



CITY OF CLOQUET
City Council Agenda
Tuesday, February 4, 2020
7:00 p.m.
City Hall Council Chambers

6:30 WORK SESSION

- Carlton County SWCD Presentation – Lawns to Legumes
- EDA Website Overview

1. **Roll Call**

2. **Pledge of Allegiance**

3. **Approval of Agenda**

- a. Approval of February 4, 2020 Council Agenda

4. **Approval of Council Minutes**

- a. Work Session minutes from the January 21, 2020 meeting
b. Regular Council minutes from the January 21, 2020 meeting

5. **Public Comments**

Please give your name, address, and your concern or comments. Visitors may share their concerns with the City Council on any issue of public business. Each person will have 3 minutes to speak. The Mayor reserves the right to limit an individual or successive individual's presentation if they become redundant, repetitive, irrelevant or overly argumentative. All comments will be taken under advisement by the City Council. No action will be taken at this time.

6. **Consent Agenda**

Items in the Consent Agenda are considered routine and will be approved with one motion without discussion/debate. The Mayor will ask if any Council members wish to remove an item. If no items are to be removed, the Mayor will then ask for a motion to approve the Consent Agenda.

- a. Resolution No. 20-05, Authorizing the Payment of Bills and Payroll
b. Station II Ball Valve and Actuator Purchase
c. Approval of New Massage Therapist License – L. Burr
d. Approval of New Taxicab License – Blue and White of Cloquet



**CITY OF CLOQUET
City Council Agenda
Tuesday, February 4, 2019
7:00 p.m.
City Hall Council Chambers**

7. Public Hearings

None.

8. Presentations

- a. MN Power Check Presentation

9. Council Business

- a. Ward 3 Special Election and Special Canvass Meeting
- b. Ordinance 487A, Amending Chapter 6, Section 6.5 of the City Code as it Relates to Regulation and the Sale, Possession and Use of Tobacco Products and Tobacco Related Devices
- c. Resolution No. 20-07, Accepting the Feasibility Study and Setting a Public Hearing Date on the Proposed 2020 Improvement of Prospect Avenue Area Streets

10. Council Comments, Announcements, and Updates

11. Adjournment

Cloquet City Council Work Session

Tuesday, January 21, 2019

DRAFT

Present: W. Carlson, S. Lamb, C. Swanson, K. Kolodge, S. Langley, L. Wilkinson, Mayor Maki

Absent: None

Staff: Barclay, Klassen, Peterson, Cottingham

Water Treatment Plant Tour

Council members began the Work Session by touring the new water treatment plant located at 410 Armory Road. After the tour, council returned to City Hall and resumed the meeting at 6:15.

Mobile Storage Units

Zoning Administrator Al Cottingham gave the background on the mobile storage units on the property of Gerry and Mary Thompson. Per the zoning ordinance, mobile storage units are not allowed. Staff is looking for direction from Council whether on amending the ordinance. Gerry and Mary Thompson were also present and addressed the Council.

Discussion followed regarding the Highway 33 design standards implemented in 2009. The location in question, 274 Highway 33 North, is on the edge of town and whether the design standards should apply at that location or not.

Council has consensus on the Planning Commission moving forward with amending the ordinance and also to look at where the design standards end.

There being no further business, the meeting adjourned at 6:50 p.m.

Respectfully Submitted,

Tim Peterson
City Administrator

Regular Meeting

DRAFT

Roll Call

Councilors Present: Carlson, Swanson, Lamb, Kolodge, Langley, Wilkinson, Mayor Maki

Councilors Absent: None.

Pledge of Allegiance

AGENDA**MOTION:** Councilor Swanson moved and Councilor Lamb seconded the motion to approve the January 21, 2020 agenda. The motion carried unanimously (7-0).**MINUTES****MOTION:** Councilor Kolodge moved and Councilor Wilkinson seconded the motion to approve the Work Session and Regular Meeting minutes of January 7, 2020 as presented. The motion carried (7-0).**PUBLIC COMMENTS**

There were none.

CONSENT AGENDA**MOTION:** Councilor Wilkinson moved and Councilor Swanson seconded the motion to adopt the Consent Agenda of January 21, 2020, approving the necessary motions and resolutions. The motion carried unanimously (7-0).

- a. Resolution No. 20-04, Authorizing the Payment of Bills
- b. 2020 Budgeted Transfers
- c. Councilor Appointments to Various Boards, Commissions
- d. Resolution No. 20-06, Supporting Regional Park Designation Application for Pine Valley Park in Greater Minnesota
- e. 2020 Plow Blades Purchase
- f. Appointment to Library Board
- g. Temporary On Sale Liquor License – Queen of Peace School

PUBLIC HEARINGS

There were none.

PRESENTATIONS

There were none.

POLICE CHIEF HIRING PROCESS**MOTION:** Councilor Lamb moved and Councilor Wilkinson seconded the motion to accept the proposal for the Chief of Police Recruitment Process and to hire Baker Tilly to provide the recruitment. The motion carried unanimously (7-0).**LIBRARY ADDITION CHANGE ORDERS NO. 1 & 2****MOTION:** Councilor Kolodge moved and Councilor Swanson seconded the motion to approve change order. No. 1 to the library addition project, city contract No. 1093, related to the redesign of the HVAC system and the elimination of some decorative features. This change order equals a net decrease of \$107,708.60 in the project cost. The motion carried unanimously (7-0).**MOTION:** Councilor Swanson moved and councilor Lamb seconded the motion to approve change order No. 2 to the library addition project, city contract No. 1093, adding back into the contract the circulation desk, replacement of carpet and display cases. This change order equals a net increase of \$128,500 in the project cost. The motion carried unanimously (7-0).

ORDINANCE NO. 486A AMENDING CHAPTER 17 OF THE MUNICIPAL CODE

MOTION: Councilor Kolodge moved and Councilor Carlson seconded the motion to approve **ORDINANCE NO. 486A, AN ORDINANCE TO AMEND CHAPTER 17 OF THE MUNICIPAL CODE PERTAINING TO RESIDENTIAL USES IN THE HISTORIC COMMERCIAL DISTRICT.** The motion carried unanimously (7-0).

The City Council of the City of Cloquet does hereby ordain as follows:

Section 1. Section 17.6.12, Historic Commercial District, Subd. 3 Conditional Uses is amended to read as follows:

- A. Residential Uses: Apartments, Multiple-family structures existing independently with a minimum side and rear setback of 3 feet. Apartments may be located in the rear of the ground floor of a commercial building provided no more than 50 percent of the ground floor is used for apartments and all the floors above may be used for apartments. The density of the site cannot exceed 20 units per acre.

Section 2. Effective Date. This ordinance shall take effect and be in force from and after its passage and publication in accordance with law.

APPROVING INTERFUND LOAN IN CONNECTION WITH TIF DISTRICT 3-1

MOTION: Councilor Lamb moved and Councilor Wilkinson seconded the motion to approve **RESOLUTION NO. 20-03, APPROVING THE TERMS OF UP TO \$43,938.20 INTERFUND LOAN IN CONNECTION WITH TAX INCREMENT FINANCING DISTRICT 3-1.** The motion carried unanimously (7-0).

Section 1. Background.

- (a) The City has heretofore established Tax Increment Financing District No. 3-1 (the "TIF District") within an existing development district of the City, and has adopted a tax increment financing plan for the TIF District (the "TIF Plan").
- (b) The City has determined to pay outstanding assessments in the amount of \$43,938.20 resulting from the costs identified in the TIF Plan (the "Qualified Costs") consisting of certain Public Improvements, as that term is defined in that certain Purchase and Development Agreement by and between the City and Woodward Enterprises, LLC (the "Developer"), dated August 1, 2010 (the "Development Agreement") incurred in connection with the development/redevelopment of land within the TIF District.
- (c) Under Minnesota Statutes, Section 469.178, Subd. 7, the City is authorized to advance or loan money from the City's general fund or any other fund from which such advances may be legally made, in order to finance the Qualified Costs.
- (d) The City intends to reimburse itself for the payment of the Qualified Costs, plus interest thereon, from tax increments derived from the TIF District in accordance with the terms of this resolution (which terms are referred to collectively as the "Interfund Loan").

Section 2. Terms of Interfund Loan.

- (a) The City hereby authorizes the advance of up to \$43,938.20 from the City's General Fund or so much thereof as may be paid as Qualified Costs. The City shall reimburse itself for such advances together with interest at the rate stated below. Interest accrues on the principal amount from the date of each advance. The maximum rate of interest permitted to be charged is limited to the greater of the rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 as of the date the loan or advance is authorized, unless the written agreement states that the maximum interest rate will fluctuate as the interest rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 are from time to time adjusted. The interest rate shall be 5% and will not fluctuate.
- (b) Principal and interest on the Interfund Loan shall be paid semi-annually on each February 1 and August 1 (each a "Payment Date") commencing with the Payment Date on which the City has Available Tax Increment (defined below), or on any other dates determined by the City Manager, through the last receipt of tax increment from the TIF District.
- (c) Payments on the Interfund Loan are payable solely from "Available Tax Increments" which shall mean, on each Payment Date, all of the tax increment available after other obligations have been paid, generated in the preceding six (6) months with respect to the property within the TIF District and remitted to the City by Carlton County, all in accordance with Minnesota Statutes, Sections 469.174 to 469.1794, as amended. Payments on the Interfund Loan are subordinate to any outstanding or future bonds, notes or contracts secured in whole or in part with Available Tax Increment, and are on parity with any other outstanding or future interfund loans secured in whole or in part with Available Tax Increment.

- (d) The principal sum and all accrued interest payable under the Interfund Loan are pre-payable in whole or in part at any time by the City without premium or penalty. No partial prepayment shall affect the amount or timing of any other regular payment otherwise required to be made under this Interfund Loan.
- (e) The Interfund Loan is evidence of an internal borrowing by the City in accordance with Minnesota Statutes, Section 469.178, Subd. 7, and is a limited obligation payable solely from Available Tax Increment pledged to the payment hereof under this resolution. The Interfund Loan and the interest hereon shall not be deemed to constitute a general obligation of the State of Minnesota or any political subdivision thereof, including, without limitation, the City. Neither the State of Minnesota, nor any political subdivision thereof shall be obligated to pay the principal of or interest on the Interfund Loan or other costs incident hereto except out of Available Tax Increment, and neither the full faith and credit nor the taxing power of the State of Minnesota or any political subdivision thereof is pledged to the payment of the principal of or interest on the Interfund Loan or other costs incident hereto. The City shall have no obligation to pay any principal amount of the Interfund Loan or accrued interest thereon, which may remain unpaid after the final Payment Date.
- (f) The City may amend the terms of the Interfund Loan at any time by resolution of the City Council, including a determination to forgive the outstanding principal amount and accrued interest to the extent permissible under law.

Section 3. Contingency. The making of the Interfund Loan is contingent upon: (i) the closing of the sale and conveyance of the Property, as defined in the Development Agreement, to a governmental entity as purchaser; and (ii) that upon such closing, the City's receipt of the outstanding balance in the amount of \$222,967.94 pursuant to that certain Loan Agreement, by and between the City and the Developer, as evidenced by that certain Promissory Note given to the City by the Developer, and as secured by that certain Mortgage granted to the City by the Developer, and that certain Security Agreement between the City and the Developer, and as guaranteed by that certain Guarantee of Payment of Promissory Note by Timothy Woodward, in his individual capacity, all dated March 29, 2011.

COUNCIL COMMENTS, ANNOUNCEMENTS, AND UPDATES

Mr. Cottingham stated the census bureau is looking for temporary employees for the 2020 census.

Councilor Wilkinson gave a reminder of the upcoming Ward 3 Special Election on February 11th. The Ward 3 polling location is now the new city hall.


Tim Peterson, City Administrator



ADMINISTRATIVE OFFICES

101 14th Street Cloquet, MN 55720-1903
Phone: 218.879.3347 Fax: 218.879.6555
www.cloquetmn.gov

REQUEST FOR COUNCIL ACTION

To: Mayor and City Council 
From: Mary Kay Hohensee-Mayer, Assistant Finance Director
Reviewed/Approved by: Tim Peterson, City Administrator
Date: February 4, 2020

ITEM DESCRIPTION: Payment of Bills and Payroll

Proposed Action

Staff recommends the Council move to adopt **RESOLUTION NO. 20-05, A RESOLUTION AUTHORIZING THE PAYMENT OF BILLS AND PAYROLL.**

Background/Overview

Statutory Cities are required to have most claims authorized by the city council.

Policy Objectives

MN State Statute sections 412.271, Claims and disbursements for Statutory Cities.

Financial/Budget/Grant Considerations

See resolution for amounts charged to each individual fund.

Advisory Committee/Commission Action

Not applicable.

Supporting Documents Attached

- Resolution Authorizing the Payment of Bills and Payroll
- Vendor Summary Report
- Department Summary Report

**CITY OF CLOQUET
COUNTY OF CARLTON
STATE OF MINNESOTA**

RESOLUTION NO. 20-05

A RESOLUTION AUTHORIZING THE PAYMENT OF BILLS AND PAYROLL

WHEREAS, The City has various bills and payroll each month that require payment.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF CLOQUET, MINNESOTA, That the bills and payroll be paid and charged to the following funds:

101	General Fund	\$	831,478.30
206	Revolving SCDP (EDA)		46.00
231	Public Works Reserve		8,142.04
600	Water - Lake Superior Waterline		157,611.92
601	Water - In Town		65,731.53
602	Sewer Fund		137,979.63
614	CAT-7		8,932.10
701	Employee Severance Benefits		88.50
	TOTAL:	\$	<u>1,210,010.02</u>

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CLOQUET
THIS 4TH DAY OF FEBRUARY, 2020.**

ATTEST:

Roger Maki, Mayor

Tim Peterson, City Administrator

DATE: 02/03/2020
TIME: 08:12:37
ID: AP442000.WOW

CITY OF CLOQUET
VENDOR SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 02/04/2020

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
112690	ALADTEC INC	4,176.00	750.00
114650	AMERICAN ASSOCIATION FOR	0.00	1,828.00
116100	AMERICAN PAYMENT CENTERS	0.00	92.00
116200	AMERICAN PLANNING ASSOCIATION	0.00	467.00
116650	AMERIGAS - 2306	300.91	367.77
116950	AMERIPRIDE SERVICES INC	0.00	2,925.50
122958	AUTO ZONE, INC.	147.99	19.58
125700	BEST OIL COMPANY	26,607.09	14,371.24
126850	BLAINE BROTHERS, INC	0.00	43.52
134300	CARLTON COUNTY RECORDER	0.00	46.00
135000	CARLTON COUNTY AUDITOR	3,279.64	2,174.44
137310	CENTURY LINK	620.44	236.11
139800	CLOQUET AREA CHAMBER OF COMMER	7,946.98	3,906.40
142100	CLOQUET MAIL STATION	0.00	27.64
145300	COMMUNITY PRINTING	917.20	466.00
145500	COMPENSATION CONSULTANTS, LTD	250.00	207.00
147600	EXELON CORPORATION	2,114.51	2,406.14
148850	CRYSTEEL TRUCK EQUIPMENT	0.00	5,367.05
150100	D A L C O	746.23	102.86
152775	DELTA DENTAL OF MINNESOTA	3,049.20	3,049.20
158500	DULUTH TYPE & BUSINESS FURN.	0.00	1,474.00
161675	EMC NATIONAL LIFE	1,691.15	1,269.25
166625	FIRST AID CORP	135.00	262.30
171900	GALLS LLC	0.00	24.74
173575	GEORGE BOUGALIS & SONS INC	79,237.01	39,114.72
175200	GOPHER STATE ONE CALL INC	21.60	50.00
175600	DUANE C GRACE & ASSOCIATES	0.00	9,233.75
175700	GRAINGER	37.39	43.22
180425	HARRIS COMPUTER SYSTEMS	0.00	150.00
198100	L M C I T	0.00	231,668.00
202300	LEAGUE OF MN CITIES	275.00	875.40
206125	M B P T A	0.00	100.00
207400	MANEY INTERNATIONAL INC	4,202.35	509.35
211400	MENARDS INC	0.00	362.02
212400	MICHAUD DIST INC	16.50	16.50
219067	MN DEPT OF ADMINISTRATION	2,138.40	1,532.04
219350	MN DNR ECO-WATERS	0.00	30,757.76
220900	MN DEPT PUBLIC SAFETY	0.00	500.00
235800	NORTHLAND AUTO PARTS	0.00	81.18
236500	NORTHWOODS POWER EQUIPMENT	0.00	6,285.00
243530	PER MAR SECURITY SERVICES	0.00	763.80
243535	PERMITWORKS	0.00	1,495.00
258200	RUDY GASSERT YETKA	10,672.00	11,974.05
268800	STOCK TIRE COMPANY	39.90	279.00

DATE: 02/03/2020
TIME: 08:12:38
ID: AP442000.WOW

CITY OF CLOQUET
VENDOR SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 02/04/2020

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
269300	STREICHER'S	0.00	4,920.25
270200	SUPERIOR COMPUTER PRODUCTS INC	1,332.21	20,607.00
271975	TEAMSTERS JOINT COUNCIL 32	31,984.95	34,012.86
275075	TITAN MACHINERY	135.96	77.00
278140	TWIN CITIES FLAG SOURCE	0.00	645.40
279100	U S BANK EQUIPMENT FINANCE	666.85	418.71
281000	UNITED ELECTRIC COMPANY	8.38	79.90
284875	VERIZON WIRELESS	1,994.52	2,065.67
285400	VIKING ELECTRIC SUPPLY	234.00	66.00
286900	W L S S D	76,714.60	82,715.00
287800	WAL-MART COMMUNITY	141.04	52.89
287900	WAL-MART COMMUNITY	468.69	58.90
289015	WELLS FARGO CREDIT CARD	3,756.83	2,218.61
290860	WINTER EQUIPMENT COMPANY INC	0.00	1,684.52
R0001738	COPQUEST INC	0.00	843.70
R0001881	RONALD MILLER	0.00	102.00
R0001882	PERF	0.00	200.00
TOTAL ALL VENDORS:			528,442.94

City of Cloquet
Vendor Summary Report Reconciliation
Invoices Due On/Before 2/4/2020

Bills	528,442.94
Less: CAFD	(2,554.52)
Less: Library	(5,252.00)
	<hr/>
Bills approved	520,636.42
Other:	
Payroll	723,179.95
Payroll - benefits	(33,806.35)
	<hr/>
Total Bills and Payroll Approved	<u><u>1,210,010.02</u></u>

INVOICES DUE ON/BEFORE 02/04/2020

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
00			
152775	DELTA DENTAL OF MINNESOTA	3,049.20	2,960.70
161675	EMC NATIONAL LIFE	1,691.15	1,269.25
271975	TEAMSTERS JOINT COUNCIL 32	31,984.95	29,576.40
			33,806.35
41	GENERAL GOVERNMENT		
116200	AMERICAN PLANNING ASSOCIATION		467.00
135000	CARLTON COUNTY AUDITOR	3,279.64	2,174.44
145300	COMMUNITY PRINTING	917.20	122.25
145500	COMPENSATION CONSULTANTS, LTD	250.00	207.00
150100	D A L C O	746.23	55.61
158500	DULUTH TYPE & BUSINESS FURN.		1,474.00
175600	DUANE C GRACE & ASSOCIATES		9,233.75
175700	GRAINGER	37.39	31.58
180425	HARRIS COMPUTER SYSTEMS		150.00
198100	L M C I T		19,080.50
206125	M B P T A		100.00
212400	MICHAUD DIST INC	16.50	16.50
243535	PERMITWORKS		1,495.00
258200	RUDY GASSERT YETKA	10,672.00	11,974.05
270200	SUPERIOR COMPUTER PRODUCTS INC	1,332.21	8,648.00
279100	U S BANK EQUIPMENT FINANCE	666.85	157.02
281000	UNITED ELECTRIC COMPANY	8.38	39.95
284875	VERIZON WIRELESS	1,994.52	245.07
289015	WELLS FARGO CREDIT CARD	3,756.83	1,477.45
	GENERAL GOVERNMENT		57,149.17
42	PUBLIC SAFETY		
112690	ALADTEC INC	4,176.00	750.00
125700	BEST OIL COMPANY	26,607.09	1,891.10
142100	CLOQUET MAIL STATION		26.14
145300	COMMUNITY PRINTING	917.20	343.75
150100	D A L C O	746.23	47.25
171900	GALLS LLC		24.74
198100	L M C I T		82,486.50
268800	STOCK TIRE COMPANY	39.90	279.00
269300	STREICHER'S		4,920.25
270200	SUPERIOR COMPUTER PRODUCTS INC	1,332.21	920.00

