

City Administrator's Weekly Update

Week Ending April 22, 2016

Upcoming Events

April 26, 4:15 pm Library Board Cloquet Library

April 26, 7:00 pm Planning Commission City Hall

May 2, 4:30 pm Parks Commission City Hall

May 3, 9:00 am Property Assessment Meeting Carlton Co. Assessor's Office

May 3, 5:30 pm Council Work Session City Hall

May 3, 7:00 pm Regular City Council City Hall

May 4, 8:00 am Special EDA Meeting City Hall

May 10, 5:30 p.m. Planning Commission City Hall

May 11, 8:00 am EDA City Hall

May 17, 5:15 pm Council Work Session City Hall

May 17, 7:00 pm Regular City Council City Hall

> Brian Fritsinger 1307 Cloquet Ave Cloquet MN 55720 Ph: 218-879-3347 Fax: 218-879-6555

ADMINISTRATION

Due to the hectic schedule of everyone last week, I was not able to get the Weekly Update sent out. This week's update includes information from the last 2 weeks.

Personnel

Jim Prusak is on medical leave for a while. Any questions while he is out can be directed to Caleb. On a related note, with Jim's pending retirement, the Council gave authorization to begin the hiring process for his replacement.

Our new Children's Librarian, Anne Lundquist, started this past Monday. Welcome Anne!

Staff continues to work with our Labor Attorneys on several Worker's Comp claims and other disciplinary investigations.

Staff has started reviewing and updating the City's various personnel policies. These policies will be brought to the Council over the next few months as they are updated. We are currently reviewing the City's Drug & Alcohol testing policy. Watch the website for the policies to be posted as they are approved by the Council.

City Hall Security

Staff met with Per Mar to update the proposal for an increased and improved security system at City Hall. A final recommendation will go to Council at one of the May meetings.

Cable Commission

The Commission met last week and authorized the use of a Joint Powers Agreement (JPA) with our fellow cities. Staff has developed a JPA that will be sent to them for review. Assuming that all parties will agree to the JPA, we will need to update the City Code. This JPA is a result of the recently approved Franchise Agreement with Medicom.

4th of July

The 4th of July Committee held their first meeting of 2016, and due to the diligent organization of the committee, many of the details are already in place. The Council discussed and agreed to a May utility bill stuffer to solicit donations towards upcoming events that are being planned.

Scanlon Merger Study

The City is currently reviewing the most recent draft of the merger study being prepared by Ehler's. The City Attorney has reviewed and provided feedback on the non-financial components. I anticipate the study will be finalized quickly after this review.

Library Grant

The library was awarded a grant from Blandin this week to circulate Wi-Fi hot spots and create a makerspace with 3-D printer. This grant is worth several thousands of dollars to the library and addressed two critical service priorities identified by the Library Board.

Proposed Broadband Antenna Lease

Staff has been meeting with a company interested in co-locating a new wireless broadband type antenna on top of the City's water tower. It appears we will be working on a Lease Agreement with them next week.

COMMUNITY DEVELOPMENT

Downtown Business Meetings

The last in a series of meetings with downtown property owners took place last week. A guest speaker was present to discuss the Downtown Main Street Program. Approximately twelve people attended the meeting. Staff will now re-engage the EDA and City Council to discuss revitalization strategies.

Hazardous Building Order

The City has issued a Hazardous Building Order at 421 Granite Street and ordered the property vacated. There are a number of structural and hazardous conditions present which have resulted in the revocation of the Certificate of Occupancy. The occupants have 30 days to vacate and 120 days to repair or remove the hazardous conditions.

PUBLIC WORKS/PARKS

Holmes Drive Frontage Road Meeting

There were two informational meetings for property owners along Holmes Drive held last week for the proposed overlay scheduled for this summer. Following recent Council direction, staff attempted to meet with residents prior to the project being presented to the Council. Only 4 people attended the two meetings. The Council ordered this project at its first April meeting.



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Week Ending April 22, 2016

Skateboard Park Design

A meeting was held last week at City Hall with a prospective design firm and the skateboard group. Approximately 15 people were in attendance for the presentation and provided feedback regarding the concept to use a design/bid/build process. No final decision was made but those in attendance were supportive of the approach. There was some disappointment with the discussion of construction not starting until next spring, allowing the process to be accomplished correctly.

