



# City Administrator's Weekly Update

Week Ending October 9, 2015



## Upcoming Events

**October 12, 4:30 pm**  
Park Commission  
City Hall

**October 13, 7:00 pm**  
Planning Commission  
City Hall

**October 20, 5:30 pm**  
Council Work Session  
City Hall

**October 20, 7:00 pm**  
City Council Meeting  
City Hall

**October 21, 6:00 pm**  
CAFD  
District Office

**October 27, 4:15 pm**  
Library Board  
Library

**October 27, 7:00 pm**  
Planning Commission  
City Hall

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

## **ADMINISTRATION**

### **PERSONNEL**

Free flu shots were offered to City employees for the first time this week. There were quite a few employees who took advantage of this opportunity.

### **LEGAL**

Staff attended a mediation session this week regarding a lawsuit stemming from a vehicle accident that took place last year with one of our City employees. Unfortunately, the issue was not resolved and it appears that we will be headed to court in January.

The City received notice of a Workers Compensation claim which has been filed against the City by a former employee. Staff will begin work with our legal representatives and insurance carrier on this case next week.

### **LMC REGIONAL MEETING**

Staff attended the LMC regional meeting held in Mountain Iron on Thursday. The meeting focused on Legislative agendas, transportation funding, community engagement and City Hall security.

### **BOARD VACANCIES**

The City still has vacancies on its Citizen's Advisory Board and Shaw Memorial Library Foundation. I encourage the City Council and staff to make contact with your friends and neighbors asking them to help by serving the citizens of our community.

### **HOME FOR THE HOLIDAYS**

The Home for the Holidays Celebration planning is underway with planning by Alyson Leno. The celebration is scheduled for Saturday, December 6th, and will offer various activities throughout the day. While currently not an extremely large event, the hope is that it will grow over the years into something much more significant. The City will be assisting with a number of the events and overall planning of the Celebration.

### **OTHER INFORMATION ATTACHED:**

- \* Cloquet Public Library 120 Year Celebration Events
- \* MWCG Panel Discussion Invitation
- \* September 30th Mediacom Letter
- \* September Permit Report



*"Any change, even a change for the better, is always accompanied by drawbacks and discomforts."*

*- Arnold Bennett, Writer*



**CLOQUET PUBLIC LIBRARY  
EVENTS  
CELEBRATING 120 YEARS OF  
LIBRARY SERVICE IN CLOQUET**

MONDAY, OCTOBER 12, 6 P.M.

CLOQUET CITY BAND (bring a chair for outdoor concert)

RECEPTION INDOORS FOLLOWING THE CONCERT

WEDNESDAY, OCTOBER 14, 11 A.M.

MINNESOTA OPERA'S ALISA MAGALLON PRESENTS "SINGING STORIES" FOR CHILDREN (sponsored by Arrowhead Library System, funded in part or in whole with money from Minnesota's Arts and Cultural Heritage Fund.)

SATURDAY, OCTOBER 17, 10:30 A.M.

ODD FACTS ABOUT THE FIRES OF 1918 PRESENTED BY MARLENE WISURI

MONDAY, OCTOBER 19, 6:30 P.M.

MUSIC OF THE IMMIGRANT PRESENTED BY ARNA RENNAN (sponsored by Arrowhead Library System, funded in part or in whole with money from Minnesota's Arts and Cultural Heritage Fund.)

**320 14th Street  
Cloquet, Minnesota**



**Minnesota Women in City Government  
Board of Directors**

**Cordially invite you to  
“MWCG Presents”  
A Panel Discussion on Women in Government**

**Friday, October 23, 2015  
11:00 a.m. – 1:00 p.m.  
at League of Minnesota Cities (St. Croix Room)  
145 University Avenue West  
Saint Paul, Minnesota  
Lunch will be served - \$10 reservation fee**

Minnesota Women in City Government (MWCG) is an organization whose primary goal is to help promote women in local government roles. As a group, we have taken an interest in the history of women in government and the future. Earlier this year, our organization held a presentation by Kathleen O’Brien. Kathleen has been conducting research about the history of women in Minnesota government.

Please join us for an exciting opportunity this fall to discuss women’s roles in government. The Minnesota Women in City Government Board of Directors will be hosting a panel discussion with female elected and appointed officials who will share with us how they became interested and involved in government, what they have experienced, and any lessons learned. As a group, we will brainstorm ideas on how to promote more women to become involved in government roles. Panelists for this event include Oak Park Heights Mayor Mary McComber, Shoreview Mayor Sandy Martin, Melissa Manderschied of Kennedy and Graven, and St. Paul Director of Public Works Kathy Lantry.

There will be time for networking following the panel discussion. To RSVP, please complete the form below and submit to MWCG Treasurer, c/o Emily White, 870 -17<sup>th</sup> Street, Newport, MN 55055 by October 16, 2015. If you have any questions, please e-mail the MWCG Board at [mnwomeningovt@gmail.com](mailto:mnwomeningovt@gmail.com).

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**RSVP**

Name: \_\_\_\_\_ Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone No.: \_\_\_\_\_ E-mail: \_\_\_\_\_

Submit to MWCG Treasurer Emily White, 870 17<sup>th</sup> Street, Newport, MN 55055 with \$10 registration fee which includes lunch. RSVP due October 16, 2015.

Theresa Sunde  
Government Relations Manager



September 30, 2015

Dear Community Official:

Mediacom is in the process of transforming its TV channel line-up to all-digital, which will bring faster Internet, more channels, more HD, better picture and sound quality for an all-around better viewing experience. This transition will move channels 23 through 73 to a permanent digital home.