DATE: 02/03/20
 TIME: 08:13:00
 ID: AP443000.WOW

CITY OF CLOQUET
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 02/04/2020

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
GENERAL FUND			
42	PUBLIC SAFETY		
271975	TEAMSTERS JOINT COUNCIL 32	31,984.95	4,436.46
279100	U S BANK EQUIPMENT FINANCE	666.85	209.36
281000	UNITED ELECTRIC COMPANY	8.38	39.95
284875	VERIZON WIRELESS	1,994.52	1,416.35
287900	WAL-MART COMMUNITY	468.69	58.90
R0001738	COPQUEST INC		843.70
R0001882	PERF		200.00
	PUBLIC SAFETY		98,893.45
43	PUBLIC WORKS		
125700	BEST OIL COMPANY	26,607.09	5,257.75
126850	BLAINE BROTHERS, INC		43.52
142100	CLOQUET MAIL STATION		1.50
148850	CRYSTEEL TRUCK EQUIPMENT		5,367.05
166625	FIRST AID CORP	135.00	262.30
175200	GOPHER STATE ONE CALL INC	21.60	25.00
198100	L M C I T		55,115.00
202300	LEAGUE OF MN CITIES	275.00	875.40
207400	MANEY INTERNATIONAL INC	4,202.35	509.35
235800	NORTHLAND AUTO PARTS		73.40
236500	NORTHWOODS POWER EQUIPMENT		6,285.00
270200	SUPERIOR COMPUTER PRODUCTS INC	1,332.21	1,440.00
275075	TITAN MACHINERY	135.96	77.00
284875	VERIZON WIRELESS	1,994.52	189.19
289015	WELLS FARGO CREDIT CARD	3,756.83	298.00
290860	WINTER EQUIPMENT COMPANY INC		1,684.52
	PUBLIC WORKS		77,503.98
45	CULTURE AND RECREATION		
116650	AMERIGAS - 2306	300.91	367.77
116950	AMERIPRIDE SERVICES INC		2,925.50
125700	BEST OIL COMPANY	26,607.09	1,203.73
137310	CENTURY LINK	620.44	174.00
147600	EXELON CORPORATION	2,114.51	2,406.14
198100	L M C I T		23,903.00
211400	MENARDS INC		143.91
220900	MN DEPT PUBLIC SAFETY		100.00
235800	NORTHLAND AUTO PARTS		7.78

DATE: 02/03/20
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CITY OF CLOQUET
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 02/04/2020

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
GENERAL FUND			
45	CULTURE AND RECREATION		
243530	PER MAR SECURITY SERVICES		763.80
278140	TWIN CITIES FLAG SOURCE		645.40
287800	WAL-MART COMMUNITY	141.04	36.91
289015	WELLS FARGO CREDIT CARD	3,756.83	27.99
	CULTURE AND RECREATION		32,705.93
46	COMMUNITY DEVELOPMENT		
139800	CLOQUET AREA CHAMBER OF COMMER	7,946.98	3,906.40
198100	L M C I T		326.50
279100	U S BANK EQUIPMENT FINANCE	666.85	52.33
287800	WAL-MART COMMUNITY	141.04	15.98
	COMMUNITY DEVELOPMENT		4,301.21
REVOLVING SCDP (EDA)			
46	COMMUNITY DEVELOPMENT		
134300	CARLTON COUNTY RECORDER		46.00
	COMMUNITY DEVELOPMENT		46.00
LIBRARY FUND			
45	CULTURE AND RECREATION		
198100	L M C I T		5,252.00
	CULTURE AND RECREATION		5,252.00
PUBLIC WORKS RESERVE			
41	GENERAL GOVERNMENT		
270200	SUPERIOR COMPUTER PRODUCTS INC	1,332.21	6,610.00
	GENERAL GOVERNMENT		6,610.00
42	PUBLIC SAFETY		

DATE: 02/03/20
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CITY OF CLOQUET
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 02/04/2020

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

PUBLIC WORKS RESERVE			
42	PUBLIC SAFETY		
219067	MN DEPT OF ADMINISTRATION	2,138.40	1,532.04
	PUBLIC SAFETY		1,532.04
WATER - LAKE SUPERIOR WATERLIN			
00			
173575	GEORGE BOUGALIS & SONS INC	79,237.01	22,618.16
			22,618.16
50	STATION 1		
198100	L M C I T		4,117.00
219350	MN DNR ECO-WATERS		26,422.62
	STATION 1		30,539.62
51	STATION 2		
114650	AMERICAN ASSOCIATION FOR		1,828.00
137310	CENTURY LINK	620.44	62.11
198100	L M C I T		10,684.50
211400	MENARDS INC		212.17
220900	MN DEPT PUBLIC SAFETY		100.00
	STATION 2		12,886.78
52	LAKE SUPERIOR WATERLINE		
125700	BEST OIL COMPANY	26,607.09	1,112.94
173575	GEORGE BOUGALIS & SONS INC	79,237.01	16,496.56
198100	L M C I T		6,427.50
284875	VERIZON WIRELESS	1,994.52	70.02
	LAKE SUPERIOR WATERLINE		24,107.02
57	ADMINISTRATION		

DATE: 02/03/20
 TIME: 08:13:00
 ID: AP443000.WOW

CITY OF CLOQUET
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 02/04/2020

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

WATER - LAKE SUPERIOR WATERLIN			
57	ADMINISTRATION		
198100	L M C I T		121.50
270200	SUPERIOR COMPUTER PRODUCTS INC	1,332.21	2,989.00
	ADMINISTRATION		3,110.50
WATER - IN TOWN SYSTEM			
00			
R0001881	RONALD MILLER		102.00
			102.00
49	CLOQUET		
122958	AUTO ZONE, INC.	147.99	19.58
125700	BEST OIL COMPANY	26,607.09	1,346.33
175700	GRAINGER	37.39	11.64
198100	L M C I T		3,347.00
219350	MN DNR ECO-WATERS		4,335.14
220900	MN DEPT PUBLIC SAFETY		300.00
284875	VERIZON WIRELESS	1,994.52	70.02
285400	VIKING ELECTRIC SUPPLY	234.00	66.00
	CLOQUET		9,495.71
54	BILLING & COLLECTION		
116100	AMERICAN PAYMENT CENTERS		92.00
198100	L M C I T		313.00
	BILLING & COLLECTION		405.00
57	ADMINISTRATION & GENERAL		
175200	GOPHER STATE ONE CALL INC	21.60	15.00
198100	L M C I T		4,362.50
289015	WELLS FARGO CREDIT CARD	3,756.83	399.00
	ADMINISTRATION & GENERAL		4,776.50

DATE: 02/03/20
 TIME: 08:13:00
 ID: AP443000.WOW

CITY OF CLOQUET
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 02/04/2020

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

ENTERPRISE FUND - SEWER			
00			
286900	W L S S D	76,714.60	-28.00
			-28.00
55	SANITARY SEWER		
125700	BEST OIL COMPANY	26,607.09	1,004.87
198100	L M C I T		14,310.50
211400	MENARDS INC		5.94
284875	VERIZON WIRELESS	1,994.52	75.02
286900	W L S S D	76,714.60	82,743.00
	SANITARY SEWER		98,139.33
57	ADMINISTRATION & GENERAL		
175200	GOPHER STATE ONE CALL INC	21.60	10.00
198100	L M C I T		491.50
	ADMINISTRATION & GENERAL		501.50
STORM WATER UTILITY			
57	ADMINISTRATION & GENERAL		
289015	WELLS FARGO CREDIT CARD	3,756.83	16.17
	ADMINISTRATION & GENERAL		16.17
CABLE TELEVISION			
45	CULTURE AND RECREATION		
198100	L M C I T		1,329.50
	CULTURE AND RECREATION		1,329.50
EMPLOYEE SEVERANCE			
45	EMPLOYEE VACATION & SICK		
152775	DELTA DENTAL OF MINNESOTA	3,049.20	88.50
	EMPLOYEE VACATION & SICK		88.50

DATE: 02/03/20
TIME: 08:13:00
ID: AP443000.WOW

CITY OF CLOQUET
DEPARTMENT SUMMARY REPORT

PAGE: 7

INVOICES DUE ON/BEFORE 02/04/2020

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

CLOQUET AREA FIRE DISTRICT 42	PUBLIC SAFETY		
125700	BEST OIL COMPANY	26,607.09	2,554.52
	PUBLIC SAFETY		2,554.52
	TOTAL ALL DEPARTMENTS		528,442.94



DEPARTMENT OF PUBLIC WORKS

101 14th Street; Cloquet, MN 55720
Phone: (218) 879-6758 Fax: (218) 879-6555
Street - Water - Sewer – Engineering - Park
www.cloquetmn.gov

REQUEST FOR COUNCIL ACTION

To: Mayor and City Council
From: Caleb Peterson, Public Works Director
Reviewed By: Tim Peterson, City Administrator *TCP*
Date: February 4, 2020

ITEM DESCRIPTION: Station II Ball Valve and Actuator Purchase

Proposed Action

Staff recommends that the City Council move to authorize the purchase of a 16” Ball Valve and Actuator from Kodru Mooney in the amount of \$63,950.00.

Background/Overview/Feasibility

With the Lake Superior Waterline already 50 years old, staff has been experiencing increased maintenance on some of the more critical equipment. This includes our 16” ball valves and actuators at Station II. Station II has four valves of this nature, one of which was replaced in 2012 due to a similar failure. Currently, the valve for pump #6 does not seat fully resulting in reverse flow thru the station when pump #6 is not in use. This valve has been repaired previously but is now of a condition where further repairs are no longer feasible.

The pneumatic actuator is similar to those recently installed in the new water treatment plant. The actuator is used to turn the valve at a set speed during start-up and shut down in order to minimize pump wear and pressure surges in the pipeline.

The Utility Department has obtained quotes from two suppliers for the valve and actuator as follows:

Supplier	Bid Price
Kodru Mooney	\$63,950.00
Core and Main	\$75,000.00



Policy Objectives

To replace/purchase necessary equipment in accordance with the approved 2020 Budget.

Financial/Budget/Grant Considerations

The approved 2020 Budget includes \$70,000 for the purchase of this equipment out of the Lake Superior Waterline Fund. This repair has no impacts on in-town utility rates or the tax levy.

Advisory Committee/Commission Action

N/A

Supporting Documentation Attached

N/A



ADMINISTRATIVE OFFICES

101 14th Street Cloquet, MN 55720-1903
Phone: 218.879.3347 Fax: 218.879.6555
www.cloquetmn.gov

REQUEST FOR COUNCIL ACTION

To: Mayor and City Council
From: Tim Peterson, City Administrator *TCP*
Date: February 4, 2020

ITEM DESCRIPTION: Approval of New Therapeutic Massage Therapist License

Proposed Action

Staff recommends the City Council move to approve the Therapeutic Massage Therapist license for Leah Burr to operate at Ellison Family Chiropractic Clinic, 123 Avenue C, with an expiration of December 31, 2020 subject to receipt of required application requirements.

Background/Overview

The City has received an application from Leah Burr, 5670 Strand Road, Cromwell, for a new Therapeutic Massage Therapist license. Ms. Burr will be operating at Ellison Family Chiropractic Clinic, 123 Avenue C.

Policy Objectives

Approval of a Therapeutic Massage Therapist license is required under Section 6.9 of the Municipal Code. There is no limit on the number of licenses issued in any one year.

Financial/Budget/Grant Considerations

The City's fee schedule requires a \$50 fee for the therapist license. The applicant has paid all fees.

Advisory Committee/Commission Action

None.

Supporting Documentation Attached

- Application



CITY ADMINISTRATOR'S OFFICE

1307 Cloquet Avenue, Cloquet MN 55720
Phone: 218-879-3347 Fax: 218-879-6555

APPLICATION FOR THERAPEUTIC MASSAGE
THERAPIST LICENSE

This application, all required documentation and fees must be submitted by any person desiring to obtain a license to practice therapeutic massage within the City of Cloquet, MN.

APPLICANT INFORMATION		
Name: First <i>Leah</i>	Full Middle <i>Lynn</i>	Last <i>Burns</i>
Current Address: Street / City / State / Zip Code <i>Cromwell, Mn 55720</i>		<i>55720</i>
E-mail address: (if applicable)		
Home Phone:	Cell Phone:	Work Phone:
Date of Birth:	Social Security Number:	

BUSINESS INFORMATION	
Business where Massage Therapy Services will be conducted: <input checked="" type="checkbox"/> Business <input type="checkbox"/> *Residence	
*A Therapeutic Massage Therapist License will only be issued to a person at a residence which is properly zoned and/or meets the zoning requirements for such location as may be required by the City. For zoning verification, contact the Cloquet Zoning Department at (218) 879-2507 prior to submitting your application.	
Business Name: <i>Ellison Chiropractic</i>	Manager of Business: <i>Dr. Kayla Ellison</i>
Business Street Address: <i>123 Ave C, Cloquet Mn 55720</i>	
Phone Number: <i>218-879-1556</i>	Alternate Number:
Owner of Business: <i>Dr. Kayla Ellison</i>	
Owner's Residence Address: Street / City / State / Zip Code <i>(?)</i>	
Home Phone:	Cell Phone:
Work Phone:	
E-mail address: (if applicable)	
Property Parcel ID Number:	Property Complete Legal Description:

FINANCIAL INFORMATION	
Real Estate Taxes on property to be licensed are:	<input checked="" type="checkbox"/> Paid current <input type="checkbox"/> Delinquent
Are there any financial claims to the City of Cloquet owed by the applicant /property owner?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

If there are current financial claims owed to the City of Cloquet, please state the amount(s) and type of claim: <i>N/A</i>		
Responsible Party:	Amount:	Type of claim (i.e., utilities, etc.)
Responsible Party:	Amount:	Type of claim (i.e., utilities, etc.)

ADDITIONAL INFORMATION
(attach additional sheets as necessary)

Have you ever applied for or held a license to conduct a similar activity in any other City or State? Yes No

If yes, please provide details; description, date and location: *(Current)*
Lakewille Mn (2012-2013) Savage, Mn (2017-Current)

Have you ever been denied a license to conduct a similar or like activity or had such licenses suspended, revoked or canceled in any City/State, including Cloquet? Yes No

If yes, please provide details; description, date and location:

List all names, nicknames and aliases by which you have been known:
Leah Lynn Sheff (maiden name) Leah Lynn Burr (married)

List addresses at which you have lived during the preceding five years. Begin with present or last address and work back. Attach additional sheets if necessary.

Street / City / State / Zip Code

Dates at Address:

July 2012 - October 2019

Street / City / State / Zip Code

Dates at Address:

Name, location and type of every business or occupation you have been engaged in during the preceding five years. Begin with present or last occupation and work back. Attach additional sheets if necessary.

Business or Occupation: *Lifetime now owns this spa as of may 2018. closing*
Massage retreat & Spa-Savage Location: Jan 10, 2020

City / State / Zip Code

7705 Egan Dr. Savage Mn 55378 -

Dates at Address:

Mar 2017- Current.

Business or Occupation:

Real Health Chiropractic -

City / State / Zip Code

*8901 Aztec drive
Eden Prairie Mn 55347*

Dates at Address:

Filled in Random dates. 2 days I believe.

Business or Occupation:

City / State / Zip Code

Dates at Address:

Please provide the names and addresses of your employers and partners, if any, for the preceding five years. Begin with present or last occupation and work back. *Attach additional sheets if necessary.*

Employer or Partner:

Street / City / State / Zip Code

Dates:

Employer or Partner:

Street / City / State / Zip Code

Dates:

Have you ever been convicted of any felony, crime or violation of any ordinance, other than traffic? Yes No

If yes, give information as to the date, place, and offense for each conviction. Also, specifically state if any such conviction was a felony offense or involved any allegations of physical assault or sexual misconduct.

None

List the names, residences, and business addresses of three residents of Carlton County, of good moral character, not related to the applicant or financially interested in the premises or business, who may be referred to as to the applicant's character.

Name:

Deb Switzer

Residence Address:

Strand Rd Cromwell Mn 55724

Business Address:

ReImax Cloquet

Phone Number:

Name:

Alissa Wilson

Residence Address:

Tamarack Mn 55787

Business Address:

Manager at Dollar General

Phone Number:

Name:

Kayla Ellison

Residence Address:

Business Address:

123 Ave C Cloquet, Mn 55720

Phone Number:

879-1556

I HEREBY UNDERSTAND AND AGREE THAT:

1. Information revealed herein for a Therapeutic Massage Therapist License in the City of Cloquet will be handled by the City in accordance with federal and state laws regarding privacy of criminal records.
2. A criminal conviction will not bar an applicant from obtaining a Therapeutic Massage Therapist License with the City of Cloquet unless such conviction is directly related to the occupation for which the license is sought, according to Minnesota Statutes §364.03.
3. Failure to reveal a criminal conviction will be considered falsification of the application and may be used as grounds for denial of the license.

(I) do hereby swear that I have submitted all of the required documentation as listed above and that the answers in this application are true and correct to the best of my knowledge. I do authorize the City of Cloquet, its agents, and employees, to obtain any necessary information and to conduct an investigation, if necessary, into the truth of the statements set forth in this application and my qualifications for this license. I do understand that providing false information shall be grounds for denial of my license.

Leah Burr
Signature of Applicant

January 1st, 2020
Date

Print Name Leah Lynn Burr
First Middle Last

SEND FUTURE APPLICATION RENEWALS TO:

Residence Address

Business Address

FOR CITY USE ONLY: (When applicable)				
	Signature:	Approved:	Denied:	Date:
Planning:				
Police Chief:				
Fire Dept.:				
Finance Director:				
City Administrator:				



ADMINISTRATIVE OFFICES

101 14th Street Cloquet, MN 55720-1903
Phone: 218.879.3347 Fax: 218.879.6555
www.cloquetmn.gov

REQUEST FOR COUNCIL ACTION

To: Mayor and City Council
From: Tim Peterson, City Administrator *TCP*
Date: February 4, 2020

ITEM DESCRIPTION: Approval of Taxicab License

Proposed Action

Staff recommends the City Council move to approve the new Taxicab License for Jaime Kroll, dba Blue and White of Cloquet, subject to receipt of satisfactory background checks, proof of insurance and taxicab safety documentation.

Background/Overview

Attached the City Council will find an application for a new Taxicab License from Jaime Kroll to operate Blue & White of Cloquet within city limits. Blue and White of Cloquet is a partner of Bayside Taxi in Duluth. City Code currently limits the number of licenses to one for every 1,000 persons residing within the corporate limits of the City. Currently, there is one license issued in the City.

Policy Objectives

Approval of a Taxicab License is required under Section 6.1 of the Municipal Code.

