



CITY OF CLOQUET

**City Council Agenda
Tuesday, April 4, 2023
6:00 p.m.
City Hall Council Chambers**

1. **Roll Call**
2. **Pledge of Allegiance**
3. **Approval of Agenda**
 - a. Approval of April 4, 2023 Council Agenda
4. **Approval of Council Minutes**
 - a. Minutes from the March 21, 2023 Work Session and Regular Council 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 on 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. 23-16, Authorizing the Payment of Bills and Payroll
 - b. Year End Transfers for 2022
 - c. New License to Sell Tobacco and Tobacco Products – Just Smoking
7. **Public Hearings**

None.
8. **Presentations**

None.
9. **Council Business**
 - a. Resolution No. 23-17, A Resolution Approving the Minor Subdivision Plat of Elias Addition for Andrew Elias
10. **Council Comments, Announcements, and Updates**
11. **Adjournment**

Cloquet City Hall Council Chambers
5:00 P.M. March 21, 2023

5:00 Work Session

- PLA Discussion

Various groups were in attendance to present their information and opinions on the proposed ordinance amendment for Project Labor Agreements.

Cloquet Chamber President Kelly Zink read comments from local businesses and residents stating their support of the ordinance amendment. Tom Radovich, Managing Director of Sappi, Cloquet Operations, also spoke in favor of the ordinance amendment. Other Cloquet Chamber representatives in attendance supporting the amendment were Alyson Leno, Tyler Ryan and Kristin Reinsch.

Duluth Building and Construction Trades Council President Andrew Campeau and Vice President Dan Olson were in attendance to answer council questions and present additional information supporting PLAs. Education Policy Coordinator Tim Watkins provided information on various research data on economic impacts and productivity of PLA projects. Attorney Timothy Andrew addressed council regarding the data request for confidentiality agreements and non-disclosure agreements.

City Attorney Helwig commented on the data requests from the union council to the city for the confidentiality and non-disclosure agreements for business requesting financial assistance from the city. Mr. Helwig stated public data will be provided but any discussion of the NDA is off the table.

6:00 Regular Meeting

Roll Call

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

Councilors Absent: None

Pledge of Allegiance

AGENDA

MOTION: Councilor Lamb moved and Councilor Jaakola seconded the motion to approve the March 21, 2023 agenda. The motion carried unanimously (7-0).

MINUTES

MOTION: Councilor Wilkinson moved and Councilor Carlson seconded the motion to approve the Regular Meeting minutes of March 7, 2023 as presented. The motion carried unanimously (7-0).

PUBLIC COMMENTS

There were none.

CONSENT AGENDA

MOTION: Councilor Lamb moved and Councilor Kolodge seconded the motion to adopt the Consent Agenda of March 21, 2023 approving the necessary motions and resolutions. The motion carried unanimously (7-0).

- a. Resolution No. 23-15 Authorizing the Payment of Bills
- b. Approve Application for Deferment of 14th Street Special Assessment – Smith
- c. Approve Application for Deferment of 14th Street Special Assessment – Benko
- d. Approve Old Main Street Closure Request – Northeastern Hotel, Saloon & Grille

PUBLIC HEARINGS

There were none.

PRESENTATIONS

There were none.

AUTHORIZE 2024 SKI-DOO EXPEDITION SNOWMOBILE PURCHASE

MOTION: Councilor Carlson moved and Councilor Lamb seconded the motion to authorize the order of a 2024 Ski-Doo Expedition LE 900 ACE from Duluth Lawn and Sport in the total amount of \$14,83.88 for an estimated arrival date of December 2023. The motion carried unanimously (7-0).

ORDINANCE NO. 507A, AMENDING SECTION 5.6 OF CITY CODE – ATV PERMIT REQUIREMENTS – SECOND READING

MOTION: Councilor Keller moved and Councilor Wilkinson seconded the motion to approve **ORDINANCE NO. 507A, AMENDING CHAPTER 5 OF THE MUNICIPAL CODE, SECTION 5.6, REGULATING THE OPERATION OF SNOWMOBILES, OFF-HIGHWAY MOTORCYCLES AND SPECIAL VEHICLES, INCLUDING ALL-TERRAIN VEHICLES, MOTORIZED GOLF CARTS, UTILITY TASK VEHICLES AND MINI-TRUCKS WITHIN THE CITY OF CLOQUET.** The motion carried unanimously (7-0).

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

Section 1. City Code Amendment. That the Cloquet City Code be amended by the addition of a new Subdivision 9 Permit, to Subsection 5.6.02 Definitions, of Section 5.6, Regulation of Snowmobiles, Off-Highway Motorcycles and Special Vehicles, Including All-Terrain Vehicles (ATV's), Motorized Golf Carts, Utility Task Vehicles and Mini-Trucks within City Limits, to read as follows:

5.6.02 Definitions.

Subd. 9 Permit. "Permit" as used in this Section shall mean a permit issued by the City of Cloquet under the provisions of Subsection 5.6.04 below or an ATV registration card issued by the Commissioner of

Natural Resources pursuant to M.S.S. 84.922. Any motor vehicle regulated by this Section which bears a current permit/registration sticker for the vehicle being driven, affixed in a visible and readable location shall be considered to be properly permitted under this Section.

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

AMENDING CITY CODE SECTION 9.2 PROJECT LABOR AGREEMENTS TO AMEND THE DEFINITION OF “COVERED PROJECT” – SECOND READING

MOTION: Councilor Kolodge moved and Councilor Carlson seconded the motion to adopt **ORDINANCE NO. 505A, AN ORDINANCE AMENDING CITY CODE SECTION 9.2 PROJECT LABOR AGREEMENTS TO AMEND THE DEFINITION OF “COVERED PROJECT”**. The motion passed (5-2), Councilors Lamb and Jaakola opposed.

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

Section 1. City Code Amendment. That the Cloquet City Code be amended by replacing in its entirety the definition of “Covered Project” found in the paragraph titled “Covered Project Defined.”, found in Section 9.2.02 of Section 9.2: Project Labor Agreements, of Chapter 9 - Public Works, to read as follows:

Covered Project Defined. “Covered Project” means that the City has a contract for construction services on a Project owned by the City with a total Project cost of \$175,000 or more.

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

COUNCIL COMMENTS, ANNOUNCEMENTS, AND UPDATES

There were none.

