175,600.00 \$1,321,260.00				1000000000	1	\$1,321,260
3310 3410	All Precast	\$\$35,000.00	\$314,503.00	\$10,500.00	\$75,355.50	\$325,000.00 \$533,923.43	63.6%	\$210,000.0 \$306,075.5
4510	Unit Masony Assemblies	\$840,000.00 \$895,600.00	\$427,000.00 \$108,839.43	\$31,557.93	\$75,355.50 \$50,000.00	5153,923.43	18.5%	\$726,160.5
5100	Metals Rough Carponity	\$55,002.00				\$16,000.00	23.5%	\$55,000.0
7150	Dampproofing	\$65,000.00	\$16,000.00				1.000000	\$75,000.0
7150 7535	Voper Barrier Fully Adhered Membrase Reef System	\$75,000.00 \$675,000.00		\$233,233.45		\$293,253.45	43.4%	\$311,745.5
7900	Cruthing & Scalanta	\$\$5,000.00	\$45,000.00		\$\$1,616.31	5106,616.31	\$2.0%	\$13,313.6
8110	Doors & Frames O.H. Doors	\$130,000.00 \$60,000.00	545,000.00			0.04000.00		\$50,000.0
#350 #501	O.H. Door	\$30,000.00	(2012) 2010		\$2,495.00	\$2,496.00 \$143,466.00	1.3%	\$27,504.0 \$466,534.0
9900	Palating Division 19	\$510,000.00 \$15,000.00	\$143,465.00	1				\$15,000.0
10000	Ohiston 10 Chemical Feed	\$133,704.00			\$33,427.00	\$33,427.00 \$67,450.00	25.0%	\$100,281.0
11210	Hydrauffe Gales	\$\$0,000.00 \$300,000.00	\$99,200.00		\$67,450.00 \$148,800.00	\$248,000.00	12.7%	\$52,000.0
11310	Centrifigal Wastewater Pumps Rotary Lebo Pump	\$123,000.00			\$125,009.00	\$125,000.00	103.016	\$440,000.0
11318	Serere Impeller Centrifugal Pumps	\$140,000.00	\$\$3,925.00			\$90,925.00	100.655	3110,000
11320	Grit Removal Fine Sorren	\$90,925.03 \$192,600.00	\$193,600.00			\$192,000.00	100.015	
11335	Jet Mixing Accelled System	\$178,000.00	\$171,000.00			\$178,000.00	100.015	
11352	Claiffer Equipment Fert Pert Membrane Atomics Equipment	\$\$40,000.00 \$60,000.00	\$\$40,000.00		\$50,000.00	\$60,000.00	102.9*6	
11374	High Efficiency Blow to Spatem	\$750,000.00		4				\$750,000
11384	Rotary Drum Thicketter	\$155,000.00 \$48,000.00			\$18,000.00	\$18,000.00	100.016	121142-04
11316	Rapid Mixers Submersible Mixers	\$25,000.00			\$15,000.00	\$25,000.00	101.011	
11630	Automate Sampler Caurna k	\$17,000.00 \$35,000.00			317,0000			\$55,000.0
12345	Circular Tark Coven	\$211,000.00	\$211,000.00			\$211,000.00	102.0%	
13216	Prestreased Concrete Water Tanka FRP Battles & Weirs	\$1,500,000.00	\$1,500,000.00 \$60,000.00			\$50,000.00	111.015	
13900	Haiti	\$25,000.00			in second second	the second	-	\$25,000.0
15001	Medicateal Medicate & General Confident	\$168,555.00	\$77,047.78		1. Manager an	\$77,042.78	45.756	\$\$1,517
15002	Burled Process Fips	\$175,600.00	\$175,000.00 \$166,085.39	2		\$175,000.00 \$166,085.39	101.0% 32.3%	\$347,914
15003	Flanged Process Pipe Process Flanged Fittings	\$314,000.00	\$211,512.00			\$218,510.00	76.4%	\$67,460
13005	Process Valves	\$305,000.00	\$231,110.58	\$1,300.00		5238,110.58 588,500.00	78.1%	\$56,889. \$336,500
15006	Process Pipe Labor Staisden Pipe Material	\$425,000.00 \$34,000.00	\$10,000.00 \$36,000.00	1,000		\$25,000.00	76.5%	\$1,000.0
15008	Standers Pipe Labor	\$16,000.00						\$16,000 \$15,600
15009	Gas Figing Accelon Figing Install	\$15,600.00			×	1		\$78,000
15010	Fipe Supports & Hargers	\$34,000.00						\$34,000 \$3,800.0
15013	Sangler Piping	\$3,800.00 \$33,000.00						\$32,000
15013	Fipe Demo Chem Feed Material	\$16,000.00						\$16,000 \$17,600
15015	Chem Feed Labor	\$17,000.09 \$34,050.00					1	\$34,053
15016	Mechanical Equipment Install Fabricated Ductwork	\$31,625.00		\$7,505.25		\$7,906.25 \$3,300.00	25.0%	\$23,718 \$18,700
15018	Dat Reld Material	\$32,000.00	\$36,300.00	\$3,302.00 \$6,652.00		\$12,350.00	35.0%	\$78,650
15019	Franking Material Insulation Material	\$121,000.00 \$17,650.00	C. Construction of	\$\$\$2.50		\$852.50 \$11,410.00	5.0%	516,197 540,727
15021	Venilation Matorial	\$\$5,217.00	526,661.00	- \$17,776.00 \$17,540.60		\$11,440.00 \$52,621.00	52.1% 30.0%	\$122,78
15023 15023	Planking Labor Insulation Labor	\$175,406.00 \$28,585.00	\$35,081.20	\$1,440.25		\$1,440.25	5.0%	\$27,544
15024	Venilsten Equipment	\$177,760.00		\$37,368.00	\$177,750.00	\$177,750.00 \$83,833.00	103,016	\$9,317.
15025	Planding Fighters Equipment	\$93,170.00 \$15,730.03	\$16,583.00	\$17,51100				\$15,730
15025	Religention Fiping/Starbup TAB	\$9,416.00			\$50,692.22	\$64,392.72	47.0%	59,416
15028	Temp Control Sub Floridal	\$137,006.00	\$13,700.00	A start and	12		-	· · · · ·
16001	Peril	\$3,500.00	\$2,500.00			\$2,500.00 \$50,000.00	100,016	
16002	Mohili to lien Temp Power Lighting	\$50,000.00	\$50,000.00			\$16,000.00	61.0%	\$9,000
16003	She Electrical	\$407,319.00	\$95,500.00			\$95,500.00	23.4%	5311,81 558,110
16005	Sile Lighting Final Christer	\$58,116.00 \$47,614.00						\$17,68
16005	Acrufos Basica	\$37,476.00				\$\$3,000.00	42.3%	537,478
16508	Operations Building	\$155,343.00 \$49,873.00	\$51,500.00	\$38,500.00				\$19,17
16009	Starage Garage Birestife Building	\$314,073.00		\$25,002.00		\$35,000.00	11.754	\$189,07
16011	Pre Treatment	\$5,000.00 \$18,913.00	\$3,000.00 \$24,500.00	\$2,500.00	74	\$27,000.00	30.4%	\$51,94
16012	Existing Fre Treatment Existing Filter Building	\$143,975.00	\$59,500.00	\$5,500.00		\$65,000.00	45.5%	\$77,97
16014	Wall Lighting	\$45,857.00 \$14,028.00						\$14,02
16015	Equipment Service	\$160,937.00		\$30,000.00	100	\$30,000.00	18.6%	\$130,93
16017	Lighting Fectures Material	\$224,203.00	515,261.00		\$135,939.00 \$91,258.00	\$724,200.00 \$126,758.00	108.055 61.3%	
16018	Gear	\$206,721.00 \$34,220.00	\$35,500.00		\$34,220.00	\$34,220.00	100.013	
16019	Cablact Unit Heaters Generator	\$121,377.00				\$133,000.00	97.2%	5128,33
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16022	lategratur Materiala Lategratur Hardware	\$139,611.00	and proved		\$11,351.00	\$41,358.00	29.6%	
16924	Lategrater Start-up	\$178,109.03						1 400
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- Lakebeard Coust. 10	FROM:	<u></u>	and the second
TO: Two Harbors WTF		NITEAC	TURING, INC.
Lighthouse Point Rd, ZIP CODE	465	KENNY	ROAD
STREET 11 J TR MAL K5CALC	ST, PAUI	, MINNE	SOTA 55130
DESTINATION	NOTES		
Attn: Brian Waters 218-393-97	55	Marina da	
		MADE#	WEIGHT
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4 Stair vails HRIOD, HRIOLIE			
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Ja III I h for and all	CIDZ GIOH GI	75 El	Xe
12 12 grating 6100, 6101,6107	- <u>16-10-10-10-10-10-10-10-10-10-10-10-10-10-</u>	<u>S. J. C. 14</u>	
38 Grating Treads 100 + 11	21		
6 13×3×4× Vacious Length	s M103,104,	05	
M106,	M107, M109		
8 3/4 8 × 1-7" 5,5 Ancho	r rod ARLC	00	<u>}</u>
4 11 x 2-212 Anchor re	21 A.R3500		1
8 3/ 8 x1-6 Anchor vod	AR3000	2	Pallet
25 Galv, Steel Eye Nut	(\mathcal{O})	<u> </u>	
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1 121121 1 4312 ML S D 11" 9" 116" M	OD MIDI MID	07	
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	2	6"Bram x 2:53/4" B3004		ļ	
()	4	8"Beam × 3'-111/8" B3005		<u> </u>	
	H	C4-11.74#x1:2" M300	7		
	1	6' Dipex2'-4" Post 1	113027		or to see 1
	1	L3x8"4"x743" M30	10	,	
	1	Cox4.25#x3-7" M30	3//		
	:/	13x3x38x4-1018 M30	<u>912</u>	<u></u>	
		C6x2.83 × 3-7" 113	213		
			PREPAIL		T CHARGES
		RECEIVED IN APPARENT GOOD ORDER, EXCEPT AS NOTED	and the second		en e
	CARRIER	AT 195			
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ALTERNATE STRAIGHT BILL OF LADING	BHATE: <u>4-10-23</u>
MAME OF CARRIER <u>Hickehead Cousting</u> TO: <u>Two Harden's WTF</u> CONSIGNER <u>Lich Thouse Point Rd</u> , STREEN <u>Two Harbors, MM 56616</u> DESTINATION	FROM: METRO MANUFACTURING, INC. 465 KENNY ROAD ST. PAUL, MINNESOTA 55130 NOTES
OTY DESCRIPTION OF ARTICLES	WEIGHT MARK# SUBJECT TO
QTY DESCRIPTION OF ARTICLES ALC	24M, connection
3 13x3x3x3x3x30-110-111	· Onzort
7 014×12×0-10 111,000	1173001
3 LARACAS LUTAL FROM	001 52002 53003
OCO Stair Stringers Sloco, Slool	51002,51003,51004,51005
2 6th x 16-91/2" column	Close I
2 6 0 × 16 7 12 LOWIN	2. MICO9
2 1.3×3×3/3 90° brace M1001	1.M1014
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2 13x3x3/1 2-113/2/12 M/a	03,M1010
2 C12 24/# x3-107/11/ M	1004 MIPI.B.
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Hydraulic Gates 11280

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BILL OF LADING

priority

Reference					· PRO							
BOI.: 60104852717 Carrier: Central Transport, CTII Pickup Date: 4/12/2023 8:00 AM - 4:00 PM					AFI	Radiation HOLEGO 1000 OT 1 Datavia Bigora	0-6089	598-2 BLF	HER	E		
SO: 144160						origin						
PO: 46919D Carrier Pickup: PU-554-230410599					BLAINE, MI							
C			601048527				Phone: +1	(586) 467-1900				
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	in, MN						Two Harb	ors, MN 55616				
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sara	@kodr	u-equipr	Charles Alle and the set of the									
			3rd Pa	arty Bill To					Freight	t Terms		
Priority1 Inc. ATTN: Accounts Payable P.O. Box 398 North Little Rock, AR 72115 P: +1 (501) 371-9814					Prepaid Collect X 3rd Party							
Speci	al Inst	uctions:					Accessorials:					
		Pieces		Dimensions	HM	Item Descrip						
1	Pallet	1	290 lbs	36" x 36" x 31" (in)		Iron Valve	51080-07 60					
1		1	290 lbs								Grand Totals	
			n value, shipper exceeding	s are required to state speci	fically in 1	writing the agreed o	or declared value o	of the property as follo	ows: "The agre	ed or declared value o	of the property is spe	cifically
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This is to certify that the above named materials are properly classified, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the Department of Transportation.				emergency i Department	response Informati of Transportation	on was mad emergency i	and required placa e available and/or response guideboo red above is receive	carrier has the k or equivalent				
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CITY OF TWO HARBORS CITY COUNCIL

AGENDA ITEM COVER SHEET

Originating Staff:	Department:	Date:
Miranda Pietila	Street Improvement Fund	05/08/2023
Agenda Item Subject: Consider approving invoice to Lake County Highway Department for 2023-2024 Street Improvement Project tree removal.	Fiscal Impact: Funds are bud Improvement Project	dgeted for Street

BACKGROUND:

Submitting invoice to Lake County Highway Department for 2023-2024 Street Improvement Project tree removal. The total estimated cost for the city portion of the tree removal was in the range of \$6,532.50 to \$8,274.50. The final cost for the city portion was \$7,621.25.

