



## CITY OF CLOQUET

### City Council Agenda Tuesday, September 21, 2021 6:00 p.m.

1. **Roll Call**
2. **Pledge of Allegiance**
3. **Approval of Agenda**
  - a. Approval of September 21, 2021, Council Agenda
4. **Approval of Council Minutes**
  - a. Regular Council Minutes from the September 7, 2021 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. 21-47, Authorizing the Payment of Bills and Payroll
  - b. Resolution No. 21-50, Approving the Vacation of Louis Avenue Lying South of Robert Street
  - c. Approve New Massage Therapist Applications – W. Chen, C. Tang
7. **Public Hearings**

None.
8. **Presentations**

None.



**CITY OF CLOQUET  
City Council Agenda  
Tuesday, September 21, 2021**

9. **Council Business**
  - a. Finance Director Appointment – K. Bloom
  - b. Resolution No. 21-48, A Resolution Adopting the Proposed 2022 Budget
  - c. Resolution No. 21-49, A Resolution Adopting Sums of Money Proposed to be Levied for Levy Year 2021, Payable in 2022
  - d. Adopt Preliminary Five (5) Year Capital Improvement Plan for 2022-2026
  - e. Set Date for Public Hearing and Adoption of the 2022 Budget and Property Tax Levy
  - f. Approval of Cooperative Hockey Lease Agreement with the Cloquet School District
  - g. Resolution No. 21-51, Accepting Proposals for Geotechnical Services
  - h. Authorization to Purchase Police Department Vehicles
10. **Council Comments, Announcements, and Updates**
11. **Adjournment**

Via Teleconference  
6:00 P.M. September 7, 2021

**DRAFT**

Regular Meeting

Roll Call

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

Councilors Absent: None

Pledge of Allegiance

### **AGENDA**

**MOTION:** Councilor Swanson moved and Councilor Lamb seconded the motion to approve the September 7, 2021 agenda. The motion carried unanimously (7-0).

### **MINUTES**

**MOTION:** Councilor Jaakola moved and Councilor Carlson seconded the motion to approve the Regular Meeting minutes of August 17, 2021 as presented. The motion carried unanimously (7-0).

### **PUBLIC COMMENTS**

There were none.

### **CONSENT AGENDA**

**MOTION:** Councilor Wilkinson moved and Councilor Kolodge seconded the motion to adopt the Consent Agenda of September 7, 2021, approving the necessary motions and resolutions. The motion carried unanimously (7-0).

- a. Resolution No. 21-44, Authorizing the Payment of Bills and Payroll
- b. Resolution No. 21-42, Approving Off Site Gambling Permit for Eagles Aerie #1163
- c. Resolution No. 21-43, Approving New Lawful Gambling Premises Permit Application – R.E.A.C.H., Inc.
- d. Optional 2AM Liquor License Renewal - Lumberjack Lounge, LLC

### **PUBLIC HEARINGS**

There were none.

### **PRESENTATIONS**

- a. Pine Valley Recreation Area Master Plan – Karen Luger and Dan Hindsman from SEH reviewed the final draft of the Pine Valley Recreation Area Master Plan.

**MOTION:** Councilor Lamb moved and Councilor Jaakola seconded the motion to adopt the final Pine Valley Recreation Area Master Plan for submittal to the Greater Minnesota Regional Parks and Trails Commission for consideration Regional Designation for future funding applications.

### **CONSIDERATION OF CITIZENS ADVISORY BOARD APPOINTMENT**

**MOTION:** Councilor Kolodge moved and Councilor Carlson seconded the motion to approve the appointment of Michelle Pederson to the Citizens Advisory Board to fill the current vacancy. The motion carried unanimously (7-0).

### **FINANCE DIRECTOR APPOINTMENT**

**MOTION:** Councilor Lamb moved and Councilor Swanson seconded the motion to appoint Joshua Bailey to the position of Finance Director. The motion carried unanimously (7-0).

## **2022 PRELIMINARY BUDGET REVIEW**

City Administrator Peterson reviewed the preliminary 2022 Budget. Important highlights include: preliminary estimate of Cloquet's taxable market value increased by 4.49%; the proposed LGA increase is \$46,100; staff is recommending the preliminary levy increase set at 3.49%; a potential health insurance increase of 5%; Police Department expenditure increase totaling \$253,000; and overall worker's compensation increase total \$170,000.

Peterson stated the levy will be set and the truth and taxation hearing will take place at the September 21, 2021 Council meeting.

## **WATER UTILITY DROUGHT PLAN**

**MOTION:** Councilor Jaakola moved and Councilor Lamb seconded the motion to approve **RESOLUTION NO. 21-45, RESTRICTING NONESSENTIAL WATER USAGE UPON DROUGHT CONDITIONS AS AUTHORIZED BY MINNESOTA STATUTE 103G.291 AND CLOQUET CITY CODE 11.3.01**. The motion carried unanimously (7-0).

**WHEREAS**, on August 12, 2021, the Minnesota Department of Natural Resources declared a state-wide draught warning phase under the State Draught Plan; and

**WHEREAS**, a draught warning requires the City to implement water use restrictions as contained in City's approved Water Supply Plan; and

**WHEREAS**, all public water suppliers must implement water use reduction actions with a goal limiting water use to 50% above average January levels; and

**WHEREAS**, pursuant to Cloquet City Code 11.3.01 Subd. 7 the Council has authority, by resolution, to limit times and hours during which City water may be used for sprinkling and irrigation.

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

- 1. City-wide lawn sprinkling restrictions will be effective immediately and shall continue until further Council action, pursuant to the following conditions:**
  - a. Watering of turf grass shall be restricted on an odd/even basis.
    - i. Homes or businesses with even-numbered addresses may water their lawns on even-numbered dates.
    - ii. Homes or businesses with odd-numbered addresses may water on odd-numbered dates.
  - b. Bushes, flowers, trees, and vegetable gardens may be watered on any day with a hose, drip line, bucket, or tree watering bag.
  - c. No watering of any kind is allowed from 11am-5pm daily to minimize evaporation.
  - d. Restrictions are in effect for property served by City water only and do not apply to rain catchment systems or other non-potable water sources.
  - e. A 30-day exception shall be made for newly installed sod or seed outside of the prohibited 6-hour window.
  - f. For player safety, irrigation restrictions will not apply to athletic fields during or prior to the scheduled season except for the prohibited 6-hour window.
  - g. Violations of sprinkling restrictions shall constitute a violation of City Code and are subject to penalty including a \$50 utility bill surcharge per occurrence.

## **AWARDING 2021 SCADA SYSTEM IMPROVEMENTS**

**MOTION:** Councilor Kolodge moved and Councilor Swanson seconded the motion to adopt **RESOLUTION NO. 21-46, AWARDING 2021 SCADA SYSTEM IMPROVEMENTS**. The motion carried unanimously (7-0).

**WHEREAS**, The City has completed plans and specifications for electrical improvements associated with planned Computerized Supervisory Control and Data Acquisition (SCADA) system upgrades and

**WHEREAS**, The City of Cloquet requested and received the following quotes for the project:

#	Bidder	Base	Alternates 1-2	Total Bid
1	Taylor Electric Company	\$ 23,654.00	\$ 29,673.00	\$ 53,327.00
2	Parsons Electric	\$ 24,474.00	\$ 30,816.00	\$ 55,290.00
3	Amptek	\$ 47,570.00	\$ 32,720.00	\$ 80,290.00

**AND WHEREAS**, The apparent low bid from **Taylor Electric Company** was found to meet the minimum bid requirements.

**NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF CLOQUET, MINNESOTA**, That the bid from **Taylor Electric Company** in the amount of \$53,327.00 is hereby accepted.

#### **PLA AMENDMENT DISCUSSION**

City Council continued discussion regarding adding prevailing wage language to the PLA. Public comments opposing such an amendment were heard from Craig Olson, President of Duluth Building and Trades; Dan Olson, Business Manager for Local 1091; and Matt, licensed journeyman electrician.

Council debated having continued discussion with the labor union to come to an agreement that would satisfy all parties.

**MOTION:** Councilor Jaakola moved and Councilor Lamb seconded the motion to have further discussion with the labor union in an open meeting to make a decision together.

**MOTION:** Councilor Jaakola moved and Councilor Lamb seconded the motion to rescind the previous motion to have an open meeting with the labor union for continued discussion. The motion carried unanimously (7-0).

Administrator Peterson will schedule a work session that will include all parties potentially affected by an amendment to the PLA.

#### **COUNCIL COMMENTS, ANNOUNCEMENTS AND UPDATES**

Councilor Swanson thanked all who contributed to the Labor Day celebration.

City Administrator Peterson reminded that electronic council meeting packets will be electronic starting with the October 5<sup>th</sup> Council meeting.

#### **ADJOURNMENT**

On a motion duly carried by a unanimous yea vote of all members present on roll call, the Council adjourned.

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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**

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To: Mayor and City Council MF  
From: Mary Kay Hohensee-Mayer, Assistant Finance Director  
Reviewed by: Tim Peterson, City Administrator  
Date: September 21, 2021

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**ITEM DESCRIPTION:** Payment of Bills

**Proposed Action**

Staff recommends the Council move to adopt **RESOLUTION NO. 21-47, A RESOLUTION AUTHORIZING THE PAYMENT OF BILLS.**

**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**

- a. Resolution Authorizing the Payment of Bills
- b. Vendor Summary Report
- c. Department Summary Report

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

**RESOLUTION NO. 21-47**

**A RESOLUTION AUTHORIZING THE PAYMENT OF BILLS**

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

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

101	General Fund	\$	83,792.02
405	City Sales Tax Capital		1,577.50
600	Water - Lake Superior Waterline		182,752.95
601	Water - In Town System		549,398.76
602	Sewer Fund		17,977.58
605	Stormwater Fund		749.73
614	Cable Television		1,370.10
701	Employee Severance		211.70
	<b>TOTAL:</b>	<b>\$</b>	<b>837,830.34</b>

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CLOQUET  
THIS 21ST DAY OF SEPTEMBER, 2021.**

ATTEST:

\_\_\_\_\_  
Roger Maki, Mayor

\_\_\_\_\_  
Tim Peterson, City Administrator

INVOICES DUE ON/BEFORE 09/21/2021

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
111350	LEXISNEXIS RISK DATA MNGMT INC	1,200.00	150.00
119700	ARROWHEAD CONCRETE WORKS, INC.	15,744.25	3,200.50
121250	THE JAMAR COMPANY	2,550.80	531.00
128075	BRAUN INTERTEC CORP	6,720.00	1,577.50
128900	BROCK WHITE	617.73	323.67
137340	CHAMBERLAIN OIL CO., INC.	6,744.34	1,171.70
139025	CINTAS	3,445.47	147.44
142800	CLOQUET SANITARY SERVICE	14,451.44	1,906.73
145500	COMPENSATION CONSULTANTS, LTD	2,241.00	192.00
147050	CONSOLIDATED TELEPHONE COMPANY	30,120.50	3,362.84
152775	DELTA DENTAL OF MINNESOTA	30,057.65	3,125.05
155000	DLT SOLUTIONS LLC	4,959.99	2,465.12
156400	CITY OF DULUTH COMFORT SYSTEMS	1,237.58	169.73
162640	ENVENTIS TELECOM INC	389.12	45.10
162750	ENVIRONMENTAL RESOURCE ASSOC.	25.30	274.60
164900	THE FASTENAL COMPANY	528.31	23.65
165375	FERGUSON WATERWORKS #2516	9,232.81	132.93
166625	FIRST AID CORP	1,614.88	250.02
171100	FRYBERGER, BUCHANAN, SMITH &	149,407.01	16,978.80
172300	GARTNER REFRIGERATION COMPANY	20,046.20	310.00
174800	K & A KLEANING INC	0.00	200.00
175200	GOPHER STATE ONE CALL INC	1,067.90	495.45
180500	HAWKINS INC	56,056.60	5,519.18
185900	IDEXX DISTRIBUTION CORP.	1,381.41	773.13
188250	INSITUFORM TECHNOLOGIES USA	0.00	15,963.44
196300	KLM ENGINEERING INC	3,400.00	11,000.00
196800	KOLB CONSTRUCTION, INC.	135.00	135.00
197300	KRAEMER CONSTRUCTION INC	950.00	50.00
197775	KWIK TRIP INC	1,049.07	2,114.14
197800	L & M FLEET SUPPLY INC.	14,759.69	1,456.49
198100	L M C I T	702,319.00	1,000.00
198900	LAKE SUPERIOR ENERGY COMPANY	267.91	5,029.00
202300	LEAGUE OF MN CITIES	5,436.69	12,236.00
205050	LOFFLER COMPANIES INC	377.77	65.56
211300	MENARDS INC	704.52	79.72
211400	MENARDS INC	3,162.20	296.22
212700	MID-STATE TRUCK SERVICE INC	6,902.16	514.24
222275	MN PEIP	550,947.34	62,279.88
236100	NORTHLAND CONSTRUCTORS	124,800.95	917.45
240725	O'REILLY AUTO ENTERPRISES LLC	661.05	14.00
242850	PARSONS ELECTRIC LLC	10,339.18	421.00
243530	PER MAR SECURITY SERVICES	786.72	123.33
251500	COMMUNITY MEMORIAL HOSPITAL	413.50	883.50
261800	SEH	60,043.00	1,470.00



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CITY OF CLOQUET  
VENDOR SUMMARY REPORT

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INVOICES DUE ON/BEFORE 09/21/2021