ADJOURNMENT

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

Tim Peterson, City Administrator



ADMINISTRATIVE OFFICES

101 14th Street • Cloquet MN 55720
Phone: 218-879-3347 • Fax: 218-879-6555
www.cloquetmn.gov

REQUEST FOR COUNCIL ACTION

To: Mayor and City Council
From: Ann Michaud, Assistant Finance Director
Reviewed by: Tim Peterson, City Administrator *TP*
Date: April 4, 2023

ITEM DESCRIPTION: Payment of Bills and Payroll

Proposed Action

Staff recommends the Council move to adopt **RESOLUTION NO. 23-16, A RESOLUTION AUTHORIZING THE PAYMENT OF BILLS AND PAYROLL.**

Background/Overview

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

Policy Objectives

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

Financial/Budget/Grant Considerations

See resolution for amounts charged to each individual fund.

Advisory Committee/Commission Action

Not applicable.

Supporting Documents Attached

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

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

RESOLUTION NO. 23-16

A RESOLUTION AUTHORIZING THE PAYMENT OF BILLS AND PAYROLL

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

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

101	General Fund	\$	523,761.59
202	Federal CDBG Loan (EDA)		6,000.00
206	Revolving SCDP (EDA)		10,954.30
225	Permanent Improvement		3,370.12
231	Public Works Reserve		35,972.23
405	City Sales Tax Capital		46,182.65
600	Water - Lake Superior Waterline		67,504.23
601	Water - In Town		71,499.38
602	Sewer Fund		106,253.91
605	Stormwater Fund		9,165.00
614	Cable Television		26,175.00
701	Employee Severance		153.68
	TOTAL:	\$	<u>906,992.09</u>

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CLOQUET
THIS 4TH DAY OF APRIL, 2023.**

ATTEST:

Roger Maki, Mayor

Tim Peterson, City Administrator

DATE: 03/30/2023
TIME: 10:35:06
ID: AP442000.WOW

CITY OF CLOQUET
VENDOR SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 04/04/2023

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
111950	ADVANCED DESIGN AWNINGS	3,410.00	3,147.50
118950	ARAMARK UNIFORM & CAREER	16,388.03	733.20
123150	B W DISTRIBUTING	2,896.07	299.99
124675	BENSON ELECTRIC COMPANY	42,800.00	4,650.00
133300	CARLTON COUNTY ABSTRACT	0.00	1,528.56
133775	CARLTON COUNTY ECONOMIC	0.00	6,000.00
134000	CARLTON COUNTY HIGHWAY DEPT	1,255,342.27	2,919.69
135000	CARLTON COUNTY AUDITOR	6,208.15	713.00
135710	CAYWOOD OIL & PROPANE, LLC	921.18	29.80
137310	CENTURY LINK	9,210.64	133.26
139025	CINTAS	6,044.04	94.53
139030	CINTAS CORPORATION NO 2	13,427.57	511.14
139800	CLOQUET AREA CHAMBER OF COMMER	89,546.23	3,325.02
142100	CLOQUET MAIL STATION	1,148.36	75.31
145300	COMMUNITY PRINTING	10,196.08	200.00
147600	EXELON CORPORATION	39,584.27	3,818.80
150100	D A L C O	11,644.75	124.78
151050	DAKOTA SUPPLY GROUP	4,874.87	28,690.00
152775	DELTA DENTAL OF MINNESOTA	55,079.86	4,712.88
156600	DULUTH LAWN & SPORTS, INC.	30,262.96	45.31
161675	EMC NATIONAL LIFE	26,749.50	1,374.01
166625	FIRST AID CORP	2,961.71	508.03
171100	FRYBERGER, BUCHANAN, SMITH &	271,926.92	1,732.95
175700	GRAINGER	13,350.59	331.08
178700	H & L MESABI	5,548.00	5,344.00
179340	HAGENS GLASS & PAINT	27,268.01	7,846.80
184100	HR GREEN INC	5,612.25	6,283.75
184155	MIDWEST WASH SYSTEMS LLC	1,425.15	1,425.82
188000	INNOVATIVE OFFICE SOLUTIONS	8,383.56	92.79
195700	KGM CONTRACTORS INC	1,582,048.13	46,182.65
202300	LEAGUE OF MN CITIES	42,334.20	820.00
204500	LITTLE FALLS MACHINE INC	11,919.41	457.34
211400	MENARDS INC	10,135.49	264.62
211700	METRO SALES, INC.	10,050.31	140.17
212400	MICHAUD DIST INC	426.10	20.80
212700	MID-STATE TRUCK SERVICE INC	57,448.98	6,137.60
219067	MN DEPT OF ADMINISTRATION	26,128.42	1,322.23
225975	MATHY CONSTRUCTION COMPANY	6,510.15	2,040.44
240300	106 GROUP LTD	0.00	4,500.00
241950	PACE ANALYTICAL SERVICES INC	6,205.73	708.00
244975	PINE KNOT LLC	120,093.70	16,960.00
248650	THE PROJECT CENTER	2,736.04	123.90
259900	SAMBATEK, INC	8,834.50	462.00
260500	SCHINDLER ELEVATOR CORPORATION	11,817.83	932.45

DATE: 03/30/2023
TIME: 10:35:07
ID: AP442000.WOW

CITY OF CLOQUET
VENDOR SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 04/04/2023

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
261750	SEELYE PLASTICS, INC.	1,049.58	231.74
261800	SEH	93,884.45	8,345.00
268800	STOCK TIRE COMPANY	13,329.92	164.00
270300	SWAGIT PRODUCTIONS, LLC	11,925.00	9,275.00
270400	SUPERIOR WATER, LIGHT & POWER	234.16	86.82
271320	T MOBILE	18,166.58	1,240.42
271975	TEAMSTERS JOINT COUNCIL 32	698,997.00	49,617.00
278600	TWIN PORT MAILING	57,915.65	209.95
279100	U S BANK EQUIPMENT FINANCE	9,240.14	504.92
281500	UNITED TRUCK BODY CO INC	715.99	78.30
283700	HD SUPPLY, INC	10,602.93	207.83
284580	VC3	66,504.98	4,737.00
285400	VIKING ELECTRIC SUPPLY	3,310.60	61.11
286900	W L S S D	1,130,858.00	75,848.00
287800	WAL-MART COMMUNITY	1,602.45	101.27
291400	WOOD CITY MOTORS	5,747.29	576.75
R0002296	STEPP MANUFACTURING	316.02	208.97
R0002300	ARROWHEAD ABSTRACT & TITLE CO	0.00	1,528.56
R0002301	UNIVERSAL TRUCK SERVICE, LLC	0.00	864.81
TOTAL ALL VENDORS:			321,651.65

City of Cloquet
Vendor Summary Report Reconciliation
Invoices Due On/Before 4/4/2023

