



City Administrator's Weekly Update

WEEK ENDING OCTOBER 7, 2016

Upcoming Events:

October 11, 7:00 pm
Planning Commission
City Hall

October 13, 7:00 pm
CAFD Board
Special Work Session
Scanlon City Hall

October 18, 5:30 pm
Council Work Session
City Hall

October 18, 7:00 pm
City Council Meeting
City Hall

October 19, 6:00 pm
CAFD Board Meeting
Scanlon City Hall

October 25, 7:00 pm
Planning Commission
City Hall

October 25, 4:15 pm
Library Board
Library



Administration/Finance

Personnel

I'd like to thank everyone for all of the kind thoughts and generosity with the passing of my father. It was very much appreciated by my entire family.

The City Council tabled action on the Personnel Policy Manual at last week's Council meeting. Again, if you have questions, please be sure to contact James.

The City is working on arranging its second annual flu shot clinic for City employees. More information to come when the actual date and times have been confirmed.

Elections

Only one month until election day! Election judge numbers continue to fluctuate up and down so we still have room for a few more judges. If you have any friends or family that might be interested, please encourage them to apply!

2017 Sales Tax Projects

Staff followed up with Ehler's in regards to the Council's question on authorizing SEH to proceed with design work on the various 2017 capital projects in 2016. A resolution will be presented to the Council at its next meeting which will allow the City to incur costs related to the projects prior to the bonds being issued.

Sales Tax Revenues

With the summer winding down it looks like the monthly sales tax revenues have returned to the levels experienced last summer. The various claims that were affecting the proceeds have finally been reduced to a minimal amount. We will continue to monitor revenues regarding assumptions that were developed as part of the 2017 capital improvement plan process.

City Code Related to Alcohol

Staff is in the process of a major re-vamping of the City's various regulations pertaining to the licensing, sale and consumption of alcohol. The idea behind this re-vamping is to both clean up and try to make the language more understandable as well as address some opportunities in the case the City is approached to license a micro-brewery, brew pub or tap room. Currently, the City's Code would not allow such a business to be licensed in Cloquet.

Verizon Cell Tower

The City has been approached by Verizon to investigate the possible location of a cellular antenna tower on the City's property between Carlton Avenue and Hwy 45. The City had previously approved a lease with AT&T for this site but the company changed its mind. Staff has authorized Verizon to begin site inspections to help determine if the site is suitable for its antenna. Lease and zoning discussions have not yet taken place.

Public Works/Parks

3rd Street Reconstruction

Asphalt was installed this week finally making the street drivable. With winter around the corner, it is welcomed news that we have finally progressed to this point!

Dave Hallback, Mayor

City Council Members:

Jeff Rock, Ward 1
David Bjerkness, Ward 2
Roger Maki, Ward 3
Kerry Kolodge, Ward 4
Steve Langely, Ward 5
Lara Wilkinson, At Large

**Brian Fritsinger,
City Administrator
1307 Cloquet Avenue
Cloquet, MN 55720
(218)879-3347**

Visit Our Website at:
www.ci.cloquet.mn.us

Veteran's/Fauley Park Improvements

The contractor has been working to complete the concrete sidewalks in Veteran's Park. The stonework on the various entrance points was also installed this week.

Slate Street Sidewalk Improvement

All sidewalks have been installed and most of the finishing work completed. There is still some asphalt patching and touch up work to be finished before everything is done.

Washington Avenue Traffic Control Changes

The transition to the new four-way stop continues to be a challenge as people just can't seem to open their eyes to the various signage and flagging that warns them of the new controlled intersection. Reports of many near misses with traffic not stopping were reported almost every day this week.

WLSSD Inflow & Infiltration Ordinance

Staff met with our Sanitary District board representatives and other staff from WLSSD this week to discuss the proposed changes to the ordinance which would require point of sale compliance with the private sanitary sewer lines that service every home. This would require inspections by the City and potentially significant improvements to the home if the inspection found problems. The attached letter addresses some of our concerns. The District indicated that it is reviewing all of the comments received and taking a slower approach to implementation than originally planned.