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
262875	SHAMROCK LANDFILL INC	2,738.92	503.64
270300	SWAGIT PRODUCTIONS, LLC	10,600.00	1,325.00
271325	NANCY GETCHELL	6,458.64	230.43
275150	TKDA	4,468.99	345.94
278600	TWIN PORT MAILING	35,271.15	433.41
279100	U S BANK EQUIPMENT FINANCE	5,823.36	129.74
281000	UNITED ELECTRIC COMPANY	1,496.67	63.00
283700	USA BLUEBOOK	2,899.10	349.16
285500	VIKING INDUSTRIAL CENTER	2,497.93	83.60
288100	WARNING LITES OF MN, INC.	104.25	630.00
	TOTAL ALL VENDORS:		163,469.03

City of Cloquet  
Vendor Summary Report Reconciliation  
Invoices Due On/Before 9/21/2021

Total	163,469.03
<b>Less:</b>	
Library	(627.24)
Cloquet Area Fire District	0.00
Total City Bills	<u>162,841.79</u>
<b>Less:</b>	
Payroll benefits	(65,193.23)
<b>Plus:</b>	
Credit Card/PSN Fees	2,985.51
Debt Service Payment	520,770.02
MN Energy Auto Pay	537.34
MN Power Auto Pay	213,131.87
MN Sales Tax	2,332.76
Verizon Auto Pay (May - June)	424.28
Total Bills	<u><u>837,830.34</u></u>

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CITY OF CLOQUET  
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 09/21/2021

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
GENERAL FUND			
00			
152775	DELTA DENTAL OF MINNESOTA	30,057.65	2,913.35
222275	MN PEIP	550,947.34	62,279.88
			65,193.23
41	GENERAL GOVERNMENT		
139025	CINTAS	3,445.47	71.17
142800	CLOQUET SANITARY SERVICE	14,451.44	69.56
145500	COMPENSATION CONSULTANTS, LTD	2,241.00	192.00
147050	CONSOLIDATED TELEPHONE COMPANY	30,120.50	411.78
171100	FRYBERGER, BUCHANAN, SMITH &	149,407.01	16,978.80
172300	GARTNER REFRIGERATION COMPANY	20,046.20	155.00
202300	LEAGUE OF MN CITIES	5,436.69	12,236.00
242850	PARSONS ELECTRIC LLC	10,339.18	210.50
275150	TKDA	4,468.99	345.94
278600	TWIN PORT MAILING	35,271.15	168.56
281000	UNITED ELECTRIC COMPANY	1,496.67	15.75
	GENERAL GOVERNMENT		30,855.06
42	PUBLIC SAFETY		
111350	LEXISNEXIS RISK DATA MNGMT INC	1,200.00	150.00
139025	CINTAS	3,445.47	76.27
142800	CLOQUET SANITARY SERVICE	14,451.44	69.56
147050	CONSOLIDATED TELEPHONE COMPANY	30,120.50	827.19
172300	GARTNER REFRIGERATION COMPANY	20,046.20	155.00
174800	K & A KLEANING INC		200.00
197775	KWIK TRIP INC	1,049.07	2,114.14
197800	L & M FLEET SUPPLY INC.	14,759.69	84.42
242850	PARSONS ELECTRIC LLC	10,339.18	210.50
251500	COMMUNITY MEMORIAL HOSPITAL	413.50	883.50
271325	NANCY GETCHELL	6,458.64	230.43
278600	TWIN PORT MAILING	35,271.15	48.16
281000	UNITED ELECTRIC COMPANY	1,496.67	15.75
	PUBLIC SAFETY		5,064.92
43	PUBLIC WORKS		

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CITY OF CLOQUET  
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 09/21/2021

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
GENERAL FUND			
43	PUBLIC WORKS		
128900	BROCK WHITE	617.73	323.67
137340	CHAMBERLAIN OIL CO., INC.	6,744.34	1,171.70
142800	CLOQUET SANITARY SERVICE	14,451.44	99.85
147050	CONSOLIDATED TELEPHONE COMPANY	30,120.50	266.24
155000	DLT SOLUTIONS LLC	4,959.99	616.28
164900	THE FASTENAL COMPANY	528.31	23.65
166625	FIRST AID CORP	1,614.88	250.02
175200	GOPHER STATE ONE CALL INC	1,067.90	247.73
196800	KOLB CONSTRUCTION, INC.	135.00	135.00
197800	L & M FLEET SUPPLY INC.	14,759.69	455.44
198100	L M C I T	702,319.00	1,000.00
198900	LAKE SUPERIOR ENERGY COMPANY	267.91	5,029.00
205050	LOFFLER COMPANIES INC	377.77	13.11
212700	MID-STATE TRUCK SERVICE INC	6,902.16	514.24
236100	NORTHLAND CONSTRUCTORS	124,800.95	385.86
262875	SHAMROCK LANDFILL INC	2,738.92	503.64
278600	TWIN PORT MAILING	35,271.15	48.16
279100	U S BANK EQUIPMENT FINANCE	5,823.36	43.25
288100	WARNING LITES OF MN, INC.	104.25	630.00
	PUBLIC WORKS		11,756.84
45	CULTURE AND RECREATION		
142800	CLOQUET SANITARY SERVICE	14,451.44	1,601.21
147050	CONSOLIDATED TELEPHONE COMPANY	30,120.50	614.88
180500	HAWKINS INC	56,056.60	241.41
197800	L & M FLEET SUPPLY INC.	14,759.69	706.56
211300	MENARDS INC	704.52	79.72
240725	O'REILLY AUTO ENTERPRISES LLC	661.05	14.00
243530	PER MAR SECURITY SERVICES	786.72	123.33
261800	SEH	60,043.00	1,470.00
	CULTURE AND RECREATION		4,851.11
46	COMMUNITY DEVELOPMENT		
147050	CONSOLIDATED TELEPHONE COMPANY	30,120.50	58.83
278600	TWIN PORT MAILING	35,271.15	24.08
	COMMUNITY DEVELOPMENT		82.91

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CITY OF CLOQUET  
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 09/21/2021

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
LIBRARY FUND			
45	CULTURE AND RECREATION		
147050	CONSOLIDATED TELEPHONE COMPANY	30,120.50	595.74
281000	UNITED ELECTRIC COMPANY	1,496.67	31.50
	CULTURE AND RECREATION		627.24
CITY SALES TAX CAPITAL			
81	SPECIAL PROJECTS		
128075	BRAUN INTERTEC CORP	6,720.00	1,577.50
	SPECIAL PROJECTS		1,577.50
WATER - LAKE SUPERIOR WATERLIN			
51	STATION 2		
185900	IDEXX DISTRIBUTION CORP.	1,381.41	773.13
211400	MENARDS INC	3,162.20	45.34
	STATION 2		818.47
52	LAKE SUPERIOR WATERLINE		
121250	THE JAMAR COMPANY	2,550.80	241.00
196300	KLM ENGINEERING INC	3,400.00	11,000.00
197800	L & M FLEET SUPPLY INC.	14,759.69	22.43
	LAKE SUPERIOR WATERLINE		11,263.43
57	ADMINISTRATION		
156400	CITY OF DULUTH COMFORT SYSTEMS	1,237.58	169.73
205050	LOFFLER COMPANIES INC	377.77	13.11
	ADMINISTRATION		182.84
WATER - IN TOWN SYSTEM			
49	CLOQUET		
119700	ARROWHEAD CONCRETE WORKS, INC.	15,744.25	3,200.50

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CITY OF CLOQUET  
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 09/21/2021

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
WATER - IN TOWN SYSTEM			
49	CLOQUET		
162750	ENVIRONMENTAL RESOURCE ASSOC.	25.30	274.60
165375	FERGUSON WATERWORKS #2516	9,232.81	132.93
180500	HAWKINS INC	56,056.60	5,277.77
197300	KRAEMER CONSTRUCTION INC	950.00	50.00
197800	L & M FLEET SUPPLY INC.	14,759.69	44.87
211400	MENARDS INC	3,162.20	250.88
236100	NORTHLAND CONSTRUCTORS	124,800.95	531.59
283700	USA BLUEBOOK	2,899.10	349.16
285500	VIKING INDUSTRIAL CENTER	2,497.93	83.60
	CLOQUET		10,195.90
54	BILLING & COLLECTION		
278600	TWIN PORT MAILING	35,271.15	48.15
	BILLING & COLLECTION		48.15
57	ADMINISTRATION & GENERAL		
142800	CLOQUET SANITARY SERVICE	14,451.44	33.28
147050	CONSOLIDATED TELEPHONE COMPANY	30,120.50	411.09
155000	DLT SOLUTIONS LLC	4,959.99	616.28
175200	GOPHER STATE ONE CALL INC	1,067.90	148.64
205050	LOFFLER COMPANIES INC	377.77	13.11
278600	TWIN PORT MAILING	35,271.15	48.15
279100	U S BANK EQUIPMENT FINANCE	5,823.36	43.25
	ADMINISTRATION & GENERAL		1,313.80
ENTERPRISE FUND - SEWER			
00			
188250	INSITUFORM TECHNOLOGIES USA		-840.18
			-840.18
55	SANITARY SEWER		
121250	THE JAMAR COMPANY	2,550.80	290.00

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CITY OF CLOQUET  
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 09/21/2021

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
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ENTERPRISE FUND - SEWER			
55	SANITARY SEWER		
188250	INSITUFORM TECHNOLOGIES USA		16,803.62
197800	L & M FLEET SUPPLY INC.	14,759.69	22.44
	SANITARY SEWER		17,116.06
57	ADMINISTRATION & GENERAL		
142800	CLOQUET SANITARY SERVICE	14,451.44	33.27
147050	CONSOLIDATED TELEPHONE COMPANY	30,120.50	177.09
155000	DLT SOLUTIONS LLC	4,959.99	616.28
175200	GOPHER STATE ONE CALL INC	1,067.90	99.08
205050	LOFFLER COMPANIES INC	377.77	13.11
278600	TWIN PORT MAILING	35,271.15	48.15
279100	U S BANK EQUIPMENT FINANCE	5,823.36	43.24
	ADMINISTRATION & GENERAL		1,030.22
STORM WATER UTILITY			
57	ADMINISTRATION & GENERAL		
155000	DLT SOLUTIONS LLC	4,959.99	616.28
205050	LOFFLER COMPANIES INC	377.77	13.12
	ADMINISTRATION & GENERAL		629.40
59	OPERATIONS		
197800	L & M FLEET SUPPLY INC.	14,759.69	120.33
	OPERATIONS		120.33
CABLE TELEVISION			
45	CULTURE AND RECREATION		
162640	ENVENTIS TELECOM INC	389.12	45.10
270300	SWAGIT PRODUCTIONS, LLC	10,600.00	1,325.00
	CULTURE AND RECREATION		1,370.10

DATE: 09/16/21  
TIME: 10:04:07  
ID: AP443000.WOW

CITY OF CLOQUET  
DEPARTMENT SUMMARY REPORT

PAGE: 6

INVOICES DUE ON/BEFORE 09/21/2021

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
EMPLOYEE SEVERANCE			
45	EMPLOYEE VACATION & SICK		
152775	DELTA DENTAL OF MINNESOTA	30,057.65	211.70
	EMPLOYEE VACATION & SICK		211.70
	TOTAL ALL DEPARTMENTS		163,469.03





**COMMUNITY DEVELOPMENT DEPARTMENT**

101 14<sup>th</sup> Street • Cloquet MN 55720  
Phone: 218-879-2507 • Fax: 218-879-6555  
[www.cloquetmn.gov](http://www.cloquetmn.gov)

**REQUEST FOR COUNCIL ACTION**

---

To: Mayor and City Council  
From: Al Cottingham, City Planner/Zoning Administrator  
Reviewed/Approved By: Tim Peterson, City Administrator *TP*  
Date: September 15, 2021

---

**ITEM DESCRIPTION:** Zoning Case 21-06: Street Vacation – Vacating a Portion of Louis Avenue lying south of Robert Street

---

**Proposed Action**

The Planning Commission recommends the City Council move to adopt **RESOLUTION NO. 21-50, A RESOLUTION APPROVING THE VACATION OF LOUIS AVENUE LYING SOUTH OF ROBERT STREET.**

**Background/Overview**

Ryan and Emily Schlimmer are proposing to vacate a portion of Louis Avenue lying south of Robert Street. This is being requested since the street was platted with the Noiseau’s Subdivision in 1958 and has never been constructed. There currently no utilities running within the right-of-way.

A public hearing was held on Tuesday, September 14, 2021 to consider a possible street vacation. A legal notice was published in the Pine Knot on September 3, 2021 and effected property owners were sent notices of the public hearing.

**Policy Objectives**

The purpose of this Vacation application is to ensure that MN State Statute 160.29 and 412.851 are followed in giving up rights to property. There is no formal requirement on determining if a street should be vacated. It is really up to a commonsense approach as to whether there is currently or will be in the future a need for the alley that is being vacated.

**Financial/Budget/Grant Considerations**

The filing fee for the vacation of an alley is \$350.00. The applicant has paid that fee.

**Advisory Committee/Commission Action**

The Planning Commission noted the city would not want or need to have the street constructed. They discussed the possible future need for the street and the need to keep an easement for possible future utilities. The Planning Commission has recommended approval of the Vacation on a 4 – 0 vote.

**Supporting Documentation Attached**

- Resolution No. 21-50
- Location Map
- Copy of Plat

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

**RESOLUTION NO. 21-50**

**A RESOLUTION APPROVING THE VACATION OF A PORTION OF  
LOUIS AVENUE LYING SOUTH OF ROBERT STREET**

**WHEREAS**, Ryan and Emily Schlimmer are proposing to vacate a portion of Louis Avenue lying south of Robert Street; and

**WHEREAS**, As required by ordinance, notification was advertised in the Pine Knot and effected property owners have been notified. A public hearing was held to consider the application at the regular meeting of the Cloquet Planning Commission on September 14, 2021, at which time Zoning Case / Development Review No. 21-06 was heard and discussed; and

**WHEREAS**, the property of the proposed Vacation is located south of Robert Street and is legally described as follows:

That portion of Louis Avenue adjacent to Lot 6, Block 2, Noiseau's Subdivision, Carlton County, Minnesota. And,

**WHEREAS**, the Planning Commission reviewed the staff report and recommends approval of the Vacation.

**NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF CLOQUET, MINNESOTA**, that it approves of Zoning Case 21-06 for a vacation of s portion of Louis Avenue Lying south of Robert Street subject to the following condition.