COUNCIL ACTION REQUESTED: Approve final invoice for \$408.33 to Lake County Highway Department

RECOMMENDATION: Approve invoice for \$408.33 to Lake County Highway Department

ATTACHMENTS: Invoice from Lake County Highway Department and cost breakdown.



LAKE COUNTY HIGHWAY DEPARTMENT 1513 HWY 2

TWO HARBORS, MN 55616 (218) 834-8380 Date: 04/28/2023

Invoice No. 2230-042303

City of Two Harbors City Hall City Administrator 522 First Ave Two Harbors MN 55616

RE: Tree Clearing for 2023/2024 Street & Utility Improvement Project

Date	Description		Total	
4/28/2023	Wright's Tree Service - City Street & Utility Related Tree Removals		\$ 7,6	21.25
	(Total Due) Less paid to date		\$ (7,2	12.92)
		4		
			÷.	
	Subtotal MN Sales Tax 6.875%		\$	408.33 N/A
	TOTAL DUE:		Ş4()8.33

PLEASE MAKE REMITTANCE IN FAVOR OF, AND MAIL TO THE ADDRESS ABOVE.

. For billing questions please contact:

Jason DiPiazza, County Engineer Jason.DiPiazza@co.lake.mn.us 218-834-8509

Wright's Tree Service 2023 Tree Clearing Payment Cost Breakdown

T uyment ooot		-						Funding	
	·						County	Sales Tax	City
Street	Block		Project ID	County Trees	City	Trees	(6320)	(6321)	(6343)
oncer		600	SAP 038-636-001					\$0.00	\$0.00
5th Street			SAP 038-636-001			2		\$0.00	\$435.50
Sinsteer			SAP 038-636-001					\$0.00	\$0.00
			SAP 038-635-002		9	1	\$1,959.75		\$217.75
4th Avenue			SAP 038-635-002		6		\$1,306.50		\$0.00
4th Avenue			CP 105-023-001		9	2	\$1,959.75		\$435.50
5th Avenue			CITY			14	-	\$0.00	
6th Avenue			CITY			12	2	\$0.00	
oth Avenue			CITY			1	L	\$0.00	\$217.75
						3	3	\$0.00	\$653.25
Oth Ctract		400	CP 105-022-001		1			\$217.75	\$0.00
8th Street			CI 103 022 004		25	35	\$ \$5,226.00	\$217.75	\$7,621.25
TOTALS			an a		60		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	\$13,065.00	

County Project IDs

SAP 038-636-001	\$0.00
SAP 038-635-002	\$3,266.25
CP 105-023-001	\$1,959.75
CP 105-022-001	\$217.75
and a second	\$5,443.75

\$ 13,065.00 Payment Total

60 Trees Removed

\$217.75 Per Tree Cost



CITY OF TWO HARBORS CITY COUNCIL

AGENDA ITEM COVER SHEET

Originating Staff:	Department:	Date:
Miranda Pietila	Liquor Store &	05/08/2023
	Campground Fund	
Agenda Item Subject:	Fiscal Impact: Funds are but	dgeted for Liquor
Consider accepting the	and Campground	
proposal from Anderson's		
Greenhouse & Florist for		
\$8,595.00. With an option for	×	
adding water/fertilizing		
services - \$200 each time (last		
year they watered 17 times).		

BACKGROUND:

We received ONE quote for the 2023 hanging baskets (47), 15 large planter the City has throughout the city, and 2 - 18" Square Cedar Planters at the David Dill Memorial. We are recommending going with Anderson's Greenhouse as they utilize the weekender basket which requires less watering because of a one gallon reservoir. In the past we have received a quote from Gordy's and it was higher, surrounding greenhouses have declined on providing a bid as they are not local the cost to provide services as Anderson's is not manageable and too high

COUNCIL ACTION REQUESTED: Approve proposal from Anderson's Greenhouse & Florist for \$8,595 with adding additional services for watering/fertilizing (approximately \$3,400).

RECOMMENDATION: Approve proposal from Anderson's Greenhouse & Florist for \$8,595 with adding additional services for watering/fertilizing (approximately \$3,400).

ATTACHMENTS: Proposal from Anderson's Greenhouse







Quote for 2023 planters and hanging baskets \$8,595.00

47 large hanging baskets planted with a mixture of wave and supertunias. Baskets owned by Anderson's Greenhouse. Plants, soil mixture and time release fertilizer provided. The baskets are 16" Weekender baskets with 1 gallon water reservoir on heavy swivel wires. We put all the baskets up in June and remove them all in the fall. \$85.00 each. Total cost \$3,995.00

6 large planters in Van Hoven park will be a mixture of flowering plants/vines. We will spray deer spray throughout the summer, weed several times and remove all the plant material in October. \$250.00 each. Total \$1,500.00

9 other large planters around town will include Cannas, Amaranth, Petunias and a mixture of other annuals that are appropriate for each location. We plant them, spray with deer spray throughout the summer and weed several times. Plant material is removed in October. \$250.00 each. Total \$2,250.00

Campground/Shower Building---8 more Weekender hanging baskets @ \$85 each. Total \$680.00

David Dill Memorial-- 2 - 18" Square cedar planters planted and placed with deer resistant flowers. \$85 each. \$170.00 total Planters owned by City of Two Harbors

If you would want us to water/fertilize all the hanging baskets/planters for the summer it would cost \$200.00 each time. It takes us around 5 hrs to water and spray deer spray. Last year (2022) We watered 17 times for the complete summer, ending Oct 3rd.

Sincerely, Ain Shogre

TWO HARBORS CITY COUNCIL



AGENDA ITEM SUMMARY

AGENDA ITEM SUBJECT: Case backhoe exhaust filter

ORIGINATING SOURCE/DEPARTMENT: Public Works

FUNDING SOURCE: Equipment Repairs

BACKGROUND: The Case Backhoe is required to have the Exhaust filter replaced at 3000 hours and we will be servicing at that time and need to replace the filter. If 2300^{-52}

ESTIMATED DATE OF COMPLETION: as soon as the part shows up

COMMITTEE/COMMISSION RECOMMENDATION: Click here to enter text.

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

Agenda Item # CA-14 Meeting Date: 5/8/23

TWO HARBORS CITY COUNCIL



AGENDA ITEM SUMMARY

AGENDA ITEM SUBJECT: Purchase 3000' of 4" SDR 13.5 pipe from Gulgranson Excavating at the cost of \$13,800.00. This is for waste water treatment plant project and to also bring power to Van Hoven Park.

ORIGINATING SOURCE/DEPARTMENT: Electrical department

FUNDING SOURCE: *W.W.T.P. rebuild / general electrical fund*

BACKGROUND: The purchase of half this pipe is to bring new under ground power to the W.W.T.P. so overhead lines can be removed in the future. The other half will bring power to Van Hoven Park for future events and development. Because of the difficulty of getting material this pipe needs to be ordered as soon as possible to keep on time line for the W.W.T.P. project. Pipe will be bored in by mid summer by contractor.

ESTIMATED DATE OF COMPLETION: 10/31/2022

COMMITTEE/COMMISSION RECOMMENDATION: Accept bid from Gulbranson Excavating of \$13,800.00 for 3000' of 4" pipe.

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

5/8/23

Bid # 1

Blake Prince

From: Sent: To: Subject: shawn@gulbransonexcavating.com Tuesday, May 2, 2023 3:00 PM Blake Prince Pipe

Blake,

We will order 4 spools of 4" black with red stripe sdr 13.5. Each spool has 750' of pipe on it. This will be at a cost of \$4.60 ft.

Shawn Gulbranson

Director of Operations Gulbranson Excavating, Co. Gulbranson Renewable Services, Co. 4770 Differding Point Rd Eveleth, MN 55734 O:218-741-5747 M: 218-750-4898 shawn@gulbransonexcavating.com

4 × 750' = 3000' 3000 × 4 00 = \$13,800.00

Ble Prises

Virus-iree.<u>www.avg.com</u>

Bid #2



Border States Electric - DUL 4451 Almerk Bivd Duluch MN 55811-5728 Phone: 218-727-8170

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

Quoto

Pays:1 of 1

89E Quoto: 27032873 Sold-To Acot #: 5175 Valid From: 05/02/2023 To: 05/09/2023 Payment Terms: Net 25th prox

Created By: <u>Bradlay Peterson</u> Tel No: 218-727-8170 Fan No:

inco Terme: FOB ORIGIN

8hip-60: CITY OF TWO HARBORS-ELECTRICAL DEPT 415 20TH AVE TWO HARBORS MN 55816

Cust Item	BSE Kom	Malarial MFG - Description	Quantity	Price Per	UoM	Value
an a	000010	- 4" SDR 13.5 Black w/r 4" SDR 13.6 Black w/red s 9 REELS IN STOCK	3,000 EA ed etripas HDPE bipes empty HDPE 750' on 102° Resi	5. 87 / 1	EA	17,010.00
	000020	2457843	186	334.77 / 1 1 RE= 5,000	re Ft	334.71
		NEPT - WP2500P/5000 PC	DLY MULETAPE			
			Total \$ State Tax \$ County Tax \$ Locel Tax \$ Other Tax1 \$ Other Tax2 \$ Other Tax3 \$ Tax Subtotal \$	0.000 % 0.000 % 0.000 % 0.000 % 0.000 % 0.000 %	0.00 0.00 0.00 0.00 0.00 9.00	17,344.7
			Net Amount \$			17,344.7

To access BBE's Terms and Conditions of Sele, please go to http://www.borderstaleselectric.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 invokes based upon the material purchased, quentity purchased, and delivery location.

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

> All derical 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, surrency fluctuations, raw material or labor prices, fuel or transpontation 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 customera prior to costs being incurred.

TWO HARBORS CITY COUNCIL



AGENDA ITEM SUMMARY

AGENDA ITEM SUBJECT: Purchase 4 40' light poles from Millerbernd to replace damaged poles on Highway 61 at the cost of \$8636.00

ORIGINATING SOURCE/DEPARTMENT: Electrical department

FUNDING SOURCE: Click here to enter text.

BACKGROUND: The light poles on highway 61 are in need of being replaced but, until the project gets going some of the poles are in need of being replaced now. I will purchase these poles as they are the cheapest poles I could find that look similar to the existing. The bid I have is off of state bid

ESTIMATED DATE OF COMPLETION: 07/31/2022

COMMITTEE/COMMISSION RECOMMENDATION: Accept bid from Millerbernd for \$8636.00 for new light poles.

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

CA.16 5/8/23

Agenda Item # _____ Meeting Date: _____

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Quote	Number: 146992	QUOTI		P	age: 1 of 2
Quote 1	Î <u>0:</u>		Date: 4/19/2023	an a	<u> </u>
522 TW(CITY OF TWO HARBORS 522 1ST AVE TWO HARBORS MN 55616 United States		Expires: 6/3/2023 Reference: MN TWO HARBORS LIGHTING 16-SDB4-8- Sales Person: Scott Thelan Fax:		
Phone:	Fax:				
	 PRICING IS PER MNDOT CONTRACT #223 Quoted prices are valid for 45 days. Prices days from the date of the original purchase and (a) a from the date of the original purchase and (a) Quotation is subject to acceptance at time or quantities listed in their entirety. Any variation charges. This quotation is based upon Millerband Milerband Milerband contract of sale located at https://www.millerband.com/ F.O.B. Delivery Site-freight is included in prices. Please be advised delivery will be based on from quoted land time. 	ano subject to d ler. I order placeme In quantilias or anulacturing Co (wp-contont/up) icing structuro.	nt. Quoted unit prices spilt purchase ordere mpany Current Stand oads/2017/12/MMC-S	e ene based on total may result in addition and Terms and Cond tandard-TC.pdf.	nal Illions
Line	Part Re Description	v Drewing	Expected City	Unit Price	Ext. Price
•	16-SDB4-6-400-LB- 000 40B429-11 .0721x6'Dx40' BKWY /NO AB		4.00EA	2,159.00	8,636.00
14	8-40 Stainless Steel Roedway Lighting Stand Sreekaway "H" base for 1" anchor bolts on 1	tent, 6ñ. DÁV 5° bolt circle, i	IT style mast arm at Reinforced access o	40h. mounting hei loor with cover, 6h.	ght. Includes: DAVIT style

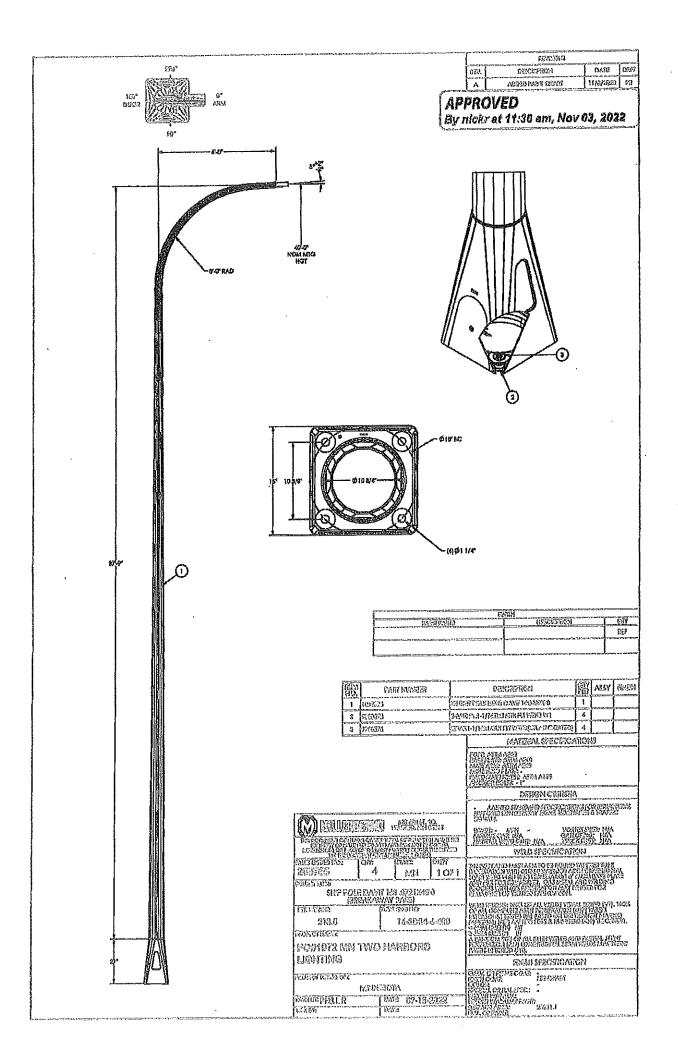
mest arm with 2" pipe slipfitter, stainless steel finish, LESS ANCHOR BOLTS.

