

**CITY OF TWO HARBORS**  
**COMMITTEE OF THE WHOLE/AGENDA MEETING**

November 23, 2020

5:00 p.m. Call to order.

Appearances: 1. Miranda Pietila, Finance Director  
Re: 2021 Budget

Administrator updates.

Attorney updates.

City Clerk/HR updates.

Finance Director updates.

Community Development Planner updates.

City Engineer updates.

Other agenda questions or additions.

**NOTICE OF MEETING  
CITY OF TWO HARBORS COMMITTEE OF THE WHOLE  
BY TELEPHONE OR OTHER ELECTRONIC MEANS**

Pursuant to Minn. Stat. Section 13D.021, subd. 1, there will be a meeting of the City of Two Harbors Committee of the Whole at 5 PM on Monday, November 23, 2020, will be held by Zoom Video Conference and any or all member(s) of the City Council may potentially attend such meeting by Zoom Video Conference.

Additionally, the presence of the public 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 online at:

<https://us02web.zoom.us/j/86876522397?pwd=c0NwU3JjRjAwUzRNcDAyWF1GSVNDQT09>

Meeting ID: 868 7652 2397

Passcode: 821839

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Members of the public will not be able to speak during the meeting. Public comments are to be submitted via email to: [info@twoharborsmn.gov](mailto:info@twoharborsmn.gov) and must be received at City Hall on or before 3 PM on the day of the meeting.

THIS NOTICE OF REGULAR MEETING BY TELEPHONE OR OTHER ELECTRONIC MEANS IS GIVEN PURSUANT TO MINN. STAT. SECTION 13d.04.

Dan Walker, Administrator

Dated: October 29, 2020

## TWO HARBORS CITY COUNCIL

### AGENDA

November 23, 2020

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] *Adjourning the regular meeting and calling to order a public hearing for the purpose of receiving public input to consider the ordering of sidewalk improvements on South Avenue and Fifth Street, pursuant to Minn. Stat. 429.011 to 429.111.*

Appearances:

1. Joe Rhein, Bolton & Menk
2. Other.

Communications:

[M] *Adjourning public hearing and reconvening regular City Council meeting.*

Appearances:

Administrative Reports:

Committee Reports:

HRA

Negotiations Committee

Edna G. Commission

Recreation Board

[R] **Approving the Consent Agenda Items:**

*Items listed on the Consent Agenda are routine in nature and typically do not require discussion. If there is an item on the consent agenda that a councilmember feels warrants discussion, it should be removed from the consent agenda and dealt with individually.*

1. Approving minutes from the November 9, 2020 Regular City Council meeting.
2. Allowing claims against the City of Two Harbors to be paid on November 24, 2020.
3. Approving payroll for the first half of November, 2020.
4. Authorizing payment to Northern Bedrock Historic Preservation Corps in the amount of \$12,000 and accepting field and condition reports for historic work on the Edna G.
5. Authorizing the purchase of turnout gear from Alex Air Apparatus for an amount of \$7,785 for newly hired firefighters.
6. Authorizing payment to Bolton & Menk in the amount of \$46,638.50 for professional services for the 2021 and 2022 Street & Alley Improvement Project.
7. Authorizing payment to Bolton & Menk in the amount of \$10,541.50 for engineering services for the Stormwater Management Plan through October 2, 2020.
8. Consider authorizing the purchase of ADA doors and closers for the Community Building from Northern Door & Hardware, Inc. for an amount of \$8,794.
9. Authorizing payment to Two Harbors Golf Association in the amount of \$2,909.80 as reimbursement for repairs done to the irrigation system at the Golf Course by Mielke Electric Works.
10. Authorizing payment to Utility Systems of America for Pay Application No. 7 for the 2019 Street and Alley Improvement Project.
11. Authorizing payment to Barnum Companies, Inc. for repairs to the security gate at the Airport.
12. Accepting the appropriated \$11,500,000 for the Two Harbors Wastewater Treatment Plant from the State of Minnesota through the MN Public Facilities Authority.
13. Certifying assessments to the Lake County Auditor for delinquent service charges plus an assessment fee of \$50 each.
14. Accepting the recommendation of the Negotiating Committee to accept the proposal of Medica to provide employee health insurance coverage for the City of Two Harbors effective January 1, 2021.
15. Authorizing and directing the Mayor and City Clerk to Execute and Deliver a License Agreement with the Two Harbors Area Recreational Trail Club.
16. Approving the request of Dick Kempfert to carry over 80 hours of vacation due to the close-proximity of his anniversary date (12/2) to the end of the year.