1. A Drainage and Utility Easement is maintained over the alley.

**PASSED BY THE CITY COUNCIL OF THE CITY OF CLOQUET THIS 21<sup>ST</sup> DAY OF  
SEPTEMBER 2021.**

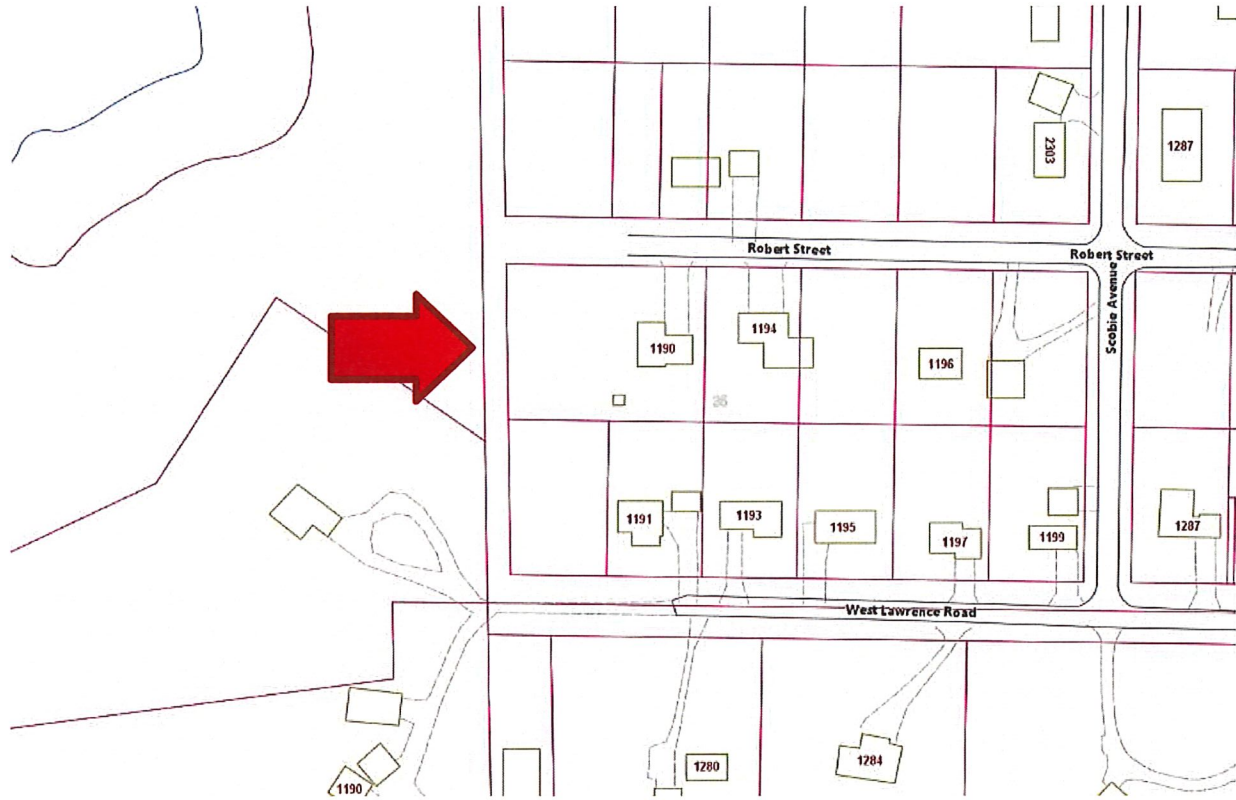
\_\_\_\_\_  
Roger Maki, Mayor

ATTEST:

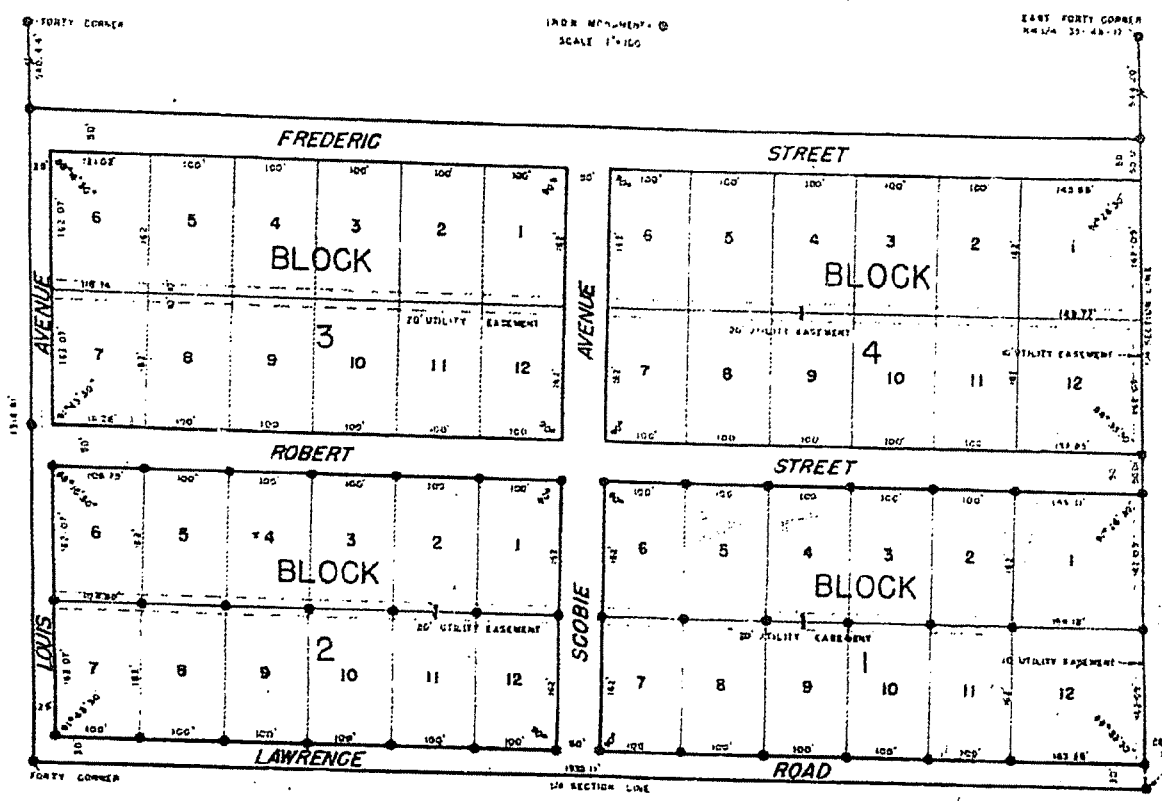
\_\_\_\_\_  
Tim Peterson, City Administrator

# Location Map

Ryan & Emily Schlimmer



No Scale



FROM ALL MEAS BY  
 husband and wife  
 the owners of t  
 the NW 1/4 of S  
 Meridian and no  
 the SE 1/4 of t  
 Carlton County  
 measured as 719  
 Containing 37.9  
 and Stroria has  
 be made in acco  
 therefore, we do  
 thereof, as "NO  
 hereby dedicate  
 installation an  
 the annexed plat

IN WITNESS WHERE  
 A. D., 1956.  
 Signed in Presence  
 [Signature]  
 [Signature]  
 [Signature]

STATE OF MINNESOTA  
 COUNTY OF CARLTON  
 I, [Name], County Clerk,  
 do hereby certify that the  
 plat and map described  
 and the same as th

STATE OF MINNESOTA  
 COUNTY OF CARLTON  
 I, [Name], County Clerk,  
 do hereby certify that the  
 plat and map described  
 and the same as th

**RESTRICTIONS**  
 All persons, including corporations, who now own or shall hereafter acquire any land described in the plat of "NOISEAU'S SUB-DIVISION", hereto attached and hereby, by reference, made a part hereof, shall be taken and held to covenant and agree to with hereto attached and hereby, by reference, made a part hereof, and with their successors and assigns, to conform to and observe the following restrictions, stipulations, and reservations as to the use of said land or any part thereof, and the construction of improvements thereon, to-wit:

- No lots or any part thereof shall be used for any purpose except residential purposes.
- No building shall be erected or permitted to remain on any lot or parts of adjoining lots other than one detached single family dwelling not to exceed two stories in height and a private garage for not more than three cars.
- No dwelling shall be erected or permitted to remain on any lot or any parts of adjoining lots which costs less than \$9,000, exclusive of one-story porches and garages, shall not be less than 700 square feet in the case of a one-story, one and one-half, or two-story structure.  
 It is the intent and purpose of this restriction and covenant to require that all dwellings in "NOISEAU'S SUBDIVISION" shall be of a quality of workmanship and material substantially the same or better than those which will meet existing standards and regulations of the Federal Housing Administration on the date of the recording of this document, at the minimum cost stated herein for the minimum permitted size of dwelling.
- No used or old dwellings or auxiliary buildings shall be removed from another sight to any lot or any parts of adjoining lots the recording of this document; and the ground floor area of the dwelling, exclusive of one-story porches and garages, shall not be less than 700 square feet in the case of a one-story, one and one-half, or two-story structure and must meet existing standards and regulations of the Federal Housing Administration on the date of the recording of this document.
- Buildings set back from front lot line and said yard requirements shall comply with set back lines shown on the plat of "NOISEAU'S SUBDIVISION". In any event no building shall be located on any lot or any parts of adjoining lots, nearer to the front lot line than a distance equal to 20% of the total depth of the lot, or nearer than 10 feet to the back of the lot, or nearer than 5 feet to the said lot line in any case. Ten (10) feet of easement on the back of each lot, running the entire length of the lot will be used for utilities such as sewer lines, power poles, etc. In no case will anything permanent be built, placed or planted on the above mentioned ten (10) feet of easement.
- No noxious or offensive activity shall be carried on upon any part of said subdivision nor shall anything be done on any part of said subdivision which may be or may become a nuisance.
- Structures of a temporary nature such as trailers, basements or tents may be used in connection with permanent construction but not to exceed five (5) years on the date of the recording of this document on any part of said subdivision with the exception of lots 9, 10, and 11 in Block 1 on which a trailer house and garage may be used for a period not to exceed 6 years from the date of recording of this document. In any event either lot 9, 10, or 11 may be used in this manner but upon initial use of either of these lots in this manner the other lots will from that time onward be subject to the same restrictions as any or all the other lots in this subdivision.

Subscribed and sw

1956

Approved as to Rec

Approved as to Tax

We hereby certify  
 meeting of the Day  
 [Signature]

**NOISE**

I hereby certify that this is the plat  
 and map described in the above plat



**ADMINISTRATIVE OFFICES**

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

**REQUEST FOR COUNCIL ACTION**

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To: Mayor and City Council  
From: Tim Peterson, City Administrator *TP*  
Date: September 21, 2021

---

**ITEM DESCRIPTION:** Approval of New Therapeutic Massage Therapist Licenses

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**Proposed Action**

Staff recommends the City Council move to approve the Therapeutic Massage Therapist license applications for Wenbing Chen and Chongli Tang effective September 22, 2021.

**Background/Overview**

The City has received a applications from Wenbing Chen and Chongli Tang for new Therapeutic Massage Therapist licenses to operate at Hong Kong Spa, 139 North Road.

**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. The attached applicants have submitted the appropriate paperwork and background checks have been completed.

**Financial/Budget/Grant Considerations**

The City's fee schedule requires a \$50 fee for the therapist license and \$100 for the background check. The applicants have paid all fees.

**Advisory Committee/Commission Action**

None.

**Supporting Documentation Attached**

- Applications



CITY ADMINISTRATOR'S OFFICE  
 101 14<sup>th</sup> Street, Cloquet MN 55720  
 Phone: 218-879-3347 Fax: 218-879-6555  
 www.cloquetmn.gov

**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	WEN BING	Last CHEN
Current Address: Street / City / State / Zip Code		
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 type="radio"/> Business <input type="radio"/> *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:	Manager of Business:
Hong Kong Spa	
Business Street Address:	
139 North Rd Cloquet MN 55720	
Phone Number:	Alternate Number:
218-879-2288	
Owner of Business:	
Ying Ling Ye Liang	
Owner's Residence Address: Street / City / State / Zip Code	
139 North Rd Cloquet MN 55720	
Home Phone:	Cell Phone: Work Phone:
	218-393-4088
E-mail address: (if applicable)	
HongKong massage 218@gmail.com	
Property Parcel ID Number:	Property Complete Legal Description:

FINANCIAL INFORMATION		
Real Estate Taxes on property to be licensed are:	<input checked="" type="radio"/> Paid current <input type="radio"/> Delinquent	
Are there any financial claims to the City of Cloquet owed by the applicant /property owner?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
If there are current financial claims owed to the City of Cloquet, please state the amount(s) and type of claim:		
Responsible Party:	Amount:	Type of claim (i.e., utilities, etc.)
Responsible Party:	Amount:	Type of claim (i.e., utilities, etc.)

ADDITIONAL INFORMATION

5年工作经验

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:

1140 COUNTY ROAD ~~RD~~ E E Vadnais HEIGHTS MN 55110

12/2018 to 11/20

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: NO

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:

5年工作经验

Street / City / State / Zip Code

BRENTWOOD, CA 94513

Dates at Address:

2017-2018

Street / City / State / Zip Code

Dates at Address:

2018-2019

SAINT PAUL MN 55112

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.