Financial/Budget/Grant Considerations

The City's fee schedule requires a \$25.00 business license fee and \$10.00 taxicab fee for each vehicle. The applicant has paid such fees.

Advisory Committee/Commission Action

None.

Supporting Documentation Attached

- Application



CITY ADMINISTRATOR'S OFFICE

1307 Cloquet Avenue, Cloquet MN 55720
Phone: 218-879-3347 Fax: 218-879-6555

www.cloquetmn.gov

email: kstarnold@cloquetmn.gov

CITY OF CLOQUET, MN
APPLICATION FOR TAXICAB LICENSE

This application, all required documentation and fees must be submitted by any person desiring to obtain a license to operate a taxicab service within the City of Cloquet, MN.

INDIVIDUAL SUBMITTING APPLICATION:

Name: Jaime Marie Knoll
First Full Middle Name Last

Address: _____
City, State, Zip: Cloquet, MN 55720

Home Phone _____ Work Phone _____ Cell Phone _____
blueandwhiteofcloquet@gmail.com
E-Mail Address

Date of Birth: _____ Drivers License # _____
State of Issuance: Minnesota

BUSINESS INFORMATION:

Business / License Name: Blue and White of Cloquet

Business Address: PO Box 655

City, State, Zip: Cloquet, MN 55720

Business Mailing Address (if different from above): _____

Business Phone (including area code)

Alternate Phone (including area code)

BUSINESS OWNERSHIP INFORMATION:

I am the sole owner/operator of the business for which this license will be granted: Yes No

If jointly owned or partnership, you must provide the following information on any/all joint owners and partners.
(Use additional sheets as necessary)

Joint Owner/Partner Name: Erik Howard Vrooman
First Middle Last
Home Address: 118 S. 60th Ave. W.
City, State, Zip: Duluth, MN. 55807
Home Phone: (918) 724-2424 Work Phone: Cell Phone:
E-Mail Address: baysidetax@gmail.com

Date of Birth: Social Security Number:

Drivers License #

State of Issuance: Minnesota

Joint Owner/Partner Name: First Middle Last

Home Address:

City, State, Zip:

Home Phone Work Phone Cell Phone

E-Mail Address

Date of Birth: Social Security Number:

Drivers License #

State of Issuance:

VEHICLE INFORMATION: (attach additional sheets as necessary)

Unit No. C#1802 / STS-382008

Make of Car: BUICK Model: LUCERNE Year: 2007

Factory VIN 1G4HD572674131802

State License No. AZA778 Vehicle Class D Passenger Capacity 4

Length of time vehicle has been in use: _____

Holder of legal title to vehicle (if other than applicant):

Name: Bayside Taxi LLC

Address: 1185 60th Ave W Duluth, MN 55807

Unit No. _____

Make of Car: _____ Model: _____ Year: _____

Factory VIN _____

State License No. _____ Vehicle Class _____ Passenger Capacity _____

Length of time vehicle has been in use: _____

Holder of legal title to vehicle (if other than applicant):

Name: _____

Address: _____

Unit No. _____

Make of Car: _____ Model: _____ Year: _____

Factory VIN _____

State License No. _____ Vehicle Class _____ Passenger Capacity _____

Length of time vehicle has been in use: _____

Holder of legal title to vehicle (if other than applicant):

Name: _____

Address: _____

DRIVER INFORMATION: (attach additional sheets as necessary)

Driver: Jaime Marie KVDI
Full First Name Full Middle Full Last Name

Current Address: _____
City, State, Zip: Cloquet, MN 55720

Home Phone _____ Cell Phone _____

Date of Birth: 10-6-1976 Drivers License # _____
State of Issuance: Minnesota

Driver: Jeremy Craig KVDI
Full First Name Full Middle Full Last Name

Current Address: _____
City, State, Zip: Cloquet, MN 55720

Home Phone _____ Cell Phone _____

Date of Birth: _____ Drivers License # _____
State of Issuance: Minnesota

Driver: _____
Full First Name Full Middle Full Last Name

Current Address: _____
City, State, Zip: _____

Home Phone _____ Cell Phone _____

Date of Birth: _____ Drivers License # _____
State of Issuance: _____



ADMINISTRATIVE OFFICES

101 14th Street Cloquet, MN 55720-1903
Phone: 218.879.3347 Fax: 218.879.6555
www.cloquetmn.gov

REQUEST FOR COUNCIL ACTION

To: Mayor and City Council
From: Tim Peterson, City Administrator *TP*
Date: January 29, 2020

ITEM DESCRIPTION: ORDINANCE 487A RAISING TOBACCO PURCHASE AGE TO 21

Proposed Action

Staff recommends the City Council move to adopt Ordinance 487A, amending Chapter 6, Section 6.5 of the City Code as it relates to regulation and the sale, possession and use of tobacco products and tobacco related devices.

Background/Overview

The US Food and Drug Administration has raised the minimum age to buy tobacco products like cigarettes, electronic cigarettes, vaping products, etc. that contain nicotine from 18 to 21. President Trump signed the new age limit into law on December 20.

Local governmental units such as Carlton County, City of Cloquet, and the City of Moose Lake have been meeting to discuss possible ordinance changes to achieve similar results. This Federal Law would supersede our ordinance and therefore we are needing to amend the age within our Ordinance.

Other topics have been discussed within the possible Tobacco 21 Ordinance proposed by Carlton County including flavored tobacco, clerk age, distance from schools and parks, etc. This ordinance (487A) as presented solely serves to raise the age limit from 18 to 21. Other amendments include changing the word minor to underage person. No other aspect of the proposed Tobacco 21 Ordinance are included at this time.

Policy Objectives

This ordinance amends City Code Chapter 6, Section 6.5.

Financial/Budget/Grant Considerations

N/A

Advisory Committee/Commission Action

N/A

Supporting Documentation Attached

- Ordinance 487A
- City Code Chapter 6, Section 6.5 with highlighted changes in red
- Letter from City Attorney Yetka notifying retailers of change to minimum purchase age

ORDINANCE NO. 487A

**AN ORDINANCE AMENDING CHAPTER 6, SECTION 6.5 OF THE CITY CODE
AS IT RELATES TO REGULATION AND THE SALE, POSSESSION AND
USE OF TOBACCO PRODUCTS AND TOBACCO RELATED DEVICES**

THE CITY COUNCIL OF THE CITY OF CLOQUET HEREBY ORDAINS:

Section 1. That all references of the term “minor” in Section 6.5, Regulation and the Sale, Possession, and Use of Tobacco Products and Tobacco Related Devices, be amended to read “Underage Person”.

Section 2. That Section 6.5.02, Subd. 7, Minor, be amended as follows:

- (1) **Underage Person.** Underage Person shall mean any natural person who has not yet reached the age of twenty one (21) years.

Section 3. That Section 6.5.05, Basis for Denial of License, Item A., be amended as follows:

- (1) The applicant is under the age of twenty one (21) years.

Section 4. That Section 6.5.06, Prohibited Sales, Item A., be amended as follows:

- (1) To any person under that age of twenty one (21) years.

Section 5. That Section 6.5.12, Subd. 1, Illegal Use, be amended as follows:

- (1) **Subd. 1. Illegal Possession.** It shall be a violation of this section for any underage person to have in his or her possession any tobacco, tobacco product, tobacco related device or tobacco related electronic delivery device. This subdivision shall not apply to underage persons lawfully involved in a compliance check on behalf of the City.

Section 6. That Section 6.5.12, Subd. 2, Illegal Use, be amended as follows:

- (1) It shall be a violation of this section for any underage person to smoke, chew, sniff, or otherwise use any tobacco, tobacco product, tobacco related device or tobacco related electronic delivery device. All underage persons found in violation of this section shall be cited with an administrative offense and shall be subject to the administrative fine schedule as amended from time to time by the City Council. Such underage persons who are also under the age of 18 years shall be referred to juvenile court for review by the Carlton County Attorney’s Office for delinquency proceedings.

Section 7. Effective Date. This ordinance shall take effect and be in force from and after its passage and publication in accordance with law.

Passed this 4th day of February 2020.

CITY OF CLOQUET

By _____
Roger Maki
Its Mayor

ATTEST:

Tim Peterson
Its City Administrator

Published this _____ day of _____, 2020.

SECTION 6.5: REGULATION AND THE SALE, POSSESSION, AND USE OF TOBACCO PRODUCTS, AND TOBACCO RELATED DEVICES

6.5.01 Purpose. The City finds that smoking contributes to and/or causes premature death, disability, and chronic disease (including but not limited to cancer, heart and lung disease); and that smoking related diseases result in excess medical care costs to individuals and the public at large. Since smoking initiation occurs primarily in adolescence, the City finds it is in the best interests of its citizens for the City to regulate the distribution of tobacco products in a manner which will help to prevent young people from starting to smoke, and which will encourage and assist existing smokers in their efforts to quit smoking. The City also has an interest in promoting clean indoor air for all its citizens and visitors.

6.5.02. Definitions and Interpretations. Except as may otherwise be provided or clearly implied by context, all terms shall be given their commonly accepted definitions. The singular shall include the plural and the plural shall include the singular. The term "shall" means mandatory and the terms "may" means permissive. The following terms shall have the definitions given to them:

Subd. 1. Tobacco or Tobacco Products. Tobacco or tobacco products shall mean any substance or item containing tobacco leaf, including but not limited to, cigarettes, cigars, pipe tobacco; snuff, fine cut or other chewing tobacco; cheroots; stogies; perique; granulated, plug cut, crimp cut, ready-rubbed, and other smoking tobacco; snuff flower; cavendish; short, plug and twist tobacco; dipping tobacco; refuse scraps, clippings, cuttings and sweepings of tobacco; and other kinds and forms of tobacco leaf prepared in such a manner as to be suitable for chewing, sniffing, or smoking.

Subd. 2. Tobacco Related Devices. Tobacco related devices shall mean any tobacco product as well as a pipe, rolling papers, or other device used in a manner which enables the chewing, sniffing, or smoking of tobacco or tobacco products. Tobacco related devices should include electronic cigarettes, as defined as any electronic smoking device that can be used to deliver nicotine or any other substances to the person inhaling from the device. The term shall specifically include such devices whether they are manufactured as electronic cigarettes, electronic cigars, electronic pipes, or any other lighted smoking equipment or device by any other product name.

Subd. 3. Self-Service Merchandising. Self-service merchandising shall mean open displays of tobacco, tobacco products, or tobacco related devices in any way, other than vending machines, where any person shall have access to the product without the assistance or intervention of an employee of the premises maintaining the self-service merchandising.

Subd. 4. Vending Machine. Vending machine shall mean any mechanical, electric or electronic, or other type of device which dispenses tobacco, tobacco products, or tobacco related devices upon the insertion of money, tokens, or other form of payment directly into the machine by the person seeking to purchase the tobacco, tobacco products, or tobacco related device.

Subd. 5. Sale. A sale shall mean any transfer of goods for money, trade, barter, or other consideration.

Subd. 6. Loosies. Loosies shall mean the common term used to refer to a single or individually packed cigarette.

Subd. 7. Underage Person. Underage Person shall mean any natural person who has not yet reached the age of twenty one (21) years.

Subd. 8. Retail Establishment. Retail establishment shall mean any place of business where tobacco, tobacco products, or tobacco related devices are available for sale to the general public. Retail establishments shall include, but not limited to grocery stores, convenience stores, and restaurants.

Subd. 9. Moveable Place of Business. Moveable place of business shall refer to any form of business operated out of a truck, van, automobile, or other type of vehicle or transportable shelter or not a fixed address store front or other permanent type of structure authorized for sales transactions.

Subd. 10. Compliance Checks. Compliance checks shall mean the system the City uses to investigate and ensure that those authorized to sell tobacco, tobacco products, and tobacco related devices are following and complying with the requirements of this section. Compliance checks may involve the use of **underage persons** as authorized by this section.

6.5.03. License. No person or retail establishment shall sell or offer to sell any tobacco, tobacco products, or tobacco related device without first having obtained a license to do so from the City.

Subd. 1. Application. An application for a license to sell tobacco, tobacco products, or tobacco related devices shall be made on a form provided by the City. The application shall contain the full name of the applicant, the applicant's residential and business addresses, telephone numbers, the name of the business for which the license is sought, and any additional information the City deems necessary. Upon receipt of a completed application, the City Administrator shall forward the application to the Council for action at its next regularly scheduled council meeting. If the Administrator shall determine that an application is incomplete, the Administrator shall return the application to the applicant with notice of the information necessary to make the application complete.

Subd. 2. Action. The Council may either approve or deny a license application, or it may delay action for such reasonable period of time as is necessary to complete an investigation of the application or the applicant as it deems necessary. If the Council shall approve the license application, the Administrator shall issue the license to the applicant upon payment of the required fee. If the Council denies the license, notice of the denial shall be given to the applicant along with notice of the applicant's right to appeal the Council's decision.

Subd. 3. Term. All licenses shall expire on the last day of June of each year. Each license shall be issued for a period of one year except that if a portion of the license year has elapsed when the application is made, a license may be issued for the remainder of the year for a pro rata fee. In computing such fee, any unexpired fraction of a month shall be counted as one month.

Subd. 4. Revocation or Suspension. Any license issued under this section may be revoked or suspended as provided in the Violations and Penalties section.

Subd. 5. Transfers. All licenses issued under this section shall be valid only on the premise for which the license was issued and only for the person to whom the license was issued. No transfer of any license to another location or person shall be valid without the prior approval of the Council.

Subd. 6. Moveable Place of Business. No license shall be issued to a moveable place of business. Only fixed location businesses shall be eligible to be licensed under this section.

Subd. 7. Displays. All licenses shall be posted and displayed in plain view of the general public on the licensed premise.

Subd. 8. Renewals. The renewal of a license issued under this section shall be handled in the same manner as the original application. The request for a renewal shall be made at least thirty days (30) but no more than sixty days (60) before the expiration of the current license. The issuance of a license under this section shall be considered a privilege and not an absolute right and shall not entitle the holder to an automatic renewal of the license.

6.5.04. Fees. No license shall be issued under this section until the appropriate license fee shall be paid in full and all property taxes have been properly paid up to the date of approval. The fee for license under this section shall be established by resolution as adopted from time to time by the City Council.

6.5.05. Basis for Denial of License. The following shall be grounds for denying the issuance of or renewal of a license under this section, and if a license is mistakenly issued or renewed, it shall be revoked upon the discovery that the person was ineligible for the license for any reason consistent with this section including the following reasons:

- A. **The applicant is under the age of twenty one (21) years.**
- B. The applicant has been convicted of any violation of a federal, state, or local law, Code or Ordinance provision, or other regulation relating to tobacco or tobacco products, or tobacco related devices.
- C. The applicant has had a license to sell tobacco, tobacco products or tobacco related devices revoked.
- D. The applicant fails to provide any information required on the application, or provides false or misleading information.
- E. The applicant is prohibited by federal, state, or other local law, Code or Ordinance, or other regulation, from holding such a license.

6.5.06. Prohibited Sales. It shall be a violation of this section for any person to sell or offer to sell any tobacco, tobacco product, or tobacco related device:

- A. **To any person under the age of twenty one (21) years.**
- B. By means of loosies as defined in Section 2, subdivision 6, of this section.
- C. Containing opium, morphine, jimson weed, bella donna, strychnos, cocaine, marijuana, or other type of deleterious, hallucinogenic, or toxic or controlled substance except nicotine and not naturally found in tobacco or tobacco products.
- D. By any other means, or to any other person, prohibited by federal, state, or other local law, Code or Ordinance provision, or other regulation.

6.5.07. Vending Machines. It shall be unlawful for any person licensed under this section to allow the sale of tobacco, tobacco products, or tobacco related devices by the means of vending machine.

6.5.08. Self-Service Sales. It shall be unlawful for a licensee under this section to allow the sale of tobacco, tobacco products, or tobacco related devices by any means whereby the customer may have access to such items without having to request the item from the licensee or the licensee employee. All tobacco, tobacco products, and tobacco related devices shall be stored behind a counter or other area not freely accessible to customers. The sale of cartons of cigarettes containing ten (10) packs of cigarettes or more, and full rolls of chewing tobacco containing ten (10) tins or more are excluded from this provision.

6.5.09. Compliance Checks and Inspections. All licensed premises shall be open to inspection by City Police or other authorized city officials during regular business hours. From time to time, but at least twice per year, the City shall conduct compliance checks by engaging **underage persons** to enter the licensed premises to attempt to purchase tobacco, tobacco products, or tobacco related devices. No **underage person** used in compliance checks shall attempt to use a false identification or theatrical makeup which misrepresents the **underage person's** age. All **underage persons** lawfully engaged in a compliance check shall answer all questions about the **underage person's** age truthfully when asked by the licensee and shall produce any identification which he or she is asked to produce. The **underage person** or persons shall be accompanied by City Police or authorized city officials to the location of the compliance check.

6.5.10. Responsibility. All licensees under this section shall be responsible for the actions of their employees in regard to the sale of tobacco, tobacco products or tobacco related devices on the licensed premise, and the sale of such an item by an employee shall be considered a sale by the license holder. Nothing in this section shall be construed as prohibiting the City from also subjecting the clerk to whatever penalties are appropriate under this section, state or federal law, or other applicable law or regulation.

6.5.11. Violations and Penalties.

Subd. 1. Citations for Violations. Upon discovery of a violation of this section or pursuant to a compliance check, the clerk or employee shall be issued a citation by City Police and the licensee shall be notified of the citation. Each violation, and every day in which a violation occurs or continues, shall constitute a separate offense.

Subd. 2. Administrative Penalty by Licensee.

A. Upon determination of a violation of a compliance check or an illegal sale hereunder, the licensee will be liable for an administrative penalty as follows:

Violation	Administrative Fee	License Suspension
First Violation	\$100	none
Second Violation within a 24 month period	\$200 and	10 day
Third Violation within a 24 month period	\$500 and	90 day
Fourth Violation within a 24 month period	\$1000 and	up to 1 year
Fifth and Subsequent Violation within a 24 month period	\$1000 and	permanent revocation

B. No administrative penalty may be imposed until the licensee has been sent written notice by certified mail of the violation to the address listed on the license. Any administrative penalty suffered by licensee is in addition and separate from any administrative penalty imposed upon employee.

Subd. 3. Administrative Penalty by Clerk/Employee.

A. The clerk or employee specifically involved in a compliance check violation or determined to have violated this section will be personally liable to pay an administrative fee. Upon determination of a violation of a compliance check or an illegal sale hereunder, the clerk/employee will be liable for an administrative penalty as follows:

Violation	Administrative Fee
First Violation	\$50.00
Second Violation within a 24 month period	\$100.00
Third and Subsequent Violation within a 24 month period	\$200.00

B. No administrative penalty may be imposed until the clerk or employee has been sent written notice by certified mail of the violation. Any administrative penalty imposed upon employee is separate from and in addition to any administrative penalty imposed upon licensee.

Subd. 4. Payment of Administrative Fees.

A. All administrative fees imposed by this section are deemed payable within sixty (60) days of the date of mailing of the written notice of violation or no later than thirty (30) days after the mailing of the written decision of an appeal determining that a violation has occurred.

B. All such administrative fees imposed pursuant to this section will be payable to the City Administrator, City Hall, 101 – 14th Street, Cloquet MN 55720. The administrative penalties may be modified from time to time by the City Council.

C. Failure by the licensee to pay any administrative fee imposed against the licensee within the time limit set herein will result in a license suspension until the date of payment.

- D. Failure by clerk/employee to pay any administrative fee imposed within the time limit set herein shall, at the option of the City Administrator, be either through a collection agency or legal proceedings in accordance with the City's Collection Policy.

