

TWO HARBORS CITY COUNCIL
AGENDA
May 8, 2017

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 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: Personnel Committee
Airport Commission
Charter Commission
Public Works Committee
Public Arts Commission
Trees & Trails Commission
Library Board
Planning Commission

[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 24, 2017 regular meeting.
2. Authorizing claims to be paid on May 9, 2017.
3. Approving payroll for the second half of April, 2017.
4. Library Report dated May 3, 2017.
5. The request of Bianca Seay, Two Harbors Farmer's Market, to place the City's tent in Thomas Owens Park for the 2017 Farmer's Market, scheduled for Saturday mornings from June 17 through September 16.

6. The request of Amy Carlson, Lounge Manager, American Legion, Post 109, requesting to be open on Sunday, October 15, 2017.
7. The request of Laura Borud, on behalf of Sterling Dance Studio, for closure of Waterfront Drive, between Second and Third Avenues on Saturday, June 24 from 4:30 to 7:30, on Sunday, June 25th in the event of rain on Saturday, for their annual dance performance at Thomas Owens Park.
8. A letter from George Anderson, announcing his resignation from the Library Board.
9. Accepting the recommendation of Mayor Swanson to appoint Brad Jones as a member of the Library Board and Michele Ronning as a member of the Arts and Beautification Commission.
10. Authorizing a grant application to the Ruth E. Ferguson Fund in the amount of \$1,060 for the purchase of juvenile and teen non-fiction materials for the Library.
11. Approving the proposed Agreement for Professional Services between the City and ARDC in the amount of \$12,000, to facilitate completion of a comprehensive trails and parks plan for the City.
12. Approving Amendment No. 1 to the Professional Services Agreement between the City and ARDC for a deduction in the contract in the amount of \$6,000, which will be included in the agreement for the completion of a comprehensive trails and parks plan.
13. Authorizing a reimbursement to eight natural gas customers in an amount totaling \$71,814.02, due to a programming error with certain meter reading devices.
14. Accepting the proposal of ESC in the amount of \$7,728.39 for the purchase of a fire alarm system for the North Campus Office and Maintenance Buildings plus an annual monitoring fee in the amount of \$516.
15. Accepting the proposal of Emergency Automotive Technologies, Inc. in the amount of \$7,346.43 for the purchase and installation of various equipment for the new squad car for the Police Department.
16. Accepting the proposal of Baycom for the purchase of a Panasonic Toughbook CF-31, for the Police Department's new squad car.
17. Accepting the proposal of JMF Construction in the amount of \$18,600 for manhole casting replacements.
18. Accepting the proposal from Pollard Water for the purchase of 5" Storz adapters for fire hydrants in the amount of \$6,350.

19. Approving the request of the Electrical Superintendent to allow he and Chad Schultz to attend the TerraSync & GPS Pathfinder Office Training in Maple Grove.
20. Accepting the proposal of MMUA to provide professional safety program services for the City in the amount of \$10,500 per year.
21. Authorizing City staff who may be selected to attend the Blandin Foundation Leadership Program at Sugar Lake Lodge in Grand Rapids and providing regular compensation for those employees while attending the training.
22. Accepting the recommendation of the Planning Commission to classify three certain tax-forfeit properties identified by Lake County, as “non-conservation”, and that the properties be allowed for sale to the public.
23. Accepting the recommendation of the Trees & Trails Commission authorizing financial support in the amount not to exceed \$1,000 for a project to plant white cedar, pine, spruce and red pine trees along the cross-country ski trail system and golf course.
24. Hiring Spencer Ross as a temporary employee in the Public Works department; Nicholas Detlefsen as a temporary employee at the Liquor Store and Brianna McGrath as a temporary employee at City Hall.
25. Accepting a quote from Sterling Auto Parts for the purchase of a scan machine and tester and tire balancer for an amount of \$7,094.45 for the Public Works Department.

Unfinished Business:

1. [R] Consider approving a four foot variance to allow a one foot side yard setback where five feet is required for the east side yard (Sec. 11.71, Subd. A) for Martin Howard at 117 First Avenue, with conditions.
 - a. Adopt findings of fact.
2. [R] Consider approving a four foot variance to allow a one foot side yard setback where five feet is required for the west side yard (Sec. 11.71, Subd. A) for Martin Howard at 117 First Avenue, with conditions.
 - a. Adopt findings of fact.
3. [R] Consider approval/denial of a variance to allow an accessory structure that is taller than the principal structure (Sec. 11.71, Subd. A.5) for Martin Howard at 117 First Avenue.
 - a. Adopt findings of fact.

4. [R] Consider approval/denial of a six foot variance to allow a sixteen foot sidewall where the sidewalls of an accessory building shall not exceed ten (10) feet in sidewall height (Sec. 11.71, Subd. A.3) for Martin Howard at 117 First Avenue.
 - a. Adopt findings of fact.
5. [R] Consider approval/denial of a variance to allow more than 1/3 of the floor area in the second floor of an accessory structure to be utilized (Sec. 11.71, Subd. A.4) for Martin Howard at 117 First Avenue.
 - a. Adopt findings of fact.

Other

New Business:

1. [R] Consider approving An Amended and Restated Resolution Approving Property Tax Abatement for Certain Property in the City.
2. [R] Accepting the recommendation of the Public Works Committee to reject all bids received for the Public Works Storage Building Project.
3. [R] Accepting the recommendation of the Public Affairs Committee to authorize the City Administrator to finalize negotiation and execution of a lease agreement between the City and Community Partners for the lease of the "Place" side of the Community Center Building.
4. [R] Approving the amendment of lease agreement with the Department of Public Service for use of the Community Building as a drivers' exam station.
5. [R] Consider approving requests for proposals ("RFP") for a developer for commercial property located at 212 North MN Highway 61 and authorizing the City Administrator and City Attorney to finalize the RFP and take the necessary steps to solicit proposals.
6. [R] Consider the recommendation of staff and Bolton & Menk to accept the bid of _____ for the 12" Water Main Relocation Project.

Other.

Announcements.

Adjourn.