5年工作经验

Business or Occupation:

massage therapist

City / State / Zip Code

HEALING FOOT SPA NEW LLC

Dates at Address:

Business or Occupation:

1140 COUNTY ~~RD~~ RD E East,

City / State / Zip Code

Dates at Address:

Vadnais HEIGHTS MN. 55110

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.

5年工作经验

Employer or Partner:

HEALING FOOT SPA NEW LLC

Street / City / State / Zip Code

1140 COUNTY Rd E East.

Dates:

Employer or Partner:

Vadnais HEIGHTS MN. 55110

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.

I respectfully request and expressly authorize the Cloquet Police Department to inspect criminal history records maintained on me by any and all law enforcement agencies, the Bureau of Criminal Apprehension and/or the Federal Bureau of Investigation. I further authorize the Cloquet Police Department to release any information obtained from these sources to the City of Cloquet as may be required. Information obtained in this manner is to be used solely for the purpose of determining my eligibility for the following:

License you are applying for: Therapeutic Massage Therapist License

APPLICANT INFORMATION		
First Name: <u>WEN BING</u>	Full Middle Name:	Last Name: <u>CHEN</u>
Current Home Address:		
City: <u>ATWATER</u>	State: <u>CA</u>	Zip: <u>95301</u>
Previous Address:		
City:	State:	Zip:
Home Phone:	Cell Phone:	Work Phone:
E-mail address: (if applicable)		
Date of Birth:	Social Security Number:	
Driver's License Number: <u>Y 8851719</u>		
Other names by which applicant has been known, including maiden name, names from previous marriages or aliases:		
First Name:	Full Middle Name:	Last Name:
First Name:	Full Middle Name:	Last Name:
Business Name where massage therapy will be conducted: <u>Hong Kong Spa</u>		
Business Address: <u>139 NORTH RD CLOQUET, MN 55720</u>		
Business Phone Number: <u>218-879-2288</u>		

I hereby expressly release the Cloquet Police Department and its employees from any liability for damage to me which may result from the furnishing of such information:

陈文兵

X CHEN WENBING

Signature of Individual Authorizing Release

Date 9-2-2021

(Please submit copy of Driver's License)



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.

三人?

Name: Yingling Bang  
Residence Address: 139 North rd CLOQUET, MN 55720  
Business Address: 139 North rd CLOQUET, MN 55720.  
Phone Number: 218-393-4088.

Name:  
Residence Address:  
Business Address:  
Phone Number:

Name:  
Residence Address:  
Business Address:  
Phone Number:

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.

陈文兵

Signature of Applicant CHEN WENBING Date 9-2-2021

1. This information may be used to deny the issuance, renewal or transfer of your license in the event you owe the Minnesota Department of Revenue delinquent taxes, penalties or interest.
2. Upon receiving this information, the licensing authority will supply it only to the Minnesota Department of Revenue. However, under the Federal Exchange of Information Agreement, the Department of Revenue may supply this information to the Internal Revenue Service.
3. Failure to supply this information may jeopardize or delay the processing of your licensing issuance or renewal application.

License Type: Therapeutic Massage Therapist License

Please supply the following information and return along with your application to the City of Cloquet.

APPLICANT INFORMATION		
Name: First	WEN BING	Last CHEN
Current Address:	[REDACTED]	
City:	ATWATER CA 95301	State: Zip Code:
Social Security Number:		

MESSAGE THERAPY BUSINESS INFORMATION		
Business Name:		
Business Address:		
City:	State:	Zip Code:

TAX IDENTIFICATION NUMBERS
Federal Tax Identification Number:
Minnesota Tax Identification Number:

陈文兵

Signature: CHEN. WENBING

Date: 9-2-2021

**Certificate of Compliance  
Minnesota Workers' Compensation Law**

# AMERICAN EMPIRE COLLEGE

1168 San Gabriel Boulevard, Suites Q & R, Rosemead, CA 91770-4236

## Certificate of Completion

is hereby issued to

**Chen, Wenbing**

having successfully completed the prescribed program of

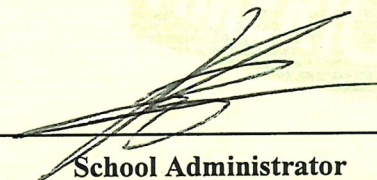
## Massage Therapy

From July 24, 2017 to Dec 2, 2017

*In witness whereof we have affixed our signature and seal at Rosemead, California this 7<sup>nd</sup> day of Dec, 2017.*

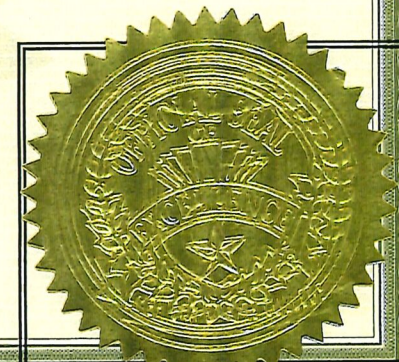
BPPE School Code: 5602281

CAMTC Approval Code: Pending

  
\_\_\_\_\_  
School Administrator

Dec 07, 2017

\_\_\_\_\_  
Date





**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	Full Middle	Last
CHONGLI		TANG
Current Address: Street / City / State / Zip		
Code		
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 type="radio"/> Business <input checked="" type="radio"/> *Residence
<i>*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.</i>	
Business Name:	Manager of Business:
HONG KONG SPA	Ying Ling Liang
Business Street Address:	
139 North Rd CLOQUET, MN 55720	
Phone Number:	Alternate Number:
218-879-2288	
Owner of Business:	
Ying Ling Liang	
Owner's Residence Address: Street / City / State / Zip Code	
139 North Rd CLOQUET, MN 55720	
Home Phone:	Cell Phone:
	218-393-4088
	Work Phone: 218-879-2288
E-mail address: (if applicable)	
Hong Kong massage 218 @ Gmail . com	
Property Parcel ID Number:	Property Complete Legal Description:

FINANCIAL INFORMATION		
Real Estate Taxes on property to be licensed are:	<input checked="" type="radio"/> Paid current <input type="radio"/> Delinquent	
Are there any financial claims to the City of Cloquet owed by the applicant /property owner?	<input type="radio"/> Yes <input checked="" type="radio"/> No	
If there are current financial claims owed to the City of Cloquet, please state the amount(s) and type of claim:		
Responsible Party:	Amount:	Type of claim (i.e., utilities, etc.)
Responsible Party:	Amount:	Type of claim (i.e., utilities, etc.)

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:

①. 10100 6th AVE N, PLYMOUTH, MN 55441  
9-2018 to 9-2019

②: 1350 Highway 96E  
White Bear Lake MN  
11-2019 to 5-2020

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: NO.

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:

2016-2018

Street / City / State / Zip Code

Dates at Address:

2018-2021 now.

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:

Massage therapist

City / State / Zip Code

10100 6th AVE N, PLYMOUTH, MN 55441

Dates at Address:

9-2018 to 9-2019

Business or Occupation:

City / State / Zip Code

Dates at Address:

Massage therapist.

Business or Occupation:

1350 Highway 96E White Bear Lake MN 55110

City / State / Zip Code

Dates at Address:

11-2019 to 3-2020.

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:

Employer.

Street / City / State / Zip Code

10100 6th AVE N, PLYMOUTH MN 55441

Dates:

9-2018 to 9-2019

Employer or Partner:

Employer.

Street / City / State / Zip Code

1350 Highway 96E White Bear Lake MN 55110

Dates:

11-2019 to 3-2020.

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.

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.

APPLICANT INFORMATION		
First Name: CHONGLI	Full Middle Name:	Last Name: TANG
Current Home Address:		
City: NEW BRITAIN	State: MN	Zip: 55112
Previous Address:		
City:	State:	Zip:
Home Phone:	Cell Phone:	Work Phone:
E-mail address: (if applicable)		
Date of Birth:	Social Security Number:	
Driver's License Number:		
Other names by which applicant has been known, including maiden name, names from previous marriages or aliases:		
First Name:	Full Middle Name:	Last Name:
First Name:	Full Middle Name:	Last Name:
Business Name where massage therapy will be conducted: Hong Kong Spa		
Business Address: 139 North Rd CLOQUET, MN 55720		
Business Phone Number: 218 - 879 - 2288		

I hereby expressly release the Cloquet Police Department and its employees from any liability for damage to me which may result from the furnishing of such information:

X TANG

9-10-2021

Signature of Individual Authorizing Release

Date

(Please submit copy of Driver's License)

**Authorization & Release**

The undersigned, having filed an application with the City of Cloquet realizing that the City has need to investigate the background and history of the applicant in order to better evaluate his or her application, does hereby authorize and request every law enforcement official and every other person, firm, officer, corporation, association, organization or institution having control of any documents, records or other information pertaining to me to furnish the original or copies of any such documents, records and other information to the City or any of its representatives and to permit said City or any of its representatives to inspect and make copies of any such documents, records and other information. I further authorize any such persons to answer any inquiries, questions or interrogatories concerning the undersigned which may be submitted to them by the City or its authorized representative. I fully understand that the information so obtained by the City may be used by it in its evaluation of my application.

I hereby release and exonerate any person who shall comply with the authorization and request made herein from

Name: Ying Ling Liang

Residence Address: 139 North Rd CLOQUET, MN 55720

Business Address: 139 North Rd CLOQUET, MN 55720

Phone Number: 218-393-4088

Name:

Residence Address:

Business Address:

Phone Number:

Name:

Residence Address:

Business Address:

Phone Number:

**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.

TANG

Signature of Applicant

X Chongli Tang

Date

9-10-2021

Print

Name

# STUDENT TRANSCRIPT

Last: TANG

First: CHONGLI

Middle:

HC Student ID: TANGC2017

Street Address: 331 S Orange Ave

City: Monterey Park

State: CA

Zip Code: 91745

DOB:

Start Date: 06/05/2017

Completion Date: 12/22/2017

**Comments:**  
900 Hours Program  
CA BPPE approved  
Massage Therapist  
Program

Course Name	Number of Clock Hours	Grade
Massage History, Theory & Business Ethics	45	B
Anatomy, Physiology & Pathology 1	75	B
Anatomy, Physiology & Pathology 2	75	B
Anatomy, Physiology & Pathology 3	75	B
Massage Techniques/Contraindications	100	B
Massage Forms 1	100	B
Massage Forms 2	100	B
Massage Therapist Certification Review	45	B
Externship	105	A
x-x-x-x-x-x-x	x-x-x-x-x	x-x-x-x-x
<b>TOTAL</b>	<b>720</b>	

Student completed 720 clock hours of the MT program.  
Transferred Credits: None

**H.S./G.E.D.:**  
Yes

81% Cumulative Percentage  
B Cumulative Grade  
3.10 Cumulative G.P.A.

**Grading Scale:**

A = 90 to 100% (4.0)  
B = 80 to 89% (3.0)  
C = 70 to 79% (2.0)

D = 65 to 69% (1.0)  
F = 64% & Below

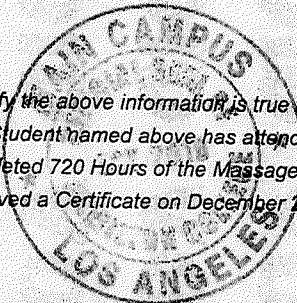
**Hamilton College**  
3251 W 6TH ST. SUITE 401  
Los Angeles, CA 90020  
Telephone: (213) 388-1369  
BPPE School Code # 1923711



**Hamilton College**

Chief Executive Officer

I certify the above information is true and accurate.  
The Student named above has attended and  
completed 720 Hours of the Massage Therapist program and  
received a Certificate on December 22, 2017



Seal  
of  
Hamilton College





**'Honor, Courage, Commitment & Compassion'**

## **Hamilton College**

3251 W 6<sup>th</sup> St. Suite 401 Los Angeles Ca 90020  
Telephone: (213) 388-1369 Facsimile: (213) 388-1338  
e-mail: [hamiltoncollegeus.eva@gmail.com](mailto:hamiltoncollegeus.eva@gmail.com)

# **Massage Therapist Certificate**

This is to certify that

## **CHORLI TANG**

has successfully completed the prescribed course of studies in the theory and practice of Massage Therapist and has satisfactorily participated in the 720-Clock Hour training program as outlined in the school catalog.

In recognition thereof, CHORLI TANG is hereby awarded this 720-Clock Hour Certificate.

*In witness thereof, we have set our signatures this the Twenty-second Day of December Twenty Seventeen in Los Angeles, California*

Chief Executive Officer

Date of Completion: December 22, 2017

ID NUMBER: TANGC2017

720-HR CERTIFICATE NUMBER: 12222017CT





**ADMINISTRATIVE OFFICES**

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

**REQUEST FOR COUNCIL ACTION**

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To: Mayor and City Council  
From: James Barclay, Asst City Administrator & HR Director  
Reviewed by: Tim Peterson, City Administrator *TEP*  
Date: September 21, 2021

---

**ITEM DESCRIPTION:** Finance Director Appointment

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**Requested Action**

Staff recommends the City Council move to appoint Katie Bloom to the position of Finance Director.

**Background/Overview**

With the announcement of the City's current Finance Director's retirement, staff completed all of its due diligence and posted the position vacancy with a number of organizations. The City received 5 applications of interest and the hiring committee conducted interviews with 3 candidates.

Through the interview process, the City identified Katie Bloom as one of the top candidates and she has accepted the City's preliminary offer of employment, subject to City Council approval. This candidate is currently the City Administrator for the City of Moose Lake. She has served the City of Moose Lake since May 2017, first as its Deputy Clerk/Finance Director and since June 2020 it's City Administrator. Prior to that she worked at Black Bear Casino as an Accountant.