Lines Total	8,636.00			
Total Taxes	0.00			
Line Miscellaneous Charges	0.00			
Quota Miscellaneous Charges	0,00			
Quoto Total	8,636.00			

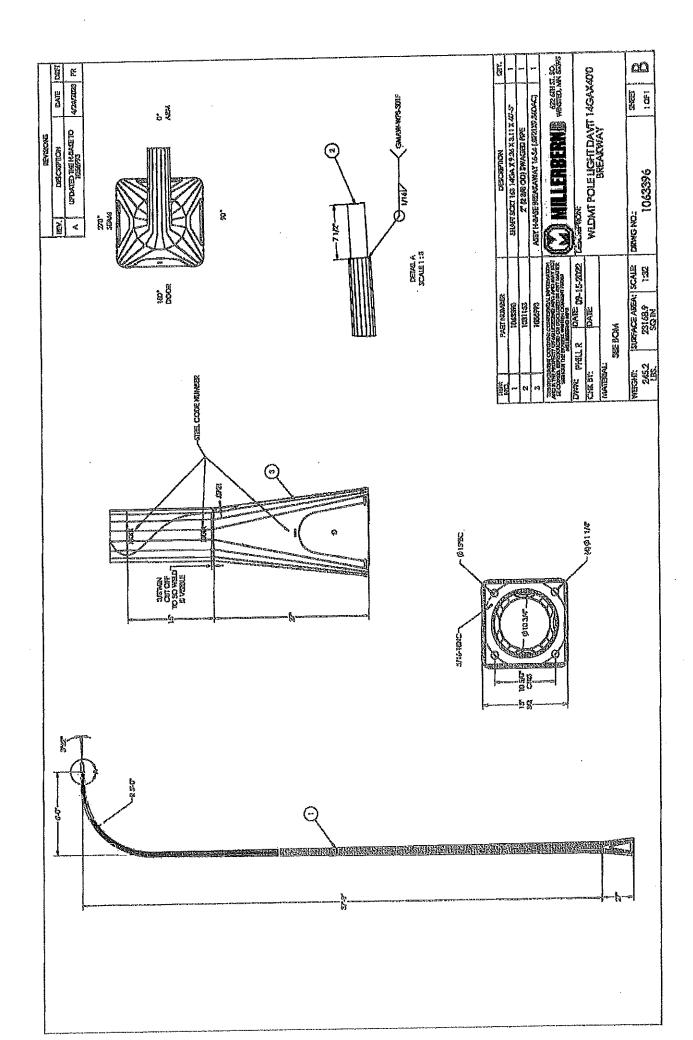


Quote Number: 148992

QUOTE σ_{1} 2 of 2 Paga:



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CITY OF TWO HARBORS

AGENDA ITEM COVER SHEET

Originating Staff:	Department:	Date:		
P. Nordean	Administration	5/5/23		
Agenda Item Subject:	Fiscal Impact:			
Resignation J. Cavallin				
BACKGROUND: We received a letter of resignation for Jadell Cavallin, Custodian in the Public Works Department, effective June 1, 2023.				
COUNCIL ACTION REQUESTED:				
Accept the resignation with regret an	d authorize a letter of a	opreciation for her service.		
RECOMMENDATION:				
Staff recommends the council action requested.				
ATTACHMENTS:				

Agenda Item # CA.17

Meeting Date 5/8/23

Resignation Letter

May 1st, 2023

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

Dear Patty,

I am writing this letter to serve as my notification that I will be resigning my position as City Custodian as of Thursday June 1st, 2023.

I have enjoyed working for the City of Two Harbors for the last 8 1/2 years, and appreciate the flexibility and independence this position allowed for me to fulfill job duties while continuing both personal and professional growth. I am grateful for the support I have received over the years and I look forward to working with the Public Works team in the coming weeks as the transition begins. I wish the best for the community of Two Harbors and understand how important the staff at the City are in keeping our community a safe and thriving place for everyone. If there is anything I can do to help make the transition period smooth and simple, please reach out to me.

Thank you,

Jadell Cavallin City of Two Harbors Custodian

PAID MAY 0: 1 2023 CITY OF TWO HARBORS



AGENDA ITEM COVER SHEET

CITY OF TWO HARBORS CITY COUNCIL

Originating Staff:	Department:	Date:	
P. Nordean	Administration	5/4/23	
Agenda Item Subject:	Fiscal Impact:		
Postings for Custodian Position			
BACKGROUND : We have had a resignation in the pos There is a need to fill this position ex		Public Works Department.	
There is a need to fill this position exp	peuleiniy.		
COUNCIL ACTION REQUESTED:			
Authorize the internal and external p	osting for the position o	of Custodian in the Public Works	
Department.			
RECOMMENDATION:			
Staff recommends the action requested.			
ATTACHMENTS:			

Agenda Item # CA.18 Meeting Date 5/8/23



CITY OF TWO HARBORS CITY COUNCIL

AGENDA ITEM COVER SHEET

Originating Staff:	Department:	Date:				
P. Nordean	Administration	5/5/23				
Agenda Item Subject:	Fiscal Impact:	Fiscal Impact:				
Resignation E. Sandretsky						
BACKGROUND:						
We received a letter of resignation	from Evan Sandretsky, Jou	rney Lineworker in the				
Electrical Department, effective May 22, 2023.						
-						
COUNCIL ACTION REQUESTED:						
Accept the resignation with regret and authorize a letter of appreciation for his service.						
RECOMMENDATION:						
Staff recommends the council action requested.						
	•					
ATTACHMENTS:						
ATTACHMENTS.						

2

Agenda Item # CA-19

Meeting Date 5/8/23

Patty,

I Would Like to Respectfully Submit my Resignation Letter AS My Last Day will Be MAY 19 2023.

· .

I would Also Like to thank the city for the OPPORTUNITY they Have given Me AND wish YOUALL Well in the foture.

Sincerely, Evan



CITY OF TWO HARBORS

AGENDA ITEM COVER SHEET

Originating Staff:	Department:	Date:		
P. Nordean	Administration	5/4/23		
Agenda Item Subject:	Fiscal Impact:			
Postings for Journey Lineworker				
Position				
We have a retirement in the position				
coming up in October. There has bee				
Staff is asking that internal and exter	nal postings be authorized. It is	not anticipated that		
there would be any internal bids rece	eived. Administration would pre	fer to work with our		
new HR service provider to execute a	more extensive search process	for applicants for this		
position.		5		
The individual who we had extended an employment offer did accept the position yesterday,				
but we still think it is important to get the position advertised so we are prepared for the				
upcoming retirement.				
COUNCIL ACTION REQUESTED:	•			
Authorize the internal and external p	osting for the position of Journe	ey Lineworker in the		
Electrical Department.				
RECOMMENDATION:				
Staff recommends the action request	ted.			
ATTACHMENTS:				
+0				

Agenda Item # CA.20

Meeting Date 6823



CITY OF TWO HARBORS City Council

Originating Staff:	Department:	Date:		
Justin Otsea, City Planner	Planning and Zoning	5/5/23		
Agenda Item Subject: Short Term Rental Permit Cap	Fiscal Impact: None			
BACKGROUND: Staff has requested the Council establish the short term rental cap limit formally for future reference. The ordinance did not make clear the 'total households' number to base the cap limit on. With varying data sources available, staff hopes the Council will formally adopt the same number utilized when developing the Ordinance last year.				
ACTION REQUESTED: Approve STR limit to be based on 1340 units (from auditor), creating a cap of 53 STR units.				
RECOMMENDATION: Staff and Planning Commission recommend approving STR baseline of 1340 units, to be reviewed annually for cap administration purposes.				

Agenda Item # <u>CA. 2</u> Meeting Date <u>5/8/23</u>

Planning Commission Regular Meeting Agenda June 7, 2022 @ 6:00 p.m.

The Planning Commission will meet on Tuesday, June 7, 2022, at 6pm at City Hall.

Any or all members of the Planning Commission & public may potentially attend such meeting by Zoom Video Conference or in person.

Additionally, if attendance at the regular meeting location is not feasible due to the COVID-19 health pandemic/emergency declaration, pursuant to Minn. Stat. Section 13D.021, subd. 1(3).

Members of the public may monitor the meeting electronically from a remote location by joining the zoom meeting at:

Jennifer Sterbenz is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

https://us02web.zoom.us/j/83620693129?pwd=ZEFCM0xXcHInVVpUT3RKeDI2UDBx QT09

Meeting ID: 836 2069 3129 Passcode: 437207 One tap mobile +16465588656,,83620693129# US (New York) +13017158592,,83620693129# US (Washington DC)

Dial by your location +1 646 558 8656 US (New York) +1 301 715 8592 US (Washington DC) +1 312 626 6799 US (Chicago) +1 669 900 9128 US (San Jose) +1 253 215 8782 US (Tacoma) +1 346 248 7799 US (Houston) Meeting ID: 836 2069 3129

Find your local number: https://us02web.zoom.us/u/kB3eAauGp

Planning Commission Regular Meeting Agenda June 7, 2022 @ 6:00 p.m.

- 1. Call to Order
- 2. Approval of Agenda
- 3. Approval of Meeting Minutes: May 3, 2022
- 4. Public Discussion
- 5. Commission Business
 - a. Chapter 11 Zoning Code Amendments

6. Staff, Attorney, and Commission Member Reports

- a. Attorney Costley
- b. Planner Sterbenz

Total Building Permits Issued in May 2022: 12 Total Construction Value: \$478,565.00 Total Permit Fees: \$4,350.45

YTD Construction Values as of May 31, 2022: \$705,597.04 YTD Permit Fees Collected as of May 31, 2022: \$6,649.35

- c. Commissioners
- 7. Adjourn

Next meeting is tentatively scheduled for

Tuesday, July 5, 2022 @ City Hall

Two Harbors Planning Commission Meeting Minutes

May 3, 2022	Koehler, Swanson, Anderson (Zoom), Chapek, Glaser, Snowdon, Nielson, Swanson
Present:	Koenier, Swanson, Anderson (200m), Chaper, Glaser, Showdon, Melson, Chanson
Absent:	Detlefson
Other	Sterbenz, Costley
Next meeting:	June 7, 2022

I. Call to Order

Koehler called the meeting to order at 6:04 p.m.

II. Approval of Agenda

Motion by Nielson to approve the agenda. Support by Chapek. Motion approved by all members present and voting.

III. Meeting Minutes for April 5, 2022.

Motion by **Glaser** to approve the April 5, 2022 meeting minutes with changes (adding Nielson as present at the meeting via Zoom and amending the next meeting date to May 3, 2022). Support by **Nielson**. *Motion approved by all members present and voting*.

IV. Public Discussion

No public discussion was heard as the public hearing on STR had already occurred on April 25, 2022.

V. Business:

A. Short-Term Rentals – Council referred proposed STR ordinance back to the Planning Commission for review after feedback from public hearing on 4/25/2022. 1st reading of the ordinance amendment took place by the Council on 4-25-2022.

Motion by **Chapek** to keep the parking minimum as is in the proposed ordinance: 2 off-street parking spaces. Subd 6. F. Support by **Glaser**. Motion approved by Koehler, Nielson, Chapek, Glaser, Anderson, Snowdon. Swanson voted no. Detlefson absent.

Motion by **Glaser** to add "Bed & Breakfast" to Subd 4., if appropriate based on Two Harbors Zoning Code. Support by **Chapek.** Motion approved by Koehler, Nielson, Chapek, Glaser, Anderson, Snowdon, and Swanson. Detlefson absent.

Motion by **Swanson** to set the STR cap at 4% of previous year's housing stock (2022 STR cap is 53 – based on housing stock of 1340) and to only permit STR in the B1 & B2 zones with an exemption for properties along 7th Avenue. Support by **Chapek**. Motion approved by Koehler, Nielson, Chapek, Glaser, Anderson, Snowdon, and Swanson. Detlefson absent.