Highway 33 Ditch Maintenance

Staff met again with residents concerned about the lack of maintenance of the Highway 33 right-of way. We have informed them that the City Council has directed staff to take a more proactive role in its maintenance in 2017 and are working towards that goal. These individuals recently performed some volunteer maintenance and indicated that they would most likely do some more yet this fall.

Community Development

Miscellaneous

Staff has had a number of business development contacts this week and it looks like an area business prospect is working on the acquisition of the former Cloquet Home Center.

Staff received plans for a small addition for Early Childhood Family Education (ECFE) space (6,800 sq.ft) to Churchill Elementary. This approval will be handled administratively due to the small size.

Friends of Animals (FOA) has purchased the former Carlton County Human Services building on Avenue B at 10th Street and has submitted application for a Conditional Use Permit for the use of an animal shelter in the Light Industrial zoning district.

"Our finest moments are most likely to occur when we are feeling deeply uncomfortable, unhappy or unfulfilled. For it is only in such moments, propelled by our discomfort, that we are likely to step out of our ruts and start searching for different ways or truer answers."

- M. Scott Peck, American Psychiatrist

Other Information Attached:

*September Permits

*WLSSD Correspondence

*MN Department of Agriculture Emerald Ash Borer Quarantine Information

*MN Pollution Control Agency Correspondence

Monthly report of September 2016

City of Cloquet

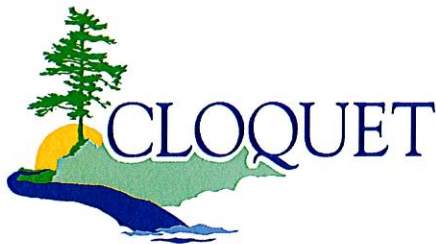
Type	Permits		
	Number Issued	Value	Amount
ADMIN COMMERCIAL/INDUSTRIAL	1	6 000.00	128.25
ADMINISTRATIVE PERMIT	11	55 660.00	579.25
BUILDING NEW RESIDENTIAL	1	369 000.00	4 144.75
BUILDING PERMIT ADDITION OR REMODEL	1	70 000.00	1 328.19
BUILDING PERMIT DECK	3	7 064.00	315.33
BUILDING PERMIT NEW GARAGE	4	109 060.00	1 769.13
GRADING PERMIT	2	0.00	97.00
MECHANICAL PERMIT	10	0.00	480.00
PLUMBING	4	0.00	330.00
REROOF OR RESIDE	11	0.00	1 111.00
SIGN	3	0.00	118.00
ZONING - Accessory Building Site Location	2	0.00	50.00
ZONING - FENCE PERMIT	4	0.00	100.00
Total	57	616 784.00	10 550.90

Printed on October 03, 2016

Monthly report of September 2015

City of Cloquet

Type	Permits		
	Number Issued	Value	Amount
ADDITION/REMODEL COMMERCIAL OR INDUSTRIAL	1	20 000.00	540.06
ADMINISTRATIVE PERMIT	11	31 129.00	792.47
BUILDING NEW RESIDENTIAL	1	35 000.00	549.75
BUILDING PERMIT ADDITION OR REMODEL	1	63 377.00	806.44
BUILDING PERMIT DECK	3	15 050.00	475.28
BUILDING PERMIT NEW GARAGE	3	42 777.00	881.14
Demo - Commercial	1	0.00	101.00
GRADING PERMIT	2	0.00	65.00
PLUMBING	5	0.00	185.00
REROOF OR RESIDE	11	0.00	1 211.00
SIGN	2	0.00	86.00
ZONING - Accessory Building Site Location	2	0.00	50.00
ZONING - FENCE PERMIT	7	0.00	150.00
Total	50	207 333.00	5 893.14



DEPARTMENT OF PUBLIC WORKS

1307 Cloquet Avenue; Cloquet, MN 55720
Phone: (218) 879-6758 Fax: (218) 879-6555
Street – Water – Sewer - Engineering
www.ci.cloquet.mn.us

October 5, 2016

Western Lake Superior Sanitary District
Attention: Brandon Kohlts
2626 Courtland Street
Duluth, MN 55806-1894