**Policy Objectives**

Keeping a fully staffed department is consistent with the service level directives of the City Council. The City Council is the hiring authority for the City as determined by City Code and State law. The City Council must act to appoint this individual to complete the hiring process.

**Financial/Budget/Grant Considerations**

This position is currently fully funded as part of the adopted 2021 operating budget.

**Advisory Committee/Commission Action**

None

**Supporting Documentation Attached**

None



**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: Honorable Mayor and City Council  
From: Tim Peterson, City Administrator *TP*  
Date: September 21, 2021

---

**ITEM DESCRIPTION:** Draft 2022 Preliminary Budget, Capital Improvement Plan, and Property Tax Levy

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**Proposed Action**

Staff recommends the City Council make four (4) separate motions related to the budget and levy:

1. First, staff recommends that the City Council move to adopt **RESOLUTION NO. 21-48, A RESOLUTION ADOPTING THE PROPOSED 2022 BUDGET**; and
2. Second, staff recommends that the City Council move to adopt **RESOLUTION NO. 21-49, A RESOLUTION ADOPTING SUMS OF MONEY PROPOSED TO BE LEVIED FOR LEVY YEAR 2021, PAYABLE IN 2022**; and
3. Third, staff recommends that the City Council move to adopt the preliminary five (5) year Capital Improvement Plan for 2022-2026; and
4. Finally, staff recommends that the City Council move to set the date for the public hearing and adoption of the 2022 budget and property tax levy for December 7, 2021 at 6:00 p.m.

**Background/Overview**

Attached is summary information related to the 2022 Budget. The City utilizes a four (4) year Operating Budget to help it monitor the long-term impact of all service level decisions. The City Council has been reviewing the budget and CIP over the past meetings.

**Supporting Documentation Attached**

- Resolution No. 21-48
- Resolution No. 21-49
- 2021-2025 Capital Improvement Plan Summary

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

**RESOLUTION NO. 21-48**

**RESOLUTION ADOPTING THE PROPOSED 2022 BUDGET**

**WHEREAS,** The City Administrator has prepared an annual budget and the City Council has reviewed the proposed 2022 budget; and

**WHEREAS,** Chapter 275, Section 065 of Minnesota Statutes requires that the City adopt a proposed 2022 levy and budget.

**NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF CLOQUET, MINNESOTA,** That there be and is hereby proposed to be set aside for the year 2022 for the following departments and funds:

<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>
General	\$8,597,500	\$8,596,500
LDO Loan (EDA)	46,850	2,200
Federal CDGB Loan (EDA)	10,000	17,500
Economic Development Loan (City)	11,550	2,000
Small Cities Development (EDA)	8,000	10,000
Library	644,000	738,250
Tax Increment – Trails Edge	25,000	12,500
Tax Increment – 14 <sup>th</sup> Street Apartments	58,300	58,300
Tax Increment – Oakwood Estates	55,000	55,000
Tax Increment – Patio Homes	55,000	55,000
Landfill Host Fee	65,000	15,000
Cable Television	103,000	112,500
Swimming Pond Bonds	105,750	101,800
City Sales Tax Bonds	547,300	547,300
Facilities Bonds	102,250	93,800
Permanent Improvement	330,000	6,500
Public Works Reserve	290,000	294,000
Revolving Capital Projects	865,000	865,000
City Sales Tax Projects	1,015,000	2,603,800
Employee Severance Benefits	10,000	30,000
Water – Lake Superior Waterline	2,765,000	2,772,550
Water – In-Town System	2,016,100	2,275,170
Sewer Utility	1,967,000	1,749,450
Stormwater Utility	332,000	314,300
<b>TOTAL:</b>	<b>\$20,024,600</b>	<b>\$21,328,420</b>

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CLOQUET THIS 21ST DAY OF SEPTEMBER, 2021.**

ATTEST:

\_\_\_\_\_  
Roger Maki, Mayor

\_\_\_\_\_  
Tim Peterson, City Administrator

**City of Cloquet**  
**Summary Comparison of All Funds Revenues & Financing Sources**  
**2019 Actual through 2025 Planning**

FUND		2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 PROPOSED	2023 PLANNING	2024 PLANNING	2025 PLANNING	('22 to '21 BUDGET)		
Description	No								Dollars	Percent	
<b>General</b>											
Total General Fund		101	7,923,311	8,395,736	7,840,800	8,597,500	8,462,700	8,689,600	8,848,050	756,700	9.65%
<b>Special Revenue Funds</b>											
LDO Loan (EDA)	201	7,594	151,369	33,000	46,850	42,450	36,150	36,150	13,850	41.97%	
Federal CDBG Loan (EDA)	202	25,100	11,300	10,000	10,000	10,000	10,000	10,000	-	-	
Economic Development Loan (City)	203	146,724	1,216	11,700	11,550	11,550	11,550	11,550	(150)	-1.28%	
Revolving SCGP (EDA)	206	22,941	7,902	8,000	8,000	7,600	3,400	-	-	-	
Library	211	618,939	633,023	627,000	644,000	659,000	674,000	689,000	17,000	2.71%	
Tax Increment - Trails Edge	215	-	-	-	25,000	33,500	33,500	33,500	25,000	100.00%	
Tax Increment - Daqota	220	-	57,450	-	-	-	-	-	-	-	
Tax Increment - 14th St Apartments	221	22,635	22,634	41,650	58,300	58,300	58,300	58,300	16,650	39.98%	
Tax Increment - Oakwood Estates	222	53,157	53,180	55,000	55,000	55,000	55,000	55,000	-	-	
Tax Increment - Patio Homes	223	29,802	35,591	55,000	55,000	55,000	55,000	55,000	-	-	
Landfill Host Fee	260	86,790	86,927	65,000	65,000	65,000	65,000	65,000	-	-	
Cable TV	614	101,778	97,322	103,000	103,000	103,000	103,000	103,000	-	-	
<b>Total Special Revenue</b>			1,115,459	1,157,914	1,009,350	1,081,700	1,100,400	1,104,900	1,116,500	72,350	7.17%
<b>Debt Service Funds</b>											
Business Park Bonds	368	-	-	-	-	-	-	-	-	-	-
Swimming Pond Bonds	370	110,909	111,128	110,000	105,750	109,250	107,350	110,700	(4,250)	-3.86%	
City Sales Tax Bonds	372	547,750	547,850	542,750	547,300	546,500	545,500	544,000	4,550	0.84%	
Facilities Bonds	374	-	109,496	98,850	102,250	100,200	98,150	102,000	3,400	3.44%	
<b>Total Debt Service</b>			658,659	768,474	751,600	755,300	755,950	751,000	756,700	3,700	0.49%
<b>Capital Project Funds</b>											
Permanent Improvement	225	526,248	191,774	105,000	330,000	555,000	555,000	555,000	225,000	214.29%	
Public Facilities Planning	224	-	-	-	-	-	-	-	-	-	
Public Works Reserve	231	263,897	591,674	501,000	290,000	300,000	481,250	544,500	(211,000)	-42.12%	
Revolving Capital Projects	403	3,909,629	807,533	-	865,000	770,000	1,903,000	390,500	865,000	100.00%	
City Sales Tax Projects	405	1,078,540	1,151,868	915,000	1,015,000	1,015,000	1,015,000	1,015,000	100,000	10.93%	
<b>Total Capital Project Funds</b>			5,778,314	2,742,849	1,521,000	2,500,000	2,640,000	3,954,250	2,505,000	979,000	64.37%
<b>Total Governmental Funds</b>			15,475,743	13,064,972	11,122,750	12,934,500	12,959,050	14,499,750	13,226,250	1,811,750	16.29%
<b>Internal Service Fund</b>											
Employee Severance Benefits	701	227,770	10,776	10,000	10,000	10,000	10,000	10,000	-	-	
<b>Total Internal Service</b>			227,770	10,776	10,000	10,000	10,000	10,000	10,000	-	-
<b>Enterprise Funds</b>											
Water Lake Superior Waterline	600	2,373,975	2,763,825	2,700,000	2,765,000	2,765,000	2,765,000	2,765,000	65,000	2.41%	
Water In-Town	601	2,359,079	1,818,394	1,850,000	2,016,100	2,128,000	2,267,000	2,404,000	166,100	8.98%	
Sewer Utility	602	1,916,992	1,834,197	1,879,000	1,967,000	2,059,000	2,147,000	2,238,000	88,000	4.68%	
Stormwater Utility	605	375,131	330,526	372,000	332,000	332,000	332,000	332,000	(40,000)	-10.75%	
<b>Total Enterprise Funds</b>			7,025,177	6,746,943	6,801,000	7,080,100	7,284,000	7,511,000	7,739,000	279,100	4.10%
<b>Total Proprietary Funds</b>			7,252,947	6,757,718	6,811,000	7,090,100	7,294,000	7,521,000	7,749,000	279,100	4.10%
<b>GRAND TOTAL ALL FUNDS</b>			22,728,689	19,822,690	17,933,750	20,024,600	20,253,050	22,020,750	20,975,250	2,090,850	11.66%

**City of Cloquet**  
**Summary Comparison of All Funds Expenditures & Financing Uses**  
**2019 Actual Through 2025 Planning**

FUND		2019	2020	2021	2022	2023	2024	2025	('22 to '21 BUDGET)	
Description	No	ACTUAL	ACTUAL	BUDGET	PROPOSED	PLANNING	PLANNING	PLANNING	Dollars	%
<b>General</b>										
Total General Fund	101	9,228,220	7,514,497	7,840,800	8,596,500	8,462,000	8,688,400	8,923,950	755,700	9.64%
<b>Special Revenue Funds</b>										
LDO Loan (EDA)	201	-	-	2,200	2,200	2,200	2,200	2,200	-	-
Federal CDBG Loan (EDA)	202	-	162,713	42,500	17,500	17,500	17,500	17,500	(25,000)	-58.82%
Economic Development Loan (City)	203	7,135	-	3,500	2,000	2,000	2,000	2,000	(1,500)	-42.86%
Revolving SCGP (EDA)	206	239	24,497	10,000	10,000	10,000	10,000	10,000	-	-
Library	211	629,966	625,302	686,700	738,250	754,800	771,900	790,350	51,550	7.51%
Tax Increment - Trails Edge	215	-	-	-	12,500	33,500	33,500	33,500	12,500	100.00%
Tax Increment - Daqota	220	6,493	57,450	-	-	-	-	-	-	-
Tax Increment - 14th St Apartments	221	29,040	22,634	41,650	58,300	58,300	58,300	58,300	16,650	39.98%
Tax Increment - Oakwood Estates	222	97,940	53,180	55,000	55,000	55,000	55,000	55,000	-	-
Tax Increment - Patio Homes	223	-	48,699	55,000	55,000	55,000	55,000	55,000	-	-
Landfill Host Fee	260	113,423	25,593	15,000	15,000	15,000	15,000	15,000	-	-
Cable TV	614	156,011	58,743	117,500	112,500	110,000	107,500	107,500	(5,000)	-4.26%
<b>Total Special Revenue</b>		<b>1,040,248</b>	<b>1,078,811</b>	<b>1,029,050</b>	<b>1,078,250</b>	<b>1,113,300</b>	<b>1,127,900</b>	<b>1,146,350</b>	<b>49,200</b>	<b>4.78%</b>
<b>Debt Service Funds</b>										
Business Park Bonds	368	978,666	-	-	-	-	-	-	-	-
Swimming Pond Bonds	370	99,748	103,823	102,900	101,800	100,400	103,650	101,850	(1,100)	-1.07%
City Sales Tax Bonds	372	547,615	547,715	542,750	547,300	546,500	545,500	544,000	4,550	0.84%
Facilities Bonds	374	-	25,329	90,500	93,800	96,900	95,000	94,000	3,300	3.65%
<b>Total Debt Service</b>		<b>1,626,028</b>	<b>676,867</b>	<b>736,150</b>	<b>742,900</b>	<b>743,800</b>	<b>744,150</b>	<b>739,850</b>	<b>6,750</b>	<b>0.92%</b>
<b>Capital Project Funds</b>										
Permanent Improvement	225	442,873	24,092	31,000	6,500	776,500	6,500	862,000	(24,500)	-79.03%
Public Facilities Planning	224	47,846	-	-	-	-	-	-	-	-
Public Works Reserve	231	361,576	603,731	526,000	294,000	292,000	482,000	542,000	(232,000)	-44.11%
Revolving Capital Projects	403	3,182,123	1,535,040	-	865,000	770,000	1,903,000	390,500	865,000	100.00%
City Sales Tax Projects	405	1,737,461	3,444,837	1,607,750	2,603,800	716,249	545,500	544,000	996,050	61.95%
<b>Total Capital Project Funds</b>		<b>5,771,879</b>	<b>5,607,700</b>	<b>2,164,750</b>	<b>3,769,300</b>	<b>2,554,749</b>	<b>2,937,000</b>	<b>2,338,500</b>	<b>1,604,550</b>	<b>74.12%</b>
<b>Total Governmental Funds</b>		<b>17,666,375</b>	<b>14,877,874</b>	<b>11,770,750</b>	<b>14,186,950</b>	<b>12,873,849</b>	<b>13,497,450</b>	<b>13,148,650</b>	<b>2,416,200</b>	<b>20.53%</b>
<b>Internal Service</b>										
Employee Severance Benefits	701	3,107	55,838	5,000	30,000	30,000	30,000	30,000	25,000	500.00%
<b>Total Internal Service</b>		<b>3,107</b>	<b>55,838</b>	<b>5,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>25,000</b>	<b>500.00%</b>
<b>Enterprise Funds</b>										
Water - Lake Superior Waterline	600	2,777,169	2,291,441	2,778,800	2,772,550	2,722,300	2,747,850	2,774,500	(6,250)	-0.22%
Water - In Town System	601	1,441,989	1,547,948	2,291,550	2,275,170	2,315,200	2,281,750	2,706,850	(16,380)	-0.71%
Sewer Utility	602	1,831,548	1,792,102	2,056,150	1,749,450	1,913,150	1,868,400	2,100,300	(306,700)	-14.92%
Stormwater Utility	605	261,834	296,412	531,800	314,300	1,030,250	339,200	348,950	(217,500)	-40.90%
<b>Total Enterprise Funds</b>		<b>6,312,540</b>	<b>5,927,904</b>	<b>7,658,300</b>	<b>7,111,470</b>	<b>7,980,900</b>	<b>7,237,200</b>	<b>7,930,600</b>	<b>(546,830)</b>	<b>-7.14%</b>
<b>Total Proprietary Funds</b>		<b>6,315,647</b>	<b>5,983,742</b>	<b>7,663,300</b>	<b>7,141,470</b>	<b>8,010,900</b>	<b>7,267,200</b>	<b>7,960,600</b>	<b>(521,830)</b>	<b>-6.81%</b>
<b>GRAND TOTAL ALL FUNDS</b>		<b>23,982,022</b>	<b>20,861,616</b>	<b>19,434,050</b>	<b>21,328,420</b>	<b>20,884,749</b>	<b>20,764,650</b>	<b>21,109,250</b>	<b>1,894,370</b>	<b>9.75%</b>