Motion by **Nielson** to recommend the revised proposed STR ordinance amendment to the Council for the 2nd reading on 5-9-2022. Support by **Chapek**. Motion approved by Koehler, Nielson, Swanson, Chapek, Glaser, and Anderson. Snowdon abstained. Detlefson absent.

Discussion regarding delivery and response times for notices (Subd. 7. C. 1 and other applicable places in proposed ordinance). Commission desires to amend the notice requirements from 10 days to 20 days. Also add "recycling" to Subd 6. J.

VI. Reports & Communications

- a. Zoning Administration No Report
- b. Other Reports- No Report

Motion by Nielson to adjourn. Supported by Snowdon. Motion approved by all members present and voting.

Meeting adjourned at 8:03 p.m.

Recorded and submitted by Jennifer A Sterbenz, Community Development Planner



4960 Miller Trunk Highway Suite 350 Duluth, MN 55811

Comm. 1 5/8/23

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

Real People. Real Solutions.

MEMORANDUM

Date:May 3, 2023To:Mayor and City CouncilFrom: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 worked on the operations building concrete flooring and façade, aeration basin walls, the biosolids building footings, and preparing for the installation of the filter building louver. The contractor has started to work on excavation for the biosolids building and plans to continue working on the footings, frost walls, and slabs. Lakehead has various concrete and electrical work planned for the biosolids building this upcoming month and will continue installing the operations building façade.

The following section provides an update on completed work for the various components of the project. Construction photos have also been included at the end of this memorandum for your information and reference.

Operations Building

- Concrete interior floor slabs were poured.
- Installation of exterior façade.
- Underground plumbing was roughed in.
- Underground electrical conduit was installed.

Aeration Basins

• All basin walls were completed.

Biosolids Building

- Started excavation of south side of building.
- Installed underground electrical conduit.
- Footings were poured for south side of building.

Filter Building

• Louver opening prepared and lintel installed.

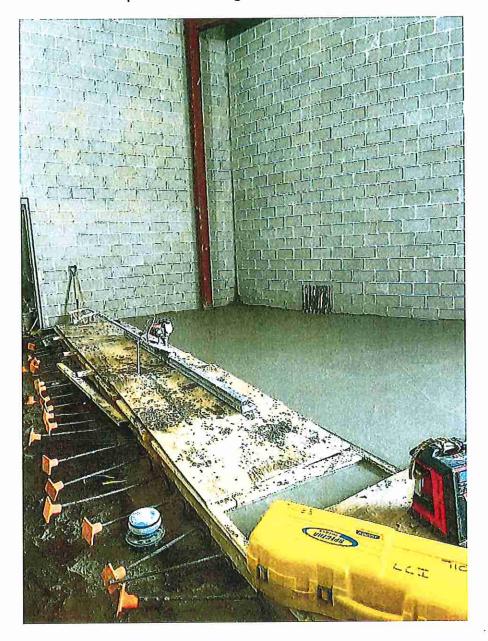
Pretreatment Building

• Manual bar installed.

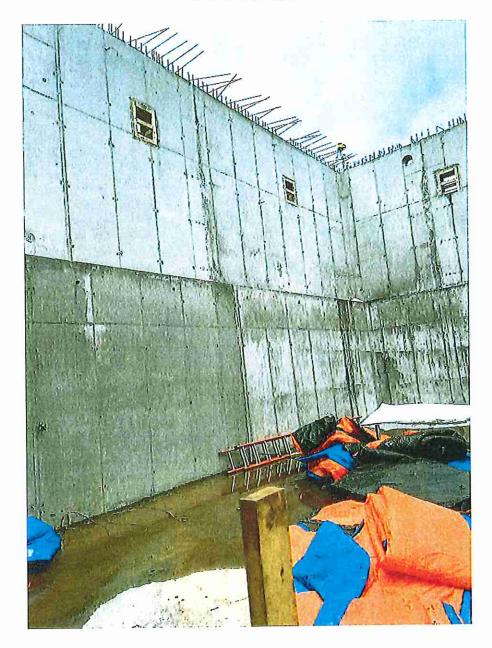
Clarifiers

• Grout work on clarifier effluent.

\\Colo4\h\TWOHARB_CL_MN\M24117177\7_Construction\E_Pay Applications\Pay App 18\2023-04_Council Update Memo.docx Bolton & Menk is an equal opportunity employer.

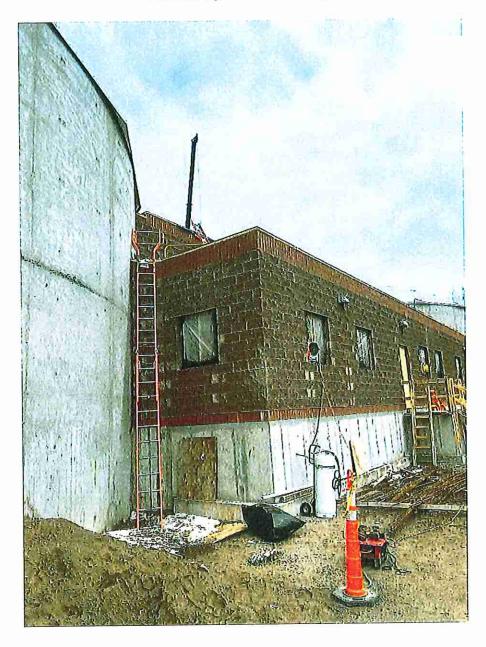


Operations Building Interior Floor Slabs

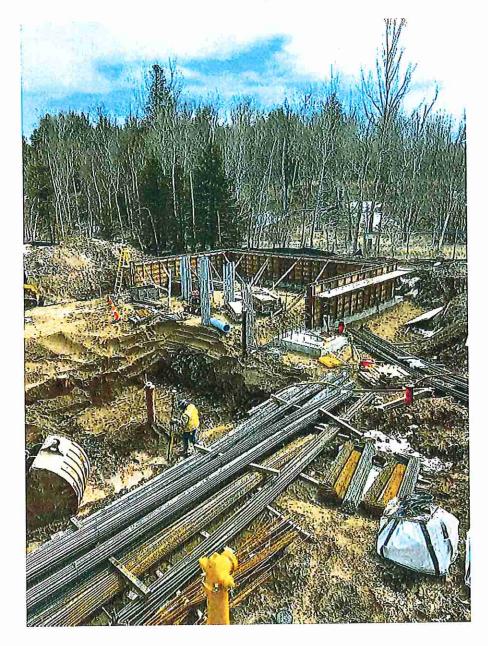


Aeration Basins

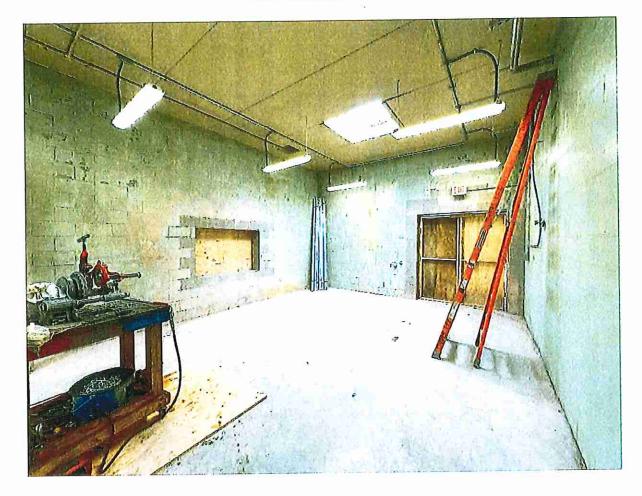
Exterior Operations Building



Biosolids Building Footings



Filter Building Louver





Real People. Real Solutions.

4960 Miller Trunk Highway Suite 350 Duluth, MN 55811

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

COMM. 2 5/8/23

MEMORANDUM

Date:	May 4, 2023
То:	Patricia Nordean, City Administrator Miranda Pietila, Finance Director
From:	Joe Rhein, PE Brian Guldan, 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: <u>https://clients.bolton-menk.com/lakecountycsah30/</u>
- Final construction cost and allocation between County and City to be determined.
- 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: <u>https://www.twoharborsmn.gov/2021-2022 street project/index.php</u>

Bolton & Menk is an equal opportunity employer.

- 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.
 - Contract for tree removal awarded to Wright Tree Service February 28th.
 - o Tree removals have been completed.

City of Two Harbors, MN Engineering Project Updates May 4, 2023 Page 2

- Plans are currently working through MnDOT approval process.
 - o Lake County wants MnDOT approval prior to advertising.
- Anticipated schedule:
 - MnDOT plan approval
- May 2023.
- Bid opening
- o Award contract

June 20, 2023 (tentative). June 27, 2023 (tentative).

May 22nd.

July 2023.

mid-to-late July.

June 20, 2023 (tentative).

June 26, 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.
 - Tree removal authorized by City Council on February 27th.
 - Notice mailed to properties on March 1st; Information posted on City website.
 - o Tree removal is complete.
 - Plans are currently working through MnDOT approval process.
 - Anticipated schedule:
 - City Council approve updated resolution
 - o Bid opening

o Council recommendation on contract award

- Neighborhood Meeting
- o Start work

5. 2018 Street Project

- Final pay request has been prepared and submitted to contractor for review.
- Contractor signed final pay request February 7th.
- Final supporting paperwork was received April 27th.

In process of being reviewed.

Item will be brought to Council at upcoming meeting to close out the contract.

6. Wastewater Treatment Facility Improvements

- Contractor installed façade on the operations building.
- Contractor began EPDM roofing on the operations building.
- Contractor installed underground electrical conduits and plumbing in the operations building.
- Contractor began excavation and footings for the biosolids building.
- Contractor completed the aeration basin walls.
- See separate project update for additional information and current pay request.

7. <u>Castle Danger Brewery Significant Industrial User (SIU) Agreement (No Update)</u>

- Final rates were sent to Castle Danger.
- Meeting was held with the City and Castle Danger regarding billings.
 - o 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

- The city council awarded the contract at the April 10, 2023 meeting.
- A preconstruction meeting is scheduled for May 9, 2023 at 10:00 am.
- Contractors are scheduled to mobilize to the site the week of May 15,2023.

9. Water Distribution System Improvements (No update)

- Project includes the following:
 - o Watermain replacement on 4th Street between 10th and 12th Avenue
 - o 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:
 - o 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.
 - o Grant does not apply to Old Rail Yard segment.
 - o SCDP funding is good for 3-years.
- Potential project schedule:
 - o Project not likely to move forward for 2022 construction due to funding.
 - o 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: <u>https://www.dot.state.mn.us/d1/projects/two-harbors/index.html</u>
- Project overview video: <u>https://www.youtube.com/watch?v=2tt2Y1LcKKw</u>
- Public input meeting: <u>https://www.youtube.com/watch?v=kYT1DXLv5dA</u>

City of Two Harbors, MN Engineering Project Updates May 4, 2023 Page 4

- City Council authorized preliminary layout of underpasses on June 27th.
 - o Underpass preliminary layouts & estimates reviewed with Council on Sept 26th.
 - MnDOT has indicated the underpasses will not be included in their project.
- MnDOT has identified the programmed amount is insufficient to fund the entire project.
- MnDOT has met with City in effort to identify preferred Phase 1 project:
 - Proposed limits approximately from railroad bridge to Park Road.
 - MnDOT would like to proceed with Phase I project in 2025 if possible.
- Funding still being investigated for full corridor as originally proposed.
 - Information from MN State Legislature should be known by end of May.

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.
- 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.
- Lake County had submitted an application for a \$300,000 Active Transportation grant.
 - Results were announced late March. Project was not selected.
- Options for project costs and funding were reviewed with Trees & Trails on April 26th.
 - Recommendation to eliminate portion along 13th Avenue to reduce cost.
- Recommended option will be brought for Council review on May 8th.

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.
 - o 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.
- Presentation of the preliminary design was made at January 23rd Council meeting.
- Staff met with Lake County TEP to discuss site plan and wetland impacts.
 - o TEP requested additional options be investigated to minimize wetland impacts.

City of Two Harbors, MN Engineering Project Updates May 4, 2023 Page 5

- Site plan options were prepared and reviewed with the Ad-Hoc Committee.
 - o Preferred option has been identified.
 - Anticipate TEP meeting with Lake County week of May 22nd.
- Tree removal on the site has been completed.
- Soil borings scheduled for week of May 1st.
- Meeting with City Committee was held May 1st.
 - o Plans approximately 60% complete.
 - o Target is 100% plans by May 19th.
 - o Anticipated construction start late July / early August.

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.



Real People. Real Solutions.

4960 Miller Trunk Highway Suite 550 Duluth, MN 55811

Comm. 3 5/8/23

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

MEMORANDUM

Date:	May 4, 2023
To:	Two Harbors City Council
	City Administrator Patricia Nordean
From:	City Engineer Joe Rhein
Subject:	Odegard Park Trail
	Project Update

Background

The Two Harbors Master Trail Plan updated in 2018 included priority for a trail from the railroad underpass west of 11th Avenue to near the intersection of 8th Street and 16th Avenue. Alignment options for the portion of trail from the underpass to 8th Street were reviewed with the Trees & Trails Commission at their October 2022 meeting, and a preferred alignment was identified.

Lake County is proposing a resurfacing project on 8th Street in 2023. The project will include a 10foot bituminous trail along the west side of 8th Street from 16th Avenue to 13th Avenue. The intent is to include the trail segment from the underpass to 8th Street in the County project, so the entire trail is constructed in an integrated fashion. The City is preparing the plans for the portion of trail from the underpass to 8th Street, while the County is preparing the plans for the portion along 8th Street. The plans will be combined into a single document for bidding as a single construction contract.