I-35/Highway 33 Frontage Road

Staff met with MnDOT officials this week to review the latest draft plan for the redesign of the interchange area. The State is nearing completion of the design on the extension of the frontage road and has secured \$1.5 million in Federal funds to be applied to the project.

Bid Openings

The City held bid openings on Thursday for the 3rd Street reconstruction and Skyline Landscaping projects. The low bids were \$958,000 for 3rd Street and \$61,000 for Skyline.

Miscellaneous

With the warmer and drier weather, the street crew was able to get back to some of the spring clean up activities such as street sweeping and pot hole filling.

Most of the crew was busy cleaning the two tanks and the wet well on the Lake Superior Line last week during Sappi's scheduled slowdown.

Staff has made "Closed" signs and will be posting them at the Hilltop Park fields until the turf begins to establish for the year. We have had several reports of unauthorized use with the early spring.

A groundbreaking was held last Monday for the new Middle School on Washington Avenue.

The Planning Commission met last week and approved a CUP for a proposed two family dwelling on Grant Ave.

SHIP is planning a Family Fit and Fun Day from 10am - Noon on Saturday, June 11th at Pinehurst Park (the same day as the Beach's opening for the season).



"Facts do not cease to exist because they are ignored."

- Aldous Huxley, writer

Other Information Attached:

- * April 11th Mediacom Memo
- * Under One Roof Conference Announcement
- * Sandpiper Pipeline and EIS Scoping Project Information
- * Proposed Multi-Family Workforce Housing Informational Meeting



Theresa Sunde Government Relations Manager

Sent via mail
April 11, 2015
Dear Community Official:
On or around April 30, 2016, Mediacom will be <u>moving</u> the Hallmark Movies & Mysteries from the Movies and Music tier package to Digital Family TV tier.
*Hallmark Movies & Mysteries High Definition requires a Mediacom HD converter, HD Digita adapter or cable card with a subscriber-owned HD device. Channel 785.
*Hallmark Movies & Mysteries Standard Definition requires a Mediacom digital converter, digital adapter or cable card with a subscriber-owned device. Channel 292.
Questions or concerns regarding this change can be directed to my email at tsunde@mediacomcc.com .
Thank you!
Theresa Sunde
Saint Peter Master Headend



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http://www.underonerooftwinports.com/

Duluth Entertainment Convention Center, Duluth Minnesota | May 17 - May 18, 2016

WHEN

May 17, 2016 May 18, 2016

WHERE

DECC Duluth, MN

COST

\$75

WHO SHOULD ATTEND

Red Cross Volunteers,
Healthcare Systems,
Public / Tribal Health,
Emergency Management,
Elected Officials, School
Leadership, EMS,
Tribal Council Members,
and anyone interested in
the evolving challenges
faced by the emergency
preparedness,
management and
response community.

ABOUT THE CONFERENCE

Every year disasters of all kinds affect Northland businesses and families placing stress upon the community response framework. From fires to floods and everything in-between, a high probability of another disaster striking northeast Minnesota exists. The effectiveness of response by the response community is dependent on their ability to connect, learn and share in preparedness.

The Under One Roof conference is a unique event that will address challenges common among emergency preparedness and emergency management in the Northeast region and beyond. Participation will provide attendees with opportunities to connect with regional preparedness and response partners, learn innovative and effective techniques for future activities, and share lessons learned from recent responses. The conference offers information for all emergency preparedness professionals and is guided by its primary objectives: Connect, Learn and Share.

FEATURED KEYNOTES



Lt. General Russel L. Honoré, US Army (Ret)

"The New Normal: Leadership and Preparedness in the 21st Century"

Lt. General Honoré managed the city of New Orleans' recovery after Hurricane Katrina by taking charge of the military relief efforts in 2005. He will explain how to succeed in the "New Normal", where preparedness, innovation and an entrepreneurial approach are crucial to address global challenges.



Peter Teahen

"Mass Fatalities: Managing the Community Response"

Peter is a Funeral Director, author and mental health professional. In 2011 he received thedesignation of Diplomate from the National Center for Crisis Management and the American Academy of Experts in Traumatic Stress. He is president of Teahen Funeral Home, and founder of the International Mass Fatalities Center and AmericaReady.