Subd. 5. Right to a Hearing.

- A. No administrative penalty may be imposed until the violator has been afforded an opportunity for a hearing before a hearing officer to contest the fact that a violation has occurred. Requests for a hearing must be submitted in writing to the Chief of Police, 101 – 14th Street, Cloquet MN 55720, within twenty (20) days of the date of mailing of the written notice of violation.
- B. Upon receipt of written notice, the City shall have ten (10) business days to set the time and place for the hearing. Written notice of the hearing time and place shall be mailed or delivered to the accused violator at least ten (10) business days prior to the hearing.
- C. The hearing officer shall have authority to dismiss the violation or reduce or waive the penalty.
- D. A decision shall be issued by the hearing officer within ten (10) business days. If the hearing officer determines that a violation of this section did occur, that decision, along with the hearing officer's reasons for finding a violation and the penalty to be imposed under 6.5.11 of this section, shall be recorded in writing, a copy of which shall be provided to the City and the accused violator by in person delivery or mail as soon as practicable. Likewise, if the hearing officer finds that no violation occurred or finds grounds for reducing or not imposing any penalty, those findings shall be recorded and a copy provided to the City and the acquitted accused violator by in person delivery or mail as soon as practicable.
- E. Suspension or revocation shall not occur until written notice by the hearing officer has been served on the licensee by certified mail to the address listed on the license and a copy of such notice provided to the City.

Subd. 6. Hearing Officer. For purposes of this section, the hearing officer shall be designated in writing by the City Administrator. The hearing officer is authorized to hear and determine any controversy relating to the violation. This process is intended to replace any existing administrative procedures previously established by ordinance with regard to violations enumerated herein.

Subd. 7. Right to Obtain a Transcript. If a hearing is requested, the hearing will not be recorded and will only be transcribed if all financial arrangements are made in advance with a certified court reporter by the person requesting the hearing. Furthermore, any person requesting that the hearing be transcribed agrees to provide the City with a copy of the transcript at no cost to the City.

Subd. 8. License Suspension or Revocation Without a Hearing. Any license issued pursuant to this Section may be suspended or revoked for violation of any provision of this Section or as detailed in 6.5.11 Subd. 2. Suspension or revocation shall not occur until written notice has been served on the licensee by certified mail to the address listed on the license.

Subd. 9. Other Penalties. The administrative fees and license suspension consequences set forth in this section are not intended to replace or limit any other juvenile, criminal, administrative or civil sanctions or consequences that may be imposed by state or federal law for the same activity.

6.5.12. Other Illegal Acts. Unless otherwise provided, the following acts shall be a violation of this section.

Subd. 1. Illegal Possession. It shall be a violation of this section for any underage person to have in his or her possession any tobacco, tobacco product, tobacco related device or tobacco related electronic delivery device. This subdivision shall not apply to underage persons lawfully involved in a compliance check on behalf of the City.

Subd. 2. Illegal Use. It shall be a violation of this section for any underage person to smoke, chew, sniff, or otherwise use any tobacco, tobacco product, tobacco related device or tobacco related electronic delivery device. All underage persons found in violation of this section shall be cited with an administrative offense and shall be subject to the administrative fine schedule as amended from time to time by the City Council. Such underage persons who are also under the age of 18 years shall be referred to juvenile court for review by the Carlton County Attorney's Office for delinquency proceedings.

Subd. 3. Illegal Procurement. It shall be a violation of this section for any **underage person** to purchase or attempt to purchase or otherwise obtain any tobacco, tobacco product, or tobacco related device from any person or merchant, and it shall be a violation of this section for any person to purchase or otherwise obtain such items on behalf of an **underage person**. It shall also be a violation of this section for any person to sell or otherwise provide any tobacco, tobacco product, or tobacco related device to **any underage person**. It shall further be a violation for any person to coerce or attempt to coerce an **underage person** to illegally purchase or otherwise obtain or use any tobacco, tobacco product, or tobacco related device. This subdivision shall not apply to **underage persons** who purchase or attempt to purchase tobacco, tobacco product, or tobacco related devices while under the direct supervision of a responsible adult for enforcement purposes or for training and education for enforcement purposes.

Subd. 4. Use of False Identification. It shall be a violation of this section for any **underage person** to attempt to disguise their true age by the use of a false form of identification, whether the identification is that of another person or one in which the age of the person has been modified or tampered with to represent an age older than the actual age of the person.

6.5.13. Exceptions and Defenses. Nothing in this section shall prevent the providing of tobacco, tobacco product, or tobacco related devices to an **underage person** as part of a lawfully recognized religious, spiritual, or cultural ceremony. It shall be an affirmative defense to the violation of this section for a person to have reasonably relied on proof of age as described by state law.

6.5.14. Judicial Review. Any person who maintains he is aggrieved by a decision pursuant to 6.5.03, 6.5.11 or 6.5.12 herein may have the decision reviewed in the district court consistent with Minn. Stat. §462.361.



FRANK YETKA | DAVID C. PRITCHETT | WILLIAM T. HELWIG
SARAH B. HELWIG

JOHN M. GASSERT, Of Counsel
FLOYD D. RUDY (1935-2015) | LAWRENCE R. YETKA (1924-2017)

813 Cloquet Avenue
Cloquet, MN 55720
Main: 218-879-3363
Fax: 218-879-4033
RudyLawFirm.com

This Copy Is Sent To You
For Your Information
RUDY, GASSERT, YETKA
& PRITCHETT
813 Cloquet Avenue
Cloquet MN 55720

January 3, 2020

RE: Law Change to Minimum Age 21 all Tobacco Products

Dear Tobacco Vendor/Licensee:

We are sending this letter to notify you that effective immediately it is now unlawful for any retailer or licensee to sell tobacco products to any person younger than twenty one (21) years of age. The City of Cloquet is presently in the process of amending its City Code to bring it into compliance with the new Federal mandate which was signed into law by the President on December 20, 2019. However, immediate compliance with the new law is required by federal law.

Enclosed is a copy of the new provisions that require an immediate change in your sales practices. We understand that as a result of the new law change that it will be necessary for you to change your compliance practices. We are also sensitive to the fact that the new law was adopted without much advance notice. However, to protect your business from potential liability which could result from illegal sales to underage patrons, we strongly advise that you immediately take the necessary steps to advise all employees involved with the sale of tobacco products to double their efforts to make sure that all tobacco products are not sold or tendered to any person under the age of twenty one (21). Failure to comply with the new law could result in both civil and criminal penalties.

Thank you for your consideration.

Sincerely,

Frank Yetka
Cloquet City Attorney's Office

Enclosure



DEPARTMENT OF PUBLIC WORKS

101 14th Street; Cloquet, MN 55720
Phone: (218) 879-6758 Fax: (218) 879-6555
Street - Water - Sewer – Engineering - Park
www.cloquetmn.gov

REQUEST FOR COUNCIL ACTION

To: Mayor and City Council
From: John Anderson, Assistant City Engineer
Reviewed by: Tim Peterson, City Administrator *TCP*
Date: February 4, 2020

ITEM DESCRIPTION: Set Public Hearing Date on Proposed 2020 Improvement of Streets in the Prospect Avenue Area

Proposed Action

Staff recommends the City Council move to adopt **RESOLUTION 20-07, ACCEPTING THE FEASIBILITY STUDY AND SETTING A PUBLIC HEARING DATE ON THE PROPOSED 2020 IMPROVEMENT OF PROSPECT AVENUE AREA STREETS** with a proposed hearing date of March 5, 2020.

Background/Overview

As part of the City's 5-Year Capital Improvement Program (CIP) and approved budget, plans are proposed to reconstruct the following streets:

- Prospect Avenue – 14th Street to 18th Street
- Prospect Avenue – 20th Street to 22nd Street
- 20th Street – Prospect Avenue to Selmsier Avenue
- 21st Street – Selmsier Avenue to Dead end
- Kelly Avenue – 21st Street to 22nd Street
- 21st Street – Kelly Avenue to Prospect Avenue
- 20th Street – Prospect Avenue to Fairview Avenue
- Fairview Avenue – 18th Street to 20th Street

In general, the existing infrastructure in this area is considered to be in very poor to failed condition. Some of the issues documented in recent years include sewer back-ups, localized flooding, and a failed pavement surface. While a quick drive down the street leaves little doubt about the need for improvements, a full evaluation of the existing conditions and proposed actions are documented in the attached feasibility study.

Preliminary plans for the project have been prepared and in accordance with MN Statutes Chapter 429, the City Council is required to schedule and give notice of a Public Hearing on the proposed improvement. During this meeting, the Council will take formal public input to assist them in their decision as to how the City should proceed.

Policy Objectives

To advance proposed capital improvement projects, but prior to approval affected property owners shall be provided an opportunity to make comments in reference to the proposed improvement in accordance with State Statutes. While not required by state statute, a neighborhood meeting was held on January 23rd, 2020. A number of the residents that attended that meeting voiced a desire to have sidewalk along 20th Street from Prospect Avenue to Selmser Avenue at a minimum on one side or the other.

Financial Impacts

The approved 2020 budget includes an estimated cost for this project of \$3,780,000. The breakdown of funding sources for the project are as follows:

- Sales Tax----- \$ 1,600,000
- Sanitary Sewer Fund ----- \$ 410,000
- Water Fund ----- \$ 570,000
- Storm sewer Fund ----- \$ 220,000
- Bond Proceeds – Levy ----- \$ 980,000

The preliminary engineer’s estimate for the project is \$3,050,000. This number is intended to be conservative as the design continues to progress. A breakdown of project cost by fund is as follows:

- Permanent Improvement Fund ----- \$1,550,000
- Sanitary Sewer Fund ----- \$ 500,000
- Water Fund ----- \$ 650,000
- Storm sewer Fund ----- \$ 350,000

A preliminary assessment role has been prepared in accordance with Chapter 12 of City Code. A copy can be found in appendix D of the Feasibility Study. Total assessment estimates are equal to \$639,420 or approximately 21% of the total project cost.

Advisory Committee/Commission Action

N/A

Supplemental Documentation Attached

- Resolution No. 20-07
- Feasibility Study
- Capital Improvement Plan Detail Sheet

**CITY OF CLOQUET
COUNTY OF CARLTON
STATE OF MINNESOTA**

RESOLUTION NO. 20-07

RESOLUTION ACCEPTING THE FEASIBILITY STUDY AND SETTING A PUBLIC HEARING DATE ON THE PROPOSED 2020 IMPROVEMENT OF PROSPECT AVENUE FROM 14TH STREET TO 18TH STREET; PROSPECT AVENUE FROM 20TH STREET TO 22ND STREET; 20TH STREET FROM SELMSER AVENUE TO PROSPECT AVENUE; 21ST STREET FROM SELMSER AVENUE TO THE DEAD END SOUTH OF SELMSER AVENUE; KELLY AVENUE FROM 21ST STREET TO 22ND STREET; 21ST STREET FROM KELLY AVENUE TO PROSPECT AVENUE; 20TH STREET FROM PROSPECT AVENUE TO FAIRVIEW AVENUE; FAIRVIEW AVENUE FROM 18TH STREET TO 20TH STREET

WHEREAS, In accordance with the City of Cloquet's Capital Improvement Program and approved budget, preliminary plans and a feasibility study have been prepared for the improvement of Prospect Avenue Area streets; and

WHEREAS, The feasibility study provides information regarding whether the proposed improvements are necessary, cost-effective and feasible; and

WHEREAS, It is anticipated that benefitted properties will be assessed for a portion of the project costs, pursuant to Minnesota Statutes, Chapter 429 and Chapter 12 of City Code.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF CLOQUET, MINNESOTA:

1. That the Council will consider the reconstruction of the Prospect Avenue Area Streets in accordance with said feasibility study and the possible assessment of abutting property for a portion of the cost of the improvements pursuant to Minnesota Statute, Chapter 429 at an estimated total cost of \$3,050,000.
2. A public hearing shall be held on March 5, 2020, in the City Council Chambers at 7:00 p.m.
3. The City Administrator shall give mailed and published notice of such hearing and improvement as required by law.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CLOQUET THIS 4th DAY OF FEBRUARY 2020.

Roger Maki, Mayor

ATTEST:

Tim Peterson, City Administrator

Capital Plan
City of Cloquet, Minnesota

2020 thru 2024

Department Street & Utilities
 Contact City Engineer
 Type Improvement
 Useful Life 20 Years
 Category Street Construction
 Priority 2 Very Important

Project # STUP-005
 Project Name 20th Street Reconstruction

Description Total Project Cost: \$940,000
 This project involves the reconstruction of 20th Street from Selmsier to Prospect Avenue and Prospect Avenue from 20th to 22nd and would include the installation of a new water main, sanitary sewer main, a stormsewer system, curb and gutter, a sidewalk and new bituminous pavement.
 This would involve about 1,600 feet of work

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance	940,000					940,000
Total	940,000					940,000

Funding Sources	2020	2021	2022	2023	2024	Total
Bond Proceeds - Levy	500,000					500,000
Bond Proceeds - Sewer	160,000					160,000
Bond Proceeds - Storm	60,000					60,000
Bond Proceeds - Water	220,000					220,000
Total	940,000					940,000

Budget Impact/Other

Capital Plan
City of Cloquet, Minnesota

2020 thru 2024

Department Street & Utilities
 Contact City Engineer
 Type Improvement
 Useful Life 20 Years
 Category Utilities
 Priority 3 Important

Project # STUP-018
 Project Name Prospect Avenue Reconstruct

Description Total Project Cost: \$1,900,000
 This project involves the reconstruction of Prospect from 10th to 18th Streets. This is a Non-State Aid residential street. This project would include the reconstruction of all sewer, water and stormsewer utilities, curbs, sidewalks and pavement.

Justification

Expenditures	2020	2021	2022	2023	2024	Total
Construction/Maintenance	1,900,000					1,900,000
Total	1,900,000					1,900,000

Funding Sources	2020	2021	2022	2023	2024	Total
Sales Tax	1,600,000					1,600,000
Sewer Fund	100,000					100,000
Storm Water Fund	100,000					100,000
Water Fund	100,000					100,000
Total	1,900,000					1,900,000

Budget Impact/Other

CITY OF CLOQUET



FEASIBILITY STUDY

For the

2020 PROPOSED PROSPECT STREET AREA RECONSTRUCTION PROJECT

PROJECT AREA

**Prospect Avenue – 14th Street to 18th Street
Prospect Avenue – 20th Street to 22nd Street
20th Street – Prospect Avenue to Selmser Avenue
21st Street – Selmser Avenue to Dead end
Kelly Avenue – 21st Street to 22nd Street
21st Street – Kelly Avenue to Prospect Avenue
20th Street – Prospect Avenue to Fairview Avenue
Fairview Avenue – 18th Street to 20th Street**

City Project No. 1091

January 27, 2020

CERTIFICATION SHEET

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision, and that I am a duly Registered Professional Engineer under the laws of the State of Minnesota.



Signature _____

Typed or Printed Name John M. Anderson

Date: January 27, 2020 License Number 25889

I. Project Description

As part of the City's 5-Year Capital Improvement Program (CIP), preliminary plans have been assembled to reconstruct in the Prospect Avenue Area during the summer of 2020. The project is proposed to include the total reconstruction of the street, curb and gutter, sidewalk, watermain, sanitary and storm sewers in the area.

II. Watermain

The existing watermain in this area appears to be original town infrastructure, likely installed in the early 1930's or before. Currently there is no watermain in 21st Street between Selmser and the dead end to the south. The existing structures on this street are served by long services that extend to either Selmser Avenue to the north or Kelly Avenue to the south. Eleven breaks have been documented on the existing pipeline over the past 20 years. Given the proximity to the existing sewer and likely lead calked joints the existing system does not comply with current health codes. The age and code issues in the existing system warrant replacement prior to construction of a new roadway.

The proposed design includes a new 8" diameter Ductile Iron watermain located with the proper separation from sewers both horizontally and vertically as required by the Minnesota Department of Health. Also watermain would be added to the block of 21st Street that is currently without water and sewer thus providing accessible and maintainable services to adjacent properties. As a cost comparison We plan to bid PVC watermain and PE water service pipe. If we find a cost savings using these materials we would recommend these alternative materials in the construction of the water system.

III. Sanitary Sewer

The existing clay tile sewer in the area is close to 100 years in age. Sewer grades are generally very flat in this area this coupled with Root intrusion and failure of clay pipe have led to back-ups that have been documented over the past 30 years. Root intrusion into the pipeline is a major issue, and the structural capacity is highly questionable. Recent attempts to televise the sewermain have indicated multiple holes/voids in both the main and associated manholes with severe cracking in multiple locations.

The recommended improvement includes the installation of a new 8" PVC sewer to be located under the centerline of the new roadway. Those sections of existing sewer not removed as part of the new watermain construction would be abandoned in place. New sewer service lines would be extended to connect with existing service lines at the right of way.

IV. Storm Sewer

The existing area is served by a storm sewer that outlets down the 18th Street corridor. The storm sewer size in the area needs to be increased to provide an outlet for areas to the north and west. These areas are anticipated to be improved in the future under the 14th Street joint Carlton County / City of Cloquet project projected to be constructed in

2021 and 2022 and the future Selmser Avenue and Prospect Avenue projects identified 2022 and 2023 in the 5-year capital improvement plan. Additionally, replacement of the storm sewer system will provide adequate pipe capacity to collect storm runoff in the immediate project area.

V. Street & Sidewalk Construction

The existing road right-of-way on streets in this area is 66 feet. The existing street widths in the area are shown in Table 1 along with existing sidewalk locations, Pavement condition rating (PCI) and curb locations. There is a quite a range of street design widths in place as well as a variety of applications of curb. Soil borings show a range of pavement thickness from 3 ½ to 9 inches of bituminous pavement on top of anywhere from 0 to 12 inches of gravel. The sub grade soils are generally poorly graded or silty sand on top of lean clay. There are some indications of groundwater in the 8 to 9 foot depth. Pavement Condition for the bulk of these streets is poor (0-40).

Table 1

Existing Conditions		ROAD WIDTH	Pavement Condition	CURB & GUTTER	SIDEWALK
STREET	SEGMENT		PCI		
Prospect Avenue	14th St - 18th St	27'	12	Varies	None
Prospect Avenue	20th St - 22nd St	27'	5	Varies	None
20th Street	Selmser - Prospect	27'	42	Both Sides	Both Sides
Kelly Avenue	21st St - 22nd St	22'	12	None	None
21st Street	Kelly - Prospect	24'	5	None	None
Fairview Avenue	18th St - 20th	27	56	Both Sides	None
20th Street	Fairview - Prospect	27'	16	Both Sides	None
21st Street	Selmser - Dead End	22'	26	None	None

As state aid does not dictate design standards for these local streets there is some latitude in the street width. Given the local nature of most of these streets the primary goal is to provide access to the adjacent property and not focused on conveying a significant amount of thru traffic. Traffic counts completed in this area (Prospect between 21st and 22nd) during the summer of 2019 show an AADT of 272. Safe Routes to Schools has identified a need to provide a sidewalk corridor along Prospect Avenue from 14th Street to 22nd Street. 20th Street from Prospect to Selmser currently has sidewalk on both sides of the street and probably does not fully utilize sidewalk on both sides therefore we are recommending that sidewalk be placed on one side when reconstructed. The section of Prospect Avenue from 18th Street to 20th Street was previously reconstructed without sidewalk. In order to provide a continuous sidewalk corridor, we are proposing to add sidewalk behind the curb on the north side of these two blocks along with this project. Proposed Street widths and sidewalk locations are shown in Table 2.

