



City Administrator's Weekly Update

WEEK ENDING NOVEMBER 3, 2017



Upcoming Events:

November 6, 4:30 pm
Parks Commission
City Hall

November 7, 5:30 pm
Council Work Session
City Hall

November 7, 7:00 pm
Council Meeting
City Hall

November 10th
Veteran's Day Observed
City Hall Closed

November 14, 7:00 pm
Planning Commission
City Hall

November 15, 6:00 pm
CAFD Board Meeting

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www.cloquetmn.gov

Administration/Finance

As I continue to settle in I've been having several meetings with local leaders including the School Superintendent, County Administrator & EDA Director, Chamber Leadership, and local business leaders. I have a lot to learn and appreciate the time people have given to meet with me.

I am working on finalizing the 2018 budget in preparation for review by the Council at the November 21st Council Work Session. A big part of our budget is health insurance and after coming to agreement with AFSCME, we will be moving all AFSCME employees, as well as non-union employees, to a new plan through PEIP that will save the City and employees money while providing excellent benefits. As always, please feel free to stop in anytime to talk.

There will be an Open Enrollment meeting on November 13th at 10:00 am at City Hall with representatives from our Health Care Provider, Flex Benefit Administrator, and Life Insurance Provider presenting this year's options and answer any questions you or your spouse may have and to help you complete enrollment/re-enrollment applications.

We will have our 3rd annual flu shot clinic on November 14th from 10:00 am – 1:00 pm at City Hall. All City employees and family members who are at least 19 years of age are eligible to participate, no appointment is necessary. If interested, bring your insurance card and an ID.

Public Works/Parks

It looks like winter is here to stay. The first couple snow falls of the year typically bring a few challenges and this year has been no different. Over the last week we have experienced mechanical issues with two of our tandem axle plow trucks and one of the alley route one-tons. To cap it off, we were short bodies and equipment Thursday morning as the utility department mobilized to Proctor along with one of our plows to repair a leak on the Lake Superior Waterline. On a positive note, we estimate the new plow truck authorized for purchase at the end of 2016 shaved over two hours off one of our most difficult plow routes due to its rear mounted wing design. All things considered, the crew did an impressive job working thru the early season challenges.

With the recent snow, we have been notified by our general contractor for the riverfront improvements that work on Broadway Avenue will not be completed this fall as required under the contract. Work at Dunlap island Park remains underway and the goal is still to open for winter use. Thankfully, the project is staged in such a way that delaying the paving of Broadway will not have an impact on winter maintenance or roadway use. Staff has notified the Contractor that they will be required to incur any additional costs because of the delay. These will likely come in the form of professional services for inspection and project administration, as City Staff has a full slate of projects scheduled in the spring and will be unable dedicate significant resources to Broadway. If the Council has any questions or concerns about this approach, please reach out or Caleb or John in Engineering

Community Development

Economic Development

The EDA met this week, Opposition Line 3 representatives were in attendance to share their counterview to the October EDA meeting with Pro Support Line 3 representatives. The Cloquet EDA issued a resolution of support for the Line 3 project related to the importance of regional and statewide economic impact. The Carlton County Board of Commissioners and the City of Cromwell have also issued resolutions of support for the project. The EDA also discussed the variety of

Dave Hallback, Mayor

City Council:

Jeff Rock, Ward 1
David Bjerkness, Ward 2
Roger Maki, Ward 3
Kerry Kolodge, Ward 4
Steve Langley, Ward 5
Adam Bailey, At Large

Aaron Reeves,
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feedback from contractors as to why they didn't respond to the Water Tower RFP. The City will be moving forward attempting to identify ways to remove subsurface footing material to make the site viable for redevelopment. Blackhoof Development attending the EDA meeting sharing soils correction cost updates related to the project along with sales (they are in the process of selling the 5th home to income qualified occupants / 12 homes total).

Other activities include an interview by Fox 21 with staff from ISD #94 and the City about the Cloquet Middle School Tax Credit award. That footage aired on Tuesday. Staff distributed letters to locally owned retail businesses for Small Business Saturday promotions and will pull together the annual flyer to market that event. Progress continues on home owner and commercial improvement projects with the Small Cities Development Program.

Connect Cloquet, a committee of the Cloquet Area Chamber of Commerce, held a "Hot Lunch" at City Hall featuring City Engineer Caleb Peterson reviewing sales tax investment projects for interested business attendees. NEMOJT held the Cloquet Job Fair this week at Community Memorial Hospital with 28 regional employers participating (Aerostich, American Precision Avionics, Arrowhead Transit, Augustana Care, Black Bear Casino Resort, Chemstar, Cloquet Ford, Community Memorial Hospital, DEED Veterans Services, Diamond Willow Assisted Living, Evergreen Knoll Assisted Living, K1 Sportswear, Kelly Services, Kwik Trip, MediaCom, MN Department of Corrections, Parchem, People Ready, Pine Ridge Homes, Pinewood Inc., RSI, St. Louis County Schools, Steak Escape/Taco John's, TLC of Duluth, Trillium Services, Walmart, and Wells Fargo).