CONNECT

http://www.underonerooftwinports.com/

Duluth Entertainment Convention Center, Duluth Minnesota | May 17 - May 18, 2016

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Pre Conference Sessions

Keynote Ballroom: Frozen Over: A Regional Tabletop Exercise | 9AM - 12PM

Room 202: Elected Officials / Senior Leaders Roles and Responsibilities for Incidents | 9AM - 11AM

Room 204: Red Cross Meeting | 9AM - 11PM Room 205: Tribal Gathering | 12 - 1:30PM

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8:00 - 1:30 PM	Registration				
1:30 - 1:40 PM	Presentation of Colors - Honor Guard				
1:40 - 2:00 PM	Welcome / Opening Remarks Adam Shadiow				
2:00 - 3:00 PM	Bill Chandler, Director - BCA	on Center - Threat Update / Minnesota Fusion Center ta Homeland Security & Emer	gency Management		
3:00 - 3:30 PM	Break 1				
	Breakout Session 1				
3:30 - 4:30 PM	Room 202	Room 203	Room 204	Room 205	Room 302
	Family Reuinification Centers: Prepare in Advance Dennis Jahnke, Detective - Hennepin County Sheriff's Office	Multi Agency Response Coordination (MARC) Jason Bengtson, Regional Recovery Manager - American Red Cross	Active Shooter Drills in the Healthcare Environment Mike Marturano, Safety Officer - St Luke's Hospital	Volunteer Management / Donations Management Don Bonchack, Donations and Volunteer Specialist - FEMA	Effective Leadership in a Disaster Eric Waage, Director - Hennepin County Emergency Management
4:30 - 4:45 PM	Breakout Room Closing Remarks				
5:30 - 6:30 PM	Social Hour - Grandma's Sports Garden				





http://www.underonerooftwinports.com/

Duluth Entertainment Convention Center, Duluth Minnesota | May 17 - May 18, 2016

Wednesday, I	May 18, 2016				
7:30 - 8:00 AM			Registration		
8:00 - 9:00 AM	Keynote: Mass Fatalities: Managing the Community Response Peter Teahen, President - Teahen Funeral Home				
9:00 - 9:30 AM	Break 2				
9:30 - 10:30 AM			Breakout Session 2		
	Room 202	Room 203	Room 204	Room 205	Room 302
	Leveraging Healthcare Coalitions to Build Fatality Management Capacity Peter Teahen, President - Teahen Funeral Home	St Cloud Hospital Shooting Rachel Mockros, Emergency Manager - St Cloud Hospital	Family Assistance Centers Dena Howard, Service to Armed Forces Director - ARC	Long Term Recovery Robert Stoikes, Recovery Section Supervisor - Wisconsin Emergency Management	VG15 - Lessons Learne Gary Mundfrom, J5 Plans Officer - MN National Guard Tony Guerra, Disaster Program Manager - Northern Minnesota Region - Northland Red Cross
10:30 - 11:00 AM	Break 3				
			Breakout Session 3		
	Room 202	Room 203	Room 204	Room 205	Room 302
11:00 - 12:00 PM	Trauma and Loss: A Personal Reflection Peter Teahen, President - Teahen Funeral Home	St Cloud Hospital Shooting Rachel Mockros, Emergency Manager - St Cloud Hospital	Family Assistance Centers Dena Howard, Service to Armed Forces Director - ARC	Long Term Recovery Robert Stoikes, Recovery Section Supervisor - Wisconsin Emergency Management	Tapping Recovery's Combustible Mass Paul Krueger, Pastor - Hope Village
12:00 - 12:45 PM	Lunch Address by US Senator Amy Klobuchar Lunch (Provided)				
	Breakout Session 4				
	Room 202	Room 203	Room 204	Room 205	Room 302
12:45 - 1:45 PM	Family Reunification Centers: Prepare in Advance Dennis Jahnke, Detective - Hennepin County Sheriff's Office	Enbridge Pipeline Safety & Environmental Impact Theresa Picton, Compliance Coordinator - Enbridge Energy	Critical Incident Stress Management Holly Brodt - Arrowhead CISM	Volunteer Management / Donations Management Don Bonchack, Donations and Volunteer Specialist - FEMA	Tapping Recovery's Combustible Mass Paul Krueger, Pastor - Hope Village
1:45 - 2:15 PM	Break 4				
2:15 - 3:15 PM	Keynote: The New Normal: Leadership and Preparedness in the 21st Century Lt. General Russel L. Honoré, US Army (Ret)				
3:15 - 3:25 PM	Closing Remarks / Door Prizes Give Away				
3:25 - 3:30 PM	Retirement of Colors - Honor Guard				