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

**RESOLUTION NO. 21-49**

**RESOLUTION ADOPTING SUMS OF MONEY PROPOSED  
TO BE LEVIED FOR LEVY YEAR 2021, PAYABLE IN 2022**

**BE IT RESOLVED**, By the City Council of the City of Cloquet, Minnesota, that the following sums of money be levied for the levy year 2021, payable in 2022, upon taxable property in the City of Cloquet, for the following purposes:

<u>Fund</u>	<u>Levy</u>
General	\$2,362,200
Public Works Reserve	255,000
Library	415,000
GO Swimming Pond Debt	105,750
Facilities Bonds	<u>102,250</u>
 TOTAL LEVY	 <u><u>\$3,240,200</u></u>

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CLOQUET  
THIS 21ST DAY OF SEPTEMBER, 2021.**

\_\_\_\_\_  
Roger Maki, Mayor

ATTEST:

\_\_\_\_\_  
Tim Peterson, City Administrator

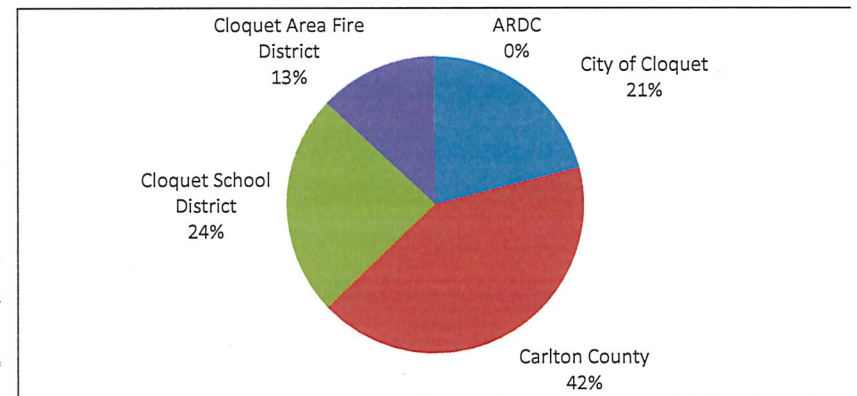
**City of Cloquet  
Tax Levy Summary  
2019 Actual Through 2025 Planning**

	<u>Levied 2019</u>	<u>Levied 2020</u>	<u>Levied 2021</u>	<b>Proposed 2022</b>	<u>Planning 2023</u>	<u>Planning 2024</u>	<u>Planning 2025</u>
General	\$ 2,231,500	\$ 2,135,350	\$ 2,181,950	\$ 2,362,200	\$ 2,504,300	\$ 2,520,300	\$ 2,690,300
Library	400,000	400,000	400,000	415,000	430,000	445,000	460,000
GO Swimming Pond Debt	110,000	110,000	110,000	105,750	109,250	107,350	110,700
GO Facilities Debt-Library	-	102,650	98,850	102,250	100,200	98,150	102,000
GO Facilities Debt-PW	-	-	-	-	-	-	-
Permanent Improvement	-	-	-	-	-	-	-
Public Works Reserve	250,000	295,000	340,000	255,000	210,000	330,000	410,000
<b>Tax Levy</b>	<b><u>\$ 2,991,500</u></b>	<b><u>\$ 3,043,000</u></b>	<b><u>\$ 3,130,800</u></b>	<b><u>\$ 3,240,200</u></b>	<b><u>\$ 3,353,750</u></b>	<b><u>\$ 3,500,800</u></b>	<b><u>\$ 3,773,000</u></b>
Levy Change (+/-)	-1.50%	1.72%	2.89%	3.49%	3.50%	4.38%	7.78%

**Property Tax Rates**

	<u>2019</u>	<u>2020</u>	<u>Prior Year 2021</u>
<b>City of Cloquet</b>	<b>39.606%</b>	<b>39.093%</b>	<b>39.484%</b>
Carlton County	79.432%	81.040%	78.676%
Cloquet School District	46.752%	45.921%	45.562%
Cloquet Area Fire District	21.956%	23.686%	24.195%
ARDC	<u>0.175%</u>	<u>0.181%</u>	<u>0.176%</u>
<b>Total Direct and Overlapping</b>	<b><u>187.921%</u></b>	<b><u>189.921%</u></b>	<b><u>188.093%</u></b>

**Prior Year - 2021 Property Taxes**





City of Cloquet, Minnesota

*Capital Plan*

2022 thru 2026

**PROJECTS BY YEAR**

<b>Project Name</b>	<b>Department</b>	<b>Project #</b>	<b>Priority</b>	<b>Project Cost</b>
<b>2022</b>				
2010 Single Axle Ford Dump Truck	Parks	PE-601	2	55,000
2012 Ford Dump Truck	Parks	PE-604	2	70,000
Transfer of Toro Tractor Mower	Parks	PE-612	3	0
2013 Toro Groundmaster Mower	Parks	PE-614	3	70,000
Admin - 2013 Dodge Ram Pick Up	Police	PD-022	2	0
Patrol Vehicle - 2018 Dodge Ram Pick Up	Police	PD-024	3	45,000
Patrol Vehicle - 2014 Dodge Charger	Police	PD-033	3	45,000
2007 Ford F-250 Pickup Truck	Street	SE-220	3	0
Carlton Avenue Reconstruction 14th - 22nd	Street	STP-009	3	350,000
22nd Street (Cloquet Ave to Carlton Ave)	Street	STP-045	3	165,000
MNDOT TED Constuct Hwy 33 and Gillette Road	Street	STP-047	3	285,000
West End Streetscape	Street	STP-048	3	350,000
Antus Addition/14th Street Utility Extension	Street & Utilities	STUP-008	4	600,000
14th Street Utility Infrastructure	Street & Utilities	STUP-012	2	1,171,500
2012 Ford F-150 (1FTFX1EF4CKD98346)	Water	WE-311	3	0
Digital Letter Board - Traffic Control	Water	WE-312	3	18,000
Meter Replacement	Water	WP-025	1	250,000
<b>Total for 2022</b>				<b>3,474,500</b>
<b>2023</b>				
2005 Chevrolet K1500	Engineering	EE-504	3	32,000
Athletic Park Playground	Parks	PP-046	3	60,000
Ped Rive Bridge	Parks	PP-048	2	169,749
Patrol Vehicle - 2017 Ford Interceptor (K9)	Police	PD-025	3	45,000
Admin - 2020 Dodge Durango	Police	PD-032	2	45,000
Sanitary Sewer CIPP Lining	Sewer	SWP-005	1	150,000
2013 Elgin NP Series Sweeper	Street	SE-214	1	225,000
Replacement of Caterpillar Backhoe	Street	SE-223	2	110,000
Tall Pine Lane Area	Street & Utilities	STUP-009	3	1,251,000
Meter Replacement	Water	WP-025	1	250,000
Spring Lake Reservoir Rehab	Water	WP-027	2	100,000
<b>Total for 2023</b>				<b>2,437,749</b>
<b>2024</b>				
2014 SkiDoo Skandic Grooming Snowmobile	Parks	PE-608	2	17,000
Patrol Vehicle - 2021 Police Interceptor	Police	PD-021	2	50,000
Patrol Vehicle - 2021 Ford Interceptor	Police	PD-023	2	45,000
Investigations - 2017 Ford Interceptor	Police	PD-027	3	0
Admin - 2013 Dodge Ram Pick Up	Police	PD-028	3	0
Investigations - 2013 Chevy Malibu	Police	PD-029	4	0
Investigations - 2007 Lincoln MKX	Police	PD-030	4	0
SRO Vehicle - 2018 Dodge Charger	Police	PD-031	3	0
Investigations - 2012 Dodge Charger	Police	PD-034	3	0

<b>Project Name</b>	<b>Department</b>	<b>Project #</b>	<b>Priority</b>	<b>Project Cost</b>
Sewer Televising Camera w/Trailer	Sewer	SWE-406	2	60,000
2013 International Dump Truck	Street	SE-213	3	275,000
2014 Dodge 2500 Pick-up Truck	Street	SE-222	3	35,000
2012 Ford F-350 One-Ton Dump Truck	Street	SE-226	2	60,000
Armory Road Area	Street	STP-043	3	1,969,000
Meter Replacement	Water	WP-025	1	250,000
<b>Total for 2024</b>				<b>2,761,000</b>

### 2025

2015 GMC 2500 Pick Up Truck	Engineering	EE-506	3	32,000
2015 GMC Crew Cab Pickup	Parks	PE-605	3	45,000
Little Peoples Playground	Parks	PP-047	3	60,000
Admin - 2013 Dodge Ram Pick Up	Police	PD-022	2	0
Patrol Vehicle - 2018 Dodge Ram Pick Up	Police	PD-024	3	45,000
Patrol Vehicle - 2014 Dodge Charger	Police	PD-033	3	45,000
2015 GMC Pick-Up Truck	Sewer	SWE-407	3	42,000
Hwy 33 North Sewer Replacement	Sewer	SWP-007	3	100,000
2013 International Dump Truck	Street	SE-212	3	275,000
2015 GMC K2500 Pick-up	Street	SE-701	4	40,000
Miscellaneous Street Repair and Overlays	Street	STP-010	1	465,000
17th Street Reconstruct #2	Street & Utilities	STUP-016	3	709,500
2011 Hyundai Tracked Excavator	Water	WE-305	2	200,000
2015 GMC Pickup Truck	Water	WE-307	3	35,000
Meter Replacement	Water	WP-025	1	250,000
<b>Total for 2025</b>				<b>2,343,500</b>

### 2026

2011 John Deere Front Mower	Parks	PE-602	2	48,000
Replace 2016 Dodge Ram 5500 Dump Truck	Parks	PE-603	3	58,500
Replacement of 2016 Jacobsen Turf Cat Mower	Parks	PE-606	3	45,000
Replacement of 2016 Jacobsen Turf Cat Mower	Parks	PE-607	3	45,000
Patrol Vehicle - 2017 Ford Interceptor (K9)	Police	PD-025	3	45,000
Admin - 2020 Dodge Durango	Police	PD-032	2	45,000
Replacement of 2015 Dump Truck	Street	SE-210	4	275,000
Replace 1996 Caterpillar Vibratory Roller	Street	SE-228	3	150,000
Prospect Avenue #2	Street & Utilities	STUP-020	3	1,849,650
Replacement of 2016 Hydraulic Breaker	Water	WE-309	2	15,000
Meter Replacement	Water	WP-025	1	250,000
<b>Total for 2026</b>				<b>2,826,150</b>

## GRAND TOTAL

13,842,899



**ADMINISTRATIVE OFFICES**

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

**REQUEST FOR COUNCIL ACTION**

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To: Mayor and City Council  
From: Tim Peterson, City Administrator *TP?*  
Date: September 21, 2021

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**ITEM DESCRIPTION:** Cooperative Hockey Lease Agreement

**Proposed Action**

Staff recommends that the City Council move to approve the revised Cooperative Hockey Lease Agreement between the City of Cloquet and the Cloquet School District.

**Background/Overview**

The City, Cloquet School District, Hockey Association (CAHA), and Minnesota Wilderness have operated and utilized a skating rink and arena cooperatively since at least 1975. The Agreement has been amended and revised numerous times since 1975 and details the various financial usage and other obligations of these parties. The most current lease expired on June 30, 2021.

The attached Agreement has already been approved by the Cloquet School District. There are no other proposed changes to the Agreement at this time.

**Financial/Budget/Grant Considerations**

None to the City of Cloquet.

**Advisory Committee/Commission Action**

None

**Supporting Documentation**

- Cooperative Hockey Lease Agreement

# Cooperative Hockey Lease Agreement

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Agreement, made and entered into this \_\_\_\_\_ day of August, 2021, by and among the City the City of Cloquet, a political subdivision of the State of Minnesota, herein called "City," and Independent School District No. 94, a public corporation and political subdivision of the State of Minnesota, herein called "District."