Table 2

Proposed Conditions		ROAD WIDTH	Condition	CURB & GUTTER	SIDEWALK
STREET	SEGMENT	Proposed	PCI	Proposed	Proposed
Prospect Avenue	14th St - 18th St	27'	100	Both Sides	South Side
Prospect Avenue	20th St - 22nd St	27'	100	Both Sides	North Side
20th Street	Selmser - Prospect	27'	100	Both Sides	One Side
Kelly Avenue	21st St - 22nd St	22'	100	Both Sides	None
21st Street	Kelly - Prospect	24'	100	Both Sides	None
Fairview Avenue	18th St - 20th	27'	100	Both Sides	None
20th Street	Fairview - Prospect	27'	100	Both Sides	None
21st Street	Selmser - Dead End	22'	100	Both Sides	None

In general, we have tried to perpetuate the width of the streets as they currently exist both in an effort to occupy the same footprint as well as provide traffic calming effect. Parking is prohibited along the ball field at Athletic park currently and would continue to be in the future. We have included a parking bump out along the skate park to add some needed spaces in the area. The balance of the neighborhood parking will not be regulated by signage but with the addition of curb and gutter it will be difficult for cars to park opposite each other without blocking the road. There does not seem to be a huge demand for onstreet parking therefore we do not see a need at this time to prohibit parking in any area other than adjacent to the ball field fence.

Sidewalk is proposed to run along the South side of Prospect from 14th Street to 18th Street and then along the north side of Prospect from 18th Street to 22nd Street. This connection will provide a link called out in the Safe routes to schools plan that has been jointly prepared by Carlton County, Cloquet Area Schools, and the City of Cloquet. Another part of that plan is proposed to be constructed by Carlton County. That piece would be a sidewalk along 22nd Street from Washington Avenue to Prospect Avenue See **Appendix E**

Figures 1 through 5 below show the proposed street sections for the project.

Figure 1 – Prospect (14th Street to 18th Street)

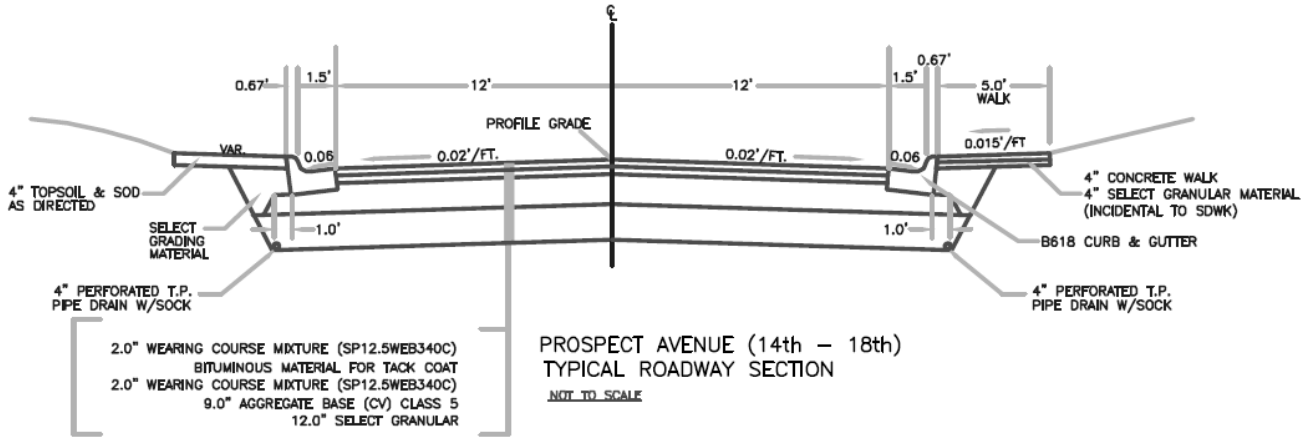


Figure 2 – Prospect (along the Skate Park)

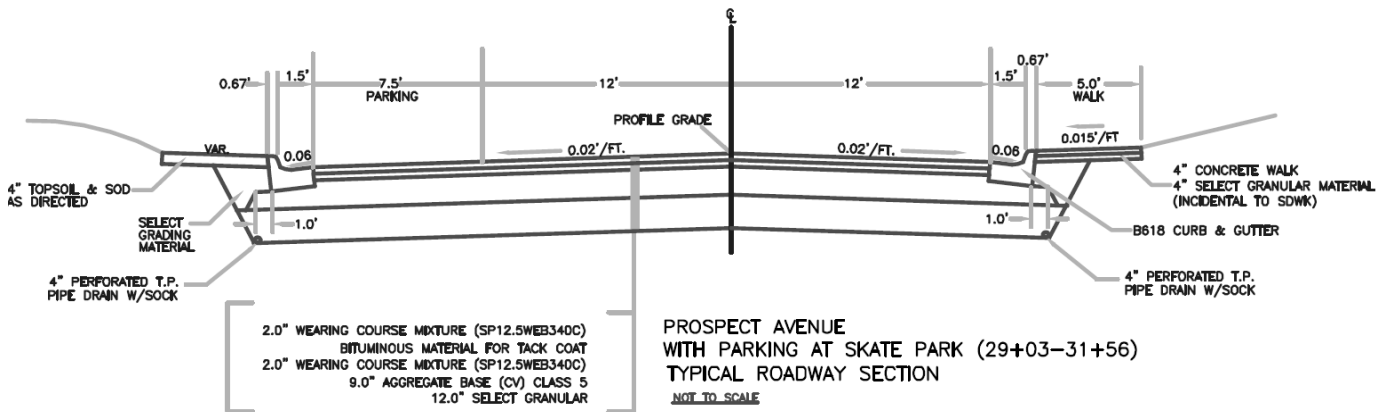


Figure 3 - 20th Street (Prospect to Selmsers)

Sidewalk to be on one side with side yet to be determined

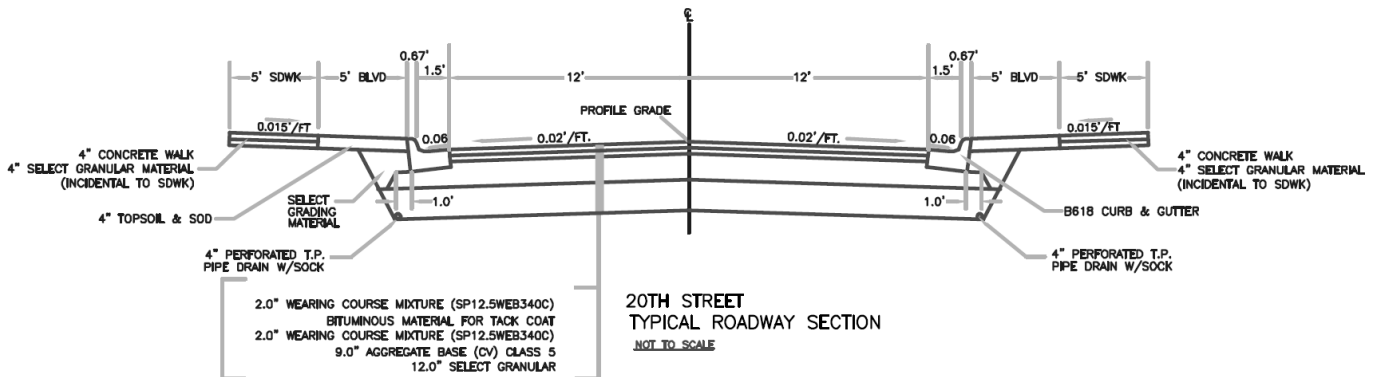


Figure 4 – 21st Street (Selmser south to dead end)

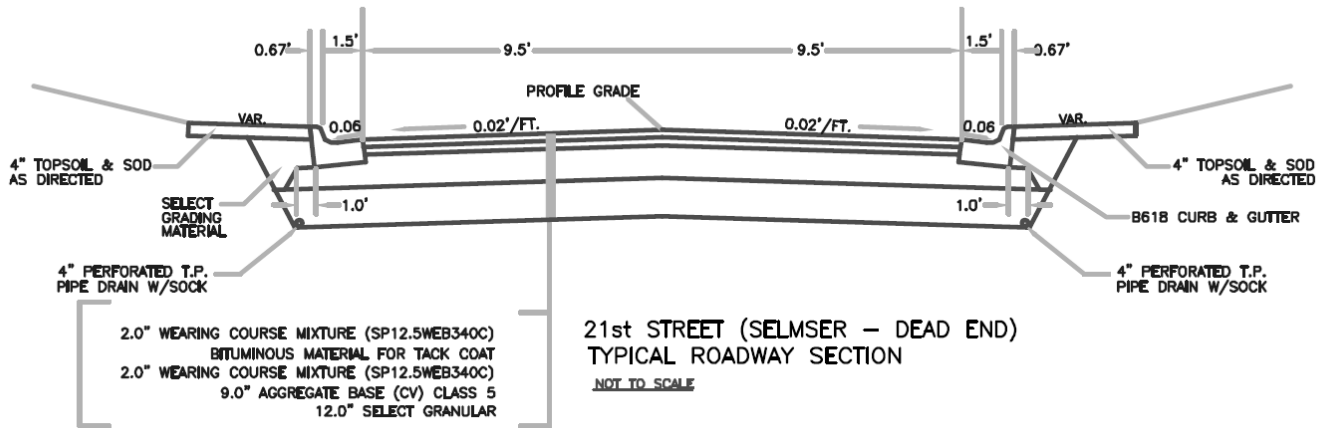
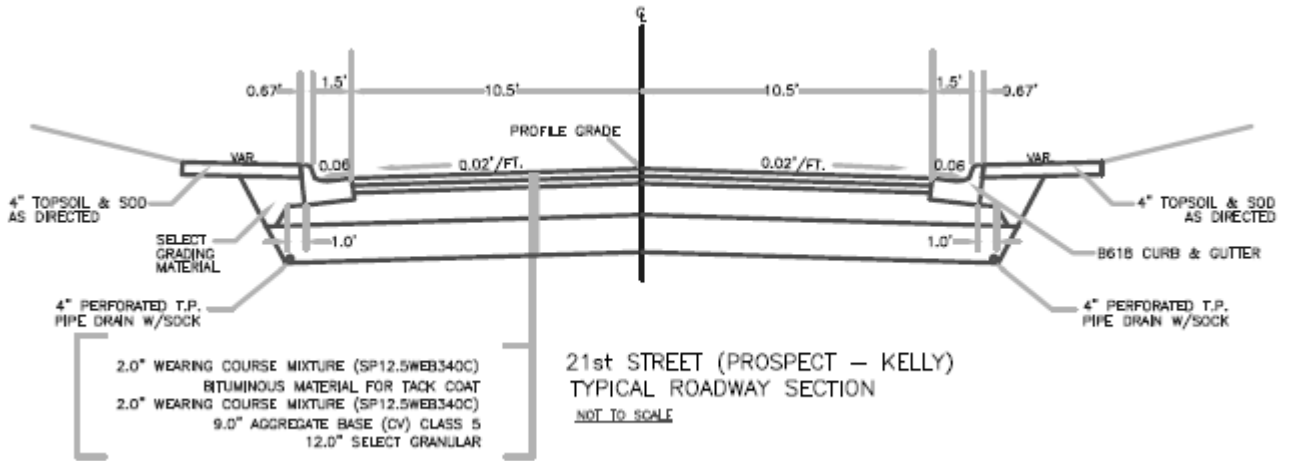


Figure 5 – 21st Street (Prospect to Kelly)



In general, the existing surface infrastructure is considered to be in poor to failed condition. Multiple overlays have been completed over the years however poor subgrade soils warrant complete reconstruction of the road at this time. A geotechnical investigation of the site was performed and the recommendations for street and utility construction have been incorporated into the design. The Boring Logs are attached in **Appendix A**

VI. Neighborhood Meeting

A neighborhood meeting was held on January 23, 2020 to introduce the project and solicit input from residents. There were 12 people in attendance at the meeting and 1 email received with questions concerning the meeting. Staff shared a presentation about the project and held a discussion on project elements. Much of the discussion centered

around sidewalk. There was a consensus among the group that sidewalk should be replaced on at least one side of 20th Street from Prospect to Selmsler. There was much discussion of the pros and cons of sidewalk along Prospect. Pros being providing a place for school aged kids to walk out of the street and the connections to school and the park. The cons being loss of front yard, possible loss of trees in order to construct it and difficulty for homeowners to keep snow off the sidewalk in the winter when it is located directly behind the curb. The presentation and sign in sheet from the meeting are included in **Appendix B**

VII. Cost Estimate & Funding

The engineer’s estimate for the project can be found in **Appendix C** of this report. The total construction cost is estimated at \$3,050,000. Proposed funding is projected to come from a number of funds. A breakdown of project cost by fund is as follows:

Permanent Improvement Fund	\$1,550,000
Water Fund.....	\$650,000
Sewer Fund.....	\$500,000
Stormwater.....	\$350,000

A preliminary assessment role has been prepared in accordance with Chapter 12 of City Code. A copy can be found in **Appendix D** of this report. Total assessment estimates are equal to \$639,420 or approximately 21% of the total project cost.

VIII. Project Schedule

The schedule for the proposed improvements is as follows:

Neighborhood Meeting.....	January 29, 2020
Receive Feasibility Study / Order Public Hearing.....	February 4, 2020
Public Hearing.....	March 5, 2020
Advertise for Bid.....	March 6, 2020
Open Bids.....	March 31, 2020
Award Bids.....	April 7, 2020
Start Construction	May 2020
Substantial Completion of Construction	October 2020
Assessment Hearing	February 2021

IX. Cost Effective and Necessary

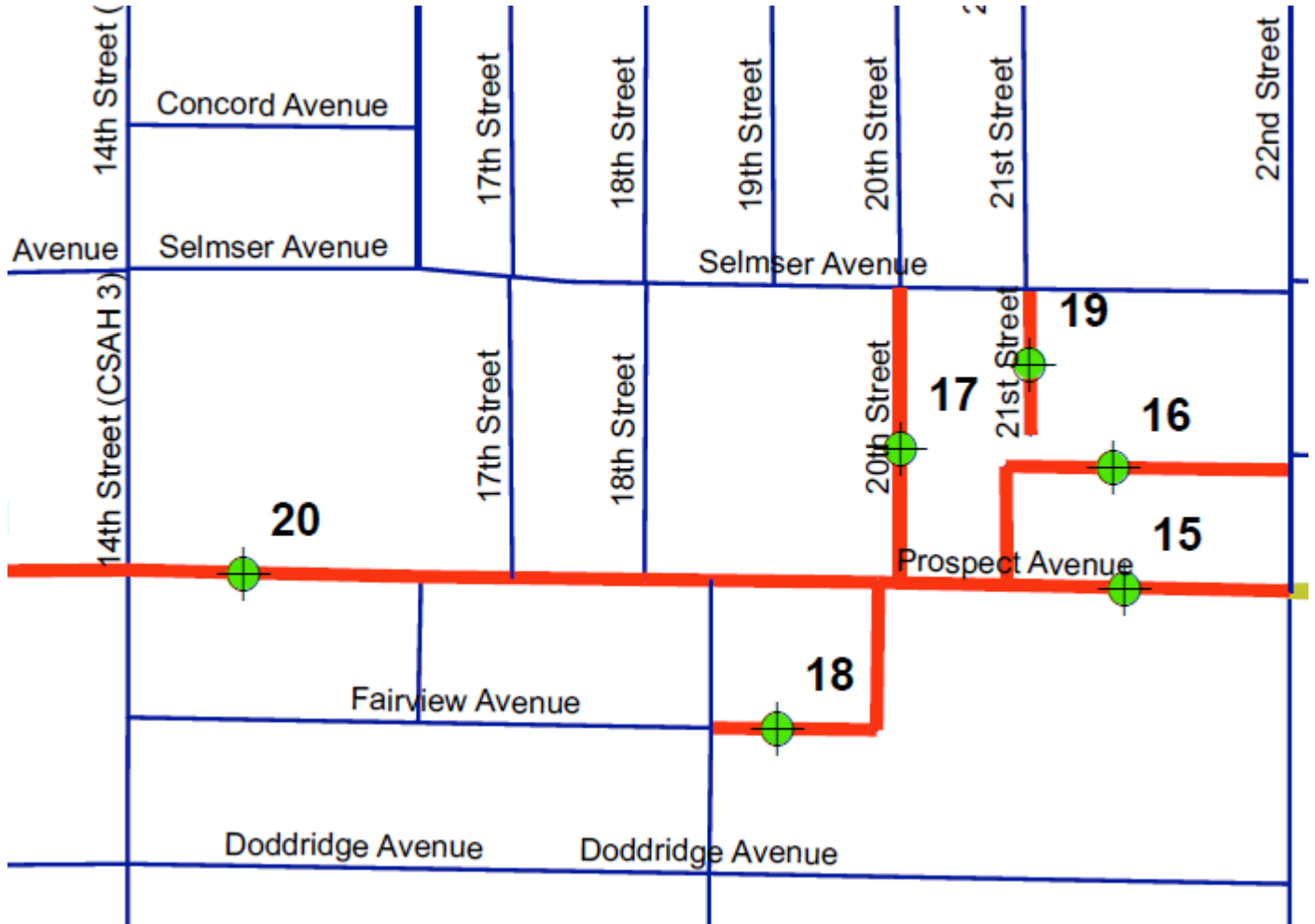
The project is of sufficient size and scope to be cost effective and the work is necessary to maintain the public infrastructure.

X. Conclusion & Recommendations

Based upon the information contained in this report, the proposed Prospect Street Area Reconstruction Project is feasible from an engineering and financial standpoint.