Bills	356,301.65
Less: CAFD	0.00
Less: Library	0.00
Bills approved	356,301.65
Other:	
Payroll	592,664.65
Payroll - benefits	<u>(41,974.21)</u>
Total Bills and Payroll Approved	<u><u>906,992.09</u></u>

DATE: 03/30/23
 TIME: 10:35:29
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CITY OF CLOQUET
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 04/04/2023

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
00			
152775	DELTA DENTAL OF MINNESOTA	55,079.86	4,559.20
161675	EMC NATIONAL LIFE	26,749.50	1,374.01
271975	TEAMSTERS JOINT COUNCIL 32	698,997.00	36,041.00
			41,974.21
41	GENERAL GOVERNMENT		
135000	CARLTON COUNTY AUDITOR	6,208.15	400.00
139025	CINTAS	6,044.04	41.70
139030	CINTAS CORPORATION NO 2	13,427.57	34.58
145300	COMMUNITY PRINTING	10,196.08	71.44
150100	D A L C O	11,644.75	62.39
171100	FRYBERGER, BUCHANAN, SMITH &	271,926.92	1,732.95
188000	INNOVATIVE OFFICE SOLUTIONS	8,383.56	22.11
211400	MENARDS INC	10,135.49	97.78
211700	METRO SALES, INC.	10,050.31	81.72
212400	MICHAUD DIST INC	426.10	20.80
244975	PINE KNOT LLC	120,093.70	60.00
279100	U S BANK EQUIPMENT FINANCE	9,240.14	141.33
284580	VC3	66,504.98	2,078.00
	GENERAL GOVERNMENT		4,844.80
42	PUBLIC SAFETY		
139025	CINTAS	6,044.04	52.83
139030	CINTAS CORPORATION NO 2	13,427.57	56.02
150100	D A L C O	11,644.75	62.39
188000	INNOVATIVE OFFICE SOLUTIONS	8,383.56	30.85
211700	METRO SALES, INC.	10,050.31	31.21
268800	STOCK TIRE COMPANY	13,329.92	164.00
271320	T MOBILE	18,166.58	1,240.42
271975	TEAMSTERS JOINT COUNCIL 32	698,997.00	13,576.00
279100	U S BANK EQUIPMENT FINANCE	9,240.14	188.41
284580	VC3	66,504.98	1,804.00
	PUBLIC SAFETY		17,206.13
43	PUBLIC WORKS		

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CITY OF CLOQUET
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 04/04/2023

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GENERAL FUND			
43	PUBLIC WORKS		
123150	B W DISTRIBUTING	2,896.07	150.00
134000	CARLTON COUNTY HIGHWAY DEPT	1,255,342.27	2,919.69
139030	CINTAS CORPORATION NO 2	13,427.57	214.71
145300	COMMUNITY PRINTING	10,196.08	28.57
166625	FIRST AID CORP	2,961.71	113.60
178700	H & L MESABI	5,548.00	5,344.00
184155	MIDWEST WASH SYSTEMS LLC	1,425.15	1,425.82
188000	INNOVATIVE OFFICE SOLUTIONS	8,383.56	8.85
204500	LITTLE FALLS MACHINE INC	11,919.41	457.34
212700	MID-STATE TRUCK SERVICE INC	57,448.98	6,137.60
225975	MATHY CONSTRUCTION COMPANY	6,510.15	2,040.44
279100	U S BANK EQUIPMENT FINANCE	9,240.14	42.69
281500	UNITED TRUCK BODY CO INC	715.99	39.15
284580	VC3	66,504.98	855.00
291400	WOOD CITY MOTORS	5,747.29	576.75
R0002296	STEPP MANUFACTURING	316.02	208.97
	PUBLIC WORKS		20,563.18
45	CULTURE AND RECREATION		
118950	ARAMARK UNIFORM & CAREER	16,388.03	733.20
135710	CAYWOOD OIL & PROPANE, LLC	921.18	29.80
137310	CENTURY LINK	9,210.64	133.26
139030	CINTAS CORPORATION NO 2	13,427.57	66.86
147600	EXELON CORPORATION	39,584.27	3,818.80
156600	DULUTH LAWN & SPORTS, INC.	30,262.96	45.31
166625	FIRST AID CORP	2,961.71	167.22
179340	HAGENS GLASS & PAINT	27,268.01	40.00
248650	THE PROJECT CENTER	2,736.04	123.90
260500	SCHINDLER ELEVATOR CORPORATION	11,817.83	932.45
	CULTURE AND RECREATION		6,090.80
46	COMMUNITY DEVELOPMENT		
139800	CLOQUET AREA CHAMBER OF COMMER	89,546.23	3,325.02
145300	COMMUNITY PRINTING	10,196.08	14.29
188000	INNOVATIVE OFFICE SOLUTIONS	8,383.56	4.42
211700	METRO SALES, INC.	10,050.31	27.24
240300	106 GROUP LTD		4,500.00
279100	U S BANK EQUIPMENT FINANCE	9,240.14	47.10
	COMMUNITY DEVELOPMENT		7,918.07

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CITY OF CLOQUET
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 04/04/2023

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

FEDERAL CDBG LOAN (EDA)			
46	COMMUNITY DEVELOPMENT		
133775	CARLTON COUNTY ECONOMIC		6,000.00
	COMMUNITY DEVELOPMENT		6,000.00
REVOLVING SCDP (EDA)			
36	MISCELLANEOUS REVENUE		
179340	HAGENS GLASS & PAINT	27,268.01	5,194.30
	MISCELLANEOUS REVENUE		5,194.30
46	COMMUNITY DEVELOPMENT		
111950	ADVANCED DESIGN AWNINGS	3,410.00	3,147.50
179340	HAGENS GLASS & PAINT	27,268.01	2,612.50
	COMMUNITY DEVELOPMENT		5,760.00
PERMANENT IMPROVEMENT			
00			
133300	CARLTON COUNTY ABSTRACT		1,528.56
R0002300	ARROWHEAD ABSTRACT & TITLE CO		1,528.56
			3,057.12
36	MISCELLANEOUS REVENUE		
135000	CARLTON COUNTY AUDITOR	6,208.15	313.00
	MISCELLANEOUS REVENUE		313.00
PUBLIC WORKS RESERVE			
42	PUBLIC SAFETY		
219067	MN DEPT OF ADMINISTRATION	26,128.42	1,322.23
	PUBLIC SAFETY		1,322.23

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CITY OF CLOQUET
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 04/04/2023