**Unfinished Business:**

Other.

**New Business:**

Other.

**Announcements:**

**Adjourn:**

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TWO HARBORS CITY COUNCIL  
BY TELEPHONE OR OTHER ELECTRONIC MEANS**

Pursuant to Minn. Stat. Section 13D.021, subd. 1, there will be a meeting of the Two Harbors City Council at 6 PM on Monday, November 23, 2020, will be held by Zoom Video Conference and any or all member(s) of the City Council may potentially attend such meeting by Zoom Video Conference.

Additionally, the presence of the public 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 online at:

<https://us02web.zoom.us/j/87660100148?pwd=MTcrSUZPY0RHRm40dzhSdUh4L00vZz09>

Meeting ID: 876 6010 0148

Passcode: 540769

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Dan Walker, Administrator

Dated: October 29, 2020



## NOTICE OF HEARING ON IMPROVEMENT

TO WHOM IT MAY CONCERN:

Notice is hereby given that the City of Two Harbors will hold a Public Hearing on Monday, November 23, 2020 at 6:00 p.m., or as soon thereafter as possible, via Zoom electronic video conference, to consider the ordering the sidewalk improvements on South Avenue and 5<sup>th</sup> Street in Two Harbors, Minnesota pursuant to Minn. Stat. 429.011 to 429.111.

The estimated cost of the improvement is **\$92,925.00**. Information on the estimated improvement cost and a reasonable estimate of the impact of the assessment will be available at the Hearing. Such persons as desire to be heard with reference to the proposed improvement will be heard at this Public Hearing by joining the electronic video conference at <https://us02web.zoom.us/j/87660100148?pwd=MTcrSUZPY0RHRm40dzhSdUh4L00vZz09> (see attached instructions) or by submitting comments via email at: [info@twoharborsmn.gov](mailto:info@twoharborsmn.gov); or in writing to: Two Harbors City Council, 522 1<sup>st</sup> Avenue, Two Harbors, MN 55616.

Written or email comments must be received at City Hall on or before 9:00 a.m. on Friday, November 20, 2020.

BY THE ORDER OF THE  
CITY OF TWO HARBORS

Patricia D. Nordean  
City Clerk

Dated: November 10, 2020

**INSTRUCTIONS FOR PARTICIPATION IN PUBLIC HEARING  
VIA ZOOM ELECTRONIC VIDEO CONFERENCE**

Topic: Two Harbors Public Hearing on Proposed Sidewalk Improvement Project  
Time: Nov 23, 2020 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/87660100148?pwd=MTcrSUZPY0RHRm40dzhSdUh4L00vZz09>

Meeting ID: 876 6010 0148

Passcode: 540769

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Meeting ID: 876 6010 0148

Find your local number: <https://us02web.zoom.us/j/87660100148>

Individuals who may wish to address the public hearing via telephone or Zoom electronic video conference are asked to log onto the meeting at the link shown above and wait in the virtual waiting room until a City staff member takes down their name and address. Once we have your name and address, you will be instructed to enter the meeting. Following a presentation on the proposed project, each person will be called on and provided an opportunity to speak.

Those individuals wanting to provide comments but not wishing to appear via telephone or electronic video conference are asked to submit their comments via email at [info@twoharborsmn.gov](mailto:info@twoharborsmn.gov); or in writing to: Two Harbors City Council, 522 1<sup>st</sup> Avenue, Two Harbors, MN 55616. Written or email comments must be received at City Hall on or before 9 AM on Friday, November 20, 2020, to be considered at the Public Hearing.