



# City Administrator's Weekly Update

Week Ending February 13, 2015

## MEETING SCHEDULE

- February 16**  
Presidents Day  
City Offices Closed
- February 17, 4:30 pm**  
Council Work Session  
City Hall
- February 17, 7:00 pm**  
City Council  
City Hall
- February 18, 6:00 pm**  
CAFD  
Station 2-Perch Lake
- February 24, 4:15 pm**  
Library Board  
Cloquet Library
- March 2, 4:30 pm**  
Parks Commission  
City Hall
- March 3, 5:30 pm**  
Council Work Session  
City Hall
- March 3, 7:00 pm**  
City Council  
City Hall
- March 4, 8:00 am**  
EDA  
City Hall
- March 10, 7:00 pm**  
Planning Commission  
City Hall
- March 11, 4:30 pm**  
Cable Commission  
CAT-7 Studio

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## ADMINISTRATION

### PERSONNEL

Labor contract negotiations began with the Teamsters this week. Future meetings are planned for March.

### CABLE FRANCHISE

The Cable Commission continued work on the development of the proposed franchise renewal with Mediacom. Attorney Yetka is updating and re-working the agreement and the Commission hopes to get the first draft of the agreement to the company by the end of the month.

### TOBACCO COMPLIANCE

Sunnyside Liquor is faced with a 90 day suspension of its tobacco license as a result of a sale to a minor during a recent compliance check. They have requested an administrative hearing which will be heard next week. Staff is also working on some amendments to this Section of City Code to clarify, but not change the intent, of the penalty and suspension components.

## PUBLIC WORKS / PARKS

### GENERAL

The utility crew had several more water main breaks this weeks. Finally some snow to plow!!

### BLASD

The BLASD project remains in the hands of the attorneys. Staff continues to communicate with the attorneys on the various agreements and joint powers documentation. I anticipate that we will see some draft materials before the end of the month which will allow the City to better evaluate our position on the project.

### WATERFRONT COMMITTEE

Staff continues to seek potential membership on the Waterfront Committee. Several more applications have come in today and will be mailed out to the Council for consideration as part of next week's meeting agenda.

## COMMUNITY DEVELOPMENT

### MISCELLANEOUS

The ED partnership met this week. Lots of discussion about the passage of the school bond referendum and the process moving forward.

### CLEAN UP DAY—2015

Work continued this week on preparation for the event. Discussions with potential vendors and Shamrock took place.

### SCANLON MERGER/CONSOLIDATION

I communicated with our legislators in regards to potential funding opportunities to assist with the planning process. Unfortunately, they have both confirmed that the State no longer offers any programs that could be of assistance. Staff also spoke with our financial advisors, Ehlers, regarding the need to closely study the financial impacts of a merger. Ehlers will be providing the City with an estimate to provide this service.

### FRIENDS OF ANIMALS

Staff has completed negotiations on the new contract for service with FOA and expects to present this to the Council on March 3. In addition to the normal contract for service, FOA will be requesting an additional financial contribution from the City to assist with shelter operations. The Council will need to contemplate whether or not it supports such a contribution.

Community Development staff has also been working with FOA and Carlton County on possible site relocation options for the shelter. The County hopes that through the sale of the existing facility and relocation that FOA may find themselves in a better financial condition.

# HAPPY VALENTINE'S DAY!

"The art of being wise is the art of knowing what to overlook."

-- William James,  
American philosopher and psychologist

## OTHER INFORMATION ATTACHED

Attached the Council will find the following:

- Letter regarding Sunset Drive Utility Extensions



**DEPARTMENT OF PUBLIC WORKS**

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February 9, 2015

**RE: Sunset Drive Utility Extensions**

Dear Sunset Drive Residents:

During the fall of 2014 Public Works was contacted by an area contractor interested in constructing two new single family homes between Sunset Drive and Prevost Road. Unfortunately, the nearest City owned sewer and water mains were located in North Road and are not readily available for connection. While long private service lines are not unprecedented, they are costly and problematic for both residents and the city over time. With multiple properties in the area which may benefit from the extension of City owned utilities, my department is responsible to investigate the feasibility of such a project and bring it to the City Council for consideration.

The purpose of my letter is to advise you that the City is currently drafting plans to extend sewer and water mains from North Road up Sunset Drive approximately 500 feet. As with any extension of city utilities, a portion of the cost would be assessed or billed back to benefited properties in accordance with City Ordinance 140A. Before a project can proceed, the City Council is required to hold a public hearing. You will receive additional correspondence from the City prior to any hearing but in the meantime, I would be interested in discussing the project with you in greater detail.

Any information you have regarding past problems with your existing septic system or well, plans for the possible development or sale of your property, and whether you may be interested in connecting to City sewer and water any time soon will be important so we can accommodate your immediate needs. I would be more than happy to meet with you at your convenience to provide additional information about the proposed project. If you are interested in meeting or have any questions, feel free to contact Jim Prusak or myself at 879-6758.

Sincerely,

Caleb Peterson  
Assistant City Engineer

Cc Mayor and City Council  
Brian Fritsinger