RE: Model Ordinance

Dear Mr. Kohlts:

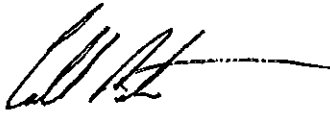
The City of Cloquet has taken an active role in Inflow & Infiltration (I&I) reduction in our system over the past 30 years and is supportive of any assistance that Western Lake Superior Sanitary District (WLSSD) can provide in furthering this effort. Cloquet's Public Works Staff have reviewed the proposed I&I ordinance revision and would offer the following comments in order to make the process more manageable from the City's standpoint.

1. **Time Frame** – In order for the City to implement a service lateral program more time is needed to develop the program, budget for the associated costs and prepare for implementation. We recommend extension of the deadline to have a plan developed and submitted to the WLSSD. The deadline for submitting a plan to WLSSD should be December 1, 2017. Additionally the deadline for enforcement of this policy should be extended to begin May 1, 2018
2. **Verification Testing** – Cloquet proposes adding “televising” to the methods of acceptable testing. There are a number of benefits associated with televising other than determining whether or not the service lateral is “water tight” such as assessment of pipe condition, determination of location and alignment and identifying if there are any other connections to the lateral. Televising work may be done by a contractor hired by the owner and should be documented and submitted to be reviewed and approved by the city or their designee.

3. **Correction Notice** – Cloquet understands that timely response to corrections is important however, the time of year failing laterals are identified plays a big part in the feasibility to make corrections. Therefore, we support increasing the amount of time property owners have to make corrections to 180 days. This should provide enough time to deal with problems identified in the winter months.
4. **Point of Sale** –Cloquet supports the point of sale as the trigger on when inspections and potentially corrections need to be made to a service lateral. We understand that it is difficult for WLSSD to provide language that will work for all communities both big and small. Each City should have some input in identifying specifically how many inspections are feasible to accomplish each year. Cloquet would support WLSSD identifying a minimum percentage of point of sale transactions per year but allow communities to go above and beyond that threshold if they choose.
5. **Contractors** – Regional implementation of a program of this size is sure to generate a tremendous amount of work for both inspection and repair contractors. Cloquet would recommend eliminating the requirement that a licensed plumber perform inspections. WLSSD should also provide an estimate of the number of repairs required per year as we fear local excavators and lining contractors may not be able to keep up with initial demand. Such a condition may inflate prices for our customers and possibly attract unqualified contractors into the area.

We appreciate the opportunity to provide input to WLSSD on this important Ordinance revision. We would like to thank WLSSD's staff for careful consideration of Cloquet's comments and we look forward to an ordinance revision that advances WLSSD and the City of Cloquet towards achieving their I&I reduction goals.

Sincerely,



Caleb Peterson
Public Works Director

Cc; Mayor
City Council
City Administrator

September 29, 2016

COMMENT PERIOD FOR EMERALD ASH BORER EMERGENCY QUARANTINE ON ST. LOUIS COUNTY

Emerald ash borer (EAB) has been discovered in Duluth, St. Louis County, Minnesota, and the Minnesota Department of Agriculture (MDA) implemented an emergency quarantine in response. As part of the process to formalize the quarantine regulations, a comment period is open now through November 30, 2016. The MDA will consider these comments. We anticipate the proposed regulations will go into effect on December 15, 2016.

A **public meeting** regarding EAB and the quarantine will be held:

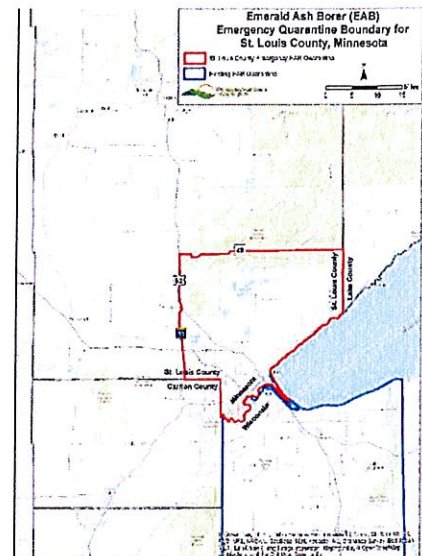
Wednesday, October 12, 2016
6:00 – 8:00 pm
Rice Lake City Hall
4107 W. Beyer Road
Duluth, MN 55803

Additional background information about EAB will also be presented and available at the meeting.