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

CITY SALES TAX CAPITAL			
00			
195700	KGM CONTRACTORS INC	1,582,048.13	-2,430.67
			-2,430.67
81 SPECIAL PROJECTS			
195700	KGM CONTRACTORS INC	1,582,048.13	48,613.32
	SPECIAL PROJECTS		48,613.32
WATER - LAKE SUPERIOR WATERLIN			
51 STATION 2			
139030	CINTAS CORPORATION NO 2	13,427.57	39.60
175700	GRAINGER	13,350.59	272.56
211400	MENARDS INC	10,135.49	76.25
	STATION 2		388.41
52 LAKE SUPERIOR WATERLINE			
124675	BENSON ELECTRIC COMPANY	42,800.00	4,650.00
139030	CINTAS CORPORATION NO 2	13,427.57	7.80
184100	HR GREEN INC	5,612.25	6,283.75
259900	SAMBATEK, INC	8,834.50	462.00
270400	SUPERIOR WATER, LIGHT & POWER	234.16	86.82
	LAKE SUPERIOR WATERLINE		11,490.37
WATER - IN TOWN SYSTEM			
49 CLOQUET			
123150	B W DISTRIBUTING	2,896.07	90.00
139030	CINTAS CORPORATION NO 2	13,427.57	48.45
166625	FIRST AID CORP	2,961.71	113.61
175700	GRAINGER	13,350.59	58.52
211400	MENARDS INC	10,135.49	90.59
241950	PACE ANALYTICAL SERVICES INC	6,205.73	708.00
261750	SEELYE PLASTICS, INC.	1,049.58	231.74
281500	UNITED TRUCK BODY CO INC	715.99	39.15

INVOICES DUE ON/BEFORE 04/04/2023

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

WATER - IN TOWN SYSTEM			
49	CLOQUET		
283700	HD SUPPLY, INC	10,602.93	207.83
285400	VIKING ELECTRIC SUPPLY	3,310.60	61.11
287800	WAL-MART COMMUNITY	1,602.45	101.27
R0002301	UNIVERSAL TRUCK SERVICE, LLC		864.81
	CLOQUET		2,615.08
54	BILLING & COLLECTION		
142100	CLOQUET MAIL STATION	1,148.36	75.31
145300	COMMUNITY PRINTING	10,196.08	28.57
151050	DAKOTA SUPPLY GROUP	4,874.87	28,690.00
188000	INNOVATIVE OFFICE SOLUTIONS	8,383.56	8.85
278600	TWIN PORT MAILING	57,915.65	209.95
	BILLING & COLLECTION		29,012.68
57	ADMINISTRATION & GENERAL		
145300	COMMUNITY PRINTING	10,196.08	28.57
188000	INNOVATIVE OFFICE SOLUTIONS	8,383.56	8.85
279100	U S BANK EQUIPMENT FINANCE	9,240.14	42.69
	ADMINISTRATION & GENERAL		80.11
ENTERPRISE FUND - SEWER			
00			
286900	W L S S D	1,130,858.00	-14,319.00
			-14,319.00
55	SANITARY SEWER		
123150	B W DISTRIBUTING	2,896.07	59.99
139030	CINTAS CORPORATION NO 2	13,427.57	43.12
166625	FIRST AID CORP	2,961.71	113.60
286900	W L S S D	1,130,858.00	90,167.00
	SANITARY SEWER		90,383.71

DATE: 03/30/23
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CITY OF CLOQUET
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 04/04/2023

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

ENTERPRISE FUND - SEWER			
57	ADMINISTRATION & GENERAL		
145300	COMMUNITY PRINTING	10,196.08	28.56
188000	INNOVATIVE OFFICE SOLUTIONS	8,383.56	8.86
279100	U S BANK EQUIPMENT FINANCE	9,240.14	42.70
	ADMINISTRATION & GENERAL		80.12
STORM WATER UTILITY			
57	ADMINISTRATION & GENERAL		
202300	LEAGUE OF MN CITIES	42,334.20	820.00
261800	SEH	93,884.45	8,345.00
	ADMINISTRATION & GENERAL		9,165.00
CABLE TELEVISION			
45	CULTURE AND RECREATION		
244975	PINE KNOT LLC	120,093.70	16,900.00
270300	SWAGIT PRODUCTIONS, LLC	11,925.00	9,275.00
	CULTURE AND RECREATION		26,175.00
EMPLOYEE SEVERANCE			
45	EMPLOYEE VACATION & SICK		
152775	DELTA DENTAL OF MINNESOTA	55,079.86	153.68
	EMPLOYEE VACATION & SICK		153.68
	TOTAL ALL DEPARTMENTS		321,651.65

FLEET SERVICES

VOICE
NUMBER
03282023

INVOICE	DATE	ITEM DESCRIPTION	03/28/23	483614
			ITEM AMOUNT	
	03/28/23	2021 EXPLORER INS PAYOUT	34,650.00	
		INVOICE TOTAL:	34,650.00	*
		CHECK TOTAL:	34,650.00	**

Fund 231



483614

THIRTY-FOUR THOUSAND, SIX HUNDRED FIFTY DOLLARS AND 00 CENTS *****

03/28/23 \$34,650.00

FLEET SERVICES
ATTN: KRISTIN BAACK
5420 OLD HIGHWAY 8
ARDEN HILLS MN 55112-4901



ADMINISTRATIVE OFFICES

101 14th Street • Cloquet MN 55720
Phone: 218-879-3347 • Fax: 218-879-6555
www.cloquetmn.gov

REQUEST FOR COUNCIL ACTION

To: Mayor and City Council
From: Katie Bloom, Finance Director
Reviewed/Approved by: Tim Peterson, City Administrator *TCP*
Date: March 27, 2023

ITEM DESCRIPTION: Year End Transfers for 2022

Proposed Action

Staff recommends the Council move to authorize the transfers for 2022 as detailed below.

Background/Overview

The council reviews and approves transfers before they are completed.

2022 Budgeted Transfers – The following transfers are budgeted annually.

- Transfer to the Library Fund from the General Fund of \$200,000.
- Transfer to General Fund from TIF 14th St Apartments of \$7,390.15
- Transfer to General Fund from TIF Trails Edge of \$528.28
- Transfer to General Fund from TIF Oakwood Estates of \$5,318.04
- Transfer to General Fund from TIF Patio Homes of \$4,513.02
- Transfer to General Fund from Landfill Host Fee Fund of \$36,210.65

2022 Capital Improvements – Expenditures were made in the Sales Tax Fund for the Antus Addition Water Utility Extension. This project was originally budgeted to be covered by sales tax, however, was approved to be paid by the landfill host fees at the May 10, 2022 Host Committee meeting.