This memo is intended to provide an update on the project, including the plans, estimated cost, funding, options, and schedule.

Plans

Draft plans for the portion of trail from the underpass to 8th Street have been prepared. The location plan (Sheet G2.01) is included with this memo for reference. Items of note include:

- Alignment is the preferred route identified at the October 2022 Trees & Trails meeting.
- Proposed width is 10 feet.
- Proposed route has no wetland impacts.
- Trail is proposed to extend along 13th Avenue to 8th Street, as requested by the Commission.
- A new concrete apron is proposed at the Odegard Park parking lot, to allow the new trail to meet ADA requirements.
- A portion of the existing concrete sidewalk west of the parking lot entrance will be removed for installation of the new trail.

City of Two Harbors, MN Odegard Park Trail Project Update May 4, 2023

Page 2

Cost and Financing

A detailed cost estimate for the trail was prepared in January based on the draft plans. The total estimated cost was \$520,000. The City has an existing \$100,000 grant from the Duluth Superior Community Area Fund (DSCAF) to be used toward the trail. Lake County had also submitted an application for an Active Transportation grant from the Minnesota Department of Transportation in the amount of \$300,000.

Based on the estimated costs and potential grants, the remaining City responsibility for the project would have been approximately \$120,000. This is consistent with the 2023-2027 CIP adopted by the City Council in December 2022, which included \$126,000 as the City portion of the trail cost.

The estimated cost and financing information from January is summarized in the following table:

Odegard Park Trail Estimated Cost and Financing January 2023	
Item	Amount
Segment: Underpass to 8th Street	\$ 312,000
Segment: 8 th Street – 13 th Avenue to 16 th Avenue	\$ 208,000
Total Estimated Cost	\$ 520,000
DSCAF Grant (existing)	\$ 100,000
Active Transportation Grant (applied for)*	\$ 300,000
Remaining Cost to be Paid by City	\$ 120,000
City Responsibility shown in Adopted 2023-2027 CIP	\$ 126,000

*Result of Active Transportation Grant application anticipated to be known by March 24th.

Unfortunately, on March 20th Lake County was informed by MnDOT the project was <u>not</u> selected for the Active Transportation grant. As a result, the project costs and financing need to be reevaluated.

Lake County has stated they will contribute the cost of an equivalent concrete sidewalk along the west side of 8th Street from 13th Avenue to 16th Avenue. The City will need to pay the difference to upgrade from the sidewalk to the bituminous trail. The County estimates that amount is \$40,000. The City is also responsible for 100% of the portion of the trail from the underpass to 8th Street.

Options were developed and reviewed April 26th with Trees & Trails Commission. The options are:

- Option A Construct the full trail per the January 2023 plans.
- Option B1 Delete the portion of trail along 13th Avenue.
- Option B2 Same as Option B1, but also delete the connection to 12th Avenue.
- Option C Construct only the portion of trail along 8th Street.

May 4, 2023

City of Two Harbors, MN Odegard Park Trail Project Update

Page 3

A summary of the options is shown on the worksheet and figure provided with this memo. The options range from leaving the project as configured in January, resulting in a City cost double the budgeted amount, to doing just the portion of trail along 8th Street, which would minimize City cost but would provide the majority of the benefit from the DSCAF grant to Lake County.

After review, the Trees & Trails Commission passed a unanimous motion to recommend Option B1 to the City Council. This option would delete the portion of trail along 13th Avenue, but would keep the proposed trail connection to 12th Avenue. Rationale for this option is the segment of trail along 13th Avenue could be built when 13th Avenue is reconstructed; the Commission also felt strongly the trail connection to 12th Avenue should remain in the project since both 11th Avenue and 13th Avenue exist currently with gravel surfacing, while 12th Avenue is paved.

Option B1 would result in an estimated cost of \$167,500 to the City, which is \$41,500 more than the 2023 budgeted amount for this trail.

Schedule

The original intent was to approve the plans, advertise and bid the project after results of the Active Transportation grant were known. Since the grant was not awarded, the plans will need to be revised before they can be brought for approval. Based on discussion with Lake County, anticipated schedule would be to advertise and bid the project after bids on the 2023-2024 Street Project have been received. The current anticipated schedule is summarized as follows:

0	Trees & Trails Commission – Review Plans		January 19 th
	Active Transportation Results		March
	Review Options with Trees & Trails Commission		April 26 th
•	City Council – Select Option for Completion of Plans		May 8th
•	City Council – Approve Plans		June 12 th
0	Receive Bids		mid-July
0	Award Construction Contract		July 24 th
0	Construction	÷	August – October

Conclusion

If the Council concurs with the recommendation of the Trees & Trails Commission, the appropriate action would be: <u>Adopt a motion directing the Odegard Trail plans be updated per Option B1.</u>

We will be present at the City Council meeting on May 8th to review this information. 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:

- Location Plan G2.01 (1 page)
- Summary Worksheet of Project Costs (1 page)
- Options Figure (1 page)



City of Two Harbors Odegard Trail Summary Worksheet of Project Costs

Two Harbors 2023-2027 Capital Imp	rovement Plan (C	CIP)
City Portion	\$	244,000.00
County Portion	\$	91,000.00
Total Project	\$	335,000.00
City out of pocket cost*	\$	126,000.00
*Assumed \$100,000 DSCAF grant an	d \$200,000 AT g	rant

Cost Estimate from Plans - January 2023		
Segment from Underpass to 8th Street	\$	312,000.00
Segment along 8th Street	\$	208,000.00
Total Project	\$	520,000.00
City out of pocket cost*	\$	120,000.00
*Assumed \$100,000 DSCAF grant and \$300,0	000 AT g	rant

Late March 2023: -Notified the AT Grant was NOT awarded to Odegard Trail. -County confirmed City contribution to 8th Street portion is ~\$40,000

Option A - Project per January 2023 Memo				City Cost
Segment from Underpass to 8th Street	\$	312,000.00	\$	312,000.00
Segment along 8th Street - City portion	\$	208,000.00	\$	40,000.00
Total Project	\$	520,000.00	\$	352,000.00
Less DSCAF Grant			\$	(100,000.00)
City out of pocket cost*			\$	252,000.00
*Assumes 100% of grant funds can be used to	ward C	ity responsibi	lity.	

Option B1 - Delete 13th Ave portion				City Cost
Segment from Underpass to 8th Street	\$	227,500.00	\$	227,500.00
Segment along 8th Street - City portion	\$	208,000.00	\$	40,000.00
Total Project	\$	435,500.00	\$	267,500.00
Less DSCAF Grant			\$	(100,000.00)
City out of pocket cost*			\$	167,500.00
*Assumes 100% of grant funds can be used	toward C	City responsibi	lity.	

Option B2 - Delete 13th Ave portion + 12th /	Ave conn	ection		City Cost
Segment from Underpass to 8th Street	\$	212,000.00	\$	212,000.00
Segment along 8th Street - City portion	\$	208,000.00	\$	40,000.00
Total Project	\$	420,000.00	\$	252,000.00
Less DSCAF Grant			\$	(100,000.00)
City out of pocket cost*			\$	152,000.00
*Assumes 100% of grant funds can be used t	toward C	ity responsibil	lity.	

Option C - Do only the 8th Street Portion fro Segment from Underpass to 8th Street	Ś	-	
Segment along 8th Street	\$	208,000.00	
Total Project	\$	208,000.00	
Less DSCAF Grant	\$	(100,000.00)	
Net Project Cost	\$	108,000.00	
City out of pocket cost*	\$ 0 to \$ 21,600		
*Dependent upon terms of agreement with	Lake Co	unty	

4/20/2023

Image: construction of the image of the	JETH AIC Deption B2 - Eliminate 13th Avenue Portion And Connection to 12th Avenue And Connection to 12th Avenue Consistentiation Consistentiation Call Estimated Cost \$420,000 City Out-of-pocket Cost = \$152,000 1372,000 1372,000 BIH ST Option C - 8th Street Portion Only 1311 Avenue 1320,000 BIH ST Dependent upon agreement with County 1311 Avenue 1322,000	- 10TH AVE - 10TH
CITY CIP BUDGET = \$126,000		o III o

DEPARTMENT OF TRANSPORTATION

From: Olson, Josie (DOT) Sent: Thursday, May 4, 2023 8:29 AM To: Patty Nordean <pnordean@twoharborsmn.gov> Subject: Hwy 61/Park Road area

Hi Patty,

I wanted to send you this description of all the options provided for accesses and pedestrian crossings in the area between 4th Street and Park Road, and would like to know which has City support:

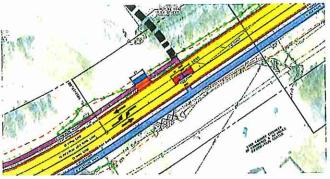
- 1) Pedestrian crossing located immediately west of the current visitor center driveway
- 2) Pedestrian crossing located immediately east of the current visitor center driveway
- 3) Pedestrian crossing located immediately west of Park Road
- 4) Pedestrian crossing located between visitor center driveway and Park Road
- 5) No pedestrian crossing
 - 1) In the case of location #1 (Immediately west of the current visitor center driveway):



- The visitor center can be directly accessed from both directions of travel on TH 61
- The old VFW property can only be directly accessed from the southbound direction on TH
 61. During back-ups, old VFW would get cut-through traffic unless it remains blocked, which defeats the purpose of an access at this location.
- The Curling/Golf club access at Park Road remains fully accessible, except that we would want to align it with Park Road that would have some minor impacts to the property
- This location places the pedestrian crossing furthest away from the public's desired crossing location, and it's questionable whether it would be used.
- 2) In the case of location #2 (Immediately east of the current visitor center driveway)

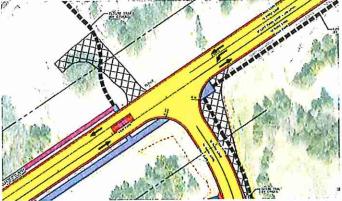
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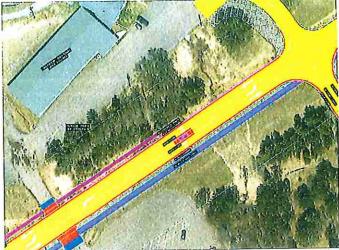


- The visitor center can only be directly accessed by northbound traffic on TH 61
- The old VFW property can be accessed from both directions of travel on TH 61. During backups, old VFW would get cut-through traffic unless it remains blocked, which defeats the purpose of an access at this location.
- The Curling/Golf club access is unchanged except that we would want to align it with Park Road
 that would have some minor impacts to the property
- This location places the pedestrian crossing far away from the public's desired crossing location. It's questionable whether it would be used.

3) In the case of location #3 (Immediately west of Park Road):



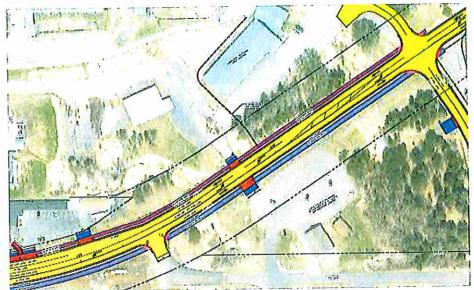
- The visitor center and old VFW can be directly accessed from both directions and remain open, with old VFW becoming a city street (8th Ave extension). The curling/golf club access is closed and relocated to the new 8th Ave access.
- This location of ped crossing places the crossing closest to the public's desired location.
- Our understanding is that this is not supported by either the Council or the Golf Course/Curling Club.
- 4) In the case of location #4 (Between visitor center and Park Road):



- The visitor center and old VFW can be directly accessed from both directions and remain open. During back-ups, old VFW would get cut-through traffic unless it remains blocked, which defeats the purpose of an access at this location.
- The Curling/Golf club access remains open and would be aligned with Park Road that would have some minor impacts to the property
- Left turn lanes to visitor center and golf course are substandard lengths
- Location of the ped crossing would be considered a midblock crossing between visitor center and Park Road, the City could choose to install a RRFB (flashing sign at the crossing; example below) with the project, but it's still questionable whether the crossing would be used since it's not in the most convenient location.



5) Option #5 – no pedestrian crossings



- All accesses remain as-is and open.
- During back-ups, former VFW would get cut-through traffic unless it remains blocked, which defeats the purpose of an access at this location.
- Pedestrian ramps would be placed at Park Road /Golf Course intersection, but no enhanced/protected crossing would be installed (we heard from the public that people do want a protected crossing)

Thank you!

Josie Olson, P.E. Project Manager | District 1

Minnesota Department of Transportation 1123 Mesaba Ave. Duluth, MN 55811 218-221-6209 Josie.Olson@state.mn.us



Patty Nordean

From: Sent: To: Subject: Olson, Josie (DOT) <Josie.Olson@state.mn.us> Friday, May 5, 2023 11:11 AM Patty Nordean RE: Hwy 61/Park Road area

Good morning Patty,

I wanted to follow up with some refined information that may be helpful to the City when deciding which option gets their support.

