



# City Administrator's Weekly Update

Week Ending April 17, 2015

## MEETING SCHEDULE

**April 21, 5:30 pm**  
Council Work Session  
City Hall

**April 21, 7:00 pm**  
City Council Meeting  
City Hall

**April 28, 4:15 pm**  
Library Board  
Cloquet Library

**May 4, 4:30 pm**  
Parks Commission  
City Hall

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

**May 5, 7:00 pm**  
City Council Meeting  
City Hall

**May 6, 8:00 am**  
EDA  
City Hall

**May 12, 7:00 pm**  
Planning Commission  
City Hall

**May 19, 5:30 pm**  
Council Work Session  
City Hall

**May 19, 7:00 pm**  
City Council Meeting  
City Hall

**May 20, 4:30 pm**  
Cable Commission  
CAT-7 Studios

**May 20, 6:00 pm**  
CAFD  
Station 1

## ADMINISTRATION

### PERSONNEL

Interviews with the potential Administrative Assistant candidates for the position at City Hall were completed this week. The postings for the Lead Pumpouse Operator and Police Commander positions took place this week.

Labor negotiations were held with the Teamsters unit.

### CITY COUNCIL RETREAT

Just a reminder that the Retreat is scheduled for April 24-25. Attached is a copy of the Retreat agenda in terms of the schedule of events. For the participants, if you have not yet finished your SWOT questionnaire, please do not forget to do so no later than April 22.

### MEDIACOM FRANCHISE

The Cable Commission met this week to review the status of the Cable Franchise negotiations. The Commission supports a 90 day extension of which has been recommended to the Council to allow for more time to negotiate. With the extension, the target completion is still August.

## EVENTS COORDINATOR / 4TH OF JULY

Staff met with the Chamber to continue to work out the refinements of this cooperative effort. The Committee continues to look for volunteers to help with both the planning for and conducting of the event. So please pass on the message that volunteers are still critical to the success of the event. If you know of anyone that is interested, contact Alyson Leno at [aleno@ci.cloquet.mn.us](mailto:aleno@ci.cloquet.mn.us).

## PUBLIC WORKS / PARKS

### HIGHWAY 33/I-35 INTERCHANGE

Staff met with MnDOT officials from the State and region to discuss the safety issues related to this intersection. The State is evaluating both short and long term options to address the design which continues to result in serious motor vehicle accidents.

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"Be brave enough to start a conversation that matters."

-- Margaret Wheatley,  
American writer



"Morning Bliss on Knowlton Creek"

Photo by Ross Biebl

## OTHER INFORMATION ATTACHED

Attached the Council will find the following:

- Retreat Agenda (April 24 & 25)
- April 15 Cable Commission Minutes
- Notice of Hearing on Proposed Improvement - West Taylor Avenue
- April 7 Letter from David Hall

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[bfritsinger@ci.cloquet.mn.us](mailto:bfritsinger@ci.cloquet.mn.us)

**City of Cloquet  
Council-Staff Leadership Retreat  
Community Memorial Hospital - Cloquet  
Birch Room  
April 24-25, 2015**

**Agenda**

**Friday, April 24**

- |  |            |
|--|------------|
| 1. Call to Order   | 3:00PM     |
| 2. Overview of Retreat - Craig Rapp                                      | 3:00-3:10  |
| 3. Effective Governance- Roles and Responsibilities for High Performance | 3:10-5:30  |
| 4. Dinner break  | 5:30-6:15  |
| 5. Strategic Planning – Operating Review-SWOT, Mission/Vision/Values     | 6:15- 8:45 |
| 6. Wrap-Up, Preview Saturday   | 8:45       |
| 7. Adjourn   | 9:00       |

**Saturday, April 25**

- |  |          |
|--|----------|
| 1. Light breakfast   | 8:00/TBD |
| 2. Call to Order - Mayor   | 8:30     |
| 3. Brief Review- Friday  |          |
| 4. Where We're Going- Identifying Challenges, Setting Priorities |          |
| 5. Break   | 10:30    |
| 6. What We Want- Identify Key Outcomes/Indicators                |          |
| 7. Lunch   | 12:15    |
| 8. Finalize Key Outcome Indicators, establish Targets            | 1:00     |
| 9. Summing Up- Review and Reflect on Retreat                     | 2:15     |
| 10. Adjourn  | 2:30     |

**Cable Commission Meeting Minutes**  
**April 15, 2015**

Present: Kathy Hanson, Adam Kemptar, Nathaniel Wilkinson, Pete Radosevich,  
Brian Fritsinger, and Eric Lipponen.

**FRANCHISE AGREEMENT**

Mr. Fritsinger updated the Commission regarding the first sit down meeting between the City and Mediacom to negotiate a new Franchise Agreement. He noted that the first meeting was very cordial with little, if any, concerns identified by Mediacom. The Commission had several more technical questions regarding the language in the Agreement. Mr. Fritsinger suggested that Commissioner Wilkinson consider reviewing the Agreement and joining them for the next meeting to help with questions on the future technical aspects of the system and changes in related cable services.

Mr. Fritsinger indicated that the City has been asked to prioritize the cable drop list as Mediacom would like to review for cost and service reasons. There was concern about providing drops to public locations that will never be used. If they could be prioritized, it would help.

**LOGO DESIGN**

The Commission discussed the three concepts developed by Commissioner Kemptar utilizing the concept developed by the design winner. The Commission identified the third concept as its preferred logo. Mr. Kemptar indicated that this logo could be used black & white/color/grey scale. He will polish this option up a bit and do one in black & white for the next meeting. The Commission would like to get this finalized this spring before school is out and get some press coverage if at all possible. Commissioner Radosevich will write a press release on the logo once we have a final version.