NOTICE OF AVAILABILITY OF SCOPING EAW AND DRAFT SCOPE FOR SANDPIPER PIPELINE AND LINE 3 REPLACEMENT PROJECTS AND SCHEDULE FOR EIS SCOPING MEETINGS

Issued: April 11, 2016

Project Description

Sandpiper Pipeline Project

The North Dakota Pipeline Company LLC (NDPC) is proposing to construct and operate a new 616-mile oil pipeline that would extend from Beaver Lodge Station, south of Tioga, North Dakota through a new terminal at Clearbrook, Minnesota and then on to an Enbridge affiliate's terminal and tank farm in Superior, Wisconsin.

The proposed project, called the Sandpiper Pipeline project (or Sandpiper), includes about 303 miles of new pipeline in Minnesota. NDPC is proposing to install 24-inch diameter pipeline from the North Dakota border to Clearbrook, and 30-inch diameter pipeline from Clearbrook to the Wisconsin border. The project also includes construction of a new oil terminal at Clearbrook and upgrades to the existing Pine River facility.

The proposed project is located in Polk, Red Lake, Clearwater, Hubbard, Wadena, Cass, Crow Wing, Aitkin, and Carlton counties.

Line 3 Replacement Project

Enbridge Energy, Limited Partnership (Enbridge) is proposing the Line 3 Replacement project in order to address safety and integrity issues associated with the existing Line 3 pipeline. The pipeline replacement is proposed to follow existing Line 3 from the Minnesota-North Dakota border to Clearbrook and then follow the same route proposed for the Sandpiper pipeline from Clearbrook to the Minnesota-Wisconsin border. The Line 3 route is approximately 337 miles long in Minnesota. The project also includes upgrades to existing pump stations at Clearbrook, Donaldson, Plummer, and Viking, and construction of new pump stations at Backus, Cromwell, Palisade, and Two Inlets.

The proposed project is located in Kittson, Marshall, Pennington, Red Lake, Polk, Clearwater, Hubbard, Wadena, Cass, Crow Wing, Aitkin, and Carlton counties.

Meeting Information				
DATE	TIME	LOCATION		
Monday, April 25, 2016	6:00 – 9:00 pm	Tobies Restaurant and Bakery 404 Fire Monument Road		
Tuesday, April 26, 2016	6:00 – 9:00 pm	Hinckley, MN 55037 The Falls Ballroom 15870 Minnesota 27 Little Falls, MN 56345		
Wednesday, April 27, 2016	6:00 – 9:00 pm	Crookston Inn & Convention Center 2200 University Ave Crookston, MN 56716		
Thursday, April 28, 2016	6:00 – 9:00 pm	Ralph Engelstad Arena 525 Brooks Ave North Thief River Falls, MN 56701		
Monday, May 2, 2016	6:00 – 9:00 pm	Bemidji State University 1500 Birchmont Dr. NE #31 Bemidji, MN 56601		
Tuesday, May 3, 2016	10:00 am –1:00 pm	American Legion 900 East 1st Street Park Rapids, MN 56470		
Tuesday, May 3, 2016	6:00 – 9:00 pm	Park Rapids Century School 501 Helten Avenue Park Rapids, MN 56470		
Thursday, May 5, 2016	10:00 am – 1:00 pm	Black Bear Casino Resort 1785 MN-210 Carlton, MN 55718		
Thursday, May 5, 2016	6:00 – 9:00 pm	Black Bear Casino Resort 1785 MN-210 Carlton, MN 55718		
Monday, May 9, 2016	6:00 – 9:00 pm	Saint Paul RiverCentre 175 West Kellogg Boulevard Saint Paul, MN 55102		
Tuesday, May 10, 2016	3:00 – 6:00 pm	Rice Lake Community Center 13830 Community Loop Bagley, MN 56621		
Wednesday, May 11, 2016	10:00 am – 1:00 pm	East Lake Community Center 36666 State Highway 65 McGregor, MN 56718		