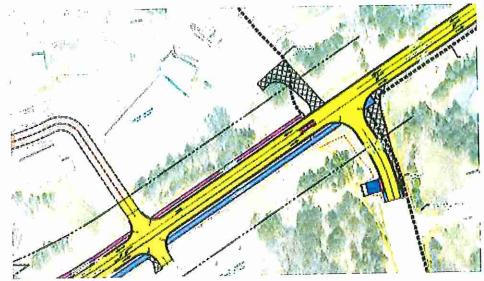
Over a period of several months, the MnDOT project team has explored options for providing a pedestrian crossing of Highway 61 in the vicinity of Park Road. Through the course of our Corridor Study, our team routinely heard feedback from the stakeholder Focus Group and the public about the Park Road intersection being a relatively high volume pedestrian crossing of Highway 61, as it provides a connection between recreational amenities at Lake Superior and the existing multiuse trail that runs adjacent to Lakeview National Golf Course north of Highway 61.

The history of local interest in this crossing location predate our study. The 2018 Trails Plan prepared by the City of Two Harbors identified the Park Road intersection as a priority. The Plan recognized the value of a robust trail system to the local economy, most notably at this location due to the anticipated Gitchi-Gami State Trail connection that will terminate in the area. As such, the Plan included a vision for adding an underpass at Park Road. Several challenging aspects of such an approach have further confirmed the problematic nature of an underpass. As MnDOT has refined the recommended alternative for the overall corridor, the potential value of an at-grade crossing at Park Road became increasingly clear as potentially the best option for addressing that long-standing interest.

After laying out all the options that have been provided during the last few months, MnDOT would like to propose that the City consider option #3 and #5 from yesterday's email. I've provided a breakdown of pros and cons associated with each below. It should be noted that the remaining other 3 options (#1, #2 and #4) in yesterday's email are still ones that the City could choose to support, however from the project teams perspective, they represent the least ideal solution to the known public concerns.

Option #3 – Park Road

Pedestrian crossing with median in the center lane, immediately west of intersection



Advantages:

- Crossing is closest to the community's most commonly stated desired location
- Pedestrian facilities including the Gitchi Gami State Trail and a future Park Road trail will further enhance the attractiveness of crossing at Park Road
- Provides protected pedestrian crossing at a location that motorists would more normally expect
 pedestrians to cross
- Closure of the golf course access allows the Park Road intersection to shift away from the campsite area west of Park Road (limiting or even avoiding impacts to the campground and surrounding cluster of trees that currently protect the site
- The north side sidewalk along Highway 61 will extend from 4th Street (CR 2) to the Park Road pedestrian crossing.
- Connection to the existing city trail to the north is established through the golf course parking lot
- Enables completion of a city-owned 8th Avenue connection between TH 61 and 4th Street (CR 2), which
 is consistent with the current City Comprehensive Plan
 - This opportunity to leverage the highway contractor building the Highway 61 project presents an opportunity for cost reductions in the construction of a new city street.
- Concrete median in center lane introduces another traffic calming features in the corridor incoming speeds of Highway 61 southbound vehicles is a concern.
- An enhanced crossing increases the competitiveness of grant funding for the project.

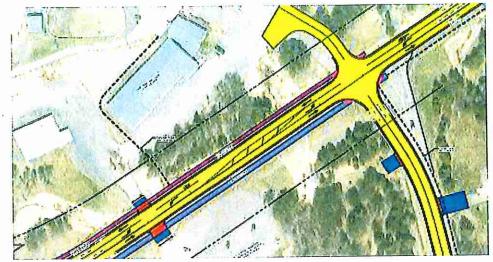
Disadvantages/Other:

- Cost to City of Two Harbors for obtaining old VFW private access and turning it into a city owned facility (8th Ave)
- Impacts the golf course and curling club entrance and how the parking lot is used
- The Highway corridor immediately east of Park Road will be designed with an "urban cross section" which includes a narrowed roadway and curb/gutter, which should on its own provide a traffic calming effect for Highway 61 southbound vehicles. The introduction of a median could be perceived as creating unnecessary maintenance costs and obstruction for motorists.

Option #5 - No Pedestrian Crossing

Keeping all existing access and roadway open between 4th Street and Park Road prevents locating a crossing at Park Road. Other proposed pedestrian crossing locations are not located where a demonstrated need exists. Instead of a center lane median, MnDOT would propose yellow center lane striping to delineate lanes and encourage slower speeds.

2



Advantages:

- No cost to the city
- Keeps all existing access and roadways open with no business or tourist center impact
- The urban cross section east of Park Road is expected to create an environment for motorists that encourages slower speeds coming in to Two Harbors

Disadvantages/Other:

- No protected pedestrian crossing is provided
- No formal center lane traffic calming feature to further augment traffic calming measures between 4th Street and Park Road
- An aligned intersection with Park Road and the golf course access directly across from each other requires a more westerly shift of Park Road. This will require removal of some trees currently at the camp site area west of Park Road (direct impacts to the camp sites are not anticipated, though it will be a changed camping environment).
 - As Two Harbors is the "official with jurisdiction" over the camp site area, MnDOT requests that the City of Two Harbors acknowledge the potential impact to its recreational resource as an acceptable outcome of the project improvements.

Please feel free to pass this along to the Council. As you know, there is an urgency to this decision, and it's my hope that the Council includes this for discussion at their next meeting. If you have any questions that I can help answer, or would like me to appear again in front of the Council, I'd be happy to help in any way I can.

Thank you for your support and cooperation with this process. Have a good weekend!

Josie Olson, P.E. Project Manager | District 1

Minnesota Department of Transportation 1123 Mesaba Ave. Duluth, MN 55811 218-221-6209 Josie.Olson@state.mn.us



CITY OF TWO HARBORS CITY COUNCIL

AGENDA ITEM COVER SHEET

		Deter
Originating Staff:	Department:	Date:
Miranda Pietila		05/08/2023
a la la cabierte Consider	Fiscal Impact:	
Agenda Item Subject: Consider resolution updating signing and key executive authority for the Petty Cash account	Fiscal Impact:	8
BACKGROUND : Park State Bank need to be upda	ated with signers and key exe	ecutive authority for
the Petty Cash account.		
COUNCIL ACTION REQUESTED : executive authority for the City	Approve resolution updating of Two Harbors Petty Cash A	signing and key ccount

RECOMMENDATION: Approve resolution updating signing and key executive authority for the City of Two Harbors Petty Cash Account

ATTACHMENTS: Resolution for Petty Cash

.

Agenda Item # NB. Meeting Date 5/8/22

RESOLUTION NO. 04-xxx-23

UPDATING SIGNING AND KEY EXECUTIVE AUTHORITY FOR THE CITY OF TWO HARBORS PETTY CASH ACCOUNT WITH PARK STATE BANK

WHEREAS, a Petty Cash bank account with Park State Bank currently exists, and

WHEREAS, the authorized signers on the account are currently listed as follows:

Miranda Pietila, Finance Director

And WHEREAS, the key executive authority is currently listed as follows:

Miranda Pietila, Finance Director

And WHEREAS, City staff has recommended that, in accordance with City Code, this account should be updated to remove said signers and key executive authorities from the account and that the following individuals be added as signers and key executives for said account:

<u>Signers:</u> Patricia Nordean, Administrator Miranda Pietila, Finance Director

<u>Key Executive Authority:</u> Patricia Nordean, Administrator Miranda Pietila, Finance Director

 \overline{a}

<u>Key Executive Authority:</u> Patricia Nordean, Administrator Miranda Pietila, Finance Director

ADOPTED, this 24th day of April A.D., 2023.

Ben Redden, President, City Council

ATTEST:

Patricia D. Nordean, City Clerk

APPROVED, by the Mayor of the City of Two Harbors this 25th day of April, 2023.

Lew Conner, Mayor



CITY OF TWO HARBORS City Council

	Department:	Date:
Justin Otsea, City Planner	Planning and Zoning	5/5/23
Agenda Item Subject: THC Moratorium	Fiscal Impact: None	
BACKGROUND: After months of rerecommended no zoning or licensit products. The Planning Commission the sales of these products, recogn will be provided under the anticipal ACTION REQUESTED: Remove the	ng changes for the currently le on has recommended the mora lizing further guidance regardi lited legislation currently unde	egalized hemp-based THC atorium is removed to allow ng cannabis-based THC sales r review.
legalized hemp-based products.		

ATTACHMENTS: Meeting Minutes

Agenda Item # NB.3 Meeting Date 5/8/23

Two Harbors Planning Commission Meeting Minutes

April 18 th , 2023	
Present:	Koehler, Redmann, Snowdon, Emerson, Chapek, Glaser
Absent:	
Other	lverson, Otsea
Next meeting:	May 2 nd , 2023

I. Call to Order

Koehler called the meeting to order at 5:36 p.m.

II. Approval of Agenda

Motion by Redmann to approve the agenda. Support by Emerson. Motion approved by all members present and voting.

- **III.** Meeting Minutes Motion by Redmann to approve the March 7th, 2023. Support by Chapek. Motion approved by all members present and voting.
- IV. Public Comments Jolene Brink presented a citizen led effort to apply for a grant opportunity through the Citizens institute of Rural Design for assistance in waterfront planning focused process. Jolene outlined the overall process and asked for the Planning Commission to have a vote of support for the application. Discussion followed, summarized as: past planning effots, upcoming timeline, the need for council, and questions around the process.

Motion for support to the citizens group applying for the CRID made by Redmann support by: Emerson – Passed Unanimously.

V. Parcel Acquisition Comprehensive Plan- Justin referenced the meeting packet containing a map of two parcels the City is considering acquiring. Justin outlined that he'd been asked to review the acquisition with the Planning Commission to deem if it was congruent with the comprehensive plan. Upon his review and analysis, there seemed to be no conflicts with the comprehensive plan. Discussion followed.

Motion to confirm the proposed acquisition has no conflict with the Comprehensive Plan made by Redmann supported by Chapek, Passed unanimously.

VI. THC Moratorium- Justin updated the Commission that he'd received guidance from the attorney to await the upcoming expected state legislation guidance around legalized cannabis. He had included an ordinance from Stillwater around the licensing requirements for THC/CBD to be reviewed for discussion. Discussion followed including the Planning Commission discussing the differentiation between the currently legal hemp based products and the expected cannabis products.

Motion to proceed in making an exception for currently legal products to be allowed within the City without adherence to the ongoing moratorium while awaiting approach for cannabis along with legislation made by Redmann, Support Emerson, Passed Unanimously.

Vacant Building Strategy – Justin facilitated a discussion around the vacant building strategy that was discussed at the last meeting. He wanted clarity on the direction the Commission wanted to see prior to taking action, and making sure he was on the same page as they were. Discussion followed, summarized topics including: focusing on residential, considerations of how to incorporate the blight ordinance in order to achieve similar results, what avenues we can pursue to possibly identify and inventory the vacant structures, concerns on impacts to elderly citizens, a slow moving approach with the fee being a last resort, among others.

Motion to take an inventory of vacated homes and find the blight ordinance for review and implementation by Jon: Support by Redmann – Passed Unanimously.

- VII. Open Streets/Downtown Activation- Parklets and Social Districts: Justin updated the Planning Commission that the Social District issue has been directed to the Council for discussion prior to further examination. He also noted that initial review seemed to find no issue with sidewalk permit, but the topic is still under review and sees support from City Staff. One item of note was to check in to see if placement on County owned roads would need additional review. Justin will continue to update the Commission on these topics as they proceed.
- VIII. Reports & Communications Justin noted he had 37 approved permits and expected that to be the final. Currently following up on the cap and also looking at the fee schedule for updating. He also noted that we needed to reschedule the July meeting to avoid the holiday. Justin noted he'd send out a doodle poll to find an ideal date for the reschedule.

IX. Commissioners- None

Next Meeting was set for May 2nd at 5:30 p.m.

Motion by Redmann to adjourn. Supported by Chapek. Motion approved by all members present and voting.

Meeting adjourned at 7:11 p.m.

Minutes Submitted by Justin Otsea, City Planner



CITY OF TWO HARBORS

AGENDA ITEM COVER SHEET

Originating Staff: P. Nordean	Department: Administration	Date: 5/5/23	
Agenda Item Subject:	Fiscal Impact:		
Transfer of Segog Parcels to HRA			

BACKGROUND:

The City HRA has requested that certain lots located in Segog Park be transferred to the HRA for the purpose of constructing affordable housing units on a joint project with THHS students.

The City's Planning Commission has recommended the transfer of the parcels. Staff would recommend referring the matter to the Recreation Board who should conduct an evaluation of park space. The City recently invested in substantial repair of the warming shack which is located on one of the lots which had originally been proposed for transfer. The lots were a part of the park and were used for skating rinks, but those rinks have not been flooded in recent years, although the City has recently been asked to consider flooding the rinks.

COUNCIL ACTION REQUESTED:

Transfer five lots located in Segog Park to the City HRA for construction of affordable housing units.

RECOMMENDATION:

The Planning Commission recommends that the parcels be transferred to the HRA for the proposed construction of affordable housing units as part of a project with THHS. Staff would recommend referring the matter to the Recreation Board who should conduct an evaluation of the need for this park space.

ATTACHMENTS:

Agenda Item #_NB.L

Meeting Date 5/8/23



CITY OF TWO HARBORS CITY COUNCIL

AGENDA ITEM COVER SHEET

Originating Staff: P. Nordean	Department: Administration	Date: 5/5/23	
Agenda Item Subject:	Fiscal Impact:	4	
IRRR Grant Agreement			

BACKGROUND:

As authorized by the Council, administrative staff has submitted an application to IRRR for Residential Redevelopment funds on behalf of Donna Heil and Susie Mattson for demolition of a home at 506 Eighth Avenue. The application has been approved for funding and an agreement is necessary to receive the funding.

