

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

May 14, 2018

5:00 p.m. Call to Order.

Appearances: 1. Sonjia Smerud, Lake County Soil & Water  
Re: One Watershed, One Plan and  
Stormwater Update.

Administrator issues.

Attorney issues.

Clerk issues.

Finance Director issues.

Other agenda questions or additions.

TWO HARBORS CITY COUNCIL  
AGENDA  
May 14, 2018

6:00 P.M. Call to order regular meeting of the City Council of the City of Two Harbors.

Roll call:

Pledge of Allegiance.

*[M] Adjourning the Regular Meeting and convening a public hearing on the proposal to adopt a street reconstruction plan and intent to issue general obligation street reconstruction bonds.*

*Appearances.*

*Communications.*

*[M] Adjourning Public Hearing and reconvening the Regular City Council Meeting.*

Additions or Changes to the Agenda.

*[M] Approval of the Agenda.  
Items may only be added to the agenda prior to approval of the agenda. Items brought forth once the agenda has been approved shall be referred to administration and/or committee.*

Appearances.

Administrative Reports.

Committee Reports: Airport Commission  
Public Arts Commission  
Trees & Trails Commission  
Library Board  
Planning Commission  
HRA  
Recreation Board  
Public Affairs Committee  
Personnel Committee  
Public Works Committee

*[R] Approval of 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. Minutes from April 23, 2018 regular City Council meeting.
2. Allowing claims against the City of Two Harbors to be paid on May 15, 2018.
3. Approving payroll for the second half of April, 2018, in the amount of \$176,694.47.
4. Receiving the Library Report dated May 2, 2018.
5. Accepting the notice of retirement from Brad MacFarlane, with regret, and authorizing a letter of appreciation for his service.
6. Approving Interlocal Contract for Cooperative Agreement with the Houston-Galveston Area Council and authorizing Mayor and City Clerk to execute and deliver such Corporate Agreement on behalf of the City of Two Harbors.
7. Authorizing payment to the State of Minnesota, Department of Transportation for professional services, construction and materials for the 2018 Highway 61 Project.
8. Consider accepting the proposal of Gulbranson Excavating for an amount not to exceed \$3,000 for labor and materials to plow and bore for a natural gas service line to the Main Lift Station.
9. Authorizing payment to Bolton & Menk in the amount of \$29,283.50 for professional services for the 2018 Street & Alley Improvement Project.
10. Authorizing payment to Bolton & Menk in the amount of \$2,522.50 for engineering services for the Main Lift Station Improvement Project.
11. Accepting the quote from Artforms, Inc. for the purchase of apparel to be sold at Burlington Bay Campground for an amount of \$6,236.40 plus shipping.
12. Accepting the quote from Electroforge to for the purchase of 5 decorative trash cans for an amount of \$5,500 with funding provided by the Public Arts and Beautification Fund.
13. Authorizing and directing water service to be restored to 1431 Seventh Avenue, Two Harbors, MN 55616.
14. Authorizing a request to the MN Public Facilities Authority for placement on the 2018 Intended Use Plan Project Priority List for a proposed Chlorine Contact Tank Replacement Project.

15. Authorizing a request to the MN Department of Health for placement on the 2019 Project Priority List for the Drinking Water Revolving Loan Fund for the proposed Chlorine Contact Tank Replacement Project.
16. Accepting the recommendation of the Public Affairs Committee to adopt the City Council and Staff Request for Service and Information Policy.
17. Accepting the recommendation of the Public Affairs Committee to adopt the Employee Recognition Program Policy.
18. Authorizing an internal posting for the position of Lead Wastewater Treatment Plant Operator.
19. Approving the amended position descriptions for Assistant Chief of Police, Police Patrol Officer and Police Records Clerk.
20. Hiring the following individuals as temporary employees: Nickolas Detlefsen at the Liquor Store; Kevin Heikkila in the Public Works Department; and Keith Johnson in the Electrical Department.
21. Authorizing a grant application for the Ruth E. Ferguson Fund of the Duluth Superior Area Community Foundation for \$1,057 for the purchase of juvenile books at the Library.
22. Authorizing an application for a Shopko Foundation grant for the purchase of materials for the Library's STEM kits collection.
23. Consider calling for a public hearing at 6 p.m. on Tuesday, May 29, 2018, to present information regarding the Wastewater Treatment Plant Facility Plan.
24. Directing that any required notice regarding updated disadvantaged business enterprise goals be published in the Lake County News-Chronicle.

Unfinished Business:

- 1.

Other

New Business:

1. [R] Consider authorizing an advertisement for bids for the 2018 Jet-A Fuel System Project at the Airport.
2. [R] Consider receiving bids and approving award of contract for the 2018 Street & Alley Reconstruction Project.

3. [R] Consider approving a five-year street reconstruction plan and the issuance of General Obligation Street Reconstruction Bonds.
4. [R] Consider providing for the sale of \$2,140,000 General Obligation Bonds, series 2018A.
5. [M] Consider declaring second reading of An Ordinance Amending the City Code, Chapter 4, Adding a New Section 4.42 of the Two Harbors City Code Concerning the Permitting of Short-Term Rentals.
6. [R] Consider accepting the recommendation of the personnel Committee to appoint Richard C. Hogenson to the position of Chief of Police, effective June 1, 2018.
7. [M] Consider authorizing an internal notice for the position of Assistant Chief of Police.

Other.

Announcements:

Adjourn.