A sample of the customer letter is enclosed. It gives more details on how to acquire the digital adapters (DTA's) required to view the channels above 23. Mediacom has set up several options including open houses in 3 local communities.

Mediacom is proud to serve your area and we look forward to bringing our customers the best services we can provide. Should you have any questions please feel free to contact me at [tsunde@mediacomcc.com](mailto:tsunde@mediacomcc.com).

Sincerely,

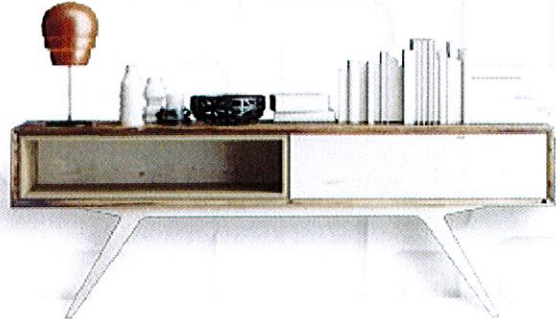
A handwritten signature in blue ink that reads "Theresa Sunde". The signature is fluid and cursive, with the first letters of "Theresa" and "Sunde" being capitalized and prominent.

Theresa Sunde

Cloquet Headend



**Customer Service Division**  
 1504 2nd St. SE  
 PO Box 110  
 Waseca, MN 56093



**IMPORTANT NOTICE FOR:**

<Walk Sequence>  
 <Customer Name>  
 <Address 1> <Address 2>  
 <City, State Zip>  
 <BARCODE>

<ACCOUNT #>

Dear <First Name> < Last Name>,

At Mediacom, we're constantly striving to do more for our customers. That's why we're in the process of converting our Family TV channel lineup from analog to all digital signals.

The change to all digital will bring more channels, more HD, better picture and sound quality, and greater reliability. While this transition will bring a lot of exciting changes, **you must take action to ensure all your TVs are equipped to receive the digital signals when the analog signals for channels 23-73 go away.**

Any TV not connected to a Mediacom Digital Converter will need a Digital Adapter to receive the new digital lineup. Once installed, all of your channels will be available and will automatically update any future lineup additions or changes.

**The move to all digital has begun and will be completed in December. Please contact us as soon as possible for the Digital Adapters you will need so that you can continue to receive your favorite channels on all of your TVs.**

Mediacom will provide all Family TV subscribers with up to three Digital Adapters at no cost through October 31, 2016. Beginning November 1, 2016, a monthly fee of \$0.99 per standard adapter or \$1.99 per HD adapter will be added to your bill. Adapters must be ordered by December 31, 2015, to qualify.

To receive your Digital Adapters, please call **866-936-2225**, go to **mediacomcable.com/order** or visit your local Mediacom office. You may also visit one of the open houses in your area; see the sidebar for details. Please reference your customer account number (listed above) when you order. This will help us provide relevant information based on your service plan and process your request faster.

We value you as a customer and look forward to providing you this exciting new update.

Sincerely,

*Bill Jensen*

Bill Jensen  
 Group Vice President, Regional Operations

**LOCAL OFFICE HOURS**

**CLOQUET OFFICE**

707 HWY 33 S, SUITE 9  
 M-F 8 AM - 5 PM  
 CLOSED DAILY 11 AM - 12 PM  
 CLOSED WEDNESDAY 9 AM - 10 AM

**OPEN HOUSE**

Learn more about the change to all digital at a Mediacom open house. Adapters will be available for pickup and employees will be on hand to answer your questions.

Please bring this letter with you when you visit an open house.

**Tuesday, October 27**

**1:00 PM - 5:00 PM**  
 Beaver Bay Community Center  
 711 MacDonald Ave, Beaver Bay, MN

**Wednesday, October 28**

**1:00 PM - 5:00 PM**  
 Proctor Community Center  
 100 Pionk Dr, Proctor, MN

**Thursday, October 29**

**2:00 PM - 6:00 PM**  
 Days Inn Conference Center  
 400 Park Place Dr, Moose Lake, MN

<BARCODE>

## Monthly report of September 2014

City of Cloquet

Type	Permits		
	Number Issued	Value	Amount
ADDITION/REMODEL COMMERCIAL OR INDUSTRIAL	1	1 000 000.00	9 754.44
ADMIN COMMERCIAL/INDUSTRIAL	4	409 950.00	3 962.42
ADMINISTRATIVE PERMIT	36	173 310.00	3 654.85
BUILDING PERMIT DECK	3	11 600.00	348.85
BUILDING PERMIT NEW COMMERCIAL	1	580 000.00	6 252.69
BUILDING PERMIT NEW GARAGE	3	56 950.00	1 030.23
MECHANICAL PERMIT	2	0.00	325.00
PLUMBING	3	0.00	685.00
SIGN	3	0.00	79.00
ZONING - FENCE PERMIT	1	0.00	25.00
<b>Total</b>	<b>57</b>	<b>2 231 810.00</b>	<b>26 117.48</b>

## Monthly report of September 2015

City of Cloquet

Type	Permits		
	Number Issued	Value	Amount
ADMINISTRATIVE PERMIT	11	31 129.00	792.47
BUILDING NEW RESIDENTIAL	1	35 000.00	549.75
BUILDING PERMIT ADDITION OR REMODEL	2	83 377.00	1 346.50
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
<b>Total</b>	<b>50</b>	<b>207 333.00</b>	<b>5 893.14</b>