- Transfer to the Sales Tax Fund from the Landfill Host Fee Fund of \$267,865.47.

Expenditures were made in the Revolving Capital Projects fund during the 22nd Street resurfacing project. The majority of the project was covered by state aid funds with a small amount coming from the water fund due to some utility improvements.

- Transfer to the Revolving Capital Projects Fund from the Water Fund of \$17,946.00



ADMINISTRATIVE OFFICES

101 14th Street • Cloquet MN 55720
Phone: 218-879-3347 • Fax: 218-879-6555
www.cloquetmn.gov

Policy Objectives

Proper approval for financing transfers for the year ended 12/31/22.

Financial Impacts/Budget/Grant Considerations

Approval of transfers so various funds are properly reimbursed for 2022 activities and to increase reserve for future capital outlay.

Advisory Committee/Commission Action

Not applicable.

Supporting Documents 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: Mayor and City Council
From: Tim Peterson, City Administrator *TCP*
Date: April 4, 2023

ITEM DESCRIPTION: New License to Sell Tobacco and Tobacco Products

Proposed Action

Staff recommends the City Council move to approve the application for a new License to Sell Tobacco and Tobacco Products for Just Smoking effective April 5, 2023.

Background/Overview

The City has received an application from Gregg Wait seeking to obtain a new License to Sell Tobacco and Tobacco Products for Just Smoking, a new business located at 611 Sunnyside Drive. The applicant has submitted all of the required application materials required by City Code.

Policy Objectives

Approval of a Tobacco and Tobacco Products License is required under Section 6.5 of the Municipal Code. There is no limit on the number of licenses issued in any one year.

Financial/Budget/Grant Considerations

The City's fee schedule requires \$150 annual fee for this license. The applicant has paid the required fee.

Advisory Committee/Commission Action

None.

Supporting Documentation Attached

- Application

PREMISE / PROPERTY INFORMATION:

Property Zoning District: _____ Property Parcel ID Number: _____

Property Complete Legal Description: _____

Real estate taxes on property to be licensed are: Paid current Delinquent

Are there any financial claims to the City of Cloquet owed by the applicant, business owner, or property owner?

None exist. There are financial claims owed to the City of Cloquet.

If there are current financial claims owed to the City of Cloquet, please state the responsible party, state amount(s), and type of claim:

Responsible Party	Amount	Type of claim (i.e., utilities, etc.)
-------------------	--------	---------------------------------------

1. Have you ever been convicted of any violation of a federal, state, or local law, Code or Ordinance provisions, or other regulation relating to tobacco or tobacco products, or tobacco related devices within the past five (5) years?
 Yes No *If yes, give information as to the date, place, and offense for each conviction.*

2. Have you ever been denied a license to sell tobacco or tobacco products or had such license suspended, revoked or canceled in any City/State, including Cloquet?
 Yes No

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

3. Are you prohibited by federal, state, or other local law, Code or Ordinance, or other regulation, from holding such a license?
 Yes No

If yes, please provide details: _____

I HEREBY UNDERSTAND AND AGREE THAT:

(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.

 Signature of Applicant 3/29/2023
Date

Print Name Gregg Keith Wait
First Middle Last

SEND FUTURE APPLICATION RENEWALS TO:

Applicant's Residence Address
 Business Address

FOR CITY USE ONLY: (When applicable)			
City Administrator:			

MINNESOTA BUSINESS TAX IDENTIFICATION LAW

Pursuant to Minnesota Statute 270C.72 (Tax Clearance; Issuance of Licenses), Subd. 4. The licensing authority is required to provide the Minnesota Commissioner of Revenue your business tax identification number and social security number of each license applicant. Under the Minnesota Government Data Practices Act and the Federal Privacy Act of 1974, we are required to advise you of the following regarding the use of this information:

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: Tobacco, Tobacco products and Tobacco related devices

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

APPLICANT INFORMATION		
Name: First	Full Middle	Last
Grega	Keith	Wait
Current Address:		
City:	State:	Zip Code:
Cloquet	MN	55720
Social Security Number:		

BUSINESS INFORMATION		
Business Name:		
Just Smoking		
Business Address:		
6011 Sunnyside Drive		
City:	State:	Zip Code:
Cloquet	MN	55720

TAX IDENTIFICATION NUMBERS	
Federal Tax Identification Number:	
	92-3169389
Minnesota Tax Identification Number:	
	8702435

Signature: Dugg Wait

Date: 3/29/2023

Certificate of Compliance Minnesota Workers' Compensation Law

THIS FORM MUST BE COMPLETED BY THE BUSINESS LICENSE APPLICANT

PRINT IN INK or TYPE.

Minnesota Statutes, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minnesota Statutes, Chapter 176. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry.

A valid workers' compensation policy must be kept in effect at all times by employers as required by law.

LICENSE or CERTIFICATE NO (if applicable)	BUSINESS TELEPHONE NO. (218) 428-6111	FAX TELEPHONE NO.
BUSINESS NAME (Use the person(s) name if business structure is sole proprietor or partnership (i.e., John Doe, or John Doe and Jane Doe), otherwise it is the legal name of the business entity.) Gregg Keith Wait		
DBA ("doing business as" or also known as an assumed name) (if applicable) Just Smoking		
BUSINESS ADDRESS (must be physical street address, no PO boxes) 611 Sunnyside Drive	CITY CLOQUET	STATE ZIP CODE MN 55720
COUNTY Carlton	E-MAIL ADDRESS	

YOUR LICENSE OR CERTIFICATE WILL NOT BE ISSUED WITHOUT THE FOLLOWING INFORMATION. You must complete number 1 or 2 below.

NUMBER 1 – Workers' compensation insurance policy information

INSURANCE COMPANY NAME (not the insurance agent)	NAIC Number
POLICY NO.	EFFECTIVE DATE
	EXPIRATION DATE

NUMBER 2 – Reason for exemption from workers' compensation insurance

If you have questions regarding the need to obtain workers' compensation coverage, including exemptions, contact 651.284.5032 or 1-800-342-5354.

- I have no employees. (See Minn. Stat. § 176.011, subd. 9 for the definition of an employee.)
- I am self-insured for workers' compensation (attach a copy of the authorization to self-insure from the Minnesota Department of Commerce).
- I have employees but they are not covered by the workers' compensation law. (See Minn. Stat. § 176.041 for a list of excluded employees.) Explain why your employees are not covered:

Other: _____

I certify that the information provided on this form is accurate and complete. If I am signing on behalf of a business, I certify that I am authorized to sign on behalf of the business.