COUNCIL ACTION REQUESTED:

Approving the Agreement between the City and the State of MN, IRRR to provide Residential Redevelopment funds for a project by Donna Heil and Susie Mattson for demolition of a home at 506 Eighth Avenue and authorizing the Mayor and Administrator to execute the contract on behalf of the City.

RECOMMENDATION:

Staff recommends the council action requested.

ATTACHMENTS:

Agenda Item # NB.5

Meeting Date 5/8/23

Patty Nordean

From: Sent: To: Subject: Iron Range Resources & Rehabilitation <do-not-reply.grants07-us-east-1@fluxx.io> Wednesday, May 3, 2023 3:20 PM Patty Nordean Grant Award/Contract Signatures

Dear Patricia

Congratulations! Your application has been approved, and your organization has been awarded a grant in the amount up to \$4,032.00 for the project: Demolish 1 house

TO FINALIZE THE GRANT AGREEMENT, please complete the following 7 steps:

1. Login to your account http://irrrb.fluxx.io.

2. Click on "SIGNATURES" under the APPLICATION section.

3. In the Grant Agreement section to the right, *scroll down* and find the Draft Grant Agreement and Grant Agreement Exhibit to download, print, and review for signature.

4. Have the agreement signed by the appropriate person(s).

*Per Minn. Stat. Sec. 16B.98, Subd. 5, the Grantee must not begin work until this grant contract agreement is fully executed and the State's Authorized Representative has notified the Grantee that work may commence. Per, Minn. Stat. Sec. 16B.98, Subd. 7, no payments will be made to the Grantee until this grant contract agreement is fully executed.

5. Once signed, scan and upload the Grant Agreement (and Exhibit) as one document to your computer.

6. In FLUXX, click on SIGNATURES, and click the + symbol to the right of <u>"Signed Grant Agreement"</u>. You can either drag and drop the signed grant agreement or click on "Add File" to browse your computer for the signed agreement.

7. <u>Click Submit</u>, found at the bottom right hand corner. The application will be granted by the agency once the grant agreement is reviewed for proper signature.

If you have any questions, feel free to contact me at your convenience. Sincerely, Danae Beaudette RRR-2311-05044

STATE OF MINNESOTA GRANT CONTRACT AGREEMENT

PO ID 300009507	PO Date April 28, 2023		Fiscal Year 2023	Grant Award \$4,032.00
Vendor ID	Fund	Fin Dept ID	Approp ID	Account
0000195382	2370	B4335310	B43TCPR	441352

This grant contract agreement is between the State of Minnesota, acting through its Commissioner of the Department of Iron Range Resources and Rehabilitation ("hereinafter, Iron Range Resources and Rehabilitation or State") and Two Harbors, City of, 522 1st Avenue, Two Harbors, Minnesota, 55616 ("GRANTEE").

Recitals

- 1. Under Minn. Stat. § 298.22, subd. 13, Taconite Environmental Protection Fund (Minn. Stat. § 298.223) and pursuant to Iron Range Resources and Rehabilitation Board Resolution No. 22-028 the State is empowered to enter into this grant contract agreement.
- As part of its mission, Iron Range Resources and Rehabilitation will grant funds for local economic development projects located within the Taconite Assistance Area defined in Minn. Stat. Sec. 273.1341. Iron Range Resources and Rehabilitation has determined that completion of this project will support those purposes.
- 3. The State is in need of the duties specified in Exhibit A, which is attached and incorporated into this grant contract agreement.
- 4. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the State. Pursuant to Minn. Stat. Sec. 16B.98, Subd.1, the Grantee agrees to minimize administrative costs as a condition of this grant contract agreement.

Grant Contract Agreement

1 Term of Grant Contract Agreement

1.1 Effective date:

May 3, 2023, Per Minn. Stat. Sec. 16B.98, Subd. 5, the Grantee must not begin work until this grant contract agreement is fully executed and the State's Authorized **Representative has notified the Grantee that work may commence.** Per, Minn. Stat. Sec. 16B.98, Subd. 7, no payments will be made to the Grantee until this grant contract agreement is fully executed.

1.2 Expiration date:

December 31, 2023, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

1.3 Survival of Terms.

The following clauses survive the expiration or cancellation of this grant contract: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15 Data Disclosure.

2 Grantee's Duties

The Grantee, who is not a state employee, will: perform the duties specified in Exhibit A which is attached hereto and incorporated into this grant contract. The grantee will comply with required grants management policies and procedures set forth through Minn. Stat. Sec. 16B.97, Subd. 4 (a) (1).

3 Time

The Grantee must comply with all the time requirements described in this grant contract. In the performance of this grant contract, time is of the essence.

4 Consideration and Payment

4.1 Consideration.

The State will pay for all services performed by the Grantee under this grant contract as follows:

(a) Compensation

The Grantee will be paid according to the breakdown of costs contained in Exhibit B, which is attached hereto and incorporated into this grant contract.

(b) Travel Expenses

Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this grant contract will be according to the breakdown of costs contained in Exhibit B; provided that the Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the Commissioner of Minnesota Management and Budget (MMB). The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.

(c) Total Obligation.

The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract will not exceed \$4,032.00 and be in accordance with the breakdown of costs contained in Exhibit B.

4.2 Payment

(a) Invoices

The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely and according to the breakdown of costs contained in Exhibit B.

(b) Unexpended Funds

The Grantee must promptly return to the State any unexpended funds that have not been accounted for annually in a financial report to the State due at grant closeout.

4.3 Contracting and Bidding Requirements

Per Minn. Stat. Sec. 471.345, grantees that are municipalities as defined in Subd. 1 must follow

the law.

(a) For projects that include construction work, prevailing wage rates must be paid pursuant to Minn. Stat. Sec.177.41-177.44 and per the Iron Range Resources and Rehabilitation Board Resolution No. FY96-005, which is attached hereto and incorporated by reference into this grant contract as Exhibit C (for projects that include construction work). Consequently, the bid request must state the project is subject to the payment of *prevailing wages*. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole. A prevailing wage form should accompany these bid submittals.
(b) The grantee must not contract with vendors who are suspended or debarred in MN: http://www.mmd.admin.state.mn.us/debarredreport.asp

5 Conditions of Payment

All services provided by the Grantee under this grant contract must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 Authorized Representative

The State's Authorized Representative is Danae Beaudette, 4261 Hwy 53 S., Eveleth, Minnesota, 55734, 218-735-3022, danae.beaudette@state.mn.us or his/her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is Miranda Pietila, 522 1st Avenue, Two Harbors, Minnesota, 55616, 218-834-5631, mpietila@twoharborsmn.gov. If the Grantee's Authorized Representative changes at any time during this grant contract, the Grantee must immediately notify the State.

7 Assignment Amendments, Waiver, and Grant Contract Complete

7.1 Assignment

The Grantee shall neither assign nor transfer any rights or obligations under this grant contract without the prior written consent of the State, approved by the same parties who executed and approved this grant contract, or their successors in office.

7.2 Amendments

Any amendments to this grant contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract, or their successors in office.

7.3 Waiver

If the State fails to enforce any provision of this grant contract, that failure does not waive the provision or the State's right to enforce it.

7.4 Grant Contract Complete

This grant contract contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract, whether written or oral, may be used to bind either party.

8 Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract.

9 State Audits

Under Minn. Stat. Sec. 16B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant agreement or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

10 Government Date Practices and Intellectual Property Rights

10.1 Government Data Practices

The Grantee and State must comply with the Minnesota Government Data Practices Act, <u>Minn. Stat.</u> <u>Ch. 13</u>, as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of Minn. Stat. Ch.13.08 apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law

10.2 Intellectual Property Rights

The State shall own all rights, title and interest in any intellectual property that is derived or developed pursuant to this grant contract, including but not limited to copyrights, patents, trade secrets, trademarks and service marks in any works or documents created and paid for pursuant to this contract.

11 Workers Compensation

The Grantee certifies that it is in compliance with Minn. Stat. Sec.176.181, Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12 Publicity and Endorsement

12.1 Publicity

Any publicity regarding the subject matter of this grant contract must identify the Department of Iron Range Resources and Rehabilitation as the sponsoring agency and must not be released without prior written approval from the Iron Range Resources and Rehabilitation's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract.

12.2 Endorsement

The Grantee must not claim that the State endorses its products or services.

13 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this grant contract. Venue for all legal proceedings out of this grant contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14 Termination

14.1 Termination by the State

The State may immediately terminate this grant contract with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

14.2 Termination for Cause

(a) Grounds

The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this grant contract, that the purposes for which the funds were granted have not been or will not be fulfilled, or when it reasonably appears that funds have been misused or misappropriated by the Grantee.

(b) Criminal Conviction

Pursuant to Minn.Stat.16B.991, this grant contract will immediately be terminated if the recipient is convicted of a criminal offense related to a state grant agreement. (c) Clawback

If the grant contract is terminated by the State pursuant to this section, the State shall be entitled to clawback all grant funds distributed to Grantee that did not fulfill the purpose of the grant.

14.3 Termination for Insufficient Funding

The State may immediately terminate this grant contract if:

(a) It does not obtain funding from the Minnesota Legislature (*State grant funds only*). (b) Or, if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

15 Data Disclosure

Under Minn. Stat. Sec.270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

16 Provisions

Specifically, but without limitation, GRANTEE shall comply with and, to the extent required by law shall require its contractors and subcontractors performing work on the Project to comply with: Minn. Stat. Sec. 181.59 (Non-discrimination); Minn. Stat. Sec.116J.871 and 177.43 (Prevailing Wages); Minn. Stat. Sec. 574.26 (Payment and Performance Bonds); Minn. Stat. Sec. 363A.36 (Certificate of Compliance for private entities); and Minn. Stat. Sec.116L.66 (Job Listings for grants of \$200,000 or more to any private entity), and the American's with Disabilities Act 42 U.S.C.A. Sect. 12101.

The grant is subject to the provisions in Minn. Stat. Sec. 16B.97 and .98.

This document may be executed in counterparts. The parties may provide electronic signatures pursuant to the authority of Minn. Stat. Ch. 325L.

1. STATE ENCUMBRANCE VERIFICATION 3. STATE AGENCY

Individual certifies that funds have been encumbered as required by Minn. Stat.'' 16A.15

Electronically Approved and Signed Signed: Bob Scuffy Title: Accounting Director Date: April 28, 2023 Electronically Approved and Signed By: Ida Rukavina Title: Commissioner Date: May 3, 2023

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By:		 	
Title: _		 	
Date:	BA199-72 .	 	

Bv:		
<i>-</i> J.		

Title:	and a second
--------	--

Date: _____

Distribution:

Agency

Grantee

State's Authorized Representative

EXHIBIT A: Residential Redevelopment DUTIES

For the demolition of those dilapidated residential structures specified in Exhibit B.

Such demolition work shall be performed in accordance with the following:

- 1. The Residential Redevelopment Program Guidelines
- 2. Such other or supplemental plans and specifications in Grantee's Application, a copy of which is kept on file at the Department of Iron Range Resources and Rehabilitation (Agency) in Eveleth, Minnesota.
- 3. Expenses eligible for reimbursement under the terms of this Agreement will be those incurred by Grantee since the contract effective date as identified in Section 1.1, at each demolition site as identified in Exhibit B and for the following purposes:
 - a. Conducting an asbestos survey and preparing a survey report;
 - Removing and abating all items documented in the asbestos survey as well as those additional items listed on the Minnesota Pollution Control Agency's "Pre-Renovation/Demolition Environmental Checklist", incurred in demolishing the Project structure(s);
 - c. Demolishing the structure(s) on the demolition site(s);
 - d. Disposing of demolition debris,
 - e. Back filling the demolition site(s), and
 - f. Performing related reclamation actions at the demolition site(s).
- 4. Adhering to all local ordinances, utility requirements, and permit requirements;
- 5. Prevailing wages must be paid to all workers performing demolition-related work at each Project demolition site to the extent required by law. Provisions requiring the payment of such prevailing wages shall be included in all of Grantee's contracts for demolition-related work at each project site and Grantee shall be responsible for ensuring compliance with such requirements.
- 6. In addition to the requirements contained in the Program Guidelines and otherwise imposed by law, Grantee, either directly or acting through its contractor(s), shall take all actions necessary to ensure that the following pre-demolition, demolition, and post demolition tasks are met:

Pre-Demolition Tasks:

- a. Grantee shall apply for, obtain and thereafter maintain in effect during the demolition process all permits and other authorizations required from any public authority or utility provider to entitle the demolition work to be done;
- b. Complete an asbestos survey and submit to the Agency and other required public authorities a report of the results of such survey;
- Remove and otherwise abate all items documented in the asbestos survey or required to be abated in the Minnesota Pollution Control Agency's ("MPCA") "Pre-Renovation/Demolition Environmental Checklist";
- d. Provide the Agency, and as necessary MPCA, with abatement receipts and disposal manifests evidencing the proper removal of all required asbestos materials prior to demolition;
- e. Submit to MPCA, with a copy to the Agency, the required "Notification of Intent to Perform a Demolition" for each structure (a/k/a "10-day Notification Form").