Planning & Zoning

This week staff prepared reports for City Council approval for the Annual Gravel Pit renewals, a utility easement vacation for Radoush Holdings LLC, and a legal notice for Radoush Holdings, LLC for Grant Avenue, west of 21st Street.

Building & Housing Code Inspections

Staff reviewed cost, maintenance, and data transfer information on building permit software programs this week by conducting second interviews with Permit Works and iWorQ software systems. Progress continues with the Domino's Pizza remodel with mechanical and accessible entrance work being inspected. Other activities include contract inspections with FDL for the Saywer biomass building; plumbing and mechanical inspections were done for the golf course patio homes; and several mechanical inspections were done for residential furnace replacements



Other Information Attached:

- * October 2016 and 2017 Permit Report
- * Open Enrollment / Flu Shot Clinic Announcement

Monthly report of October 2016*City of Cloquet*

Type	Permits		
	Number Issued	Value	Amount
ADMINISTRATIVE PERMIT	4	10 339.00	113.42
BUILDING PERMIT ADDITION OR REMODEL	1	9 500.00	186.00
BUILDING PERMIT DECK	1	550.00	0.28
BUILDING PERMIT NEW GARAGE	3	43 793.00	895.65
Demo - Residential	1	0.00	51.00
MECHANICAL PERMIT	8	0.00	390.00
PLUMBING	4	0.00	180.00
REROOF OR RESIDE	12	0.00	1 212.00
ZONING - FENCE PERMIT	3	0.00	50.00
Total	37	64 182.00	3 078.35

Monthly report of October 2017

City of Cloquet

Type	Permits		
	Number Issued	Value	Amount
ADDITION/REMODEL COMMERCIAL OR INDUSTRIAL	2	52 298.00	137.40
ADMIN COMMERCIAL/INDUSTRIAL	3	135 650.00	1 818.77
ADMINISTRATIVE PERMIT	9	78 153.00	524.43
BUILDING NEW RESIDENTIAL	2	37 000.00	633.00
BUILDING PERMIT ADDITION OR REMODEL	1	8 900.00	211.70
BUILDING PERMIT DECK	1	5 000.00	153.75
BUILDING PERMIT NEW GARAGE	1	11 000.00	240.75
MECHANICAL PERMIT	12	0.00	610.00
PLUMBING	8	0.00	370.00
REROOF OR RESIDE	15	0.00	1 513.00
SCANLON COMMERCIAL ADMIN PERMIT	1	7 800.00	157.15
SCANLON MECHANICAL PERMIT	1	0.00	40.00
SCANLON PLUMBING PERMIT	1	0.00	35.00
SCANLON RES ADDITION OR REMODEL	1	44 000.00	984.20
SCANLON RES ADMIN	3	7 800.00	237.15
SIGN	1	0.00	46.00
ZONING - FENCE PERMIT	5	0.00	125.00
Total	67	387 601.00	7 837.30

Open Enrollment

November 13, 2017

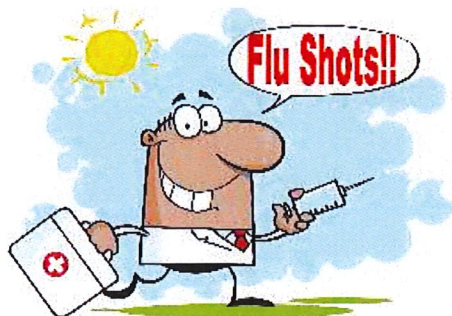
Open Enrollment is a great time to review your existing benefit plans, evaluate anticipated needs, learn more about your benefits and make adjustments for the upcoming 2018 plan year.

Open Enrollment Employee/Spouse Meeting

To assist you and your family with your benefits selection the City will host its 2nd annual "Open Enrollment Meeting" on November 13th at 10:00 am at City Hall. Representatives from our Health Care Provider, Flex Benefit Administrator, and Life Insurance Provider will present this year's options, answer any question you and or your spouse may have and help you complete enrollment/re-enrollment applications.

Flu Shot Clinic Reminder!

On November 14th, the City will also be holding its Flu Shot Clinic in City Hall for employee's and family members who are at least 19 years of age from 10 AM to 1 PM. If interested, please bring your insurance card and ID.



1. Who needs a flu vaccine?

- a) You
- b) You
- c) You
- d) All of the above