PRINT NAME Gregg Keith Wait		
APPLICANT SIGNATURE (required) Gregg Wait	TITLE owner	DATE 3/29/2023

NOTE: You must notify us if there is any change to your Workers' Compensation Insurance Information or Employee Status Change by resubmitting this form. This material can be made available in different forms, such as large print, Braille or on a tape.

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 any and all liability of every nature and kind growing out of and in any way pertaining to the furnishing or inspection of such documents, records and other information.

Data Practices Advisory (*Tennessee Warning*)

Some or all of the information that you are asked to provide on the attached forms are classified by state law as either private or confidential. Private data is information which generally cannot be given to the public, but can be given to the subject of the data. Confidential data is information which generally cannot be given to either the public or the subject of the data.

Our purpose and intended use of this information is to perform background investigations of the applicant, manager and others appearing on the application. This information will be used to determine if it is appropriate for the applicant to be issued a license or permit from the City of Cloquet.


You are not legally required to provide this information. However, failure to furnish the requested information may result in your application being denied.

This information will be used by various City departments in the course of their investigations. In addition, various State and Federal law enforcement agencies may be furnished portions of the information you provide.


If you have any questions in this regard, please contact the City Administrator's Office at (218) 879-3347.

I read and understand the above information regarding my rights as a subject of government data.

**I HAVE READ AND UNDERSTAND THE ABOVE
AUTHORIZATION & RELEASE AND DATA PRACTICES ADVISORY.**



Signature of Applicant



Date

License Application to Make Retail Sales of Cigarette and Other Tobacco Products

To be completed by applicant when applying for a license with a city or county.

Print or type

Applicant's Minnesota tax ID number

The Minnesota tax ID must be issued in the same legal name of the licensee below.

FOR MUNICIPAL USE ONLY

License number, Period covered, Date of issuance

Cigarettes/tobacco products will be sold (a separate license is required for each location or vending machine):

Over counter, Through vending machine, Both

Licensee's legal name, Business trade name, Complete address of business location, Mailing address, Federal employer ID number, Daytime phone, Other phone number, Fax number, Email address

Business information

Type of legal organization (check one):

Sole proprietor, Partnership, Other, Minnesota corporation, Out-of-state corporation, Are you registered to do business in Minnesota?

Corporate officers or partners (attach a list if necessary)

Name, Title, Address, City, State, Zip code

Statement of understanding

As a licensed tobacco products or cigarette retailer, I understand that:

- 1. I can purchase cigarettes only from a Minnesota distributor or subjobber who holds a license with the Minnesota Department of Revenue.
2. I must obtain a tobacco products distributor license if I purchase untaxed tobacco products from an out-of-state company.
3. I may not sell cigarettes affixed with Minnesota Native American stamps unless my retail business is located on a reservation that has a tax agreement with the State of Minnesota.
4. I may not purchase from or exchange cigarettes or tobacco products with another retailer.
5. I must keep complete and legible cigarette and tobacco products invoices on the licensed premises, or make invoices available within one hour of request, for at least one year after the date of the purchase.
6. I know that the Minnesota Department of Revenue and/or law enforcement may conduct cigarette and tobacco inspections of the premises, including inspections of inventory, invoices and licenses, and I understand that a refusal to allow an inspection is grounds for revocation of my license.
7. I know that failure to comply with all requirements can result in criminal penalties, including the loss of cigarettes and tobacco products.

Sign here

Licensee signature, Title, Print name, Date, Daytime ph, Licensing agent's signature, Title, Print name, Date, Daytime ph

License applicant: Submit this form to the licensing authority along with the license application.
Licensing authority: Mail or fax a copy of approved form to: Minnesota Revenue, Mail Station 3331, St. Paul, MN 55146-3331.



COMMUNITY DEVELOPMENT DEPARTMENT
101 14th Street • Cloquet MN 55720
Phone: 218-879-2507 • Fax: 218-879-6555
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: April 4, 2023

ITEM DESCRIPTION: Zoning Case 23-02: Minor Subdivision Plat - Elias

Proposed Action

The Planning Commission recommends the City Council move to adopt **RESOLUTION NO. 23-17, A RESOLUTION APPROVING THE MINOR SUBDIVISION PLAT OF ELIAS ADDITION FOR ANDREW ELIAS.**

Background/Overview

Andrew Elias is proposing a minor subdivision plat for the creation of three lots on his 17-acre property. The property is located on the southwest corner of Laine and Stark Roads. The minor subdivision plat will not require the construction of any new roads. A wetland delineation has been done for the property and easements have been shown on the plat for the wetlands. Stark Road is a County Road and thus permits will be needed from Carlton County for access. The County has stated that a shared driveway will be needed for lots 1 and 2, lot 3 will access onto Laine Road which is a city street.

The property is Zoned FR – Farm Residential District and has a minimum lot width of 200 feet and a minimum lot area of 5-acres. The proposed lots meet or exceed these requirements.

A public hearing was held on Tuesday, March 28, 2023 to consider the minor subdivision plat. A legal notice was published in the Pine Knot on March 17, 2023 and property owners within 350 feet were sent notices of the public hearing.

Policy Objectives

The Subdivision Code states Minor Subdivision plats may be granted when:

1. The subdivision is for residential development with a maximum of eight (8) lots.
2. The minimum lot dimensions and area shall be consistent with the requirements of the zoning district in which the lots are located.
3. The proposed lots shall have frontage on an existing public road for the minimum lot width requirements in the Cloquet Zoning Ordinance.
4. There shall be no new road or utility extensions involved in a Minor Subdivision.
5. The subdivision complies with all other requirements of the Cloquet Zoning Ordinance.

To the Mayor and City Council
Minor Subdivision Plat
April 4, 2023
Page 2

Financial Impacts

The Minor Subdivision fee is \$300. The applicant has paid this fee to cover the cost associated with the application process.

Advisory Committee/Commission Action

There was a neighbor to the east of the development who had concerns of increased traffic with additional homes being build and the potential of more homes on other property owned by Mr. Elias. Staff noted the Zoning for the area allowed for 5-acre lots and that these were all in excess of that. Following minimal discussions and reviewing the Minor Subdivision requirements, the Planning Commission recommended approval of the Minor Subdivision on a 3-0 vote.