**PROGRAMMING**

Mr. Lipponen noted that he has signed up for the Lynda.com web service and has found it helpful. He has started a new program called "Pet Projects" working with Friends of Animals. The Wilderness show will be wrapped up soon as their season draws to a close. He also shot the town hall meeting with Representative Mike Sundin.

**STUDIO EQUIPMENT**

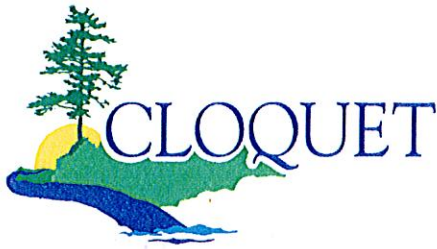
Commissioner Radosevich inquired about a monitor for use as an in studio monitor for Harry's Gang. Mr. Lipponen indicated that he has a couple that should work and will work with the Commissioner to get it in place. Mr. Lipponen also has purchased the lapel mikes for use in the studio and will look at using the more permanent mikes at the County Board and School Board meetings.

**FUTURE MEETINGS**

The next meeting will be on the 3rd Wednesday of May (May 20).

Hearing no other items of discussion, the meeting was adjourned at 5:30 p.m.

Adjourn.



## 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](http://www.ci.cloquet.mn.us)

April 16, 2015

Dear West Taylor, South Oak and South Laurel Street Residents:

Back in 2013, the City Administrator's Office received a petition signed by 10 individuals requesting the paving of West Taylor Avenue, from South Oak Street, west approximately 1,300 feet. This existing roadway was original dedicated and graded as part of the Carson Michael Subdivision Plat in 2005. In conjunction with this project, it was recommended the dead end section of South Laurel Street be extended south to connect with West Taylor in accordance with the City of Cloquet's Comprehensive Land Use Plan.

Prior to taking this proposed improvement to a public hearing, my department recommended an informal public information meeting with the area residents be held to discuss the proposed improvements further. On August 7, 2014, this meeting was held at City Hall and approximately 15 people attended. Although the general consensus of the group supported the paving of West Taylor, nobody spoke in support of connecting any of the dead end roads in the area and several people spoke in opposition.

In any event, it is anticipated that West Taylor would be paved from South Oak Street to a point approximately 1,300 feet west. It is not proposed at this time to connect this section of roadway to the other section of West Taylor that extends east from Pinewood Drive. As for the remainder of the project, the following three proposed options are being considered:

1. Extend the dead-end of South Laurel Street to connect with West Taylor Avenue. At the same time, the existing dead-end watermain on this street would be extended south to connect with the watermain on West Taylor. The extension of South Laurel would require the City to acquire additional road right-of-way from at least one property owner to allow these two streets to be connected;
2. Extend the existing dead-end watermain on South Laurel to connect with the watermain on West Taylor **and not** extend the road at the same time. This would require the acquisition of a utility easement;
3. Only pave West Taylor Avenue, west of South Oak Street and not connect any of the dead-end roads or utilities at this time.

Proposed West Taylor Avenue Improvement  
April 16, 2015  
Page 2 of 2

The City's current Capital Improvement Plan (CIP) and budget includes money for this project to be completed during 2015. For that reason the City Council has scheduled a formal Public Hearing on this proposed improvement for **Tuesday, May 5, 2015 at 7:00 PM**. Enclosed with this letter is a copy of the hearing notice. During this meeting, the Council will take formal public input to assist them in their decision as to how the City should proceed. If you have any questions regarding this project, feel free to give our office a call at 879-6758. We would be more than happy to meet with you at your convenience to provide any additional information prior to the public hearing.

Sincerely,



James R. Prusak  
Director of Public Works

Cc Mayor and City Council  
Brian Fritsinger  
Al Cottingham

**NOTICE OF HEARING ON PROPOSED IMPROVEMENT**

City of Cloquet, Minnesota

TO WHOM IT MAY CONCERN:

Notice is hereby given that the City Council of Cloquet, Minnesota will meet in the council chambers of the Cloquet City Hall at **7:00 PM, May 5, 2015** to consider the improvement of:

**West Taylor Avenue from South Oak Street to a point approximately 1,300 feet west as well as the connection of South Laurel Street to West Taylor Avenue.**

This proposed project will involve the bituminous paving of these streets and the extension of watermains pursuant to Minnesota Statutes, Sections 429.011 to 429.111. The area proposed to be assessed for this improvement is the property abutting these streets. The estimated cost of the improvement is \$130,000 and a portion of this cost would be assessed or billed back to benefiting properties. Such persons which desire to be heard in reference to the proposed improvement will be heard at this meeting.

Brian Fritsinger  
City Administrator

April 8, 2015

City of Cloquet - Water Department  
1307 Cloquet Avenue  
Cloquet, MN 55720

To Whom It May Concern:

Enclosed is payment for the April, 2015 Storm Water Statement for the following property:

258 Freeman Road

This property was previously owned by Melvin and Violet Hall (both deceased), but now is owned by David and Bruce Hall. Any future billings should be mailed to David Hall, 2811, Blue Heron Loop, Lincoln, CA 95648.

I would also note that this assessment, even though totally legal I'm sure, was ill conceived by Cloquet elected officials and city staff. There is no benefit from this assessment to residents who live outside what once was the city limit of Cloquet prior to the annexation of Knife Falls Township. My dad did more to improve and control drainage on their property and surrounding properties through the construction of ditches and wildlife ponds than Carlton County or now the City of Cloquet ever did. I'm sure this is a complaint that has been heard from many rural residents, but I wanted to add my voice to theirs.

Regards,



David Hall