APPENDIX A
Geotechnical Report

Soil Boring Locations



See Descriptive Terminology sheet for explanation of abbreviations

Project Number B1911927				BORING: ST-15			
Geotechnical Evaluation				LOCATION: See attached sketch			
2020 Projects Soil Borings				NORTHING: 208358	EASTING: 560817		
Various Streets				START DATE: 01/09/20	END DATE: 01/09/20		
Cloquet, Minnesota				SURFACING: Pavement	WEATHER: Sunny; cold		
DRILLER: M. Helzen	LOGGED BY: M. Johnson	METHOD: 3 1/4" HSA					
SURFACE ELEVATION: 1246.3 ft	RIG: 7505						
Elev./ Depth ft	Water Level	Description of Materials (Soil-ASTM D2488 or 2487; Rock-USACE EM 1110-1-2908)	Sample	Blows (N-Value) Recovery	q _s tsf	MC %	Tests or Remarks
1245.6		BITUMINOUS, 0 inches					
0.9		AGGREGATE, 4 inches					
1245.2		FILL: POORLY GRADED SAND with SILT (SP-SM), fine to medium-grained Sand, with Gravel, dark brown, frozen (moist when thawed)					
1.1							
1244.3		SANDY LEAN CLAY (CL), trace organics, dark gray, frozen (moist when thawed) (GLACIAL OUTWASH)					
2.0							
1242.3		SILTY SAND (SM), fine to medium-grained Sand, trace Gravel, brown, moist, loose (GLACIAL OUTWASH)	5	1-3-5 (8) 15"			
4.0							
1239.3		LEAN CLAY (CL), trace Sand, and Gravel, reddish brown, moist, very stiff (GLACIAL TILL)					
7.0							
			10	4-14-15 (28) 17"			
1233.3							
13.0		CLAYEY SAND (SC), reddish brown, moist, very stiff (GLACIAL TILL)					
1231.8							
14.5		END OF BORING	15	7-10-12 (22) 15"			
		Boring immediately backfilled					Water not observed while drilling.
			20				
			25				
			30				

See Descriptive Terminology sheet for explanation of abbreviations

Project Number B1911927 Geotechnical Evaluation 2020 Projects Soil Borings Various Streets Cloquet, Minnesota				BORING: ST-16			
DRILLER: M. Helzen				LOGGED BY: M. Johnson			
SURFACE ELEVATION: 1246.8 ft		RIG: 7505		METHOD: 3 1/4" HSA			
START DATE: 01/09/20		END DATE: 01/09/20		WEATHER: Sunny; cold			
SURFACING: Pavement		NORTHING: 208631		EASTING: 560935			
Elev./Depth ft	Water Level	Description of Materials (Soil-ASTM D2488 or 2487; Rock-USACE EM 1110-1-2908)	Sample	Blows (N-Value) Recovery	q _c tsf	MC %	Tests or Remarks
1246.5	0.3	BITUMINOUS, 3 1/2 inches					
		AGGREGATE, 12 inches					
1245.5	1.3	FILL: SILTY SAND (SM), fine to medium-grained Sand, with Gravel, dark brown, frozen (moist when thawed)					
1244.8	2.0	SILTY SAND (SM), fine to medium-grained Sand, trace Gravel, dark brown, frozen (moist when thawed) (POSSIBLE FILL)					
1242.8	4.0	POORLY GRADED SAND with SILT (SP-SM), fine to medium-grained Sand, trace Gravel, brown, moist, medium dense (GLACIAL OUTWASH)	5	6-10-11 (21) 13"			
1239.8	7.0	LEAN CLAY (CL), trace Sand, and Gravel, reddish brown, moist, stiff (GLACIAL TILL)		5-8-5 (11) 17"			
1236.8	10.0	SANDY LEAN CLAY (CL), trace Gravel, reddish brown, moist, very stiff (GLACIAL TILL)	10	5-5-6 (11) 6"			
1232.3	14.5	END OF BORING	15	5-6-11 (17) 15"			Water not observed while drilling.
		Boring immediately backfilled					
			20				
			25				
			30				

See Descriptive Terminology sheet for explanation of abbreviations

Project Number B1911927 Geotechnical Evaluation 2020 Projects Soil Borings Various Streets Cloquet, Minnesota					BORING: ST-17 LOCATION: See attached sketch		
DRILLER: M. Heinzen		LOGGED BY: M. Johnson		START DATE: 01/09/20	END DATE: 01/09/20		
SURFACE ELEVATION: 1244.4 ft	RIG: 7505	METHOD: 3 1/4" HSA		SURFACING: Pavement	WEATHER: Sunny, cold		
Elev./ Depth ft	Water Level	Description of Materials (Soil-ASTM D2488 or 2487; Rock-USACE EM 1110-1-2908)	Sample	Blows (N-Value) Recovery	q _p tsf	MC %	Tests or Remarks
1244.1		BITUMINOUS, 3 1/2 inches					
0.3		FILL: POORLY GRADED SAND with SILT (SP-SM), fine to medium-grained Sand, with Gravel, dark brown, moist					
1242.4		FILL: POORLY GRADED SAND with SILT (SP-SM), fine to medium-grained Sand, trace Gravel, brown, moist					
2.0				9-7-4 (11) 13"			
			5	5-10-8 (18) 4"			
1237.4		LEAN CLAY (CL), trace Sand, and Gravel, reddish brown, moist, stiff to very stiff (GLACIAL TILL)					
7.0				3-5-5 (10) 13"			
			10	5-5-8 (13) 16"			
1229.9				6-8-10 (18) 17"			
14.5		END OF BORING	15				Water not observed while drilling.
		Boring immediately backfilled					
			20				
			25				
			30				

See Descriptive Terminology sheet for explanation of abbreviations

Project Number B1911927 Geotechnical Evaluation 2020 Projects Soil Borings Various Streets Cloquet, Minnesota	BORING: ST-18	
	LOCATION: See attached sketch	
DRILLER: M. Helzen	LOGGED BY: M. Johnson	NORTHING: 208037 EASTING: 560265 START DATE: 01/09/20 END DATE: 01/09/20
SURFACE ELEVATION: 1244.4 ft	RIG: 7505	METHOD: 3 1/4" HSA SURFACING: Pavement WEATHER: Sunny; cold

Elev./ Depth ft	Water Level	Description of Materials (Soil-ASTM D2488 or 2487; Rock-USACE EM 1110-1-2908)	Sample	Blows (N-Value) Recovery	q _e tsf	MC %	Tests or Remarks
1244.1		BITUMINOUS, 4 inches					
0.3		FILL: POORLY GRADED SAND with SILT (SP-SM), fine to medium-grained Sand, with Gravel, dark brown, frozen (moist when thawed)					
1242.4		FILL: SANDY LEAN CLAY (CL), reddish brown, frozen (moist when thawed)					
2.0							
1240.4		LEAN CLAY (CL), trace Sand, and Gravel, reddish brown, moist, medium to very stiff (GLACIAL TILL)					
4.0				3-3-4 (7) 11"			
			5				
				4-5-8 (11) 16"			
				2-5-8 (13) 16"			
		Sand lens at 11 feet					
				6-11-13 (24) 18"			
1229.9		END OF BORING	15				
14.5		Boring immediately backfilled					Water not observed while drilling.

See Descriptive Terminology sheet for explanation of abbreviations

Project Number B1911927				BORING: ST-19			
Geotechnical Evaluation				LOCATION: See attached sketch			
2020 Projects Soil Borings				NORTHING: 208845 EASTING: 560793			
Various Streets				START DATE: 01/09/20 END DATE: 01/09/20			
Cloquet, Minnesota				DRILLER: M. Heinzen LOGGED BY: M. Johnson			
SURFACE ELEVATION: 1244.8 ft		RIG: 7505	METHOD: 3 1/4" HSA		SURFACING: Pavement WEATHER: Sunny, cold		
Elev./Depth ft	Water Level	Description of Materials (Soil-ASTM D2488 or 2487; Rock-USACE EM 1110-1-2908)	Sample	Blows (N-Value) Recovery	q _e tsf	MC %	Tests or Remarks
1244.4 0.4		BITUMINOUS, 4 1/2 inches AGGREGATE, 12 inches					
1243.4 1.4		FILL: POORLY GRADED SAND with SILT (SP-SM), fine to medium-grained Sand, trace Gravel, dark brown, frozen (moist when thawed)					
1242.8 2.0		SANDY LEAN CLAY (CL), trace organics, dark gray, frozen (wet when thawed) (POSSIBLE FILL)	5	3-2-5 (7) 12"			
1239.8 5.0		SILTY SAND (SM), fine to medium-grained Sand, trace Clay, reddish brown, moist, loose (GLACIAL OUTWASH)		3-8-9 (15) 14"			
1237.8 7.0		CLAYEY SAND (SC), reddish brown, moist, stiff (GLACIAL TILL)		4-7-8 (13) 15"			
1234.8 10.0		SANDY LEAN CLAY (CL), trace Sand, and Gravel, reddish brown, moist, hard (GLACIAL TILL)	18	8-21-28 (47) 9"			
1231.8 13.0		CLAYEY SAND (SC), with Gravel, reddish brown to gray, moist, hard (GLACIAL TILL)					
1230.3 14.5		END OF BORING	15				Water not observed while drilling.
		Boring immediately backfilled					

See Descriptive Terminology sheet for explanation of abbreviations

Project Number B1911927 Geotechnical Evaluation 2020 Projects Soil Borings Various Streets Cloquet, Minnesota				BORING: ST-20 LOCATION: See attached sketch			
DRILLER: M. Heinzen		LOGGED BY: M. Johnson		NORTHING: 208391	EASTING: 558920		
SURFACE ELEVATION: 1245.8 ft		RIG: 7505		METHOD: 3 1/4" HSA			
SURFACING: Pavement		WEATHER: Sunny, cold		START DATE: 01/09/20 END DATE: 01/09/20			
Elev./Depth ft	Water Level	Description of Materials (Soil-ASTM D2488 or 2487; Rock-USACE EM 1110-1-2908)	Sample	Blows (N-Value) Recovery	q _p tsf	MC %	Tests or Remarks
1246.4		BITUMINOUS, 4 inches					
0.3		FILL: POORLY GRADED SAND with SILT (SP-SM), fine to medium-grained Sand, with Gravel, dark brown, frozen (moist when thawed)					
1243.8		SANDY LEAN CLAY (CL), trace Gravel, brown, frozen (moist when thawed) (POSSIBLE FILL)					
2.0		trace organics at 5 feet	5	5-3-3 (6) 13"			
1238.8		POORLY GRADED SAND with SILT (SP-SM), fine to medium-grained Sand, brown, wet, loose (GLACIAL OUTWASH)					
7.0			10	3-4-4 (8) 8"			
1231.3							
14.5		END OF BORING	15	1-3-6 (9) 5"			
		Boring immediately backfilled					Water observed at 8.5 feet while drilling. Water observed at 9.2 feet immediately after withdrawal of auger.
			20				
			25				
			30				

APPENDIX B
Neighborhood Meeting
January 29, 2020

Prospect Avenue Area Improvements



Neighborhood Informational Meeting
January 23, 2020

Caleb Peterson, Public Works Director
John Anderson, Assistant City Engineer

Please Sign in on the sheets provided

Meeting Agenda

- City's Pavement Management Program
- Existing Utilities
- Street Improvements:
 - - Full Reconstruction
- Sidewalks
- Schedule
- Special Assessment Process
- Common Concerns / follow up call
- Questions

Pavement Management Program

- City roadways rated based on their condition, full inventory taken the summer of 2017
- Information used to develop the Pavement Management Program and prioritize projects
- These Roadways have been identified for reconstruction
- Problems include: aging or failing underground infrastructure, poor drainage collection, deteriorated pavement structure

Project Limits



Existing Utilities

- Watermain compliance with Dept of Health standards
- Sanitary Sewer condition
- History of Sewer Backups
- Lack of Storm Sewer
- Private utilities (gas, electric, phone, cable) will be notified

Water System



Sanitary Sewer System

EXISTING SANITARY SEWER



Storm Sewer

EXISTING STORM SEWER



Sanitary Sewer System

EXISTING SANITARY SEWER



Water System

EXISTING WATER



Storm Sewer

EXISTING STORM SEWER



Existing Street Conditions

Existing Conditions		ROAD WIDTH	Condition	CURB & GUTTER	SIDEWALK
STREET	SEGMENT	Existing	PCI	Existing	Existing
Prospect Avenue	14th St - 18th St	27'-30'	12	Verlex	None
Prospect Avenue	20th St - 22nd St	22'-28'	5	Verlex	None
20th Street	Selmer - Prospect	29'	40	Both Sides	Both
Kelly Avenue	21st St - 22nd St	20'-22'	12	None	None
21st Street	Kelly - Prospect	26'	5	None	None
Rainview Avenue	18th St - 20th	29'	50	Both Sides	None
20th Street	Rainview - Prospect	29'	10	Both Sides	None
21st Street	Selmer - Dead End	22'	20	None	None

Proposed Street Sections

Proposed Conditions		ROAD WIDTH	Condition	CURB & GUTTER	SIDEWALK
STREET	SEGMENT	Proposed	PCI	Proposed	Proposed
Prospect Avenue	14th St - 18th St	27	100	Both Sides	South Side
Prospect Avenue	20th St - 22nd St	27	100	Both Sides	North Side
20th Street	Selmaer - Prospect	27	100	Both Sides	None
Kelly Avenue	21st St - 22nd St	22	100	Both Sides	None
21st Street	Kelly - Prospect	24	100	Both Sides	None
Fairview Avenue	18th St - 20th	27	100	Both Sides	None
20th Street	Fairview - Prospect	27	100	Both Sides	None
21st Street	Selmaer - Dead End	22	100	Both Sides	None



Street Section - Reconstruction

- width varies depending on street
- 12" Sand Base with Draitile
- 9" Class 5 – Gravel base
- Concrete Curb and Gutter
- Bituminous Base Material
- Bituminous Wear Material

Project Funding

- Currently developing estimates
- Permanent Improvement Fund
 - Street improvements
- Assessments
 - for portions of roadway improvements, sanitary sewer and Water replacements
- City Utility Funds
 - sanitary sewer, watermain, and Storm Sewer

Schedule/Public Process

- Neighborhood Meeting Jan 23, 2020
- Feasibility Report to City Council Feb 4, 2020
- Public Hearing March 5, 2020
(what's included in the project)
- The Cloquet City Council will take the next step on this project after the public hearing. Possible actions:
 - Approve project as presented, authorize bidding
 - Approve project with modifications, authorize bidding
 - Deny project

Schedule

- If the Cloquet City Council approves the project:
 - April 2020 Receive Bids / Award Bid
 - May 2020 Start Construction
 - Oct 2020 Substantial Completion
 - Feb 2021 Assessment Hearing
(How Much do I pay for the project)

Special Assessments

- Tool provided for in Minnesota State Statute
- Most Cities use as a partial funding source to pay for projects
- Cloquet has regularly applied assessments to projects over the past 30 plus years
- Process regulated by City Code and State Law
- Shares cost of a project between those who directly benefit and the general public

Assessment Policy

- Street assessments are based per front foot
- Utilities assessments are on a per unit basis
- Typical lots in this area are 63.2 feet
- Street assessment rate estimated at \$35/ft
- Utility assessment rate estimated at \$6,200 per lot
- Total assessment estimated at \$8,400 (typical 63.2' lot)
- Assessable cost must be a minimum of 20% of the project cost (State Law and City Code)

Assessment

Payment Options:

- Paid in full without interest within 30 days of the assessment hearing
- Certified and added to property taxes
 - Payment period
 - Street reconstruction 10 yrs
 - Interest rate set when assessment roll is adopted (last project rate was 6%)

Common Concerns

Sign in Sheet with "call Me" column

Sewer or water service issues
Private Driveway or sidewalk questions
Coordination with summer event (wedding, graduation)
Access concerns (elderly, special needs, etc.)
Remodeling my home this summer

Project Contact Info

- If you have any questions or concerns, please contact:

John Anderson P.E. Assistant City Engineer

JAnderson@CloquetMN.Gov

(218) 655-1509

Prospect Avenue Area Improvements

- Questions and Discussion

John Anderson

From: Rohde, Amber N [REDACTED]
Sent: Thursday, January 23, 2020 4:26 PM
To: John Anderson
Subject: Neighborhood meeting - Prospect Ave Area

Mr. Anderson

I had intended to attend the meeting tonight, however I've had a change in my schedule that does not allow this. I am interested in hearing more about this project as my home is located on 20th Street. I am a first time homeowner and new to this whole process. My main questions stem around the timeline of the project and projected assessments. I am considering some updates to my home this summer and access to the property will be a consideration in my plans. I am also wondering about the infrastructure updates noted in the letter, I agree there have been problems with drainage in the area and am wondering if there is any insight as to the condition of the lines (water/sewer) coming from the individual homes. I am also wondering if there has been any mention of addressing the pavement on 19th street (what I would refer to as the alley behind my home). The soil at the back of my property is what I would consider boggy and the pavement on 19th street reflects this and is quite broken up in many areas.

Thank you very much for your time,

Amber Rohde
435 20th St.

Department of Public Works
 101 14th Street Avenue · Cloquet, MN 55720
 Ph: 218-879-6758 · Fax: 218-879-5998



Prospect Avenue Area Project
 Neighborhood Meeting January 23 – 6:00 PM

Please Sign In:

Name	Address / Email / Phone	Please Call Me about
John Anderson	janderson@cloquetmn.gov 218-655-1509	SEND ME PLEASE SEND ME
BILL MARKUS	440 20TH ST CLOQUET 55720	SEND ME PRESENTATION
JERRY MANTHEY	PROPERTY 2108 PROSPECT AVENUE	
Ashley Rente	[REDACTED]	
Cary Maki	1904 PROSPECT AVE [REDACTED]	Set up meeting
Kurt Lind	410 21 st ST	
Dale Ross	419-20th St 879-2913	
Terri Hughes	448-20th St. [REDACTED]	
Becky Armstrong / Darren Gventzel	2008 Prospect Ave	water/sewer
David / Ashley Wallin	2002 Selmsor Ave [REDACTED]	Send presentation
GARY NIEHORSTER	436 20 th ST. [REDACTED]	SEND PRESENTATION
	Please email presentation [REDACTED]	

APPENDIX C
Engineers Estimate

CITY OF CLOQUET, MINNESOTA
ENGINEERS ESTIMATE

Prospect Area Reconstruction

City Project No. 1091

Curb & Gutter, Storm Sewer, Bituminous Paving, and Utility Reconstruction.

SPEC NO.	CONTRACT ITEMS	UNIT	UNIT PRICE	Quantity	Total
2021.501	MOBILIZATION	LUMP SUM	125000.00	1.00	\$ 125,000.00
2101.502	CLEARING	TREE	300.00	11.00	\$ 3,300.00
2101.507	GRUBBING	TREE	300.00	11.00	\$ 3,300.00
2104.501	REMOVE STORM SEWER PIPE	LIN. FT.	15.00	588.00	\$ 8,790.00
2104.501	REMOVE CURB & GUTTER	LIN. FT.	3.00	5892.00	\$ 17,676.00
2104.503	REMOVE RETAINING WALL	LIN. FT.	20.00	10.00	\$ 200.00
2104.503	REMOVE LANDSCAPE TIMBER	LIN. FT.	50.00	25.00	\$ 1,250.00
2104.503	REMOVE BITUMINOUS PAVEMENT	SQ. YD.	3.00	15448.00	\$ 46,344.00
2104.503	REMOVE CONCRETE PAVEMENT	SQ. YD.	12.00	322.00	\$ 3,864.00
2104.503	REMOVE SIDEWALK	SQ. FT.	0.80	7355.00	\$ 5,884.00
2104.509	REMOVE MANHOLE OR CATCH BASIN	EACH	350.00	31.00	\$ 10,850.00
2104.509	REMOVE MANHOLE OR CATCH BASIN (SPECIAL)	EACH	500.00	1.00	\$ 500.00
2104.509	REMOVE HYDRANT	EACH	300.00	3.00	\$ 900.00
2104.509	REMOVE VALVE BOX	EACH	200.00	9.00	\$ 1,800.00
2104.603	ABANDON PIPE SEWER	LIN. FT.	15.00	3782.00	\$ 56,730.00
2104.603	ABANDON WATER MAIN	LIN. FT.	15.00	4251.00	\$ 63,765.00
2104.618	SALVAGE AND REINSTALL BRICK PAVERS	SQ. FT.	50.00	15.00	\$ 750.00
2105.501	COMMON EXCAVATION - ROAD	CU. YD.	12.00	6950.00	\$ 83,400.00
2105.501	COMMON EXCAVATION - SIDEWALK	CU. YD.	12.00	0.00	\$ -
2105.507	SUBGRADE EXCAVATION	CU. YD.	12.00	5227.00	\$ 62,724.00
2105.507	ROCK EXCAVATION	CU. YD.	200.00	50.00	\$ 10,000.00
2105.522	SELECT GRANULAR BORROW (CV)	CU. YD.	25.00	5227.00	\$ 130,675.00
2211.503	AGGREGATE BASE (CV), CLASS 5	CU. YD.	30.00	3912.00	\$ 117,360.00
2231.804	BITUMINOUS PATCH SPECIAL	SQ. YD.	200.00	12.00	\$ 2,400.00
2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	4.00	1373.00	\$ 5,492.00
2360.501	TYPE SP12.5 WEARING COURSE MIXTURE (3,C)	TON	77.25	3126.00	\$ 241,483.50
2360.501	TYPE SP12.5 WEARING COURSE MIXTURE, DRIVEWAY (3,C)	TON	125.00	174.00	\$ 21,750.00
2411.618	MODULAR BLOCK RETAINING WALL	SQ. FT.	60.00	200.00	\$ 12,000.00
2451.503	GRANULAR BACKFILL (LV)	CU. YD.	20.00	250.00	\$ 5,000.00
2451.507	GRANULAR BEDDING (CV)	CU. YD.	23.00	2856.00	\$ 65,688.00
2451.509	AGGREGATE BEDDING (MOD.) (CV)	CU. YD.	46.00	375.00	\$ 17,250.00
2503.511	4" PERFORATED TP PIPE DRAIN with SOCK	LIN. FT.	7.00	8633.00	\$ 60,431.00

CITY OF CLOQUET, MINNESOTA
ENGINEERS ESTIMATE

Prospect Area Reconstruction

City Project No. 1091

Curb & Gutter, Storm Sewer, Bituminous Paving, and Utility Reconstruction.