The current EAB formal quarantine is available to view here:
<http://www.mda.state.mn.us/eab>.

The EAB emergency quarantine for the southeastern portion of St. Louis County includes:

- West boundary:* St. Louis/Carlton County border traveling north on Minnesota Highway 33 to the intersection of U.S. Highway 53; then following U.S. Highway 53 north to the intersection of Three Lakes Road (County Highway 49)
- North boundary:* Three Lakes Road (County Highway 49) at the intersection of U.S. Highway 53 traveling east to the intersection of Vermilion Trail; then the northern edge of Gnesen, North Star, and Alden Townships to the St. Louis/Lake County border
- East boundary:* St. Louis/Lake County border
- South boundary:* St. Louis County border and St. Louis/Carlton County border to Minnesota Highway 33



Important facts about the emergency quarantine:

- The same articles regulated in the current state formal quarantine are regulated for SE St. Louis County. Regulated articles are ash (*Fraxinus* spp.) in any form (logs, green lumber, chips or mulch, branches, etc.) and firewood of any non-coniferous (hardwood) species.
- Movement of regulated articles is allowed within and between quarantined counties.
- Regulated articles may not move out of a quarantined area without a certificate or permit issued by the Minnesota Department of Agriculture.

Since 2002, EAB has killed tens of millions of ash trees throughout North America. With the largest concentration of ash trees in the country, Minnesota has much to protect. EAB is the most serious forest pest that Minnesota has encountered, and the scope of this problem could reach billions of dollars nationwide if not dealt with immediately.

Comments should be directed to: Kimberly Thielen Cremers
Minnesota Department of Agriculture
625 Robert Street North
St Paul, MN 55155
Phone: 651-201-6329
Fax: 651-201-6108
Email: kimberly.tcremers@state.mn.us

625 Robert St. N., St. Paul, MN 55155-2538 ☐ 651-201-6000 or 1-800-967-2474 ☐ www.mda.state.mn.us

In accordance with the Americans with Disabilities Act, this information is available in alternative forms of communication upon request by calling 651/201-6000. TTY users can call the Minnesota Relay Service at 711 or 1-800-627-3529. The MDA is an equal opportunity employer and provider.



Minnesota Pollution Control Agency

520 Lafayette Road North | St. Paul, Minnesota 55155-4194 | 651-296-6300

800-657-3864 | Use your preferred relay service | info.pca@state.mn.us | Equal Opportunity Employer

September 30, 2016

The Honorable Dave Hallback
Mayor, City of Cloquet
1307 Cloquet Avenue
Cloquet, MN 55720

RE: September 8, 2016 Notice of Violation-Completion of Corrective Action

Dear Mayor Hallback:

This letter acknowledges that the City of Cloquet has completed the corrective action described in the Minnesota Pollution Control Agency's (MPCA) September 8, 2016 Notice of Violation (NOV).

On September 15, 2016, the Regulated Party submitted a response to the NOV. Based upon this information, the MPCA staff has determined that the corrective action contained in the NOV has been completed.

Please note, that the NOV and the Regulated Party's response will remain on record at the MPCA.

If you have any questions, please contact Claudia Hochstein at 651-757-2881 or claudia.hochstein@state.mn.us.

Thank you for your attention to this matter and your cooperation in fulfillment of the requirements.

Sincerely,

Duane Duncanson

This document has been electronically signed.

Duane Duncanson
Supervisor, Municipal Stormwater Unit
Stormwater Section
Municipal Division

DD/CH:map

cc: Caleb Peterson, City of Cloquet
Jean Coleman, Attorney, MPCA
Duane Duncanson, MPCA
Brian Green, MPCA
Deb Klooz, MPCA
Activity ID NON20160002 @ 121880