## RECITALS

1. The City is the owner of certain real property located in Cloquet, Carlton County, Minnesota, and as described as follows, to-wit:  
Southwest Quarter of the Southeast Quarter of the Southwest Quarter (sw ¼ of se ¼ of sw ¼), Section Twenty-three (23), Township Forty-nine (49), Range Seventeen (17), West.
2. The parties hereto under terms and conditions of a lease dated July 1, 1979, with extensions dated October 27, 1981; October 23, 1984; June 23, 1992; March 8, 1994; July 1, 2004; May 27, 2008; June 22, 2009; September 28, 2012; November 23, 2015; and May 29, 2018, operated a skating rink and arena on the above-described real estate.
3. That the City has requested that a new lease agreement by and between the parties be entered into which agreement would continue to provide revenue to the City to permit the necessary operation, improvements, and updating of the existing facility so as to permit a continued quality recreational program for the area youth.
4. That the parties hereto have agreed that the City, in order to operate the facilities for the general public for the citizens of Cloquet and for the District for recreation programs, school programs, Cloquet Area Hockey Association programs, open skating programs, and for other uses for the general public and the citizens of Cloquet, must receive additional rentals to enable them to meet their requirements for operation of a recreation program and improvement and maintenance of the present facility.
5. That the parties hereto have agreed that said repairs to the premises, updating of the facilities and the general usability for handicapped people in order to meet State and Federal guidelines will continue and the current lease **set to expire June 30, 2024**, and enter into a new hockey and recreation lease agreement.
6. The City has, pursuant to the Agreement between the City and the Cloquet Area Hockey Association, constructed on the above-described real property an ice arena.
7. The parties hereto are desirous of obtaining maximum usage of the above-described real property and the ice arena located thereon by their respective residents and/or members and, in particular, are desirous of modifying the existing structure.
8. That the parties hereto have agreed that the financial contributions of the City for a community recreation program for City and general public uses and the lease agreement for the District will be modified in order to allow the City to undertake the projects necessary to meet State guidelines for such a structure and to finance the necessary obligations for the daily operations of the structure.
9. The parties hereto desire to enter into a lease and recreation agreement to insure the foregoing.

## TERMS OF AGREEMENT

1. Subject Property. The property being subject of this Agreement is the following described property and the ice arena located therein in Cloquet, Carlton County, Minnesota, to-wit:  
Southwest Quarter of the Southeast Quarter of the Southwest Quarter (sw ¼ of se ¼ of sw ¼), Section Twenty-three (23), Township Forty-nine (49), Range Seventeen (17), West.
2. Term. **The term of this lease shall be a period of three (3) years commencing July 1, 2021, and terminating June 30, 2024.**
  - a. This lease, on its effective date, supersedes and cancels the original lease dated July 1, 1975, and any of the extensions.

b. Should any other facility lease be terminated within this lease agreement, both parties agree to meet and review the terms of the Cooperative Lease Agreement.

3. Financial Contribution of the District. Contributions of the District upon execution hereof shall be made in accordance with the following schedule:

Hockey Lease – Boys' and Girls' Varsity and Junior Varsity (Three Years)

<b>January 1, 2022</b>	<b>\$ 138,808</b>
<b>January 1, 2023</b>	<b>\$ 142,972</b>
<b>January 1, 2024</b>	<b>\$ 147,261</b>

4. Use of Payments. The parties hereto agree that the sums to be paid to the City hereunder shall be used as per paragraph seven (7) of the recitals, and shall further be used for the operational and maintenance expenses of said facility during the term of this agreement.

5. Use of Facility by District. The use of the above-described facility shall be made available to the District annually during the hockey season as defined by the Minnesota State High School League. The programs for which said facility may be used shall include, but not be limited to, the following:

a. District Hockey Program:

i. The facility shall be available for a period of three (3) hours per day for Boy's and three (3) hours per day for Girls', for a total of six hours per day, five days per week with Saturdays at one and three-fourths hours ( $1\frac{3}{4}$ ) for Boys' and one and three-fourths ( $1\frac{3}{4}$ ) for Girls', for a total of three and one-half ( $3\frac{1}{2}$ ) hours of practice by the District Hockey Program participants. The period, Monday through Friday, shall be from Three-thirty p.m. until six-thirty p.m. (3:30 p.m. – 6:30 p.m.) on school days, with Saturday times to be arranged. All ice time shall be scheduled equitably.

ii. The facility shall be available for purposes of playing regularly scheduled games according to the District Hockey Program schedule. The facility will be cleared for game preparation at least  $\frac{1}{2}$  hour before the scheduled game time. If the District has scheduled more than one game on a weekend (Friday/Saturday) and the rink manager sees a conflict in weekend tournament schedules with the CAHA youth teams, the rink manager and District's activities director will collaborate to resolve the schedules. The District's activities director will submit the hockey schedule for the next season by June 1. Any changes to the schedule will be communicated to the rink manager.

b. District Intramural Program: (No cost to District)

i. The facility shall be available, either for intramural hockey or recreational skating, at times and dates to be scheduled by the City or its assignee and Scheduling Committee.

c. Physical Education Program:

i. The District may use the facility for purposes of physical education classes during school hours, for skating related or appropriate physical education activities. Specific times and dates shall be scheduled by the City or its assignee to avoid scheduling conflicts with other programs.

d. The facility shall further be made available to the District for such other programs, at times and dates to be scheduled jointly with the City or its assignee.

6. Use of Facility for City – District Community Education Program. (No cost to District) The use of the above-described facility shall be made available to the Community Education Program in the amount of one (1) hour per week throughout the calendar year. Such programs include, but are not limited to, figure skating and programs for senior citizens. The dates and times shall be scheduled by the City or its assignee.

7. Combined Use of Facility By Cloquet Area Hockey Association, Wilderness Hockey, and City. (No cost to District) The use of the above-described facility shall be made available during the ice season for the implementation of existing youth hockey programs and Wilderness hockey program as well as programs which may be developed. The times and dates thereof shall be scheduled by the City or its assignee.

8. Obligations of the City. The City, or its assignee shall, during the term of this Agreement, provide the following:

a. Modifications as per paragraph seven (7).

- b. The care and maintenance of the ice in said facility during each calendar year.
  - c. The necessary equipment for the care and maintenance of ice during the calendar year.
  - d. Custodial services for the entire building during the term of this Agreement.
  - e. Maintenance of the facility and equipment.
  - f. All utilities during the term of this Agreement.
  - g. Insurance on said facility as below set forth.
9. Additional Responsibilities of District. During games played pursuant to its District Hockey Program Schedule, the District agrees to provide the following:
- a. A minimum of five (5) adults per game to assist with ticket sales and collection, ushering, and door control.
  - b. One (1) scorer per game.
  - c. One (1) announcer-timer per game.
  - d. Liability insurance coverage for spectators and non-participants. This coverage may be limited to provide protection to the District against claims or suits arising out of personal injury to any spectator or non-participant in varsity games, in amounts not less than those specified in Minnesota Statutes, Chapter 466.
10. Concessions. It is understood by the parties that the concessions within said facility shall, during the terms of this agreement, be operated by the City or its assignee.
11. Management of Facility. The facility described herein shall be subject to the supervision of the City or its assignee.
- a. Day-to-day management and control of the facility shall be vested in the City or its assignee
  - b. Any decision which would go beyond the terms of this Agreement shall, however, be made by the respective Board of Directors, City Council, and School Board of the parties hereto. Should a dispute or controversy arise hereunder, each of the parties shall appoint one (1) arbitrator who shall arbitrate the matter in accordance with the rules of the Minnesota Bureau of Mediation Services, and the decision of the majority thereof shall be final.
12. Insurance-City. The City agrees that, during the term of this Agreement, it will carry liability insurance with an approved insurance company in amounts not less than those specified in Minnesota Statutes, Chapter 466 and casualty insurance with an approved insurance company in such amounts as will cover the replacement value of the facility and related equipment. Such insurance policies shall carry the City and District as named co-insured. The insurance shall not be canceled without consent of the District and the City. Upon its failure to do so, any of the remaining parties shall be entitled, during the term of this Agreement, to purchase such insurance for the benefit of the parties, and to deduct the cost of premiums for same from the monies such party is to pay hereunder. Such insurance shall specifically include the coverage of the structures, contents, and the liquid Freon artificial ice plant, it being the intention of the parties hereto that the payment obligations hereunder shall be contingent upon the continuing availability of artificial ice.
13. Insurance-City and District. The City and District agree that, during the term of this Agreement, they will carry liability insurance in amounts not less than those specified in Minnesota Statutes, Chapter 466, naming the City and each other as named co-insureds.
14. Limitation of Liability. It is agreed by the parties hereto that the obligations of the City and the District with regard to the described facility shall be limited as set forth herein, and under M.S.A. 466.01 et al, except as may be otherwise agreed upon in writing by the parties hereto.
15. Locker Room. The City or its assignee shall provide appropriate maintenance and adequate locker room space for both Boys' and Girls' Hockey teams during the term of this agreement. The District shall have exclusive year-long use of the locker rooms. Request for use by the City or its assignee for other purposes shall have mutual approval of the Head Varsity Hockey Coach and the Superintendent of Schools. Damages beyond normal wear and tear shall be repaired by the District's expense. The "Tobacco Free" Policy shall also be enforced.
16. Damage or Destruction of Facility. In case the above-described facility is damaged or destroyed by any cause against which insurance coverage is carried as set forth herein, the proceeds of such insurance shall be used to repair, restore, or rebuild the facility for use under the terms of this Agreement throughout the

remainder of the term hereof. The parties may agree to relocate the structure if they mutually agree to do so in event of total destruction under terms of insurance. Damages beyond normal wear and tear shall be repaired by the District's expense.

- 17. Transfer of Facility. It is recognized by the parties hereto that the described facility has been constructed, with permission, upon real property owned by the City, or to be transferred to the City.
- 18. Financial Records. The City or its assignee shall keep adequate financial records relating to the operating costs and operating income of the facility, and shall furnish copies of the same to the District by July 1 of each year. The City or its assignee also shall provide the District with evidence that it is meeting its financial responsibilities under this Agreement at the same July 1 meeting. Duly authorized representatives of the District shall be entitled to review said financial records at all reasonable times.
- 19. Assignment. It is mutually agreed that all the terms and conditions of the Agreement shall extend, apply to and bind the successors and assigns of the respective parties hereto as fully as the respective parties are themselves bound, but this provision shall not authorize the assignment or subletting of this Agreement without the written consent of all of the parties hereto. This provision does not prohibit rental to outside groups.
- 20. Contractual Review. Prior to the start of the high school season, a joint meeting of varsity coaches, District administrators, and the City or its assignee will be conducted to review all areas related to this Agreement. The District Activities Director shall facilitate this meeting.
- 21. Financial Review. City and school district leadership will meet regularly, and no less than two times per lease year, to review the revenues and expenditures related to the arena, The purpose of the review will be to create a thorough understanding of the total revenues and expenditures created as a result of the operation of the arena and to facilitate discussion regarding equitable distribution of identified revenues and expenses. Either party may invite other arena lessees to participate in the financial review meetings if it is deemed their participation will aid in better understanding the revenues and expenses generated through usage of the arena.



IN WITNESS WHEREOF, the parties have, through their duly authorized representatives, set their hands and seals the day and year first above written.

**CITY OF CLOQUET**

By: \_\_\_\_\_  
Its Mayor

By: \_\_\_\_\_  
Its City Administrator

STATE OF MINNESOTA)  
                                  ) ss.  
COUNTY OF CARLTON)

On this \_\_\_\_\_ day of \_\_\_\_\_, 2021, before me, a Notary Public within and for said County, personally appeared Roger Maki , and Tim Peterson , to me personally known, who being each by me duly sworn did say that they are respectively the mayor and the City Administrator of the City of Cloquet, and that said instrument was signed and sealed on behalf of the said City of Cloquet by authority of its City Council and that the said Roger Maki and Tim Peterson acknowledged said instrument to be the free ace and deed of the said City of Cloquet.

\_\_\_\_\_  
Notary Public

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IN WITNESS WHEREOF, the parties have, through their duly authorized representatives, set their hands and seals the day and year first above written.

**INDEPENDENT SCHOOL DISTRICT NO. 94**

By: \_\_\_\_\_  
Its Chairperson – Theodore Lammi

By: \_\_\_\_\_  
Its Clerk – Nathan Sandman

STATE OF MINNESOTA)  
  ) ss.  
COUNTY OF CARLTON)

On this 9th day of August, 2021, before me, a Notary Public within and for said County, personally appeared Theodore Lammi, and Nathan Sandman, to me personally known, who being each by me duly sworn did say that they are respectively the Chairperson and the Clerk of the Independent School District No. 94, and that said instrument was signed and sealed on behalf of the said Cloquet School District and that the said Theodore Lammi and Nathan Sandman acknowledged said instrument to be the free ace and deed of the said Cloquet School District.

\_\_\_\_\_  
Notary Public





## DEPARTMENT OF PUBLIC WORKS

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

### REQUEST FOR COUNCIL ACTION

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To: Mayor and City Council  
From: Caleb Peterson, Public Works Director  
Reviewed by: Tim Peterson, City Administrator *TP*  
Date: September 21, 2021

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**ITEM DESCRIPTION:** 2022 Geotechnical Services

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#### Proposed Action

Staff recommends the City Council move to adopt **RESOLUTION 21-51, ACCEPTING PROPOSALS FOR GEOTECHNICAL SERVICES, EPC ENGINEERING & TESTING.**

#### Background/Overview

It's time to begin design for proposed 2022 Capital Improvements. For most projects, the Engineering Division provides design and construction services including bidding documents, construction staking, inspection and contract administration. One specialty that requires assistance from a third party is soils testing. This work is necessary to ensure the design is adequate for subsurface conditions helping prevent costly change orders during the construction process.

Two projects are proposed in 2022 including a new watermain loop from Hilltop Park to the West I-35 Frontage Road and the Overlay/Reclaim of portions of Carlton Avenue and 22<sup>nd</sup> Street. Proposals for this scope of work were received from two qualified firms with the low bid provided by EPC Engineering & Testing.

#### Policy Objectives

To advance proposed capital improvement projects.