Supporting Documents Attachments

- Resolution No. 23-17
- Location Map
- Plat Drawing
- Assistant City Engineer's Memo

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

RESOLUTION NO. 23-17

**A RESOLUTION APPROVING THE MINOR SUBDIVISION PLAT OF
“ELIAS ADDITION” FOR ANDREW ELIAS**

WHEREAS, Andrew Elias is proposing a Minor Subdivision Plat for “Elias Addition”; and

WHEREAS, As required by ordinance, notification was advertised in the Pine Knot. A public hearing was held to consider the application at the regular meeting of the Cloquet Planning Commission on March 28, 2023, at which time Zoning Case / Development Review No. 23-02 was heard and discussed; and

WHEREAS, the property of the proposed Minor Subdivision Plat is located southwest of Stark and Laine Roads is legally described as follows:

The Northeast Quarter of the Northwest Quarter of Section 12, Township 49, Range 17, Carlton County, Minnesota lying Northerly of the following described line; Commencing at the Northeast corner of said Northwest Quarter; thence on an assumed bearing of South 00 degrees 24 minutes 39 seconds East, along the East line of said Northwest Quarter, 878.37 feet to the point of beginning of the line herein described; thence North 63 degrees 57 minutes 55 seconds West, 763.12 feet; thence North 83 degrees 03 minutes 13 seconds West, 237.93 feet; thence North 47 degrees 11 minutes 07 seconds West, 562.63 feet to the West line of said Northeast Quarter of the Northwest Quarter and there terminating.

WHEREAS, the Planning Commission reviewed the staff report and recommends approval of the Minor Subdivision Plat for three lots.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF CLOQUET, MINNESOTA, that it approves of Zoning Case 23-02 for a minor subdivision plat of “Elias Addition” subject to the following conditions:

1. There shall be a shared driveway for Lots 1 and 2 with no other driveway access points onto Stark Road/Co. Rd. 116.
2. A 10-foot drainage and utility easement shall be shown along all roads.
3. Compliance with the Assistant City Engineers memo dated March 6, 2023.

PASSED BY THE CITY COUNCIL OF THE CITY OF CLOQUET THIS 4th DAY OF APRIL 2023.

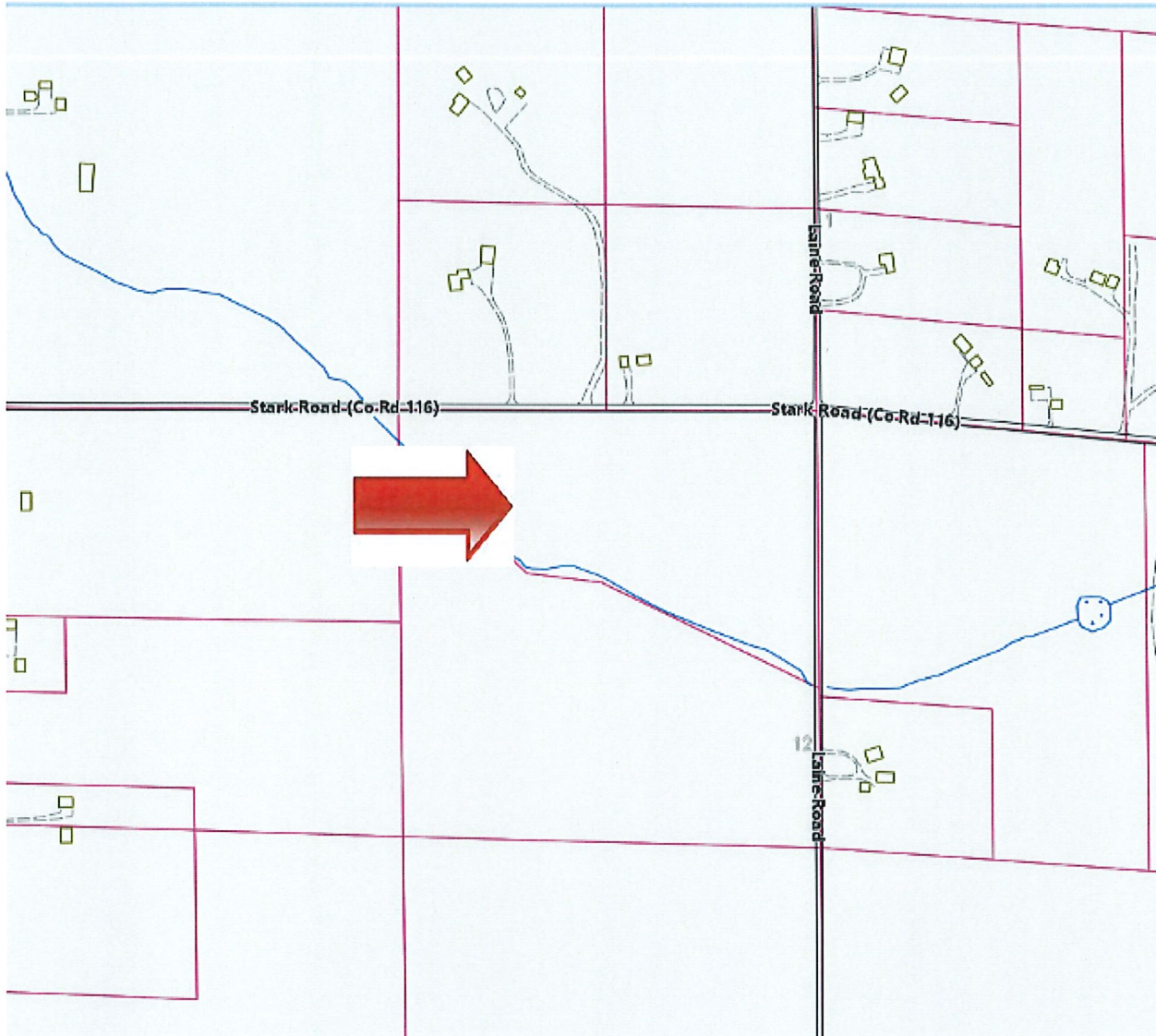
Roger Maki, Mayor

ATTEST:

Tim Peterson, City Administrator

LOCATION MAP

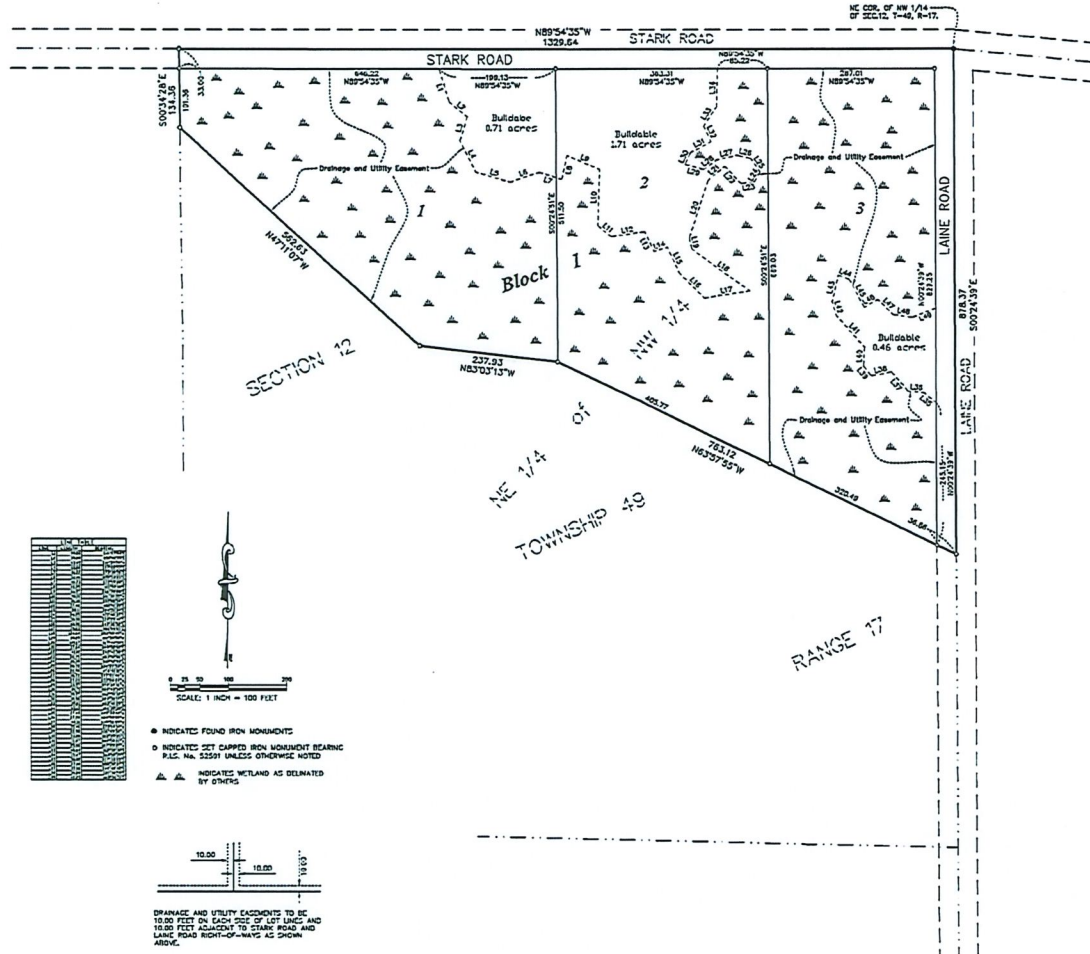
Andrew Elias



NO SCALE

ORIGINAL PLAT

ELIAS ADDITION



KNOW ALL PERSONS BY THESE PRESENTS: That Andrew Elias and Sandra Elias, husband and wife, owners and proprietors of the following described property:

The Northeast Quarter of the Northwest Quarter of Section 12, Township 49, Range 17, Carlton County, Minnesota lying Northerly of the following described line: Commencing at the Northeast corner of said Northwest Quarter; thence on an assumed bearing of South 00 degrees 24 minutes 39 seconds East, along the East line of said Northwest Quarter, 878.37 feet to the point of beginning of the line herein described; thence North 63 degrees 57 minutes 55 seconds West, 763.12 feet; thence North 83 degrees 03 minutes 13 seconds West, 237.93 feet; thence North 47 degrees 11 minutes 07 seconds West, 562.63 feet to the West line of said Northeast Quarter of the Northwest Quarter and there terminating.

has caused the same to be surveyed and platted as ELIAS ADDITION and does hereby donate and dedicate to the public for the public use forever the Roads, drainages and utility easement as shown on the plat.

In witness whereof said Andrew Elias and Sandra Elias, husband and wife, has caused these presents to be signed this ___ day of _____, 2022.

Andrew Elias Sandra Elias

STATE OF MINNESOTA
COUNTY OF _____

The foregoing instrument was acknowledged before me this ___ day of _____, 2022, by Andrew Elias and Sandra Elias, husband and wife.

Notary Public Signature _____

Notary Printed Name _____

My Commission Expires _____

I hereby certify that this plat of ELIAS ADDITION is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on the plat; that all monuments depicted on the plat have been or will be correctly set within one year as indicated on the plat; that all water boundaries and wet lands as of the date of the surveyor's certification are shown and labeled on the plat; that all public ways are shown and labeled on the plat. I further certify that this plat was prepared by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the State of Minnesota.

Michael Stang
Minnesota License No. 52591

STATE OF MINNESOTA
COUNTY OF _____

The foregoing instrument was acknowledged before me this ___ day of _____, 2022, by Michael Stang, R.L.S. No. 52591.

Notary Public Signature _____

Notary Printed Name _____

My Commission Expires _____

The Plat of ELIAS ADDITION was accepted and approved by resolution of the City Council of Cloquet, Minnesota at a _____ meeting thereof held this ___ day of _____, 2022.

Mayor City Clerk

I hereby certify that the taxes for the year _____ and all prior years on the property described herein are paid. 2022.

County Auditor, Carlton County, Minnesota

I hereby certify that the taxes for the year _____ on the property described herein are paid.

County Auditor, Carlton County, Minnesota

Document Number _____

I hereby certify that the within plat of ELIAS ADDITION was filed in the office of the County Recorder for record on this ___ day of _____, 2022, at _____ o'clock _____ M., and was duly recorded in Carlton County Records.

Carlton County Recorder





DEPARTMENT OF PUBLIC WORKS

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

MEMO

To: Al Cottingham, City Planner
From: John Anderson, Assistant City Engineer
Date: March 6, 2023

SUBJECT: Elias Addition – Engineering review

I have reviewed Plat for the “Elias Addition”. The following are my comments on the plans submitted.

1. The plat divides the parcel into 3 buildable lots. No grading is shown but based on roughly 10,000 SF of disturbed area to create a building pad and driveway per lot this would be a total of 30,000 SF of disturbed area. This is under the threshold that would require a grading plan and SWPPP (43,560 SF), therefore it is not required for the developer to prepare these plans for review and approval.
2. Lot 3 fronts on Laine Road which is a city road and driveway access will need to be coordinated with Public works. At the time the driveway is to be install the owner should contact public works to identify the driveway location at which time City staff will make a determination on the size and location of a driveway culvert. The City will provide this culvert but the cost is the responsibility of the property owner.
3. The other two lots (lots 1 and 2) front on Stark Road. Access to Stark road is regulated by Carlton County. The owner shall apply for driveway access with Carlton County and meet any requirements of that permit.