SPEC NO.	CONTRACT ITEMS	UNIT	UNIT PRICE	Quantity	Total
2503.511	6" PVC PIPE SEWER, D3034 SDR 35	LIN. FT.	45.00	1659.00	\$ 74,655.00
2503.511	8" PVC PIPE SEWER, D3034, SDR 35	LIN. FT.	40.00	4021.00	\$ 160,840.00
2503.541	12" R.C. PIPE SEWER, DESIGN 3006 CLASS IV	LIN. FT.	45.00	1260.00	\$ 56,700.00
2503.541	18" R.C. PIPE SEWER, DESIGN 3006 CLASS IV	LIN. FT.	55.00	312.00	\$ 17,160.00
2503.541	24" R.C. PIPE SEWER, DESIGN 3006 CLASS IV	LIN. FT.	75.00	1257.00	\$ 94,275.00
2503.601	MISC. SEWER FITTINGS	LUMP SUM	15000.00	1.00	\$ 15,000.00
2503.602	8"X6" PVC WYE BRANCH D3034 SDR35	EACH	300.00	72.00	\$ 21,600.00
2503.602	CONNECT TO EXISTING SANITARY MANHOLE	EACH	1500.00	1.00	\$ 1,500.00
2503.602	CONNECT TO EXISTING SANITARY PIPE	EACH	1000.00	2.00	\$ 2,000.00
2503.602	CONNECT TO EXISTING STORM PIPE	EACH	500.00	7.00	\$ 3,500.00
2503.602	CONNECT TO EXISTING STORM PIPE (SPECIAL)	EACH	1500.00	1.00	\$ 1,500.00
2503.602	CONNECT TO EXISTING STORM STRUCTURE	EACH	1500.00	1.00	\$ 1,500.00
2504.601	TEMPORARY WATER SERVICE	LUMP SUM	15000.00	1.00	\$ 15,000.00
2504.602	CONNECT TO EXISTING WATERMAIN	EACH	1500.00	12.00	\$ 18,000.00
2504.602	6" GATE VALVE AND BOX	EACH	2000.00	1.00	\$ 2,000.00
2504.602	8" GATE VALVE AND BOX	EACH	2000.00	8.00	\$ 16,000.00
2504.602	6" HYDRANT AND VALVE, 8' COVER	EACH	6000.00	6.00	\$ 36,000.00
2504.602	0.75" CORPORATION STOP	EACH	200.00	69.00	\$ 13,800.00
2504.602	0.75" CURB STOP & BOX	EACH	500.00	69.00	\$ 34,500.00
2504.602	ADJUST VALVE BOX	EACH	500.00	16.00	\$ 8,000.00
2504.603	3/4" TYPE K COPPER PIPE	LIN. FT.	35.00	1750.00	\$ 61,250.00
2504.603	4" DIP WATERMAIN, CLASS 52	LIN. FT.	80.00	27.00	\$ 2,160.00
2504.603	6" DIP WATERMAIN, CLASS 52	LIN. FT.	80.00	103.00	\$ 8,240.00
2504.603	8" DIP WATERMAIN, CLASS 52	LIN. FT.	55.00	4404.00	\$ 242,220.00
2504.603	8" WATERMAIN HDPE (DIRECTIONAL DRILLED)	LIN. FT.	100.00	70.00	\$ 7,000.00
2504.604	3" POLYSTYRENE INSULATION	SQ. YD.	40.00	35.00	\$ 1,400.00
2504.608	MISC. WATERMAIN FITTINGS	POUND	9.00	1958.00	\$ 17,622.00
2508.501	CONSTRUCT DRAINAGE STRUCTURE, SPECIAL (2 X 3)	LIN. FT.	350.00	82.70	\$ 28,945.00
2508.501	CONSTRUCT DRAINAGE STRUCTURE, DESIGN 4007	LIN. FT.	300.00	148.01	\$ 44,403.00
2508.501	CONSTRUCT DRAINAGE STRUCTURE, DESIGN 4020-48	LIN. FT.	400.00	35.72	\$ 14,288.00
2508.501	CONSTRUCT DRAINAGE STRUCTURE, DESIGN 4020-60	LIN. FT.	450.00	32.70	\$ 14,715.00
2508.516	CASTING ASSEMBLIES	EACH	750.00	58.00	\$ 43,500.00

CITY OF CLOQUET, MINNESOTA
 ENGINEERS ESTIMATE

Prospect Area Reconstruction

City Project No. 1091

Curb & Gutter, Storm Sewer, Bituminous Paving, and Utility Reconstruction.

SPEC NO.	CONTRACT ITEMS	UNIT	UNIT PRICE	Quantity	Total
2508.522	ADJUST FRAME AND RING CASTING	EACH	1200.00	20.00	\$ 24,000.00
2508.522	ADJUST FRAME AND RING CASTING (SPECIAL)	EACH	2500.00	2.00	\$ 5,000.00
2521.501	4" CONCRETE SIDEWALK	SQ. FT.	5.00	16420.00	\$ 82,100.00
2521.501	6" CONCRETE SIDEWALK	SQ. FT.	7.00	1120.00	\$ 7,840.00
2531.501	CONCRETE CURB AND GUTTER, DESIGN B618	LIN. FT.	15.00	9375.00	\$ 140,625.00
2531.501	CONCRETE CURB AND GUTTER, DESIGN B624	LIN. FT.	60.00	50.00	\$ 3,000.00
2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SQ. YD.	50.00	1074.00	\$ 53,700.00
2531.507	8" CONCRETE DRIVEWAY PAVEMENT	SQ. YD.	50.00	35.00	\$ 1,750.00
2531.603	CONCRETE CURB DESIGN V (SPECIAL)	LIN. FT.	75.00	10.00	\$ 750.00
2531.618	TRUNCATED DOME	SQ. FT.	35.00	227.00	\$ 7,945.00
2563.601	TRAFFIC CONTROL	LUMP SUM	7500.00	1.00	\$ 7,500.00
2573.502	STABILIZED CONSTRUCTION EXIT	EACH	1000.00	8.00	\$ 8,000.00
2573.503	SILT FENCE, TYPE HI	LIN. FT.	5.00	0.00	\$ -
2573.530	STORM DRAIN INLET PROTECTION	EACH	150.00	70.00	\$ 10,500.00
2573.533	SEDIMENT CONTROL LOG TYPE WOOD CHIP, COMPOST, OR P	LIN. FT.	5.00	50.00	\$ 250.00
2573.550	EROSION CONTROL SUPERVISOR	LUMP SUM	3000.00	1.00	\$ 3,000.00
2574.508	FERTILIZER TYPE 3	POUNDS	5.00	0.00	\$ -
2574.525	COMMON TOPSOIL BORROW (LV)	CU. YD.	30.00	565.00	\$ 16,950.00
2575.504	EROSION CONTROL BLANKET, CATEGORY 3	SQ. YD.	4.00	0.00	\$ -
2575.504	SOD, TYPE LAWN	SQ. YD.	3.50	5031.00	\$ 17,608.50
2575.505	SEEDING	ACRE	10000.00	0.00	\$ -
2575.508	SEED, MIXTURE 25-141	POUNDS	10.00	0.00	\$ -

Total Construction Cost	\$2,656,348.00
Overhead (10%)	\$ 265,000.00
Contingency (5%)	\$ 128,652.00
Total Project	\$3,050,000.00

APPENDIX D
Preliminary Special Assessment Roll

2020 Prospect Avenue Area Street
 Bituminous Pavement and Utility Reconstruction
 City Contract No. 1091

Preliminary Project Assessment Roll

PARCELID	PHYSADDR	OWNAME	TXADR1	TXADR2	Assessable Frontage	Preliminary Assessment Amount			
						total assessment	Street Assessment	Water Assessment	Sewer Assessment
Preliminary Rate							\$ 35.00	\$ 3,300.00	\$ 2,900.00
06-090-0025	501 22ND ST	MILLER, ERIC J	501 22ND ST	CLOQUET MN 55720	54.2	\$ 5,197.00	\$ 1,897.00	\$ 3,300.00	\$ -
06-090-0030	2112 PROSPECT AVE	ANDERSON, DENNIS L & KATHRYN L	2112 PROSPECT AVE	CLOQUET MN 55720	115.4	\$ 10,239.00	\$ 4,039.00	\$ 3,300.00	\$ 2,900.00
06-090-0042		ANDERSON, DENNIS L & KATHRYN L	2112 PROSPECT AVE	CLOQUET MN 55720		\$ -	\$ -	\$ -	\$ -
06-090-0062		ANDERSON, DENNIS L & KATHRYN L	2112 PROSPECT AVE	CLOQUET MN 55720		\$ -	\$ -	\$ -	\$ -
06-090-0065		ANDERSON, DENNIS L & KATHRYN L	2112 PROSPECT AVE	CLOQUET MN 55720		\$ -	\$ -	\$ -	\$ -
06-090-0037	2104 PROSPECT AVE	OLSON, KRIS M & CHERYL A	2104 PROSPECT AVE	CLOQUET MN 55720	90.0	\$ 9,350.00	\$ 3,150.00	\$ 3,300.00	\$ 2,900.00
06-090-0038	2102 PROSPECT AVE	KERSTING, PATTY L EKHOLM	2102 PROSPECT AVE	CLOQUET MN 55720	88.2	\$ 9,287.00	\$ 3,087.00	\$ 3,300.00	\$ 2,900.00
06-090-0060		KERSTING, THOMAS T & PATTY	2102 PROSPECT AVE	CLOQUET MN 55720		\$ -	\$ -	\$ -	\$ -
06-090-0039	2106 PROSPECT AVE	SANDY, JON C & KELLY G	2106 PROSPECT AVENUE	CLOQUET MN 55720	90.0	\$ 9,350.00	\$ 3,150.00	\$ 3,300.00	\$ 2,900.00
06-090-0041	2108 PROSPECT AVE	RENTZ, ASHLEY A	2108 PROSPECT AVE	CLOQUET MN 55720	83.4	\$ 9,119.00	\$ 2,919.00	\$ 3,300.00	\$ 2,900.00
06-090-0460	2012 PROSPECT AVE	KORTIE, PAUL	2012 PROSPECT AVE	CLOQUET MN 55720	64.9	\$ 8,471.50	\$ 2,271.50	\$ 3,300.00	\$ 2,900.00
06-090-0500	2008 PROSPECT AVE	ARMSTRONG, BECKY K	2008 PROSPECT AVE	CLOQUET MN 55720	64.9	\$ 8,471.50	\$ 2,271.50	\$ 3,300.00	\$ 2,900.00
06-090-0522	520 20TH ST	HEDLUND, NICHOLAS S & AMBER N	520 20TH ST	CLOQUET MN 55720	60.0	\$ 8,300.00	\$ 2,100.00	\$ 3,300.00	\$ 2,900.00
06-090-0502		HEDLUND, NICHOLAS S & AMBER N	520 20TH ST	CLOQUET MN 55720		\$ -	\$ -	\$ -	\$ -
06-090-0526	508 20TH ST	TAX FORFEIT - COUNTY ADMINISTERED	CARLTON COUNTY AUDIT	PO BOX 130	60.0	\$ 9,175.00	\$ 2,100.00	\$ 3,300.00	\$ 2,900.00
06-090-0529		TAX FORFEIT - COUNTY ADMINISTERED	CARLTON COUNTY AUDIT	PO BOX 130	25.0		\$ 875.00	\$ -	\$ -
06-090-0532	2002 PROSPECT AVE	GAUTHIER, GREGORY A	2002 PROSPECT AVE	CLOQUET MN 55720	175.2	\$ 12,332.00	\$ 6,132.00	\$ 3,300.00	\$ 2,900.00
06-090-0540	1827 DODDRIDGE AVE	JAKUBEK, DOMINIC A	110 RESERVATION RD	CLOQUET MN 55720		\$ 3,300.00	\$ -	\$ 3,300.00	\$ -
06-090-0560	2002 FAIRVIEW AVE	SAMARZIA, LUAH & RENEE	2002 FAIRVIEW AVE	CLOQUET MN 55720	23.2	\$ 7,012.00	\$ 812.00	\$ 3,300.00	\$ 2,900.00
06-090-0520		SAMARZIA, LUAH & RENEE	2002 FAIRVIEW AVE	CLOQUET MN 55720		\$ -	\$ -	\$ -	\$ -
06-090-0620	1823 DODDRIDGE AVE	LEE, JACQUELINE M	1823 DODDRIDGE AVE	CLOQUET MN 55720	65.0	\$ 5,575.00	\$ 2,275.00	\$ 3,300.00	\$ -
06-090-0630	1817 FAIRVIEW AVE	WILL, GARY D	1817 FAIRVIEW AVE	CLOQUET MN 55720	125.8	\$ 10,603.00	\$ 4,403.00	\$ 3,300.00	\$ 2,900.00
06-090-0637	501 20TH ST	BIRNSTIHL, JUDY A	501 20TH ST	CLOQUET MN 55720	42.5	\$ 7,652.08	\$ 1,452.08	\$ 3,300.00	\$ 2,900.00
06-090-0635		BIRNSTIHL, JUDY A	501 20TH ST	CLOQUET MN 55720		\$ -	\$ -	\$ -	\$ -
06-090-0642	1814 FAIRVIEW AVE	LAMIRANDE, DONALD J & LAURA J	1814 FAIRVIEW AVE	CLOQUET MN 55720	127.1	\$ 10,648.50	\$ 4,448.50	\$ 3,300.00	\$ 2,900.00
06-090-0644	1817 DODDRIDGE AVE	KOSKI TRUST, MARY ANNE	PO BOX 1074	PROCTOR MN 55810		\$ 3,300.00	\$ -	\$ 3,300.00	\$ -
06-090-0660	1815 FAIRVIEW AVE	KRAMER, MARVIN D & ANNA	1815 FAIRVIEW AVE	CLOQUET MN 55720	62.4	\$ 9,465.50	\$ 2,184.00	\$ 3,300.00	\$ 2,900.00

2020 Prospect Avenue Area Street
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 City Contract No. 1091

Preliminary Project Assessment Roll

PARCELID	PHYSADDR	OWNAME	TXADR1	TXADR2	Assessable Frontage	Preliminary Assessment Amount			
						total assessment	Street Assessment	Water Assessment	Sewer Assessment
Preliminary Rate							\$ 35.00	\$ 3,300.00	\$ 2,900.00
06-090-0640		KRAMER, MARVIN D & ANNA	1815 FAIRVIEW AVE	CLOQUET MN 55720	30.9		\$ 1,081.50	\$ -	\$ -
06-090-0680	1815 DODDRIDGE AVE	CURPHY, MARGARET M	1815 DODDRIDGE AVE	CLOQUET MN 55720		\$ 3,300.00	\$ -	\$ 3,300.00	\$ -
06-090-0722	602 18TH ST	CARLSON, ANNA M	602 18TH ST	CLOQUET MN 55720	66.0	\$ 12,251.50	\$ 2,310.00	\$ 3,300.00	\$ 2,900.00
06-090-0702		CARLSON, ANNA M	602 18TH ST	CLOQUET MN 55720	66.0		\$ 2,310.00	\$ -	\$ -
06-090-0742		CARLSON, ANNA M	602 18TH ST	CLOQUET MN 55720	40.9		\$ 1,431.50	\$ -	\$ -
06-090-1280	1811 FAIRVIEW AVE	GLOWACKI, JANE M	1811 FAIRVIEW AVE	CLOQUET MN 55720	57.6	\$ 2,016.00	\$ 2,016.00	\$ -	\$ -
06-125-0020	1404 PROSPECT AVE	MAKI, GARY S	1404 PROSPECT AVE	CLOQUET MN 55720	46.9	\$ 4,941.50	\$ 1,641.50	\$ 3,300.00	\$ -
06-125-0120	1414 PROSPECT AVE	MARSYLA, JOANNE A	1414 PROSPECT AVE	CLOQUET MN 55720	43.2	\$ 8,468.00	\$ 1,512.00	\$ 3,300.00	\$ 2,900.00
06-125-0140		MARSYLA, JOANNE A	1414 PROSPECT AVE	CLOQUET MN 55720	21.6		\$ 756.00	\$ -	\$ -
06-125-0160		MANTY, DANIEL & NANCY	2874 LUND RD	CLOQUET MN 55720	21.6	\$ 8,713.00	\$ 756.00	\$ 3,300.00	\$ 2,900.00
06-125-0180	1420 PROSPECT AVE	MANTY, DANIEL & NANCY	2874 LUND RD	CLOQUET MN 55720	50.2		\$ 1,757.00	\$ -	\$ -
06-125-0200	1500 PROSPECT AVE	WOJCIEHOWSKI, ARTHUR A	1500 PROSPECT AVENUE	CLOQUET MN 55720	50.2	\$ 7,957.00	\$ 1,757.00	\$ 3,300.00	\$ 2,900.00
06-125-0220	1502 PROSPECT AVE	YESSAK, KEBAN M & KAY A	1502 PROSPECT AVE	CLOQUET MN 55720	50.2	\$ 7,957.00	\$ 1,757.00	\$ 3,300.00	\$ 2,900.00
06-125-0240	1506 PROSPECT AVE	LAFAVE, TONI M	1506 PROSPECT AVE	CLOQUET MN 55720	50.2	\$ 7,957.00	\$ 1,757.00	\$ 3,300.00	\$ 2,900.00
06-125-0260	1510 PROSPECT AVE	STONEMARK PROPERTIES LLC	ATTN STONEMARK, DANIE	272 MARKS RD	50.2	\$ 7,957.00	\$ 1,757.00	\$ 3,300.00	\$ 2,900.00
06-125-0280	1520 PROSPECT AVE	MARTINEAU, JENNIFER S	1520 PROSPECT AVE	CLOQUET MN 55720	50.2	\$ 7,957.00	\$ 1,757.00	\$ 3,300.00	\$ 2,900.00
06-125-0300	1524 PROSPECT AVE	MASESSA, MICHAEL L & BECKY L	4 W RIVERSIDE RD	ESKO MN 55733	50.2	\$ 7,957.00	\$ 1,757.00	\$ 3,300.00	\$ 2,900.00
06-125-0500	1602 PROSPECT AVE	PRIEM, SHERRIE A & JASON R	1602 PROSPECT AVE	CLOQUET MN 55720-223	50.2	\$ 7,957.00	\$ 1,757.00	\$ 3,300.00	\$ 2,900.00
06-125-0520	1608 PROSPECT AVE	STROM, APRIL R	1608 PROSPECT AVE	CLOQUET MN 55720	50.2	\$ 7,957.00	\$ 1,757.00	\$ 3,300.00	\$ 2,900.00
06-125-0540	1610 PROSPECT AVE	BROWN, JAMES B JR	1610 PROSPECT AVE	CLOQUET MN 55720	100.4	\$ 9,714.00	\$ 3,514.00	\$ 3,300.00	\$ 2,900.00
06-125-0640	1720 PROSPECT AVE	MICHAUD, NICHOLAS G	1720 PROSPECT AVE	CLOQUET MN 55720	50.2	\$ 13,228.00	\$ 1,757.00	\$ 3,300.00	\$ 2,900.00
06-125-0580		MICHAUD, NICHOLAS G	1720 PROSPECT AVE	CLOQUET MN 55720	50.2		\$ 1,757.00	\$ -	\$ -
06-125-0600		MICHAUD, NICHOLAS G	1720 PROSPECT AVE	CLOQUET MN 55720	50.2		\$ 1,757.00	\$ -	\$ -
06-125-0620		MICHAUD, NICHOLAS G	1720 PROSPECT AVE	CLOQUET MN 55720	50.2		\$ 1,757.00	\$ -	\$ -
06-125-0680	1724 PROSPECT AVE	BOYER, JANE A	1724 PROSPECT AVE	CLOQUET MN 55720	50.2	\$ 9,714.00	\$ 1,757.00	\$ 3,300.00	\$ 2,900.00
06-125-0660		BOYER, JANE A	1724 PROSPECT AVE	CLOQUET MN 55720	50.2		\$ 1,757.00	\$ -	\$ -
06-125-0720		HENDRICKSON, MICHAEL A & SHAUNA M	1728 PROSPECT AVE	CLOQUET MN 55720	52.2	\$ 3,584.00	\$ 1,827.00	\$ -	\$ -
06-125-0700	1728 PROSPECT AVE	HENDRICKSON, MICHAEL A & SHAUNA M	1728 PROSPECT AVE	CLOQUET MN 55720	50.2		\$ 1,757.00	\$ -	\$ -
06-160-0560	447 18TH ST	HOLMAN, MARK G	447 18TH ST	CLOQUET MN 55720	50.0	\$ 1,750.00	\$ 1,750.00	\$ -	\$ -
06-160-0580	1914 SELMSER AVE	PROSEN PROPERTIES, LLC	82 CHURCH RD	ESKO MN 55733	50.1	\$ 1,753.50	\$ 1,753.50	\$ -	\$ -
06-160-0660	413 20TH ST	MDJ, LLC	PO BOX 3587	DULUTH MN 55803	56.1	\$ 8,163.50	\$ 1,963.50	\$ 3,300.00	\$ 2,900.00
06-160-0680	419 20TH ST	ROSS, DALE & GAIL	419 20TH ST	CLOQUET MN 55720	72.1	\$ 8,723.50	\$ 2,523.50	\$ 3,300.00	\$ 2,900.00
06-160-0700	425 20TH ST	HANHELA, ASHLEY M	425 20TH ST	CLOQUET MN 55720	72.2	\$ 8,727.00	\$ 2,527.00	\$ 3,300.00	\$ 2,900.00
06-160-0720	429 20TH ST	FISH, ROBBIN R	429 20TH ST	CLOQUET MN 55720	66.1	\$ 8,513.50	\$ 2,313.50	\$ 3,300.00	\$ 2,900.00
06-160-0740	435 20TH ST	ROHDE, AMBER	435 20TH ST	CLOQUET MN 55720	67.1	\$ 8,548.50	\$ 2,348.50	\$ 3,300.00	\$ 2,900.00
06-160-0760	443 20TH ST	JUREK, ANTHONY F & MARJORIE	443 20TH ST	CLOQUET MN 55720	67.2	\$ 8,552.00	\$ 2,352.00	\$ 3,300.00	\$ 2,900.00
06-160-0780	447 20TH ST	JUGANARU, ROMELA	447 20TH ST	CLOQUET MN 55720	68.4	\$ 8,594.00	\$ 2,394.00	\$ 3,300.00	\$ 2,900.00
06-160-1060	446 18TH ST	SWANSON, DARLA J	446 18TH STREET	CLOQUET MN 55720	39.9	\$ 1,396.50	\$ 1,396.50	\$ -	\$ -
06-160-1340	414 21ST ST	KITTS, MICHAEL A	414 21ST ST	CLOQUET MN 55720	50.0	\$ 7,950.00	\$ 1,750.00	\$ 3,300.00	\$ 2,900.00
06-160-1280		KITTS, MICHAEL A	414 21ST ST	CLOQUET MN 55720		\$ -	\$ -	\$ -	\$ -

