

Cloquet City Council Work Session

Tuesday, March 19, 2019

Present: D. Koski, S. Lamb, K. Kolodge, S. Langley, L. Wilkinson, Mayor Maki

Absent: W. Carlson

Staff: Reeves, Barclay, Cottingham, Peterson

Tour of Public Works Garage

Council members began the Work Session at the Public Works Garage to help lay the groundwork as we move forward with an RFP for the new Public Works Garage project.

City Clerk Position Discussion

City Administrator Reeves explained the role of the Deputy City Clerk has grown over the years to a City Clerk and moving away from administrative assistant duties. Mr. Reeves has updated the job description and has compared it other city's and is recommending the transition of Kris St. Arnold from the Deputy City Clerk/Administrative Assistant role to City Clerk. Ms. St. Arnold currently performs the universal duties of a City Clerk. This transition results in a pay grade increase from 10 to 12 with a salary increase of less \$3,000. With no objection, the approval will be on the April 2nd agenda.

West End Zoning District

Zoning Administrator Al Cottingham addressed the Council regarding a conditional use permit that was approved allowing the first floor of a commercial building to be converted from retail use to apartment use in the West End Business District. Since that approval, there has been discussion on the interpretation of the conditional use permit and if it is consistent with the intent of the Historic Commercial Zoning District. Mr. Cottingham is asking for discussion and feedback from council on the clarification of the current ordinance to avoid future confusion.

Mr. Cottingham presented Council with 4 options to be pursued with the Planning Commission. Discussion followed regarding available grants for businesses to develop in that district and how they could be affected. Ideally, storefronts are what we would like to see vs apartments. Concern with preserving the historic appearance was discussed. Mr. Cottingham assured council members that there would be regulations the building owners need to follow in keeping the historic façade. Council agreed to follow the input and recommendations made by the Planning Commission and EDA.

Zoning Discussion for Chickens

Zoning Administrator Al Cottingham would like feedback from council on amending the ordinance which allows for chickens. The Planning Commission is proposing allowing a maximum of 5 laying hens on a lot that is at least ½ acre in size either in the R1-Single Family Residents District or the SR-Suburban Residential District. Council members questioned how many households this would affect, if letters have been sent out and responses received. Councilors agreed they are interested in allowing chickens on the larger lot sizes. Mr. Cottingham will bring back information on how many lots this would be allowed on for further discussion with the Council.

2020 Census

Mr. Cottingham stated the 2020 census is kicking off on April 1st. Forms will be available online for citizens to fill out vs paper forms that were used in past census years. There will be a computer available at the library and possibly City Hall for citizens who don't have computer access at home. Mr. Cottingham noted that for every person that does not fill out the census, it results in a loss of \$1,500 per person, per year, of federal money to our community.

There being no further business, the meeting adjourned at 6:58 p.m.

Respectfully Submitted,

Aaron Reeves
City Administrator