Demolition Tasks:

- a. Obtain receipts or other forms of documentation confirming the proper disposal and processing of all demolition materials and debris;
- b. Obtain receipts or other forms of documentation confirming the proper recycling and processing of all recyclable demolition materials and debris;
- c. Remove 100% of the concrete associated with the demolition project including, but not limited to steps, slabs, foundations, basements, floors and footings and obtain photographs and other forms of documentation confirming that such concrete materials were removed.

Post-Demolition Tasks:

- All below grade areas must be backfilled in accordance with MNDOT 3149.2B2 standards and compacted per MNDOT Quality Compaction Methods (Standard 2105.3). See link to MNDOT 2005 Standard Specification for Construction at <u>http://www.dot.state.mn.us/pre-letting/spec</u>.
- b. Photograph the restored site.

- c. At the conclusion of the demolition and backfill work, each demolition project site must be left in a clean condition, free of debris, junk and trash, and ready for subsequent development.
- d. The grantee will submit a final report when the project is complete to the Agency.
- e. An Agency authorized representative will conduct a site visit or call as a monitoring requirement for the project if the project lasts more than one year.

ACKNOWLEDGEMENT:

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As a condition of receiving grant funding, grantee agrees to acknowledgment of the grant by displaying signage that is clearly visible to the public. Signage will be provided by Iron Range Resources and Rehabilitation, and may be in the form of a plaque, construction site board, window decal, or other signage.

EXHIBIT B: Residential Redevelopment PAYMENTS

The Agency's obligation for reimbursement for the costs of Eligible Expenses shall be limited to an amount that is equal to the lesser of 75 percent of the costs of the Eligible Expenses, or three dollars per square foot of the building(s) demolished (including the basement footage). The Agency will pay for all services performed by the Grantee under this grant contract and shall be entitled to reimbursement from the Agency for each sub-project site in an amount not exceeding the following:

1. Sub-Project A 506 8th Avenue (1 House) : Up to \$4,032 or 75% of total demolition costs, whichever is less

As a pre-condition to Grantee becoming entitled to receive reimbursement of its Eligible Expenses for a specific demolition project site, Grantee shall submit to the Agency's Authorized Representative, in form and substance satisfactory to the Agency's Authorized Representative, the following documentation as well as such other supporting documentation as such Agent shall reasonably request:

- 1. Copy of MPCA 10-day Intent to Perform a Demolition form (from contractor)
- 2. Asbestos inspection reports with invoices
- 3. Asbestos removal reports and invoices
- 4. Post-demolition photograph (photographs of the restored site)
- 5. Demolition invoices
- 6. Final Report



CITY OF TWO HARBORS City Council

Originating Staff:	Department:	Date:
Justin Otsea, City Planner	Planning and Zoning	5/5/23
Agenda Item Subject: Tree Replacement for sidewalk and street projects 2018-2022	Fiscal Impact: None	
BACKGROUND: Tree replacements refrom 2018-2022. In order to expedite Commission has recommended staff	the replacement of the tre	es, the Trees and Trails
sidewalk and street improvement pro replace the tree for the same \$25 rep be able to as outlined in the replacen	ojects in that time frame to placement fee as those who	see if they would like to
ACTION REQUESTED: Approve offering street or sidewalk improvement proj	ng replacement trees to all	households impacted by

Agenda Item # NB. 6 Meeting Date 5/8/23



CITY OF TWO HARBORS City Council

Originating Staff:	Department:	Date:
Justin Otsea, City Planner	Planning and Zoning	5/5/23
Agenda Item Subject: Social District	Fiscal Impact: None	

BACKGROUND: The Planning Commission has reviewed and recommended the City Council determine if a Social District for downtown Two Harbors is an item they pursue establishing. A 'social district' is an opportunity established recently in state law the allows communities to establish districts in which alcoholic drinks from designated businesses can consumed within specific geographic boundaries outside of the specific businesses. The opportunity has been established by the City of Anoka for any Community to pursue. Reference materials have been included outlining that work.

ACTION REQUESTED: Determine recommendation for establishing social district in downtown Two Harbors.

RECOMMENDATION: Planning Commission recommends pursuing considerations for establishing a social district in downtown Two Harbors.

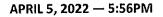
ATTACHMENTS: Public Hearing Minutes and Anoka Reference materials

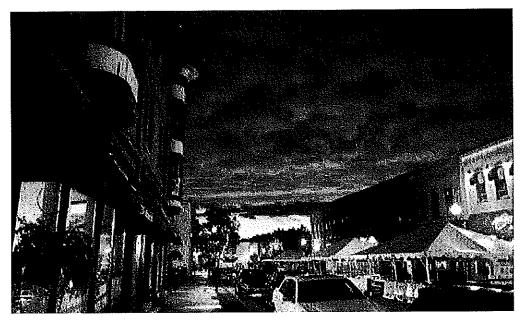
Agenda Item # NB. 7 Meeting Date 5/8/23

Anoka wants to pilot state's first 'social district' where patrons can buy a drink and stroll

A proposed bill in the Legislature would allow the northern suburb to test a "Downtown Entertainment District."

By Tim Harlow Star Tribune





CITY OF ANOKA

Portions of Jackson Street will be rebuilt in 2025 and could be come part of Anoka's "Downtown Entertainment District."

Anoka is hoping to pilot Minnesota's first social district that would allow patrons to buy an alcoholic drink from a bar or restaurant and then stroll through the city's historic downtown while sipping it.

The City Council on Monday voted 5-0 to advance the proposal that would need legislative approval before the city could establish what would be known as the "Downtown Entertainment District."

"This is quite an opportunity for the city, our business and the area." Mayor Phil Rice said. "We have been looking for an opportunity like this for quite a while."

State law currently does not allow for public consumption of alcoholic beverages in most outdoor places, but Rep. Zack Stephenson, D-Coon Rapids, has drafted a bill that would allow for a pilot in the northern metro suburb. The bill is set to be heard in the House Commerce Committee on Wednesday.

"It's a great idea, and I'm enthusiastic in having Anoka try this out," said Stephenson, who chairs the Commerce Committee. "It will make Anoka an awesome place to visit."

Stephenson is collaborating with John Heinrich, R-Anoka, to get the pilot included in a larger omnibus liquor bill making its way through the House.

Social districts are becoming popular in other cities and states as a way to generate activity as the country emerges from two years of lockdowns and restrictions brought on by the COVID-19 pandemic. North Carolina recently passed a law allowing cities to establish social districts.

The idea for a social district in Anoka comes as the city plans to rebuild Jackson Street in 2025 and after the city successfully held bonfires and other outdoor events downtown during COVID to bring business to downtown establishments.

"Most restaurants struggled to survive, and we didn't lose any," Council Member Jeff Weaver said. "Bringing this forward and getting into state statue is the right thing to do. Anoka has always said been a leader in getting outside the box. I think it's a great thing to do."

If Anoka gets the green light to proceed, the city would have authority to establish the district's boundaries, days and hours it operates and other rules and policies. It also would have to weigh the impact to public safety and perhaps even craft an ordinance.

"This is not something we are going to do tomorrow ... or without consulting with [property] owners and businesses downtown," Council Member Erik Skogquist said. "It does provide great flexibility that if we are going to do something different and out of the box, we have the option to do that."

Stephenson said social districts would be limited to Anoka at the outset if his bill becomes law, but if the concept works there, the law could be expanded to allow other cities and towns to create them.

"We want to see if Anoka can figure it out," he said.

Two Harbors Planning Commission Meeting Minutes

L Callta Ordan	
Next meeting:	April 4 ^{th,} 2023
Other	Bergstad
Absent:	Chapek
Present:	Koehler, Glaser, Redmann, Snowdon, Emerson, Nielson
March 7 th , 2023	

I. Call to Order

Koehler called the meeting to order at 5:33 p.m.

II. Approval of Agenda

Motion by Redmann to approve the agenda. Support by Glaser. Motion approved by all members present and voting.

III. Public Hearing-Hotel/Motel Definition-The chair opened the public hearing. Josh detailed the meeting report referencing the new proposed definitions to hotels and motels including minimum unit requirements. No comments from the public were received.

Motion by Glaser to approve the new changes definition of Hotel and Motel in the zoning code. Support by Redmann, Motion approved by all members present and voting. The public hearing was adjourned.

- **IV.** Meeting Minutes Motion by Emerson to approve the February 28th, 2023. Support by Neilson. Motion approved by all members present and voting.
- V. Public Comments Paul Iverson wanted to follow up with the Planning Commission on the vacant building fees. Brief discussion followed, but no direct action from the Planning Commission. Josh noted he'd follow up with Justin to make it a future agenda item when Justin returns.
- VI. Parklets and Social Districts: Josh detailed parklets and reference a recent request for bringing them back after allowance during the Covid-19 Pandemic. Discussion followed, and the Planning Commission seemed to be supportive of making them permanent on City streets. The Commission Asked staff to review zoning and work with public works and public affairs as appropriate. Josh presented additional information around the concept of Social Districts in Minnesota. Todd provided additional insight on the subject as well. Discussion followed about introducing the idea to the City of Two Harbors. Noted topics included Council to look at legislative opportunities and refer to public safety, public affairs, other relevant committees, Justin to come up boundaries, and forwarding the information to Patty for future discussion.

Motion Made by Snowdon to study reestablishing the parklets in Two Harbors. Support by Redmann. Motion approved by all members present and voting.

Motion made by Redmann to forward Social District information to City Council for further consideration and other above noted follow up. Support by Glaser. Motion approved by all members present and voting.

VII. Reports & Communications - No reports from Planning Staff.

VIII. Commissioners- Tom wanted Josh to remind Justin that Planning Commission would like to see some sort of action on the John A Johnson and community has expressed concerns about environmental conditions on Lighthouse Point PUD concept plan.

Next Meeting was set for March 7 at 5:30 p.m.

Motion by Glaser to adjourn. Supported by Emerson . Motion approved by all members present and voting.

Meeting adjourned at 7:09 p.m. Minutes Submitted by Justin Otsea, City Planner with assistance from Josh Bergstad, Principal Planner

Page 1 of 1

A bill for an act relating to liquor; authorizing the city of Anoka to issue a social district license.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

Section 1. ANOKA; SPECIAL LICENSE.

Subdivision 1.

Social district; consumption allowed.

The city of Anoka may issue a

social district license to any holder of an on-sale license whose on-sale premises is contiguous with the premises of the social district designated in subdivision 2. The license authorizes consumption, but not sales or service, of alcoholic beverages sold by the on-sale licensee within the social district.

<u>Subd. 2.</u>

Designation of social district.

(a) Before issuing the license in subdivision 1,

the city of Anoka must designate and describe the premises of the social district. The district may not include any area under the ownership or control of a person that objects to the extension of the social district to that area.

(b) The designation must include the specific premises where consumption of alcoholic beverages is allowed and also include the proposed hours and days in which consumption of alcoholic beverages is allowed in the social district. The city of Anoka must adopt the designation by ordinance before issuing the license in subdivision 1.

<u>Subd. 3.</u>

Boundaries clearly defined.

The social district must be clearly defined with

signs posted in a conspicuous location indicating the area included in the social district and the days and hours during which alcoholic beverages may be consumed in the district. In addition, signs must include:

(1) the local law enforcement agency with jurisdiction over the area comprising the social district; and

(2) a clear statement that an alcoholic beverage purchased for consumption in the social district shall:

(i) only be consumed in the social district; and

(ii) be disposed of before the person in possession of the alcoholic beverage exits the social district unless the person is reentering the licensed premises where the alcoholic beverage was purchased.

<u>Subd. 4.</u>

Management and maintenance.

The city of Anoka must establish management

and maintenance plans for the social district and post these plans, along with a rendering of the boundaries of the social district and days and hours during which alcoholic beverages may be consumed in the district, on the website for the city of Anoka. The social district must be maintained in a manner that protects the health and safety of the general public.

<u>Subd. 5.</u>

Requirements for on-sale licensees.

An on-sale licensee holding a social

district license may only sell and serve alcoholic beverages on the premises specified in the licensee's on-sale license. The licensee must not allow a person to enter or reenter its on-sale licensed premises with an alcoholic beverage not sold by the on-sale licensee. Sales for consumption in the social district must meet the following requirements:

(1) the container clearly identifies the on-sale licensee from which the alcoholic beverage was purchased;

(2) the container clearly displays a logo or some other mark that is unique to the social district in which it will be consumed;

(3) the container is not made of glass;

(4) the container displays, in no less than 12-point font, the statement, "Drink Responsibly - Be 21."; and

(5) the container shall not hold more than 16 fluid ounces.

<u>Subd. 6.</u>

Additional social district requirements.

The possession and consumption of an alcoholic beverage in a social district is subject to all of the following requirements:

(1) only alcoholic beverages purchased from an on-sale licensee holding a social district license located in or contiguous with the social district may be possessed and consumed in the district;

(2) alcoholic beverages shall only be in containers meeting the requirements set forth in subdivision 5;

(3) alcoholic beverages shall only be possessed and consumed during the days and hours set by the city of Anoka as specified in subdivision 2; and

(4) a person shall dispose of any alcoholic beverage in the person's possession before exiting the social district unless the person is reentering the on-sale licensed premises where the alcoholic beverage was purchased.

EFFECTIVE DATE.

This section is effective upon approval by the Anoka City Council and compliance with Minnesota Statutes, section 645.021.