#### Financial/Budget/Grant Considerations

The cost of contracted testing services was anticipated in the budget for this project. The proposal provided by EPC in the amount of \$9,800 will be funded using sales tax and state aid funds.

#### Advisory Committee/Commission Action

N/A

#### Supplemental Documents Attached

- Resolution No. 21-51
- Proposals from EPC Engineering and Testing

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

**RESOLUTION NO. 21-51**

**RESOLUTION ACCEPTING PROPOSALS FOR GEOTECHNICAL SERVICES  
EPC ENGINEERING & TESTING**

**WHEREAS**, The City has solicited qualified firms for proposals for soil borings and other geotechnical engineering services associated with planned 2022 improvements;

**AND WHEREAS**, EPC Engineering & Testing has provided the low bid for required services.

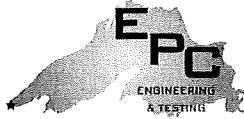
**NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF CLOQUET, MINNESOTA**, Proposals submitted by EPC Engineering & Testing in the amount of \$9,800 are hereby accepted.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CLOQUET THIS 21<sup>st</sup> DAY OF SEPTEMBER 2021.**

\_\_\_\_\_  
Roger Maki, Mayor

ATTEST:

\_\_\_\_\_  
Tim Peterson, City Administrator



**Geotechnical • Environmental • Materials Engineering**

539 Garfield Ave.  
Duluth, MN 55802

Phone: 218-727-1239  
Web: [epcduluth.com](http://epcduluth.com)

September 10, 2021

City of Cloquet – Engineering Department  
1307 Cloquet Ave  
Cloquet, MN 55720

Attn: Mr. John Anderson

Re: Reclaim 22<sup>nd</sup> Street – Cloquet Ave to Carlton Ave  
Cloquet, MN

Dear Mr. Anderson,

It is our understanding you are requesting three (3) soil borings estimated to be 3-feet each. Prior to performing the borings a pavement core will be obtained to determine thickness. EPC will utilize a 3-inch i.d. California sampler to definitively define the existing roadway section 3-feet below existing grade. Limited laboratory testing, consisting of moisture and visual classification, will be performed on all samples, and a selected composite samples will be tested to determine the soil types of any gravel base or subgrade. A preliminary (email) and boring log report would be prepared regarding the soils (and water) encountered.

Proposed costs for this project are as follows:

Truck Rig Drilling, 3 borings including pavement coring, (est. up to 9 feet total, all equipment)	\$ 2,000.00
Boring Layout / Surveying (By City of Cloquet)	\$ 0.00
Traffic Control: Signage	\$ 300.00
Testing (moisture and visual classification of est. up to 9 samples, gradation of 2)	\$ 500.00
Boring Log Report / Project Management	\$ 500.00
Mobilization (Rigs and crew for up to 1 day)	<u>\$ 500.00</u>
<b>ESTIMATED TOTAL</b>	<b>\$ 3,800.00</b>

Currently scheduling would permit EPC to perform the fieldwork for this project during the week of September 27, 2021. Fieldwork is estimated to take 1 day. Verbal (email) results could be available within a week and a final boring log (fact-of-findings) report in about two weeks

The above total is an estimate. The actual total will be billed on a time and materials basis. The above total should be adequate for a project of this size and will not be exceeded without the approval of the client.

We would like to thank you for considering EPC for this project. If you have any questions or comments please call us at 218-727-1239.

Sincerely,

EPC Engineering & Testing,

\_\_\_\_\_

Chad Lowney, Sr. Tech.  
Project Manager

This proposal is subject to the General Conditions of Service, a copy of which is attached and hereto made a part of this proposal. Upon acceptance of this proposal, along with the general conditions and terms of service, please sign and return one copy to us, for our records, as our authorization to proceed with this project.

Signed \_\_\_\_\_

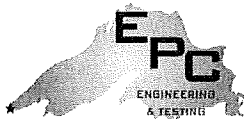
Date \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_



**Geotechnical • Environmental • Materials Engineering**

539 Garfield Ave.  
Duluth, MN 55802

Phone: 218-727-1239  
Web: epcduluth.com

September 10, 2021

City of Cloquet – Engineering Department  
1307 Cloquet Ave  
Cloquet, MN 55720

Attn: Mr. John Anderson

Re: Watermain Dead End Legs  
Laurence Road & 14<sup>th</sup> Street  
Cloquet, MN

Dear Anderson ,

It is our understanding you are requesting eleven (11) standard penetration test (SPT) (5-foot sampling intervals) soil borings estimated to be at 10-feet each, respectively, or to substantial auger refusal, whichever occurs first. If shallow refusal is reached up to three attempts would be made at/near each location. As an alternate, a single boring would be drilled in the median of I-35 to a depth of 20-feet standard penetration test (SPT) (5-foot sampling intervals). A preliminary (email) and final boring log report would be prepared regarding the soils (and water).

Proposed costs for this project are as follows:

Truck Rig Drilling	
(11 borings, est. up to 111 feet total, all equipment)	\$ 2,500.00
MDH Borehole Abandonment if > 14.5 feet (est. up to 0 feet at \$5/ft)	\$ 0.00
MDH Permits if > 24.5-feet (0 sites at \$150/ea)	\$ 0.00
Boring Layout / Surveying (By City of Cloquet)	\$ 0.00
Traffic Control: Signage	\$ 300.00
Flag Crew	\$ 0.00
Boring Log Report / Project Management	\$ 500.00
Mobilization (Rigs and crew for up to 2 days)	<u>\$ 700.00</u>
<b>ESTIMATED TOTAL</b>	<b>\$ 4,000.00</b>

**Alternate cost proposal to include / add in I-35 median boring:**

Truck Rig Drilling	
(12 borings, est. up to 131 feet total, all equipment)	\$ 3,000.00
MDH Borehole Abandonment if > 14.5 feet (est. up to 20 feet at \$5/ft)	\$ 100.00
MDH Permits if > 24.5-feet (0 sites at \$150/ea)	\$ 0.00
Boring Layout / Surveying (By City of Cloquet)	\$ 0.00
Traffic Control: Signage	\$ 500.00
Flag Crew	\$ 700.00
Boring Log Report / Project Management	\$ 1,000.00
Mobilization (Rigs and crew for up to 3 days)	<u>\$ 700.00</u>
<b>ESTIMATED TOTAL</b>	<b>\$ 6,000.00</b>

Currently scheduling would permit EPC to perform the fieldwork for this project during the week of September 27, 2021. Fieldwork is estimated to take two (2) days. Verbal (email) results could be available within a week and a final boring log (fact-of-findings) report in about two weeks.

The above total is an estimate. The actual total will be billed on a time and materials basis. The above total should be adequate for a project of this size and will not be exceeded without the approval of the client.

We would like to thank you for considering EPC for this project. If you have any questions or comments please call us at 218-727-1239.

Sincerely,

**EPC Engineering & Testing,**

---

Chad Lowney, Sr. Tech.  
Project Manager

This proposal is subject to the General Conditions of Service, a copy of which is attached and hereto made a part of this proposal. Upon acceptance of this proposal, along with the general conditions and terms of service, please sign and return one copy to us, for our records, as our authorization to proceed with this project.

Signed \_\_\_\_\_

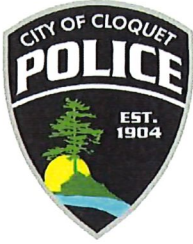
Date \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_



# CLOQUET POLICE DEPARTMENT

Derek W. Randall  
Interim Chief of Police

508 CLOQUET AVENUE  
CLOQUET, MINNESOTA 55720-1799  
records@cloquetmn.gov

Phone 218-879-1247  
Fax 218-879-1190

## REQUEST FOR COUNCIL ACTION

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To: Mayor and City Council  
From: Derek Randall, Chief of Police  
Reviewed By: Tim Peterson, City Administrator *TRP*  
Date: September 13, 2021

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**Item Description:** Authorization to convert a signed lease agreement to a purchase

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### Proposed Action

Staff recommends the City Council move to approve the conversion of a signed lease agreement to a outright purchase. We'd previously submitted a council request for the approval of (3) leased Ford SUVs to replace existing squads at our police department. That request was approved by this council in January 2021. We have yet to take delivery of those squads, and to better align with our vehicle replacement plan, offer some variability to how long we retain the vehicle, and to better align with our capital improvement needs we feel it would be best to convert (1) of these leases to an outright purchase. The government supplier of vehicle, Tenvoorde Ford, has agreed to allow us to do that.

### Breakdown of expenses

The previous lease agreement was an estimated cost \$31,506.12 over the life of the lease. The cost to purchase outright from Tenvoorde Ford at the government rate, is \$33,268.24.

In leasing/purchasing (3) squads this year we intend to only purchase (1) squad in 2022.



F20469 - Purchase directly from us.

**mi MINNESOTA Purchase Order**



**Administration Department  
Fleet And Surplus Services**

Dispatch Via Email			
<b>Purchase Order</b> G0201-3000010349	<b>Date</b> 02/02/2021	<b>Revision</b>	<b>Page</b> 1 of 2
<b>Payment Terms</b> Net 30	<b>Freight Terms</b> FOB Destination, Prep & Allow	<b>Ship Via</b> GROUND	<b>Event ID</b>
<b>Buyer</b> Barta, Peter	<b>Phone</b> 651/201-2511	<b>Currency</b> USD	<b>Agency Reference</b>

**Supplier:**  
0000198721  
TENVOORDE MOTOR CO  
185 ROOSEVELT RD  
PO BOX 1045  
ST CLOUD MN 56302  
United States

**Ship To:**  
ADMIN/FSS/FLEET  
5420 OLD HWY 8  
ARDEN HILLS MN 55112-4901  
United States

**Attention:**  
Not Specified

**Bill To:**  
ADMIN/FSS/FLEET  
5420 OLD HWY 8  
ARDEN HILLS MN 55112-4901  
United States

Tax Exempt?		Tax Exempt ID:	Replenishment Option: Standard				Extended Amt	Due Date
Line - Sch	Item/Description Mfg Item ID	Manufacturer Name	Quantity	UOM	PO Price			
1 - 1	2021 Ford Utility		1.0000	EA	33268.24000	33268.24	02/02/2021	

**Schedule Total** 33268.24

**Contract ID:** 00000000000000000000158505      **Contract Line:** 1  
K8A 2021 Ford Police Interceptor Utility (K8A) AWD per contract plus the following options:

\$34,712.24

- 153 Front License Plate Bracket \$0.00
- 17A Rear Auxiliary Air Conditioning \$573.00
- 17T Switchable Red/White Lighting in Cargo Area \$47.00
- 18D Global Lock/Unlock Feature \$0.00
- 43D Dark Car Feature \$24.00
- 44U Transmission: 10-Speed Automatic (44U) \$0.00
- 500A Order Code 500A \$0.00
- 51T Driver Only LED Spot Lamp (Whelen) \$394.00
- 549 Heated Sideview Mirrors \$56.00
- 55F Remote Keyless Entry Key Fob w/o Key Pad \$320.00
- 59E Keyed Alike - 1435x \$47.00
- 68G Rear-Door Controls Inoperable \$71.00
- 76R Reverse Sensing System \$259.00
- 85R Rear Console Plate \$42.00
- 87R Rear View Camera \$0.00
- 942 Daytime Running Lamps \$42.00
- 99B Engine: 3.3L V6 Direct-Injection (FFV) (\$3,319.00)
- 96 Charcoal Black, Unique HD Cloth Front Bucket Seats w/Vinyl Rear \$0.00
- UM Agate Black \$0.00
- RATIO 3.73 Axle Ratio \$0.00

SUB TOTAL \$33,268.24

Please include this PO number on all Factory orders

Please provide VIN to Fleet Services at least ten (10) days prior to delivery to dealership and please contact Fleet Services via phone or email at least 72 hours prior to delivery to Fleet Services.

**Item Total** 33268.24

**Total PO Amount** 33268.24

1. Show the purchase order number on invoice and all tags, packages and correspondence.
2. This purchase order incorporates by reference all terms, conditions and

**Issuer certifies that funds have been encumbered and appropriate approvals have been obtained.**

**Issued By:**  
*Peter Barta*

**m1 MINNESOTA Purchase Order**



**Administration Department  
Fleet And Surplus Services**

Dispatch Via Email			
<b>Purchase Order</b> G0201-3000010349	<b>Date</b> 02/02/2021	<b>Revision</b>	<b>Page</b> 2 of 2
<b>Payment Terms</b> Net 30	<b>Freight Terms</b> FOB Destination, Prepd & Allow	<b>Ship Via</b> GROUND	<b>Event ID</b>
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Not Specified

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United States

Tax Exempt?	Tax Exempt ID:	Replenishment Option: Standard					
Line - Sch	Item/Description Mfg Item ID	Manufacturer Name	Quantity	UOM	PO Price	Extended Amt	Due Date
	specifications of the Contract, the RFP/RFB and vendor's response. In case of a conflict in terms, the order of precedence shall be: First, this P.O., second the contract, third the RFP/RFB, and fourth the vendor's response. 3. All deliveries hereunder shall comply with all applicable State of Minnesota and Federal laws. 4. Invoicing must match line items on the purchased order. 5. DO NOT COLLECT SALES TAX on this order unless instructed to do so on this Purchase Order or the solicitation document. Effective July 1, 1995, Minnesota State agencies use a Direct Pay Authorization to pay the applicable sales and use tax directly to the Department of Revenue under Minnesota Tax ID 4405717. The Department of Revenue does not require State agencies to complete the ST3 Form with this order. 6. Payment terms are Net 30 unless a discount is offered for early payment.						

**Issuer certifies that funds have been encumbered and appropriate approvals have been obtained.**

**Issued By:**  
*Peter Barta*