- Each meeting will include an informal open house (1 hour), a formal presentation by state agency staff (30 minutes), and an opportunity for public comments (1.5 hours).
- State agency staff members will facilitate the meeting and are available to respond to questions about the permitting process and the project.
- NDPC and Enbridge (applicants) staff will also be available to answer questions about the proposed projects during the informal open house.
- You may add verbal comments, written comments, or both into the record. A court reporter will be available to take verbal comments, and comment cards will be available for people who wish to provide written comments for the public record.

Comment Period

Written comments will be accepted through Thursday, May 26, 2016 on-

line or by mail.

Online

www.sandpiperline3.us

Email

Pipeline.Comments@state.mn.us

U.S. Mail

Jamie MacAlister, Environmental Review Manager

Minnesota Department of Commerce

85 7th Place East, Suite 500

St. Paul MN 55101

Fax

651-539-0109

Important

Comments will be made available to the public via the PUC's and the Department of Commerce's websites, except in limited circumstances consistent with the Minnesota Government Data Practices Act. Personally identifying information is not edited or deleted from submissions. Please include the PUC Docket Numbers (Sandpiper: PL-6668/CN-13-473 and PPL-13-474, Line 3: PL-9/CN-14-916 and PPL-15-137) in all

communications.

Note: Each project will have its own scope and EIS, however, public meetings will address both projects.

Eminent Domain: If issued a route permit by the PUC, Enbridge and NDPC may use the power of eminent domain to take land for this project. Any new easement or right-of-way agreements reached between Enbridge/NDPC and landowners before a pipeline route permit is issued will not be considered in the PUC's final decision.

How to Learn More

Department of Commerce Project Website (documents are available at these websites):

<u>Sandpiper:</u> http://mn.gov/commerce/energyfacilities/Docket.html?Id=33599 Line 3: http://mn.gov/commerce/energyfacilities/Docket.html?Id=34079

Project Mailing List: Sign up to receive notices about project milestones and opportunities to participate (meetings, comment periods, etc.). Contact <u>docketing.puc@state.mn.us</u>, 651-201-2204, or 1-800-657-3782 with the docket number (*Sandpiper: 13-473 & 13-474*) or (*Line 3: 14-916 & 15-137*), your name, mailing address, and email address.

Full Case Record: See all documents filed in this docket via the PUC's website - mn.gov/puc, select Search eDockets, enter the year (13) and the docket number (473) for the Sandpiper CN or (13) and (474) for the Sandpiper Route Permit, then select Search. Enter the year (14) and the docket number (916) for the Line 3 CN or (15) and (137) for the Line 3 Route Permit, then select Search.

Community Locations: The Draft Scoping Decision Documents and Scoping EAWs will be available at the following locations in communities crossed by the proposed pipelines:

- Township Clerk
- City Clerk
- County Auditor or Administrator
- Public Libraries:
 - o Hennepin County Library Minneapolis Central, 300 Nicollet Mall, Minneapolis
 - o Bemidji Public Library, 509 American Avenue NW, Bemidji
 - o Crookston Public Library, 110 North Ash Street, Crookston
 - o Duluth Public Library, 520 W Superior Street, Duluth
 - o Kitchigami Regional Library, 212 Park Ave., PO Box 14, Pine River
 - o East Central Regional Library, 244 So. Birch Street, Cambridge
 - o Great River Regional Library, 1300 West St. Germain, St. Cloud

Available on CD: You may contact DOC-EERA staff to request copies of these documents on CD (see contact information below).

Minnesota Statutes and Rules: The certificate of need application is reviewed under Minnesota Statute 216B and Minnesota Rules Chapter 7853. The pipeline route permit application is reviewed under Minnesota Statute 216G and Minnesota Rules Chapter 7852. The EIS will be reviewed under Minnesota Rules Chapter 4410.2000.

Minnesota Statutes and Rules are available at www.revisor.mn.gov.