2020 Prospect Avenue Area Street
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PARCELID	PHYSADDR	OWNAME	TXADR1	TXADR2	Assessable Frontage	Preliminary Assessment Amount			
						total assessment	Street Assessment	Water Assessment	Sewer Assessment
Preliminary Rate							\$ 35.00	\$ 3,300.00	\$ 2,900.00
06-160-1360	416 21ST ST	LIND, KURT	416 21ST ST	CLOQUET MN 55720	60.1	\$ 8,303.50	\$ 2,103.50	\$ 3,300.00	\$ 2,900.00
06-160-1300		LIND, KURT	416 21ST ST	CLOQUET MN 55720		\$ -	\$ -	\$ -	\$ -
06-160-1380	2102 SELMSER AVE	MARZOLF, MARIA E	2102 SELMSER AVE	CLOQUET MN 55720	33.3	\$ 1,165.50	\$ 1,165.50	\$ -	\$ -
06-160-1400	412 21ST ST	ERICKSON, PHILIP B	412 21ST ST	CLOQUET MN 55720	100.0	\$ 9,700.00	\$ 3,500.00	\$ 3,300.00	\$ 2,900.00
06-160-1440	411 21ST ST	DEAN, JEFFREY B	411 21ST ST	CLOQUET MN 55720	100.0	\$ 9,700.00	\$ 3,500.00	\$ 3,300.00	\$ 2,900.00
06-160-1460	2010 SELMSER AVE	FOSS, LOUIS H	2010 SELMSER AVE	CLOQUET MN 55720	70.0	\$ 8,650.00	\$ 2,450.00	\$ 3,300.00	\$ 2,900.00
06-160-1420		FOSS, LOUIS H	2010 SELMSER AVE	CLOQUET MN 55720		\$ -	\$ -	\$ -	\$ -
06-160-1500	2002 SELMSER AVE	WALLIN, DAVID J & ASHLEY M	2002 SELMSER AVE	CLOQUET MN 55720	46.1	\$ 1,613.50	\$ 1,613.50	\$ -	\$ -
06-160-1580	416 20TH ST	GORNICK, MATT J	416 20TH ST	CLOQUET MN 55720	75.1	\$ 8,828.50	\$ 2,628.50	\$ 3,300.00	\$ 2,900.00
06-160-1600	422 20TH ST	ROSS, BARBARA J	422 20TH ST	CLOQUET MN 55720	60.0	\$ 8,300.00	\$ 2,100.00	\$ 3,300.00	\$ 2,900.00
06-160-1620	426 20TH ST	ANDERSON, ROMAINE J & FRANCES K	426 20TH ST	CLOQUET MN 55720	65.1	\$ 8,478.50	\$ 2,278.50	\$ 3,300.00	\$ 2,900.00
06-160-1640	430 20TH ST	BROWN, SCOTT M & BONNIE Z	430 20TH ST	CLOQUET MN 55720	66.1	\$ 8,513.50	\$ 2,313.50	\$ 3,300.00	\$ 2,900.00
06-160-1660	436 20TH ST	NIEHORSTER, GARY M & LORIJEANNE A	436 20TH ST	CLOQUET MN 55720	67.1	\$ 8,548.50	\$ 2,348.50	\$ 3,300.00	\$ 2,900.00
06-160-1680	440 20TH ST	MANTHEY, GERALD L	102 9TH ST	CLOQUET MN 55720	67.1	\$ 8,548.50	\$ 2,348.50	\$ 3,300.00	\$ 2,900.00
06-160-1700	448 20TH ST	HUGHES, GARY D ETUX	448 20TH ST	CLOQUET MN 55720	134.1	\$ 10,893.50	\$ 4,693.50	\$ 3,300.00	\$ 2,900.00
06-195-0100	1611 PROSPECT AVE	NELSON, SAMANTHA	1611 PROSPECT AVE	CLOQUET MN 55720	37.7	\$ 4,219.50	\$ 1,319.50	\$ -	\$ 2,900.00
06-195-0120		GROVER, ROBERT ALAN	224 E HIGHWAY 61	ESKO MN 55733	60.0	\$ 8,300.00	\$ 2,100.00	\$ 3,300.00	\$ 2,900.00
06-230-3100	425 22ND ST	ESALA, JUDY A	PO BOX 8117	MADEIRA BEACH FL 33733	33.4	\$ 1,169.00	\$ 1,169.00	\$ -	\$ -
06-265-0040	2117 KELLY AVE	COLLELO, RONALD L	2117 KELLY AVE	CLOQUET MN 55720	33.3	\$ 9,696.50	\$ 1,165.50	\$ 3,300.00	\$ 2,900.00
06-265-0020		COLLELO, RONALD L & JOAN M	2117 KELLY AVE	CLOQUET MN 55720	33.3	\$ -	\$ 1,165.50	\$ -	\$ -
06-265-0060		COLLELO, RONALD L & JOAN M	2117 KELLY AVE	CLOQUET MN 55720	33.3	\$ -	\$ 1,165.50	\$ -	\$ -
06-265-0100	2101 KELLY AVE	BATES, GENE H	2101 KELLY AVE	CLOQUET MN 55720	33.3	\$ 8,531.00	\$ 1,165.50	\$ 3,300.00	\$ 2,900.00
06-265-0080		BATES, GENE H	2101 KELLY AVE	CLOQUET MN 55720	33.3	\$ -	\$ 1,165.50	\$ -	\$ -
06-265-0120	2102 KELLY AVE	WILLEMARCK, NICHOLAS D & KATELYNN E	2102 KELLY AVE	CLOQUET MN 55720	102.1	\$ 9,773.50	\$ 3,573.50	\$ 3,300.00	\$ 2,900.00
06-265-0140	2104 KELLY AVE	LINDQUIST, GORDON A & BONNIE	2104 KELLY AVE	CLOQUET MN 55720	60.1	\$ 8,303.50	\$ 2,103.50	\$ 3,300.00	\$ 2,900.00
06-265-0160	2108 KELLY AVE	MYLLYMAA, DAVID E JR & SUSAN L	505 JASPER ST	CLOQUET MN 55720	60.1	\$ 8,303.50	\$ 2,103.50	\$ 3,300.00	\$ 2,900.00
06-265-0180	2110 KELLY AVE	BLASKOWSKI, AMANDA S & DAVID J	2110 KELLY AVE	CLOQUET MN 55720	60.1	\$ 8,303.50	\$ 2,103.50	\$ 3,300.00	\$ 2,900.00
06-265-0200	2114 KELLY AVE	WALSH, LORI	2114 KELLY AVE	CLOQUET MN 55720	60.0	\$ 8,300.00	\$ 2,100.00	\$ 3,300.00	\$ 2,900.00
06-265-0220	2120 KELLY AVE	DAVIDSON, DELVIN	2120 KELLEY AVE	CLOQUET MN 55720	60.1	\$ 8,303.50	\$ 2,103.50	\$ 3,300.00	\$ 2,900.00
06-265-0240	2122 KELLY AVE	SLOAN, DALE & SUSAN	2122 KELLY AVE	CLOQUET MN 55720	60.1	\$ 8,303.50	\$ 2,103.50	\$ 3,300.00	\$ 2,900.00
06-265-0260	429 22ND ST	CALVERLY, DELORES J	429 22ND ST	CLOQUET MN 55720	60.1	\$ 2,103.50	\$ 2,103.50	\$ -	\$ -
06-310-0020	437 22ND ST	BERGSTROM, LEROY H & CAROL A	437 22ND ST	CLOQUET MN 55720	60.0	\$ 8,300.00	\$ 2,100.00	\$ 3,300.00	\$ 2,900.00
06-310-0040	2119 PROSPECT AVE	SHEARER, JAMIE	2119 PROSPECT AVENUE	CLOQUET MN 55720	60.0	\$ 8,300.00	\$ 2,100.00	\$ 3,300.00	\$ 2,900.00
06-310-0060	2117 PROSPECT AVE	RUHNKE, ANGEL A	2117 PROSPECT AVE	CLOQUET MN 55720	60.0	\$ 8,300.00	\$ 2,100.00	\$ 3,300.00	\$ 2,900.00
06-310-0100	2109 PROSPECT AVE	HOOVER, BRIAN L & LYNNE M	2109 PROSPECT AVE	CLOQUET MN 55720	60.0	\$ 10,400.00	\$ 2,100.00	\$ 3,300.00	\$ 2,900.00

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Preliminary Project Assessment Roll

PARCELID	PHYSADDR	OWNAME	TXADR1	TXADR2	Assessable Frontage	Preliminary Assessment Amount			
						total assessment	Street Assessment	Water Assessment	Sewer Assessment
Preliminary Rate							\$ 35.00	\$ 3,300.00	\$ 2,900.00
06-310-0080		HOOVER, BRIAN L & LYNNE M	2109 PROSPECT AVE	CLOQUET MN 55720	60.0		\$ 2,100.00	\$ -	\$ -
06-310-0120	2105 PROSPECT AVE	KO LODGE, KERRY E	2105 PROSPECT AVE	CLOQUET MN 55720	60.0	\$ 8,300.00	\$ 2,100.00	\$ 3,300.00	\$ 2,900.00
06-310-0140	2103 PROSPECT AVE	S PLETT, ELMER W & KAREN L	2103 PROSPECT AVE	CLOQUET MN 55720	60.0	\$ 8,300.00	\$ 2,100.00	\$ 3,300.00	\$ 2,900.00
06-310-0160	2101 PROSPECT AVE	CONLEY, LAURIE J	2101 PROSPECT AVE	CLOQUET MN 55720	95.7	\$ 9,549.50	\$ 3,349.50	\$ 3,300.00	\$ 2,900.00
06-405-0200	436 17TH ST	MINKKINEN, DALE M & WYLMA J	436 17TH ST	CLOQUET MN 55720	34.6	\$ 7,411.00	\$ 1,211.00	\$ 3,300.00	\$ 2,900.00
06-125-0080	510 14TH ST	BIERI, SCOT R & GARI J	510 14TH ST	CLOQUET MN 55720		\$ 3,300.00	\$ -	\$ 3,300.00	\$ -
06-405-0160	434 17TH ST	SMITH, ROBERT A & SHEILA K	434 17TH STREET	CLOQUET MN 55720		\$ 3,300.00	\$ -	\$ 3,300.00	\$ -
06-405-0180		SMITH, ROBERT A & SHEILA K	434 17TH STREET	CLOQUET MN 55720		\$ -	\$ -	\$ -	\$ -
Total					5741.6	\$ 639,420.58	\$ 200,920.58	\$ 244,200.00	\$ 194,300.00

APPENDIX E
Safe Routes to Schools
Project Sheets

PROJECT SHEET #1

EAST/NORTH CONNECTIONS

(Engineering Strategy)

Goal: Enhance infrastructure leading to the east side of campus to provide safe access for students walking or biking.*

Strategy: In 2022/23, enhance school accessibility for pedestrians and bicyclists along the 22nd Street corridor.

Action Step: Construct a concrete sidewalk on the west side of street from Washington Avenue to Prospect Avenue.

Strategy: Determine the need for infrastructure connecting the 22nd Street corridor to the school along the north side of the softball field.

Action Step: Ensure gates are open along the route for pedestrians, and monitor the number of students traveling this route, taking note of which school entrance they use.

Action Step: Decide whether a paved trail would increase the number of pedestrians using this route.

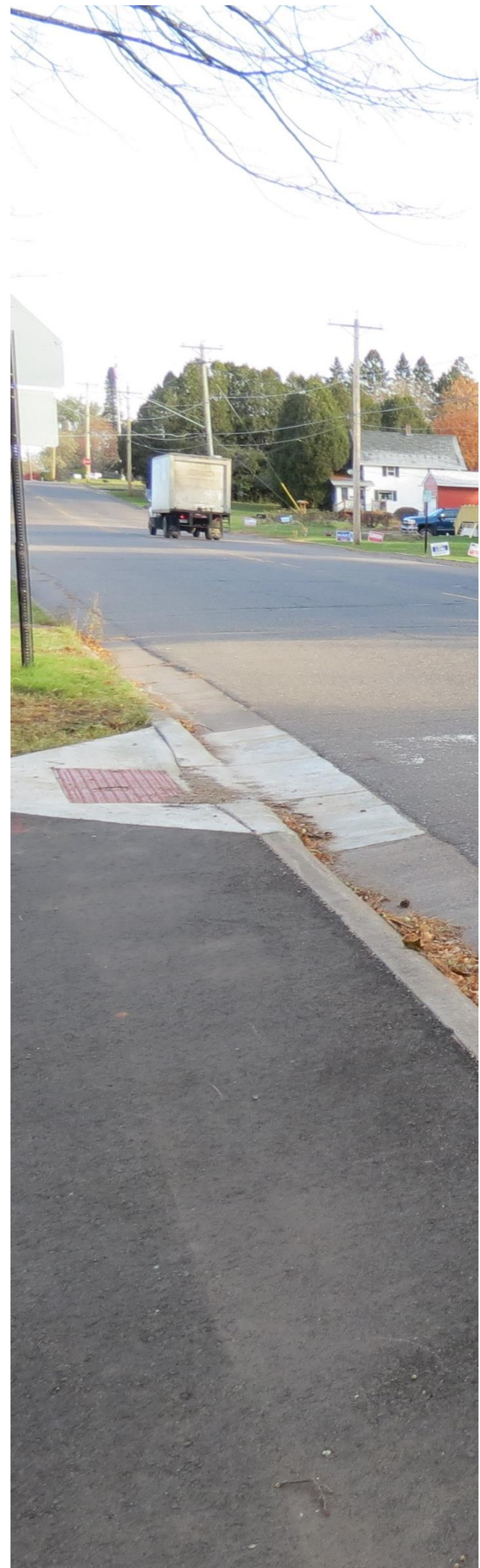
Strategy: Continue AM and PM crossing guard program at the intersection of Sahlman Avenue and 22nd Street (north leg).

Strategy: In 2024/25, enhance safety for pedestrians and bicyclists along the 27th Street corridor.

Action Step: Construct a concrete sidewalk along the street corridor.

Strategy: In 2024/25, enhance safety for pedestrians and bicyclists along the Sahlman Avenue corridor.

Action Step: Construct a concrete sidewalk along the street corridor.



PROJECT SHEET #3

WEST/NORTH CONNECTIONS

(Engineering Strategy)

Goal: Enhance infrastructure leading to the west side of campus to provide safe access for students walking or biking.*

Strategy: In 2019, enhance school accessibility for pedestrians and bicyclists along the 18th Street corridor.

Strategy: Continue crossing guard program at the intersection of Wilson Ave and 18th Street (north leg).

Strategy: Consider traffic control measures during high traffic periods at the 18th Street entrance to the high school student parking lot.

Strategy: In 2021, enhance safety for pedestrians and bicyclists along the Prospect Avenue corridor.

Action Step: Construct a concrete sidewalk along the street from 14th Street to 22nd Street.

Strategy: By 2024, enhance school accessibility for pedestrians and bicyclists along Wilson Avenue.

Action Step: Seek funding opportunities for a SRTS-related sidewalk project.

Action Step: Construct a concrete sidewalk on the north side of street from the parking lot entrance to St. Paul's Evangelical Lutheran Church to the intersection with 18th Street.

Strategy: By 2024, enhance school accessibility for pedestrians and bicyclists along Sahlman Avenue.

Action Step: Seek funding opportunities for a SRTS-related sidewalk project.

Action Step: Construct a concrete sidewalk on the north side of street from 14th to 18th Street.