Project Contacts

Public Utilities Commission Public Advisor

Tracy Smetana - consumer.puc@state.mn.us, 651-296-0406 or 1-800-657-3782

Public Utilities Commission Energy Facilities Planner

Scott Ek - scott.ek@state.mn.us or 651-201-2255

Department of Commerce Environmental Review Manager

Jamie MacAlister – Pipeline.Comments@state.mn.us 651-539-1775 or 1-800-657-3794

Enbridge Energy, Limited Partnership Project Contact

www.Enbridge.com/L3andSPP - enbridgeinmn@enbridge.com or 1-855-788-7805

North Dakota Pipeline Company, LLC Project Contact

www.Enbridge.com/L3andSPP - enbridgeinmn@enbridge.com or 1-855-788-7805

This document can be made available in alternative formats (e.g., large print or audio) by calling 651-296-0406 (voice). Persons with hearing or speech disabilities may call us through their preferred Telecommunications Relay Service.

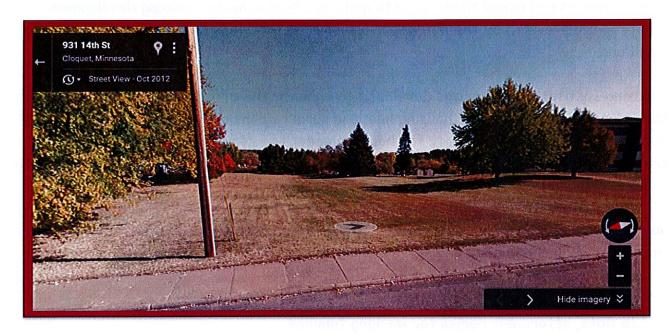
If any reasonable accommodation is needed to enable you to fully participate in these meetings (e.g., sign language, foreign language interpreter, large print materials), please contact the PUC at 651-296-0406 or 1-800-657-3782 at least one week in advance of the meeting.



Cloquet/Carlton Housing & REDEVELOPMENT AUTHORITY

YOU ARE INVITED TO ATTEND A NEIGHBORHOOD INFORMATIONAL MEETING TO LEARN MORE ABOUT THE

PROPOSED MULTI-FAMILY WORKFORCE HOUSING IN YOUR NEIGHBORHOOD



The meeting will be held on Wednesday - May 4th

6:30PM

950 14th Street

Cloquet, MN 55720

Refreshments will be served

Members of the Housing Authority Board of Directors, the developer – Commonwealth and representatives from the City will be present to answer your questions.

FACTS ABOUT THIS PROJECT

The Housing Study commissioned by the cities of Cloquet and Scanlon and released in January 2014 forecasted a potential need for 260 new units of rental housing by 2025. The study projected a need for 120 General Occupancy Units between 2015 and 2025.

- 40 Market Rate
- 80 Affordable
- *The study noted that the existing Renter Occupied Housing Stock is aging and lacks many amenities desired by renters
- *Demand for affordable housing exceeds existing supply current availability is less than $\frac{4\%}{2}$

In January 2015, the Cloquet Housing & Redevelopment Authority formed a small team of community leaders and asked them to participate in a twelve month housing development training program provided by the Minnesota Housing Partnerships and the Greater Minnesota Housing Fund.

The Housing Institute program was developed to enhance the effectiveness, efficiency, and capacity of communities to meet housing needs in rural regions of Minnesota. The program provides communities an opportunity for housing leaders to come together to share their experiences, learn best practices in housing and community development, and develop creative solutions to bring quality affordable housing to their community.

Through in-person training, peer to peer workshops, and technical assistance, the Cloquet team developed the skills, knowledge and relationships to make their housing project a reality.

What does this project look like:

- *35 Safe, affordable homes for working families
 - including 7 units of supportive housing** and two units with a universal design intended for today's active seniors
- *In-unit washer/dryer, elevator, fitness centers and community rooms.
- *Off-street and enclosed parking
- *Exterior appearance will reflect the pitched roof design of existing neighborhood dwellings
- *High end building design and landscaping intended to enhance the neighborhood
- *High quality finishes with attractive design details

** Supportive housing improves housing stability, employment, mental and physical health, and school attendance; and reduces active substance use. People in supportive housing live more stable and productive lives.